



5 Courses

Business English: Networking

Business English: Meetings

Business English: Planning & Negotiating

Business English: Making Presentations

Business English: Capstone Project



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Olesia Kotelevska

has successfully completed the online, non-credit Specialization

Business English Communication Skills

This Specialization is designed to teach you the English language skills needed to effectively communicate in business contexts. Throughout these courses, you will expand your knowledge of the English language by building your vocabulary and improving your ability to write and speak in English in a variety of situations, including social and professional interactions, business transactions and negotiations, meetings, telephone conversations and professional presentations. You will learn business terminology, study the global business environment, and develop your written English skills for use in business communications such as reports and emails.

Daphne Mackey, Richard Moore, Wendy Asplin

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Extension Lecturer,
International & English
Language Programs
University of
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Educational Outreach

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