

INTERMEDIATE PATHWAYS

WORK

You are studying to develop your fluency, confidence and skills when using English in the workplace.

STUDY

You are studying to develop your fluency, confidence and knowledge of English in academic settings.

LIVE

You are studying to develop your fluency, confidence and cultural awareness of how English is used in everyday situations.

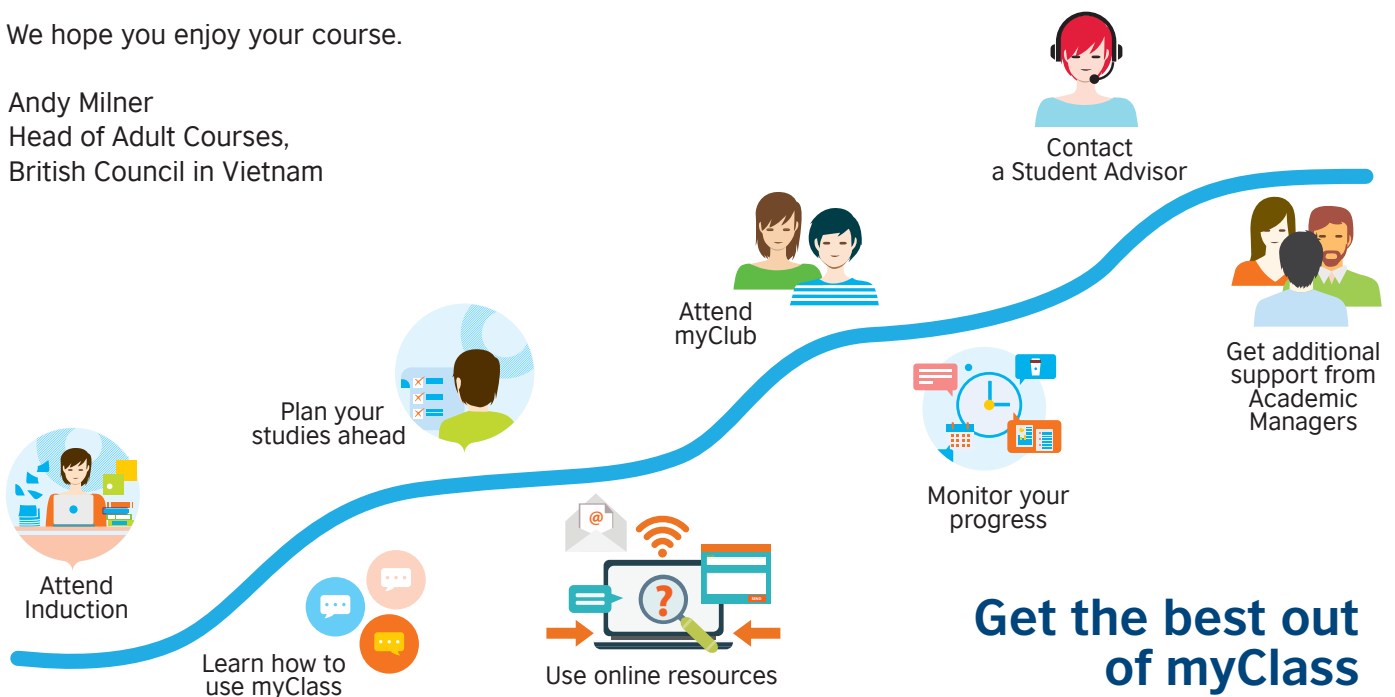
Welcome to myClass

We've identified that you are interested in learning English mainly for work purposes. We'd like to suggest some lessons at your level that we think will be most relevant to you.

You may want to prioritise these lessons when booking on the OBS, but please remember that the advantage of myClass is that you can attend any lesson that you think is relevant or useful to you. There are 132 lessons for you to choose from at your level.

We hope you enjoy your course.

Andy Milner
Head of Adult Courses,
British Council in Vietnam



Get the best out of myClass

<p>Our Student Advisors can advise you at any time to answer questions and discuss your learning journey and progress. They can give you advice and help you to get the most from myClass.</p>	<p>Email Student Advisors at: myclass.advisor@britishcouncil.org.vn</p>
<p>Come to myClub. It's our free club for you to meet more people and spend more time with English.</p>	<p>Check out myClub schedules at: goo.gl/nvvgep</p>
<p>Online Resources myClass online exercises help you consolidate and practise your grammar and vocabulary, as well as reading and listening. Our LearnEnglish website has more practice in English for work, and you can find apps to download and use on mobile devices.</p>	<p>Develop your English skills online myclass.britishcouncil.org learnenglish.britishcouncil.org</p>

myClass Intermediate has lessons on meetings and discussions, negotiations, telephone skills, giving presentations, dealing with problems in the workplace, business writing and business topics. Look out for these icons and themes on the myClass website. There you will find further information about the lessons to confirm that they are useful and relevant to you. Remember, you are free to choose any myClass lesson that you find relevant to your personal goals and interests.

Icons and themes to look for	List of lessons
 Handling meetings with confidence	<input type="checkbox"/> Effective negotiation <input type="checkbox"/> Meeting topics and discussions <input type="checkbox"/> Opinions in meetings <input type="checkbox"/> Building group consensus
 Communicate with confidence in public	<input type="checkbox"/> The art of networking <input type="checkbox"/> Casual conversation <input type="checkbox"/> Daily conversation <input type="checkbox"/> Let's chit chat
 Clear communication on the phone	<input type="checkbox"/> The right way to talk on the phone <input type="checkbox"/> Ordering over the telephone <input type="checkbox"/> Making arrangements on the phone <input type="checkbox"/> Directions on the road
 Professionally speaking	<input type="checkbox"/> The business trip was... <input type="checkbox"/> Project progress meeting <input type="checkbox"/> Planning a product launch <input type="checkbox"/> Presenting an action plan
 Clarity is key	<input type="checkbox"/> Presenting a review of a project <input type="checkbox"/> Interview experience <input type="checkbox"/> Teamwork <input type="checkbox"/> Company structure
 Finding the best	<input type="checkbox"/> Describing your ideal job <input type="checkbox"/> Asking someone how they got their job <input type="checkbox"/> Finding the best supplier <input type="checkbox"/> Showing your best side
 Writing emails and letters	<input type="checkbox"/> Applying for a job <input type="checkbox"/> Responding to a complaint <input type="checkbox"/> Writing a complaint <input type="checkbox"/> Writing about a process
 Developing your career	<input type="checkbox"/> Job review <input type="checkbox"/> So, how does it work <input type="checkbox"/> Finding the right career <input type="checkbox"/> What have you done
 Clearing up issues	<input type="checkbox"/> Travelling for work <input type="checkbox"/> Something is wrong <input type="checkbox"/> Giving reasons and explanations <input type="checkbox"/> Dealing with changes and plans
 Collaboration and presentation	<input type="checkbox"/> Character analysis <input type="checkbox"/> Analysis and presentation <input type="checkbox"/> Presenting opinion <input type="checkbox"/> Presenting information formally