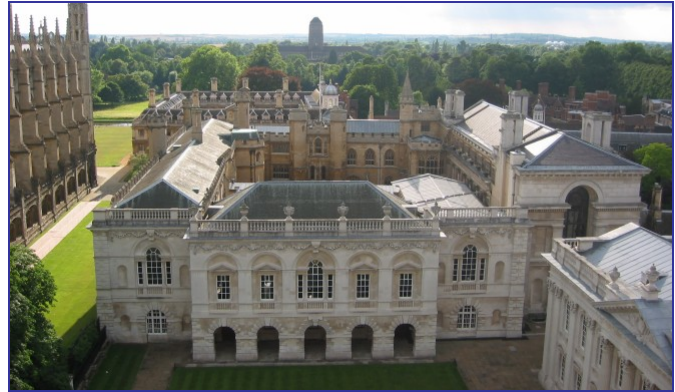




## Financial English – 2012

Based in the ancient university city of Cambridge, MPL offers business English and other related courses. Cambridge is only 30 minutes from London Stansted airport, and 60 minutes from London by train.



Cambridge University, Old Schools

This is a one week individual or small closed group course in financial English plus more, for officers from large companies as well as financial institutions. Apart from improving your financial English skills, you will gain useful training as to how to present business cases, and to discuss and negotiate in a professional way. The balance of components depends on the participants' needs.

### Three parts to the course

- Financial English training
  - Product and sector language
  - Developments in the sector
- Business performance training in English
  - Presentation skills
  - Discussion and negotiation skills
- General English support
  - Vocabulary development
  - Grammar review
  - Skills practice



The Gate of Honour

### Our trainers

Our trainers are all well qualified, both academically and professionally. We have business experience of working in companies, and we also hold relevant degrees and diplomas.

**Location: Pitt Building, Cambridge**

**Accommodation: Hotel or Family**

### Fee per person

Individual: 3,400 EUR  
Group of 2: 2,100 EUR  
Group of 3-5: 1,750 EUR



King's College

### The fees include

- One week course & materials
  - 50 lesson hours (inc. breaks with trainer)
  - Lunch and refreshments in conference centre
  - VAT
  - Use of laptop, projector
- Accommodation costs per night (guide):  
Hotel: 1,300 SEK / 140 EUR  
Family: 590 SEK / 50 EUR

### Enquiry procedure

Email your enquiry	We confirm the course and arrangements
Logistics	We send the pre-course information
The course	We arrange everything
After the course	We provide follow-up training if needed

## **Financial English course menu: language and performance**

### **Example topics.**

#### **CORPORATE BANKING**

- Main financial instruments
- Loans and overdrafts
- Cash management
- Assessing credit risk: the credit memo
- Insurance and other products

#### **ACCOUNTING AND CONTROL**

- Budget items
- The process of forming a budget
- Control: information flows
- Reporting and reports

## CORPORATE FINANCE

- Dimensions of Corporate Finance
- Strategic growth decisions: organic vs acquisition
- Acquisition finance
- Takeover bids: identifying synergies, actors and roles
- Valuation techniques: book value, asset value, discounted cash-flow, WACC and other methods
- Ratios (profitability, liquidity, and financial strength) and relative importance of ratios
- Intellectual Property
- Cultural dimensions (corporate and national)

## MARKETS AND TRADING

- Equity markets: types of stock and issues
- Derivatives; options and warrants
- Bonds
- Latest productst

## FUND MANAGEMENT

- Mutual funds
- Trackers vs managed funds
- Hedge funds
- Brokerage services

The MPL core team

MARK PERKINS - Owner, MPL International

was educated at King's College, Cambridge University, where he read Classics as his first degree. He also has a Master's degree in General and Applied Linguistics from Exeter University and the Licenciate Diploma in Teaching English as a Foreign Language from Trinity College London. He began his teaching career in Italy as "Lettore" in the University of Bari, and followed this with three years in Prague, Czechoslovakia, as lecturer in English at the Charles University. His last post abroad was in Sweden, where he was head of teacher-training (EFL) at the Folk University of Sweden, Gothenburg. In Sweden he also taught business English in companies such as PKbanken, Volvo Car and SKF. Mark specialises in Financial English and Human Resources, and he has a particular interest in the European Union. He has been appointed Official Teacher on five intensive courses for Members of the European Parliament in Cambridge.

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JILL BUGGEY - Director of Studies

Jill has extensive experience of general English teaching, teacher-training and examining. For the past few years she has co-organised RSA Cert Tefla teacher-training courses and she is also an examiner and team-leader for the University of Cambridge Local Examinations Syndicate. Her overseas teaching experience includes two years in Greece and one in France. Jill has a BA in European Studies (French and Politics) from Bradford University, a Postgraduate Certificate in Education (English as a Second/Foreign Language), and a diploma in Commercial French from the University of Bordeaux. Jill has worked on materials development in the area of the public sector, including the structure and functions of local and central government.

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#### SARAH CHEDLOW - General and Specialist Teacher

Sarah has a BA degree from Manchester University where she read Italian. As a fully-qualified English teacher (RSA Diploma), she has worked overseas in Spain and France, where she was responsible for British Chamber of Commerce examination courses. Her UK experience includes a period with International House, London, where she was a teacher-trainer and Director of Studies. Sarah has also worked in Italy and Spain as Marketing and Sales Representative for Macmillan Publishers Ltd. At present Sarah is working on materials development in general English.

#### PAT SANDERS – General and specialist teacher

Pat studied French and German at Lady Margaret Hall, Oxford University. After Oxford, she became an account executive for a computer magazine for two years. She followed this with a five year period in IBM as a systems engineer and consultant. After further employment in the business world she returned to her interest in language and became qualified as a teacher of English (Cert Tefla) in 1997. She also has a diploma in the teaching of foreign languages (French and German) to English speakers. Pat joined MPL in March 1998 and apart from her teaching she organises the MPL materials bank on disc. In her own materials production she has concentrated on team building in the HR field.