

Spanish for Tourism and Hospitality

2013

The Spanish for Tourism course is designed for those people with some knowledge of Spanish who want to be successful in tourism sector. They work for example in travel agencies, hotels, as well as in car rental agencies.

The course: Intensive 20 + 10

- Duration: 4 weeks
- 20 units per week + 10 units Spanish for Tourism and Hospitality (1 unit = 45 min.)
- Monday to Friday 09.00-12.15 + 12:30-14:00
- Price: € 960 (incl. textbook/material) + Registration fee: € 45
- Starts every first Monday of the month

After taking part in this course the student are able to deal with real life situations such as

- Welcoming and taking leave of guests
- Confirming appointments, days and dates and bookings (Flights, car rental etc.)
- Describing the hotel: facilities, services and timetables
- Informing customers about the weather, places of interest, and cultural events
- Dealing with complaints and compliments
- Dealing with invoices, client's receipts, faxes, emails, etc.
- Describing meals and the ingredients
- Serving at table and the bar
- Offering advices to clients
- Answering enquiries on the telephone

Cultural content

- Hotels in Spain
- Travel Agencies
- Tourist destinations in Spain
- Canary Islands: traditions and gastronomy
- Typical Spanish gastronomy

In order to achieve these objectives we use different didactic materials: Forms, documents, catalogues, simulated telephone conversations, browsing the Internet, listening practice, video recordings and selected literature. This material provides the students familiarity with all aspect of the tourist industry.

Accommodation

Shared apartment, single room:	€ 464/4 weeks
Host family, single room with breakfast:	€ 168/week
Host family, single room with half board:	€ 210/week
Host family, single room with full board:	€ 257/week

Leisure activities

With a full programme of optional and extra-curricular activities, students are able to extend and enjoy their learning experience beyond the classroom.

FU International Academy Tenerife

Centro Comercial La Cúpula, Local nº 69, E-38400 Puerto de la Cruz, Tenerife, Spain
Phone: +34 922 389303, Fax: +34 922 389457, info@fu-tenerife.com, www.fu-tenerife.com



Spanish for Business

2013

Improve your job prospects and travel the world!

Spanish is the official language in 23 countries and is the recognised second language in Florida and California in the USA - a good reason to improve your skills and launch yourself into the international job market.

Our courses are specially designed for students with Intermediate to Advanced level Spanish (A2-C1) who want to improve their business related vocabulary and language skills.

With this course you will:

- Learn about Spanish and South American Business practices
- Improve your vocabulary and grammar skills
- Improve your confidence and fluency
- Enhance your social skills
- Learn about the culture of Spain and South America

Courses include specific vocabulary and language for:

- Introductions - arranging meetings and appointments
- Meetings - presentations, note taking and report writing
- Telephoning - making and receiving calls, dealing with problems and complaints
- Negotiation - sales and services
- Correspondence - e-mail, faxes and formal letter writing
- Marketing and advertising - circulars, writing leaflets, mail shots,
- Financial matters - invoicing, payment methods, cash flow, banking
- Business travel - making reservations, eating out
- Employment - applying for jobs, language for interviews

Our teachers are all native Spanish speaking University graduates and have taught Spanish as a Foreign Language for many years. We use up-to-date materials and role play to help you handle real life situations. Small groups of 8 students ensure that you also receive the individual attention of your teacher.

Classes begin on the first Monday of each month - contact us for the exact dates.

Your course includes:

- Level test and Welcome Pack
- 30 Lessons and course book (each lesson is 45 minutes)
- Certificate of Attendance and language level
- Free after-class activities: beach volley ball, surfing, Salsa and Flamenco dancing, etc
- Cultural visits and organised weekend excursions (extra costs)
- Free use of the library, computers, WiFi

We have our own Academy Café and large sun terrace - good food and drinks at student prices.

Accommodation:

For shared student apartments and host families see below:

Prices per person:

Business Spanish Course - 30 lessons per week: € 960/4 weeks (+Registration fee: € 45)

Shared student apartment - single room: € 464/4 weeks

Shared student apartment - double room: € 336/4 weeks

Host family - single room with breakfast: € 168/week

Host family - single room with half board: € 210/week

Host family - single room with full board: € 257/week

For: Holiday apartments with swimming pool, hotels or rural cottages - prices on request.

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we love languages

