

Professional Business Skills Course

專業商務英語技巧課程

April 2025 to August 2025

2025年4月至2025年8月

Venue 上課地點	Class Time 上課時間	Class days 課堂日期	Module 單元	Date 日期	
SCR 金鐘	18:30-20:00 & 20:15-21:45	Tue 星期二	Business Writing Skills 1 (8 lessons/堂) <ul style="list-style-type: none"> Grammar Skills for Business Writing Business Writing Skills 	April to June 四月至六月	29/04 06/05
					13/05 20/05
				27/05 03/06	
				10/06 17/06	
		Tue 星期二	Business Writing Skills 2 (8 lessons/堂) <ul style="list-style-type: none"> Email Writing Skills Report Writing Skills 	June to August 六月至八月	24/06 08/07
			15/07 22/07		
					29/07 05/08
					12/08 19/08
		Thu 星期四	Business Speaking Skills 1 (8 lessons/堂) <ul style="list-style-type: none"> Interpersonal Communication Skills Effective Meeting Skills 	May to June 五月至六月	08/05 15/05
					22/05 29/05
					05/06 12/06
					19/06 26/06
		Thu 星期四	Business Speaking Skills 2 (8 lessons/堂) <ul style="list-style-type: none"> Presentation Skills Negotiation Skills 	July to August 七月至八月	03/07 10/07
					17/07 24/07
					31/07 07/08
					14/08 21/08

Course levels 程度: Intermediate (B1) or above 中級 (B1) 或以上

Course fee 學費 (24 hours 小時): HK\$5,760

English language centre address 英語教學中心地址

SCR 金鐘

British Council, 3 Supreme Court Road, Admiralty, Hong Kong
英國文化協會, 香港金鐘法院道3號