

1.
Apresentação geral

2.
Objetivo geral

3.
Programa resumido

4.
Bibliografia principal

1.

Curso: Comércio e Negócios Internacionais

Área/ Subárea: Ciências da Informação e da Comunicação/ Línguas

Semestre: 2.º semestre

Carga horária: 3 horas/ semana

ECTS: 4

2.

Considering the eminently international nature of the degree in Commerce and International Business, this intermediate course is aimed at developing the four main linguistic skills – reading, listening, speaking and writing – in the area of **International Business**.

3.

The contents of the course include major general International Business topics. In addition, several grammar topics are revised throughout the year. These are studied throughout the year on the basis of exercises. Selected material from published sources is also used when appropriate. Technical topics covered are the following

1. Cultural diversity and socializing; 2. Management Styles; 3. Marketing; 4. International Banking; 5. The Business Cycle. Grammar: Verb tenses (present, past, perfect, future); Prepositions; Phrasal Verbs.

4.

1. Set of Notes: Business English I, (Curso de Comércio e Negócios Internacionais)

2. Fanha Martins, H., "Alternatives to Common Words. A Selection of 75 Terms with Business English Examples from the British National Corpus" (2017). Repositório do Instituto Politécnico de Lisboa. <http://hdl.handle.net/10400.21/7111>

3. Fanha Martins, H.; Pinheiro, P. (2013). The Accounting Dictionary, Dicionário de Contabilidade: inglês-português / português-inglês. Lisboa: Edições ATF.

4. Fanha Martins, H.; Carvalho, A. S. (2013). *Business English Letters (Vol.2), Human Resources, Purchasing and Sales*: Sinapis Editores, Lisboa.

5. Fanha Martins, H. (2012). *Business English Letters (Vol.1), Payments and Accounts*: OTS Publishing, Business English Series.

6. Fanha Martins, H.; Kuteeva, M. (2005). *Reuniões e Apresentações em Inglês de Negócios*. Lisboa: Publisher Team.