

ISTITUTO TECNICO ECONOMICO PARITARIO “WALTHER”

PROGRAMMA D’INGLESE

ANNO SCOLASTICO 2016 - 2017

CLASSE IV C

LIBRO DI TESTO: Bedell, *et alii*, *Good Practice in Business*. Principato Ed. Multitask CD-ROM

I. Communicating business. Negotiating orders.

- Orders on the phone
- Online orders
- Orders in writing
- Responding to orders
- Giving confirmation

II. Making and responding to complaints.

- Complaints on the phone
- Complaints in writing
- Responding to complaints

III. The United States of America

- The Land
- The Flag
- US Government
- Washington D. C.
- The American Constitution
- Trends in the US economy
- American Values

GLI STUDENTI:

LA DOCENTE:

Prof.ssa Tiziana M. G. Nucera