

your success...

London SAM



2018

Financial English Crash Course
LondonSAM Polska, Kraków

LONDONSAM POLAND

We are an International company specializing in finance & management training and supplying top education services to many business sectors. Since our operation began in Poland, we have successfully trained over eight thousand people, including top managers from different business environments and our clients have frequently confirmed the quality of our trainings.

Our partners help us supply the best quality tuition, which translates into exceptionally high level of our training services. Here, we would like to mention ACCA (Association of Chartered Certified Accountants) of which we are Tuition Provider, CIPP (Certified Institute of Payroll Professionals), PMI (Project Management Institute) and, as of late, INSEAD The Business School for the World, a France-based highly rated establishment. All that proves that we never stop developing and confirms the high standard of the services rendered by LondonSAM Polska.

OFFER

Our offer consists of specialized business trainings, organized in open and closed form as well as outdoor workshops. We also offer soft skills workshops. Each of our trainings is individually adjusted in order to perfectly meet our Client's expectations. Some of our trainings:

- / MSSF, USGAAP, Taxation Academy, Credit Management, Finance for Managers
- / Project, Change, Team, and Time Management
- / Presentation techniques, Customer Service, International Communication

OUR CLIENTS:

Our Clients appreciated our professionalism, our commitment and individual approach to each of the projects. We do care about good relationship with our partners, that is why our trainings are popular among big International companies, as well as smaller local firms, that invest in developing employees qualifications. Our trainings were highly evaluated by such companies as:

Amway

Beeline Concessions

IBM BTO

ArcelorMittal

Capgemini

Menthor Graphics

Aon Hewitt

Grupa Żywiec

Motorola Solutions

BNP Paribas Fortis

Hitachi Data Systems

Shell

COURSE OUTLINE

An intensive Financial English Course has been created specifically for financial employees and those interested in the subject of finances, as well as for student of economy and financial faculties. The Course also aims at English skills preparation of ACCA Qualification Students.

The course prepares attendants not only for practical use of financial English terminology and phrases, but also spreads their knowledge of business English.

PARTICIPANT'S PROFILE

- / A person working in an accounting/money sector, required to use English at work;
- / A person working in international environment, having everyday contact with financial supervisors, clients and other groups of interests;
- / A person who joins ACCA Professional Scheme and wants to certify his/her English skills level;
- / A person, who would like to enhance English language skills due to future career plans.

Required level of language - Intermediate

WHAT MAKES THIS COURSE UNIQUE?

- / Does not double Business English courses available on the market (business, though, is a very wide term) – the course is specialized, focused on accounting, banking and economic terminology and phrases;
- / The classes are conducted by experienced in financial English tutoring staff;
- / The program is based on a specialized in accounting and banking English study book;
- / The classes contains all vital elements of English language learning: listening, reading, writing and speaking;
- / Small groups provide high effectiveness of studying;
- / During the classes participants receive number of training materials and borrow study books, that's why there are no hidden costs of the course.

PROGRAM OUTLINE

/ Bookkeeping	/ Financial ratios 1
/ Accounting policies and standards	/ Financial ratios 2
/ Accounting assumptions and principles	/ Cost Accounting
/ Depreciation and amortization	/ Pricing
/ Auditing	/ Stocks and shares
/ The balance sheet 1	/ Shareholders
/ The balance sheet 2: assets	/ Share prices
/ The balance sheet: liabilities	/ Financial planning
/ The other financial statements	/ Financial regulation and supervision
	/ Taxation

KEYNOTE SPEAKER

Olga Druszkiewicz, MSc

She specializes in the business and financial English as well as in writing reports in English. Olga graduated in English Philology from the Jagiellonian University in Krakow. Since 1995, she has been a lecturer at the University of Economics in Cracow. In 2006-2007, she taught there a Business English Course for employees of small and medium-sized enterprises, within a European Union educational program.

Over the years, Olga has provided in-company courses for corporate clients. Since 2006, she has been cooperating with LondonSAM, conducting Business English, Financial English and Report Writing courses.

Apart from professional experience, her additional assets are interpersonal and lector skills, which several times has been evaluated at a high and professional level by the students and auditors.

TRAINING DETAILS

Duration: 19 teaching hours

Place of training: LondonSAM premises, Krakow

Dates: 10th of September - 22nd of October,

7 selected Mondays

Time: from 6 p.m. to 8 p.m.

Price: 695 PLN gross / per person

For registration until 20th of August:

- / **15%** - individual discount
- / **20%** - group discount – 2 people or more

Price includes:

- / Workshop with professional expert,
- / Training materials for participants,
- / Progress evaluation during the training,
- / Administration service,
- / Coffee breaks ,
- / Certificate of attendance for participants,
- / Evaluation of participants needs and course adjustment.

If you would like to discuss the offer with more details please do not hesitate to contact:

krakow@londonsam.pl

tel. 12 661 74 11

COURSE REGISTRATION FORM

In order to register to a course, please access the online registration form available on our website: <http://londonsam.pl/formularz> or fill the paper version and send a scan to LondonSAM's office: krakow@londonsam.pl

PARTICIPANT DETAILS

Name.....
 Surname.....
 Address.....
 E-mail.....
 Telephone.....
 Course.....
 Total price.....

INVOICE FOR COMPANY: YES [] NO []

COMPANY'S NAME, ADDRESS, VAT NO.

BANK ACCOUNT NO.

Bank Zachodni WBK: 30 1090 1665 0000 0001 0924 2238

TERMS & CONDITIONS

I agree to pay the total course fees at least two weeks prior the commencement of a course. In case of the resign or absence from part/whole of the course paid amount won't be refunded. LondonSAM Polska reserves the right to alter timetables and teaching staff where necessary.

I agree my personal details to be added to LondonSAM customer data base and used by LondonSAM regarding the Polish Data Protection Act (August 29th, 1997) for administration purposes. I agree to receive marketing correspondence from LondonSAM Polska Sp. z o.o. on my e-mail address, regarding the Act of marketing service via internet (July 18th, 2002).

I confirm I read LondonSAM Polska Sp. z o.o. offer and terms and conditions presented at the website: www.londonsam.pl. I agree to all the term and conditions of enrolment.

[] I agree to all the terms and conditions of enrolment above.

Please, send this form to the following: address: krakow@londonsam.pl and we will confirm your registration within 24 hours.

Name & Surname

Date:

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