

## English for Controlling Workshop

### Objectives

After attending this workshop you will be able to:

- Work more confidently with English-speaking clients and counterparts
- Use core Controlling terminology accurately
- Analyse and discuss company results and needs more effectively
- Explain and discuss Controlling issues and problems

### Contents

- Overview of the role and function of Controlling
- Understanding company accounts
- Language of figures and calculations
- Communicating more effectively with colleagues and counterparts
- Presenting balance sheet information
- Extending vocabulary for the Controlling area
- Making recommendations and outlining options
- Handling difficult situations

### Methodology

- Direct Method – Only English will be spoken
- Short input sessions
- Variety of interactive exercises
- Role plays and simulations

### Target Group

All professionals engaged in the controlling field that find their work is moving from a national to an international context, and currently have or expect to have a need for English in their daily work.

### Prerequisite

Intermediate level of English (B1 on the CEF\*)

### Duration

3 days

### Number of Participants

8

### Comments

The workshop will focus principally on building confidence in the spoken language. Participants should be prepared to speak English throughout the seminar.

*\* CEF = Common European Framework of Reference for Language Learning and Teaching.  
Check your level of English with IBC's English Fitness Check.*