

Programma svolto – LINGUA E CIVILTÀ INGLESE

A.S. 2022/2023

CLASSE: 4 A AFM

DOCENTE: Prof.ssa Daniela Coppola

LIBRO DI TESTO:

- Bowen, Cumino, *Think Business*, Petrinì

BUSINESS THEORY

<b>UNIT 7</b> <b>BANKING AND</b> <b>FINANCE</b>	<ul style="list-style-type: none"><li>- Banking services:<ul style="list-style-type: none"><li>○ Business banking and online banking;</li><li>○ current accounts and statements of accounts;</li><li>○ savings account;</li><li>○ direct debit, standing orders, cash, cheques, credit transfer;</li><li>○ mortgage, leasing, overdraft.</li></ul></li></ul>
<b>UNIT 8</b> <b>LOGISTICS AND</b> <b>INSURANCE</b>	<ul style="list-style-type: none"><li>- Logistics;</li><li>- IT in distribution;</li><li>- Transport:<ul style="list-style-type: none"><li>○ Choice of transport;</li><li>○ New modes of transport.</li></ul></li><li>- Modes of Transport:<ul style="list-style-type: none"><li>○ Road transport;</li><li>○ Rail transport;</li><li>○ Transport by water;</li><li>○ Transport by air</li></ul></li></ul> <p>Reading: <i>Domino's delivers pizza by drone!</i></p>

BUSINESS COMMUNICATION

<b>UNIT 1</b> <b>INTERNATIONAL</b> <b>TRADE</b> <b>DOCUMENTS</b>	<ul style="list-style-type: none"><li>- Trade documents:<ul style="list-style-type: none"><li>○ The invoice<ul style="list-style-type: none"><li>▪ Examining a commercial invoice;</li></ul></li><li>○ Packing list<ul style="list-style-type: none"><li>▪ Examining a packing list.</li></ul></li></ul></li><li>- International Delivery Terms</li><li>- Transport and Insurance documents:<ul style="list-style-type: none"><li>○ Road and Rail Transport<ul style="list-style-type: none"><li>▪ Examining a Consignment Note</li></ul></li></ul></li></ul>
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	<ul style="list-style-type: none"> <li>○ Sea Transport <ul style="list-style-type: none"> <li>▪ Examining a Bill of Lading</li> </ul> </li> <li>○ Air Transport <ul style="list-style-type: none"> <li>▪ Examining an Air Waybill</li> </ul> </li> <li>○ Certificate of Insurance <ul style="list-style-type: none"> <li>▪ Examining an Insurance Certificate.</li> </ul> </li> <li>- International Payment Terms: <ul style="list-style-type: none"> <li>○ Open account;</li> <li>○ Bank Transfer;</li> <li>○ Bill of Exchange;</li> <li>○ Cash against documents;</li> <li>○ Letter of Credit;</li> <li>○ Payment in advance</li> </ul> </li> </ul>
<b>UNIT 2</b> <b>ENQUIRIES</b>	<ul style="list-style-type: none"> <li>- Key Vocabulary <ul style="list-style-type: none"> <li>○ Specific enquiries</li> <li>○ Requesting</li> <li>○ Granting and refusing requests</li> </ul> </li> <li>- Written enquiries</li> <li>- Written replies to enquiries</li> <li>- Telephone enquiries</li> <li>- Telephone replies to enquiries</li> </ul>

<b><u>CULTURE and LANGUAGE</u></b>
<ul style="list-style-type: none"> <li>- George Orwell <ul style="list-style-type: none"> <li>○ life</li> <li>○ quotations and works</li> <li>○ <i>Animal Farm</i></li> </ul> </li> </ul> <p>Reading: <i>Animal Farm</i> - the script</p> <ul style="list-style-type: none"> <li>- Partecipazione allo spettacolo in lingua inglese <i>Animal Farm</i> presso il Teatro Massimo di Pescara.</li> <li>- Partecipazione al viaggio studio a Londra (3 Maggio – 10 Maggio).</li> <li>- Conditionals.</li> </ul>

<b><u>LAVORI IN DDI</u></b>
<ul style="list-style-type: none"> <li>- Web quest: TAV</li> <li>- Preparing documents for export</li> <li>- Discovering G. Orwell</li> <li>- <i>Animal Farm</i> – <i>THE PLAY</i> – your own review</li> </ul>

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| <ul style="list-style-type: none"><li>- Banking</li><li>- My experience in London</li></ul> |
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<b>EDUCAZIONE CIVICA</b>
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| <ul style="list-style-type: none"><li>- Logos, Brands and Values: Naomi Klein's <i>No Logo</i></li></ul> |
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Torremaggiore, 10/06/2023

Gli studenti

La docente