



# BUSY SUMMER

**Seminar Title:**

**Zweiter Schritt** – the next step in business German

**Level according to CEFR:**

A1

**Short Description of the Course Goals:**

You will build on your basic German, using business situations. You will continue to learn to:

- make basic factual statements about yourself, job and company
- understand basic questions and instructions
- follow simple directions
- request things and respond to requests

And also learn to:

- introduce yourself and colleagues
- describe things, e.g. your job, company and products
- compare things
- make arrangements, e.g. appointments

**Main Contents:**

- basic vocabulary and structures for simple questions, answers and statements, with attention to being clear but diplomatic
- phrases and politeness rules for introductions
- key adjectives used in business German, how to make comparisons, superlatives
- basic vocabulary for the job, product/service, and company
- how to learn words and how to “guess” the meaning of new words from the context

**Possible TELC Exam, if required:**

Start Deutsch A1



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