

BUSINESS ENGLISH

1 & 2 WEEK COURSES FOR TEACHERS OF BUSINESS STUDIES & BUSINESS ENGLISH
DUBLIN, IRELAND

SUNDAY 9 NOVEMBER - SATURDAY 22 NOVEMBER 2025

SUNDAY 9 NOVEMBER - SUNDAY 16 NOVEMBER 2025

COURSE OBJECTIVES:

This course is designed for European teachers of Business Studies & Economics and teachers of Business English.

Participants will have the opportunity:

- to gain new teaching ideas & materials for teaching Business English
- to enhance their language skills in Business English
- to exchange ideas and develop links with teachers from different European countries

COURSE CONTENT:

1. **Practical workshops on Business English** (materials & methodology) to include:

- ideas and materials for selecting, introducing contexts for and practising language used in business
- effective writing activities using digital tools for business communication
- guidance and feedback for a variety of presentations, online meetings and short talks
- creating Task-Based Learning materials for Business English Learners
- designing materials for business using roleplay and game-based simulation
- designing effective tasks and individual or class learning plans for business
- evaluating digital tools, podcasting and websites for professional and business use

Teachers will be encouraged to share their own ideas and experiences and to participate in and reflect on learning and tasks designed for students.

Digital and other resources will be shared and created together with participants and the trainer will provide a bank of useful websites and reference materials for further professional development.

2. **English Language Training** (Business English)

3. **Workshop on Using Technology to Enhance Learning**

4. **Lecture on the Irish Education System**

5. **Visit a secondary school.** Observe Business Studies lessons and opportunity for discussion with teachers
(2-week course only)

6. **Visit a Youthreach Centre.** Presentation on Youthreach Centres which provide education in an informal setting with focus on preparation for the world of work (training and work experience) for early school leavers without any qualifications or vocational training aged 15-20. (2-week course only)

7. **Visit to a hotel and restaurant** with tour and talk by manager on hotel management and the training of new employees
(2-week course only)

8. **Cultural visit** to Wicklow Mountains National Park and Glendalough monastic site & lakes (2-week course only)

9. **A guided walking tour** of Dublin and cultural visits to National Museum: Archaeology, National Museum: History & Decorative Arts and Chester Beatty (World Art Museum)

LOCATION:

DUBLIN, Ireland: Population: 1,228,000

Famous for its cultural heritage and charming hospitality, Dublin is a lively city with a rich history, situated on the east coast of Ireland. Notable historic sights include its elegant Georgian squares, Dublin Castle, Christ Church Cathedral, the Book of Kells at Trinity College, Kilmainham Gaol and National Museums. Temple Bar is a busy riverside neighbourhood with live Irish folk music venues.

Close to the city are the beautiful hills and lakes of Wicklow Mountains National Park and attractive coastal scenery



2025 PRICES:

| | COURSE ONLY | COURSE WITH FULL BOARD HOST FAMILY ACCOMMODATION | COURSE WITH SELF-CATERING RESIDENTIAL ACCOMMODATION |
|---------|-------------|--|---|
| 1 Week | €895 | €1,447 | €1,479 |
| 2 Weeks | €1,395 | €2,195 | €2,239 |

The price includes:

COURSE FEE to include:

Full programme of study sessions and visits as itemised above.

NB. Participants are responsible for paying their own daily transport costs, including visits to schools.
Any optional visits are not included in the price.

HOST FAMILY ACCOMMODATION to include:

Full board Accommodation with a local family (inclusive of registration fee): 7 or 13 nights
(Teachers may request to be the only guest of their mother tongue or to stay in the same family as a colleague).

Host families are carefully selected and offer a friendly welcome and opportunities to chat and learn more about life in Ireland today. Participants often find that the experience of staying with a host family is one of the most memorable aspects of the course. Accommodation is in single rooms (unless participants request to share). Breakfast, packed lunch and evening meal are provided by the host family. (Food allergies, likes and dislikes are taken into account.)

Please note that many suitable residential areas are not within walking distance of the city centre and most host families are a bus ride from the city centre/tuition centre. A travel pass for all Dublin public transport costs €32 per week and can also be used to visit nearby coastal villages, beaches and cliffs.

Accommodation can be provided for family members (but not unaccompanied children) subject to availability. (Rates on request).

RESIDENTIAL ACCOMMODATION to include:

Self-catering accommodation in a university residence in a central location - single bedroom with ensuite shower / wc;
no meals provided (inclusive of registration fee): 7 or 13 nights

TRAVEL:

Participants are responsible for arranging their travel to and from Ireland.
Express buses run from Dublin Airport to the city.

PAYMENT:

Full payment will be due 2 months before the course begins, or for teachers awaiting funding: as soon as the grant is received.
No refund for cancellations within 5 weeks of arrival. Applicants are strongly advised to take out cancellation insurance.

PREPARATION:

Participants are asked to complete a questionnaire before the course starts in order to ascertain their level of experience and training, the age groups and types of learners they teach and their expectations from the course. This helps trainers to respond to participants' individual needs and ensure that the most relevant areas are carefully integrated.

EVALUATION:

At the end of the course teachers participate in a detailed evaluation of the course.

