http://pixabay.com/go/?t=/static/uploads/photo/2012/04/24/12/00/black-39626_150.png

**organisation**

Choose a country and inform your classmates in a team presentation!

How to do business with …

**cultural awareness**

video

**MAKING ARRANGEMENTS**

**- business trips –**

**ADVANCE ORGANIZER**

write minutes

prepare agenda

book exhibition stand

book conference room

book hotel

make appointments

hire car

book flights/trains

own ideas with new vocs

(game!)

explore text + vocabulary in teams

collect ideas (freewriting)

**reasons / advantages**