

ISTITUTO TECNICO ECONOMICO

"AMBROGIO FUSINIERI"

VICENZA

Indirizzo diurno: Amministrativo Progetto "I.G.E.A."- Programmatori Progetto

"Mercurio"

Indirizzo Serale: Amministrativo **"Progetto SIRIO"**

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Classe: 4^{AS}

Materia: Inglese

Docente: Carmela Lacava

Anno Scolastico 2014-2015

PROGRAMMA SVOLTO

Dal libro di testo "Up Beat Compact - Students' Book and Workbook" (Pearson Longman) e da fotocopie tratte dal testo "Activating Grammar Digital Edition" (Pearson Longman), sono stati svolti i seguenti argomenti:

Unit 11A/11B/11C

Grammar (to be going to; present continuous for future; want+infinitive; want+object pronoun+infinitive)

Vocabulary (Types of music; adverbs)

Functions (invite, accept and refuse)

Unit 12A/12B/12C

Grammar (Present Perfect with *ever*, *never*, *just*, *already* and *yet*; past simple and present perfect; present perfect continuous dal testo "Activating Grammar")

Unit 13A/13B/13C/13D

Grammar (Will for future predictions; first conditional; will for decisions/promises; will and shall for offers; grammar focus: esercizi da 1 a 6)

Vocabulary (computer language; faults)

Functions (Describe and deal with faults)

Unit 14A/14B/14C

Grammar (should/shouldn't; affirmative and negative imperative; must/mustn't for rules; have to/don't have to; grammar focus: esercizi da 1 a 7)

Vocabulary (illness; parts of the body; household jobs)

Functions (Say what the matter is and give advice)

Unit 15A/15B

Grammar (Past continuous; past continuous and past simple with *while* and *when* dal testo "Activating Grammar").

Dal libro di testo "Business Globe - Student's Book" (Petrini), sono stati svolti i seguenti argomenti:

MODULE 1

Business theory

1.1 Production (Needs and wants; goods and services; factors of production; deindustrialisation; types of economic systems)

1.2 Commerce and trade (Home trade; international trade; the balance of trade and payments; restrictions on international trade; regulating international trade)

1.3 Information technology (IT) in business (the information revolution; IT in manufacturing; IT in distribution; how will RFID tracking work?;)

1.4 E-commerce (What is e-commerce?; what are the main areas of e-commerce?; why is e-commerce successful?)

Business communication

1.5 Vocabulary builder (written, oral, visual communication)

1.6 Written communication (electronic messages; text messages; e-mail; faxes; business letters)

1.7 Oral communication (telephone conversations; face to face conversations)

MODULE 2**Business theory**

2.1 Business organisations (sole trader; partnerships; limited companies; cooperatives; franchises; Integration; multinationals)

2.2 Outsourcing (the offshoring phenomenon)

2.3 the world of work (the changing face of the labour market)

Business communication

2.4 Vocabulary builder (company tasks; company jobs; describing hierarchy; describing responsibility)

2.5 applying for a job (jobs adverts; the curriculum vitae-Europass; reading and writing letters of applications; listening and speaking: job interviews)

MODULE 3**Business theory**

3.1 Marketing basics (markets; kinds of markets; what is marketing?; the role of marketing; market segments; market research; the marketing mix and the four Ps: product, price, promotion, place);

Ulteriori materiali e attività:

Uso di CDs, LIM e e-books per la maggior parte delle unità didattiche in programma.

L'insegnante

Carmela Lacava

Gli Alunni

Vicenza, 5 giugno 2015