FOLLOW UP:

At the end of the course teachers are asked to consider which aspects of the course will be the most relevant to their own teaching situations. On their return they are invited to keep a record of how they have been able to utilise ideas gained on the course in their own classrooms.

CERTIFICATE & ERASMUS+ VALIDATION:

A certificate of attendance (stating course content, learning outcomes and number of hours) will be provided and Erasmus+ documentation will be validated.



BUSINESS ENGLISH

TWO-WEEK COURSE FOR TEACHERS OF BUSINESS STUDIES AND BUSINESS ENGLISH

DUBLIN: SUNDAY 9 NOVEMBER - SATURDAY 22 NOVEMBER 2025

DRAFT PROGRAMME

| DAY | MORNING | AFTERNOON | EVENING |
|--------------------------|--|--|---|
| SUNDAY 9 NOVEMBER | | | Arrive Dublin |
| MONDAY 10 NOVEMBER | 0930- Welcome & Introduction 1015 1030- Lecture on the Irish Education System 1230 | 1400- Guided Walking Tour of Dublin 1630 | Optional Irish Dancing |
| TUESDAY 11 NOVEMBER | 0930- Workshop on Using Technology 1300 to Enhance Learning | 1400- Workshop on Using Technology 1700 to Enhance Learning | Optional evening in a traditional pub with Irish folk music |
| WEDNESDAY 12 NOVEMBER | 0930- Workshop on English 1300 for Business | 1400- Workshop on English 1700 for Business | |
| THURSDAY 13 NOVEMBER | 0930- Workshop on English 1300 for Business | 1400- Workshop on English 1700 for Business | Optional visit to an Art Gallery / Museum |
| FRIDAY 14 NOVEMBER | 0930- Workshop on English 1300 for Business | 1400- Workshop on English 1700 for Business | |
| SATURDAY 15 NOVEMBER | 1000- Cultural visits in Dublin: National Museum: Archaeology, National Museum: History & Decorative Arts, National Botanic Gardens or Chester Beatty (World Art Museum) | | |
| SUNDAY 16 NOVEMBER | Free for individual research or optional visits eg. Book of Kells at Trinity College, Guinness Storehouse or Howth & Howth Head (east coast) | | |
| MONDAY 17 NOVEMBER | 0930- English Language Training: 1230 Business English | 1330- English Language Training: 1630 Business English | |
| TUESDAY 18 NOVEMBER | 0900- Visit a secondary school 1500 Observe Business Studies lessons and opportunity for discussion with teachers | | |
| WEDNESDAY 19 NOVEMBER | 0930- Visit a Youthreach Centre 1500 Presentation on Youthreach Centres which provide education in an informal setting with focus on preparation for the world of work (training and work experience) for early school leavers without any qualifications or vocational training aged 15-20 | | Optional visit to an Art Gallery / Museum |
| THURSDAY 20 NOVEMBER | 1015- Cultural visit to Wicklow Mountains National Park and Glendalough monastic site & lakes 1700 | | |
| FRIDAY 21 NOVEMBER | 1000- Visit a hotel and restaurant 1230 with tour and talk by manager on hotel management and the training of new employees | 1400-Lecture on Irish History, Culture & Traditions 1700 Traditions 1700- Evaluation Session 1800 | Optional evening in a traditional pub with Irish folk music |
| SATURDAY 22 NOVEMBER | Depart Dublin | | |

BUSINESS ENGLISH

ONE-WEEK COURSE FOR TEACHERS OF BUSINESS STUDIES AND BUSINESS ENGLISH

DUBLIN: SUNDAY 9 NOVEMBER - SUNDAY 16 NOVEMBER 2025

DRAFT PROGRAMME

| DAY | MORNING | AFTERNOON | EVENING |
|--------------------------|---|--|---|
| SUNDAY 9 NOVEMBER | | | Arrive Dublin |
| MONDAY 10 NOVEMBER | 0930- Welcome & Introduction 1015 1030- Lecture on the Irish Education 1230 System | 1400- Guided Walking Tour of Dublin 1630 | Optional Irish Dancing |
| TUESDAY 11 NOVEMBER | 0930- Workshop on Using Technology 1300 to Enhance Learning | 1400- Workshop on Using Technology 1700 to Enhance Learning | Optional evening in a traditional pub with Irish folk music |
| WEDNESDAY 12 NOVEMBER | 0930- Workshop on English 1300 for Business | 1400- Workshop on English 1700 for Business | |
| THURSDAY 13 NOVEMBER | 0930- Workshop on English 1300 for Business | 1400- Workshop on English 1700 for Business | Optional visit to an Art Gallery / Museum |
| FRIDAY 14 NOVEMBER | 0930- Workshop on English 1300 for Business | 1400- Workshop on English 1700 for Business 1700- Evaluation Session 1800 | Optional evening in a traditional pub with Irish folk music |
| SATURDAY 15 NOVEMBER | 1000- Cultural visits in Dublin: National Museum: History & Decorative Arts, 1700 National Museum: Archaeology, Chester Beatty (World Art Museum) or National Botanic Gardens | | |
| SUNDAY 16 NOVEMBER | Depart Dublin | | |

