

# Business English for Banking and Finance

Course co-ordinator: PROF.SSA MARIA LUISA MAGGIONI – Instructor Dean Willis

**Course Objectives:** Improve students' English knowledge and course specific vocabulary with practical use of English through case study situations in business, banking, and finance sectors and how to report findings in a business environment.

**Learning outcomes:** This course should help students to improve their ability to understand and use English in the field of Banking and Finance through comprehension, speaking and writing.

**Level of English B2+**

**Course syllabus:** See table of course content below.

The course will cover articles focusing on grammar and vocabulary for the set level in the following areas:

adverbs of degree, descriptive verbs, dependent verbs, gerunds, predictions and probability, word partnerships, linking ideas, word families; prefixes/suffixes, opposites and synonyms, prepositions, and vocabulary development.

Skills: negotiating, dealing with customers, presentations, doing business internationally and cultural differences, writing emails, reports, and summaries.

## Bibliography:

D. COTTON, D. FALVEY, S. KENT: MARKET LEADER UPPER INTERMEDIATE EXTRA WITH MY ENGLISH LAB, ISBN 9781292366517 PEARSON.

S. HELM: MARKET LEADER ACCOUNTING AND FINANCE (FINANCIAL TIMES PUBLISHING) PEARSON ISBN 9781408220023

## Assessment: Oral exam (30 minutes)

Assessment of course specific vocabulary knowledge, English level assessment and performance of case study discussions.

Points breakdown for the oral:

<b>Introduction</b> , university life, future aspirations and Q&A's	10 points
<b>Vocabulary sheet</b> based on course specific vocabulary	10 points
<b>Case study:</b> Discussion on a case study chosen by examiner	10 points

## Course Syllabus

Date	Topic	Language skills
Lesson 1	Topic: <i>Developing global professionals &amp; working across cultures</i>	<ul style="list-style-type: none"> <li>• Discussion about international qualifications</li> <li>• Reading comprehension and vocabulary development</li> <li>• Developing spoken English skills</li> <li>• Listening: <i>note taking specifics</i></li> <li>• Holding a meeting</li> </ul>
Lesson 2	Topic: <i>International finance reporting standards &amp; doing business internationally</i>	<ul style="list-style-type: none"> <li>• Reading comprehension skills</li> <li>• Vocabulary development</li> <li>• Speaking: group work activity culture and business</li> <li>• Writing practice 1 – <i>business emails</i></li> </ul>
Lesson 3	Topic: <i>Accounting for banks &amp; presentations</i>	<ul style="list-style-type: none"> <li>• Reading comprehension and vocabulary development</li> <li>• Development of critical thinking skills in English</li> <li>• Speaking: <i>how to give good presentations</i></li> <li>• Listening: <i>presentation breakdown</i></li> </ul>
Lesson 4	Topic: <i>Overseas investment and Mergers and Acquisitions and case study</i>	<ul style="list-style-type: none"> <li>• Reading comprehension and vocabulary development</li> <li>• Listening: successful mergers and acquisitions</li> <li>• Speaking: role-play activities case study</li> <li>• Video: <i>Rinnovar International case study 1</i></li> </ul>
Lesson 5	Topic: <i>Responsible investing and, raising finance</i>	<ul style="list-style-type: none"> <li>• Reading comprehension and vocabulary development</li> <li>• Listening: ways to raise finance</li> <li>• What criteria do investors use?</li> <li>• Writing 2: <i>summary writing</i></li> <li>• Developing presentation skills</li> <li>• <i>Speaking: Negotiating role play preparation</i></li> </ul>
Lesson 6	Topic: <i>Corporate governance and case study</i>	<ul style="list-style-type: none"> <li>• Reading comprehension and vocabulary development</li> <li>• Listening: Financing of films</li> <li>• Speaking: Role play production in groups</li> <li>• Video: <i>Last throw of the dice case study 2</i></li> </ul>
Lesson 7	Topic: <i>Banking a risky business</i>	<ul style="list-style-type: none"> <li>• Reading comprehension and vocabulary development</li> <li>• Listening: key steps of risk management</li> <li>• Writing: reports</li> <li>• Video: <i>Winton Carter Mining case study 3</i></li> </ul>
Lesson 8	Topic: <i>Customer service</i>	<ul style="list-style-type: none"> <li>• Reading comprehension and vocabulary development</li> <li>• Listening: customers changing behaviour</li> <li>• Speaking: group discussion about experiences of customer relations.</li> </ul>

		<ul style="list-style-type: none"> <li>• Video: Hurrah airlines case study</li> <li>• Writing: reports II</li> </ul>
Lesson 9	Topic: <i>Scary audit jargon and vocabulary assessment in exam</i>	<ul style="list-style-type: none"> <li>• Reading comprehension and vocabulary development</li> <li>• Vocabulary revision</li> <li>• Writing recap: emails, reports, and summaries</li> </ul>
Lesson 10	Topic: <i>Revision and continued assessment criteria</i>	<ul style="list-style-type: none"> <li>• Recap and revision on the exam criteria</li> <li>• Case study 1 <i>Rinnovar International</i></li> <li>• Case study 2 <i>Last throw of the dice</i></li> <li>• Case study 3 <i>Winton Carter Mining</i></li> <li>• Case study 4 Hurrah airlines</li> </ul>