



ISTITUTO TECNICO COMMERCIALE E PER GEOMETRI

Indirizzi A.F.M. - TURISMO - C.A.T. - Percorsi di II Livello

PROGRAMMA EFFETTIVAMENTE SVOLTO (MATERIA INGLESE)

Anno scolastico **2025 / 2026** Classe **4** sezione **B** Indirizzo **AFM**

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Contenuti:

Section 2 – Business theory

• Unit 1: Production and economy (*)

- Production
 - Business activities: needs and wants
 - Factors of production
 - Industry and commerce
- Deindustrialisation
- Supply chains and distribution channels
- Economic systems
- Economic indicators *GDP* and *GNP*
 - Inflation
 - Unemployment

• **Unit 2: The international market** (*)

- Import – Export
 - International trade
 - Visible and invisible trade
 - Balance of Trade and Balance of Payments
- International organisations
- Trading blocs
 - Protectionism
- Mature and emerging markets
 - Emerging markets: BRICS

Section 3 – English in the workplace

• **Unit 1: Successful communication** (*)

- Writing Communication
 - Emails
 - Netiquette
 - Instant messaging
 - Business letters
- Oral Communications
 - Talking on the phone
 - Face-to-face meetings
 - Video calls
- Taking meeting minutes
- Visual Communication

• **Unit 2: Job Hunting** (*)

- Understanding job ads
- Working on a CV
 - Europass CV
 - Functional CV
 - Video CV
 - Completing a CV
- Working on a cover letter
- Applying for a position

- Preparing for an interview

Section 2 – Business theory

• Unit 1: Business Organisations (*)

- Business enterprises and entrepreneurship
 - Sole traders
 - Partnerships
 - Limited companies
 - Cooperatives
 - Franchising
- Emerging business structures
 - Start-ups
 - Crowdfunding
- Business growth
- Multinational companies

Educatione Civica: Employment Contracts

Vocabulary: - UK-Italian employment contract;
- employee and employer's rights and responsibilities;
- Types of employment contracts

(*) Gli argomenti segnati da asterisco saranno oggetto di recupero

Roma, 04/06/26

Il Docente

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