



ISTITUTO DI ISTRUZIONE SUPERIORE STATALE

“Primo Levi”

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Corso Serale Anno Scolastico 2023-2024

Classe 4[^] – sezione AS

indirizzo: Amministrazione, Finanza e Marketing

PROGRAMMA SVOLTO

Prof. Andrea Pes

- GRAMMAR
 - Present Simple and Present Continuous
 - Simple Past and Present Perfect
 - Future forms
 - Assorted topics in grammar and vocabulary

- MICROLINGUA

Libro di testo utilizzato: Smith, Alison; *Best Performance Premium: business, marketing and finance*, Volume unico. Eli publishing 2021

- Production
 - goods and services, inputs and outputs (p. 11)
 - needs and wants; factors of production (pp. 12-13)
 - sectors of production (p. 14)
- Commerce and trade
 - Commerce, branches (pp. 16-17)
 - Trade, definition; imports/exports; home/foreign trade (p. 18)
 - The distribution chain; wholesalers and retailers; direct distribution (p. 20)
 - E-commerce: (dis)advantages, types (pp. 21-22)
- Business communication
 - Methods (p. 28)
- Written communication
 - Emails (pp. 29-30)
 - Memos, Forms (pp. 32-33)
 - Business letters (pp. 33-36); Phraseology (p. 46a)

EDUCAZIONE CIVICA
Argomento: English CV.

Quartu Sant'Elena, 08/06/2024

Il docente

