

Pre-Conference Programme of the BESIG Conference in Vienna

Centre for Information on Foreign Language Teaching and In-Service Training, (IFU/PIB-Wien),
Grenzackerstr. 18, 1100 Vienna / Entrance: Daumegasse 8, Robert Petz Saal

Prof. Anton Prochazka – head of the foreign language teacher training department at the Pädagogisches Institut, - where BESIG is being held this year, is arranging two days of workshops before the conference on Thursday 11th and Friday 12th November 2004. The workshops are free of charge, but you are required to register with Prof. Prochazka if you wish to attend.

• Grammar for Business Learners – Morning Workshop by Paul Emmerson

Thursday, 11th November 2004, 10:30-13:00 **Paul Emmerson** (U.K.)

Aims: Looking at what students need from a self-study grammar book and how these needs can be met with a wide coverage of grammar points, clear explanations, authentic examples and lots of practice through a variety of exercise types.

Contents: What do your students need from a self-study grammar book? A wide coverage of grammar points. Clear explanations and authentic examples. Lots of practice that develops and tests understanding. A good variety of exercise types. Examples will be taken from *Business Grammar Builder* (Macmillan). In co-operation with Macmillan, Max Hueber and the Centre for Information on Foreign Language Teaching at the PIB-Vienna.

• Improving Email Writing Skills – Afternoon Workshop by Paul Emmerson

Thursday, 11th November 2004, 14:00-16:30Uhr; **Paul Emmerson** (U.K.)

Aims: Getting to know and discussing practical ideas for working on email writing with students, both for self-study and in the classroom.

Contents: This talk will discuss practical ideas for working on email writing with students, and will include a look at some activities from the new title *Email English* (Macmillan). The book is designed for self-study or classroom use, and gives comprehensive and systematic practice of the language of emails. In co-operation with Macmillan, Max Hueber and the Centre for Information on Foreign Language Teaching at the PIB-Vienna.

• Storytelling in the Business English Classroom

Friday, 12th November 2004, 9:00-12:30 Uhr, **James Schofield**, U.K.

Aims: In this workshop you will find out why stories are important for the business English classroom and what tools you can use to exploit them.

Contents: Stories are used for young learners or are recommended by teachers for students to read in their spare time, but are not widely used in the business English classroom. The first part of this workshop examines why this is so, how stories help people learn and why storytelling is a particularly critical language skill that business English students need to master. In the second part we'll try several business-oriented storytelling activities which you can easily transfer to your own classroom, and which will help your students develop the confidence to tell their own stories. In co-operation with Langenscheidt ELT, Summertown Publishing and the Centre for Information on Foreign Language Teaching at the PIB-Vienna.

• Preparing Students for BEC Higher and Vantage. Materials and Activities

Friday, 12th November 2004, 14:00-15:30; **James Schofield**, U.K.

Aims: In this workshop the challenges for students taking BEC and how we can best prepare them will be discussed.

Contents: The BEC exam suite demand a big investment from our students in terms of time and money. How can we make sure that we give them the best possible preparation? This workshop looks firstly at the different exam components, and then together we will design a programme of activities and materials that we can use to make sure they pass. Please feel free to bring along materials, ideas, website addresses etc to share with your colleagues. In co-operation with Langenscheidt ELT, Summertown Publishing and the Centre for Information on Foreign Language Teaching at the PIB-Vienna.

To register, please send an email to Prof. Anton Prochazka: ifu@pib-wien.ac.at
stating your name and which workshops you'll attend.