

Soft Skill and Language Webinars in English





The art of Small Talk with foreign colleagues

Building professional relationships in a multicultural world

DESCRIPTION:

Small talk is chatting with your colleagues, clients, suppliers or anyone else you meet in a professional situation about things outside your normal business conversations. Being friendly and exchanging pleasantries in English is a great communication skill and a good way to build strong professional relationships.

CONTENT:

The webinar will help you learn, practise and prepare for short conversations with foreign colleagues for all those occasions you meet them along the corridors, at the coffee machine, in the canteen, passing by their workstations, in the elevator, etc. We can demonstrate our professionalism by building relationships, communicating with others in a foreign language and interacting spontaneously.

CEF Level
from
A2.2 - C2



Tuesday
19/01/21
11.30 - 13.00



Making ideas stick

Being able to communicate ideas and information that is meaningful and lasting

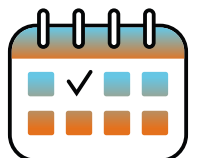
DESCRIPTION:

Lightbulb moments are second nature to inventors and creative businesspeople. They consistently think of new ways of doing things or how to successfully develop a concept, an idea or a product.

CONTENT:

In this webinar, you'll find out how to know your product so well that you'll be able to effectively sell your idea. You'll write down a checklist describing the concepts and details of your product and/or idea. You'll learn how to personally get behind any idea and protect it before you reveal it. The power of being able to do this skill will change the way you communicate.

CEF Level
from
B1 - C2



Tuesday
19/01/21
15.00 - 16.30



Virtual meetings in English

Participating and managing virtual meetings in English successfully

DESCRIPTION:

It's time for remote working, which in turn means virtual meetings. Improve how to adapt to a new way of working and become more efficient and effective. Meetings need structure so participants can bounce ideas off each other, hold constructive discussions about projects or problems and decide what steps to take to complete a project without wasting time or resources.

CONTENT:

Videoconferencing helps you to connect and feel part of the business, particularly when you're working from home or outside the palace of business. This webinar will help you learn the best way to run virtual meetings for or with your staff but also to stay in touch with clients and keep them on board.

CEF Level from A2.2 - C2



Tuesday 26/01/21 11.00 - 13.00



Virtual Meetings in English 2

Virtual meeting revolution for the Smart Worker - making the experience "real"

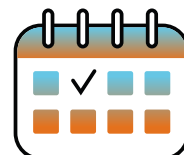
DESCRIPTION:

Remote meetings have become an essential part of our everyday working lives, and in some cases, the only way of communication with various teams across the globe, especially in the middle of a pandemic. Learn 5 keys ways to make your meetings lively by engaging participants. Practice language strategies for keeping your meetings fluid. This is an excellent follow up to the webinar on virtual meetings!

CONTENT:

This webinar will help you look at problem areas in virtual meetings by identifying priorities and finding solutions for those issues in English. Through five easy steps, you can make your virtual experiences much better. When virtual meetings are not well implemented, it can mean a loss of productivity or create a collaborative overload. Aside from technical issues, the biggest problem is engagement. As you move to virtual modes of collaboration and communication, group cohesion and intimacy decreases. This makes it hard for people to fully engage with each other.

CEF Level from B1 - C2



Tuesday 26/01/21 15.00 - 16.30



English for LINKEDIN

Maximizing your LinkedIn profile through adjectives, power words, correct English and languages strategies

DESCRIPTION:

LinkedIn is a great opportunity for anyone working in the business world today. Apart from being a powerful way for companies to spread the word about themselves through their employees, it is about making a stronger presence overall. But..badly written English profiles and summaries is not! How important are adjectives, verbs, condensed messaging techniques in English? Well, they can grab the attention of the readers or leave them with the idea that you really need to study English.

CONTENT:

This webinar concentrates on improving your LinkedIn profile through language only. This includes improving your sentences, choosing the right words, writing correctly and making your messages "pop". Your written communication should come alive through the power of description as well as other writing strategies. Learn which buzz words are blasè and which ones could make you shine. What's the point of having such a great vehicle if you don't know how to drive it?

CEF Level from A2.2 - C2



Tuesday
2/02/21
11.30-13.00



Business Contracts

Shall vs Will - Must, Have to, Should, Could, etc.

DESCRIPTION:

Perfecting your written communication.

CONTENT:

This webinar looks at the concepts of ability, capacity, possibility, and requirements in the present and the past. Asking questions, making statements, asking negative questions, using contractions etc. Expressing doubt, making recommendations and assumptions, prohibitions. The main forms used in business contracts. Clauses and conditions, the correct use of English modal forms to avoid mistakes.

CEF Level from B1 - C2



Tuesday
2/02/21
15.00-16.30



SOS English

Virtual meeting revolution for the Smart Worker - making the experience "real"

DESCRIPTION:

Tired of hearing "the pen is on the table"? Do you feel like you keep studying English but are always at a beginning level or do you feel overwhelmed by English? This short training session will help you understand how to learn English by laying down a foundation of clear concepts. It will simplify the learning process so that you can get down to business and speak English!

CEF Level
from
A2.2 - C2



CONTENT:

Thorough explanation with details steps to practice. Comprehension activities with "Question & Answer" clinic as well as "real-time" explanation with examples. - with a "Question & Answer" Clinic as well as "real-time" explanations with examples.

Tuesday
9/02/21
11.00-13.00



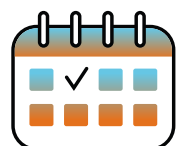
101 Advanced Grammar

How good is your English? - Advances Grammar for fluent English speakers (Intermediate/Upper - Intermediate)

DESCRIPTION:

So, you speak English..but, do you feel like there are certain areas where you could be more comfortable and fluent in English? Are you comfortable with all tenses? Or would you like to practice what you already know in a controlled environment and clear up any problem areas? This seminar looks at more intermediate and advanced grammar concepts such as the perfect tenses, conditionals, phrasal verbs, complex sentences, etc.

CEF Level
from
B1 - C2



CONTENT:

This webinar will concentrate on some of the difficult areas which baffle more fluent speakers. You will learn and, most importantly, practice English in a wide range of complex grammar situations. The webinar will keep you on your toes by testing your knowledge and usage. Throughout the training session, your trainer will make you aware of the areas which need improvement making you English more fluent.

Tuesday
9/02/21
15.00-16.30



Tutti i seminari si terranno in modalità online.

Quote di partecipazioni:

- Euro 80+ IVA a persona a seminario (*solo per le aziende associate Assagenti*)
- Euro 130 + IVA a persona a seminario
- Euro 280 + IVA a persona per 4 seminari (*solo per le aziende associate Assagenti*)
- Euro 480 +IVA a persona per 4 seminari

Per informazioni contattare:

Assagenti Servizi - info@assagentservizi.it - 010/591595

Per le iscrizioni:

Compilare il modulo di iscrizione a questo [link](#) entro e non oltre la settimana prima dell'inizio del seminario.