

Professional Business Skills Course 專業商務英語技巧課程

March 2026 to July 2026
2026年3至2026年7月

Venue 上課地點	Class Time 上課時間	Class days 課堂日期	Module 單元	Date 日期	
SCR 金鐘	18:30-20:00 & 20:15-21:45	Tue 星期二	Business Writing Skills 2 (8 lessons/堂) <ul style="list-style-type: none"> • Email Writing Skills • Report Writing Skills 	March to May 三月至五月	24/03 31/03 14/04 21/04 28/04 05/05 12/05 19/05
		Tue 星期二	Business Writing Skills 1 (8 lessons/堂) <ul style="list-style-type: none"> • Grammar Skills for Business Writing • Business Writing Skills 	June to July 六月至七月	02/06 09/06 16/06 23/06 30/06 07/07 14/07 21/07
		Thu 星期四	Business Speaking Skills 2 (8 lessons/堂) <ul style="list-style-type: none"> • Presentation Skills • Negotiation Skills 	March to May 三月至五月	19/03 26/03 16/04 23/04 30/04 07/05 14/05 21/05
		Thu 星期四	Business Speaking Skills 1 (8 lessons/堂) <ul style="list-style-type: none"> • Interpersonal Communication Skills • Effective Meeting Skills 	May to July 五月至七月	28/05 04/06 11/06 18/06 25/06 09/07 16/07 23/07

Course levels 程度: Intermediate (B1) or above 中級 (B1) 或以上
Course fee 學費 (24 hours 小時): HK\$5,760

English language centre address 英語教學中心地址	
SCR 金鐘	British Council, 3 Supreme Court Road, Admiralty, Hong Kong 英國文化協會, 香港金鐘法院道3號