

ITES “ Leonardo da Vinci”

Programma di Lingua Inglese

Classe 3 E indirizzo SIA

UNDERSTANDING ECONOMIC DATA

Main sources of economic information. Visual communication of economic data.

BUSINESS COMMUNICATION AND CONTACTS

Forms of communication. Business letters- The layout of the letter.
Emails-Parts of an email, Email netiquette- Dos and Don'ts in writing emails- Oral communication and visual communication

BUSINESS TRANSACTIONS

Business transaction: Enquiries, Writing enquiries, Replying to enquiries, Offers and unsolicited offers. Placing orders. Invoices.

INNOVATION AND SUSTAINABILITY

Ed.Civica Innovation and sustainability, Green energy, CSR: Corporate social responsibility. Describing sustainability projects.

CULTURE THE UNITED KINGDOM

Geography, London highlights, Popular places in the British Isles, UK economy at a glance, A short history of the UK (from the origins to the Elizabethan Age)

CURRICOLO TRASVERSALE DI EDUCAZIONE CIVICA:

**IL RISPARMIO IN TUTTE LE SUE DECLINAZIONI: RISPARMIO ENERGETICO,
RISPARMIO E CONSUMO RESPONSABILE, ED. FINANZIARIA.**

Prof.ssa Rosaria Strippoli