



Needs Analysis

Name: Nationality: Profession: Since when have you been learning German?:.....
Do you want to focus more on General German or Business German? Which areas of business would you like to focus on? (Meetings, negotiations, presentations, telephoning, etc.)
Do you use German for anything else? (Travel, study, teaching, etc.)
Do you need to write in German? Yes/No What do you need to write? (Letters, emails, reports, academic essays, etc.)
Do you need to read in German? Yes / No What do you need to read? (Literature, letters, newspaper, reports, etc.)
Do you need to listen to German? Yes/No What do you need to listen to? (Conferences, meetings, telephone calls, lectures, etc.)
Do you need to speak in German? Yes/No In which situations do you need to speak to people? (presentations, meetings, telephone, socially, etc)
Which areas of your German are you most confident about? Speaking /Reading/Writing/Listening/Grammar/Vocabulary
Which areas of German do you feel you need to work on? Speaking/ Listening/ Reading/ Writing/ Grammar/Vocabulary

We may need to contact you again to discuss your needs further before you arrive. To enable us to do this, please provide the details below.

Telephone:..... Email:.....