



Learn English with a financial expert

One of the core concepts of EFL or ESP teaching is that when we teach students from a specialist area we must teach them the language of those fields. Thus the student of Financial English needs to be familiar with the key terminology from the field. In the case of Financial English, this is often not easy, not even for native speakers. In **Expert Gallery** we are introduced to Financial English by an interactive visit to an accountant in the UK. This program makes use of a corpus of authentic business English to generate exercises that are guaranteed to be the language of “real” Business and Financial English.

You are able to get the answers from the accountant and at the same time learn a great deal of important vocabulary. In each of the sections there is interactive questioning of the accountant who is seen in over 50 minutes of authentic, unscripted video. All the main topics are dealt with; for example, in the section on setting up a company questions cover company name, different company formats, formal registration and credibility and VAT.



Level: lower intermediate to advanced. Over 50 minutes of authentic video and audio material. Many hours of student activities.

The video interviews are accessed very easily. To hear the question, you click the question mark. To play the interview itself you click the play button. If you click the S button, you hear a paraphrase of the answer delivered clearly in a Standard English accent.

Support is offered at a variety of levels; Expert Gallery includes complete transcripts of all the audio material and TOD (Teacher-On-Demand) who pops up when necessary to give advice, explain and add extra knowledge.

The screenshot shows the 'Expert Gallery' interface for the topic 'Setting up a company'. On the left, there is a video player showing an accountant speaking. To the right, there are two columns of interactive elements, each represented by a blue cube with a play button and a question mark icon. The first column includes 'Company name', 'Company format', and 'Other registrations'. The second column includes 'Off-the-shelf companies', 'Formal registration', and 'Credibility and VAT'. Below these are buttons for 'text' and 'tasks'. A question is posed: 'Where do I need to register my business?'. Below the question is a text box with detailed information about registration with Companies House, VAT, and the standard rate of VAT. A 'TOD' (Teacher-On-Demand) pop-up window is visible at the bottom, providing additional information about VAT.

Setting up a company

Company name

Company format

Other registrations

Off-the-shelf companies

Formal registration

Credibility and VAT

text tasks

Where do I need to register my business?

Other than with registering with **Companies House**, if you incorporate as a limited company, you will need to make yourself known to the **Inland Revenue**. As a **sole trader**, partnership or whatever, you will notify them, we will notify them on your behalf. You will then be registered for, for example **PAYE, NIC**, the collection of employee tax and social security and you will be recognised by the Inland Revenue for corporation tax as and when it becomes due. You will also need to register with **Customs and Excise** and even if you suspect that your annual taxable turnover, not turnover, taxable turnover, if you suspect that you may exceed the current level of registration, you should still contact your local **VAT** office. Take no chances on it. Establish from the outset if you find during your first or second year of trading, that you exceed the current

This stands for Value Added Tax. It applies to many commercial products and services. VAT does not currently apply to food or children's clothing, amongst other items, nor does it apply where the seller is a private individual. In a number of other European countries VAT is called IVA. Companies which pay VAT on goods or services they sell may reclaim VAT on goods or services they buy. The standard rate of VAT increased from 17.5 per cent to 20 per cent on 4 January 2011.

This program is built around the idea that you are starting a new business and you come to the accountant for financial advice on a variety of key topics. The program then works systematically through the process of starting up a new business and covers the following areas:

- Setting up a company
- Buy, lease or rent
- Funding a start-up
- Export sales
- Financial control systems
- Bad debts
- Banking facilities
- Sources of information
- Credit card facilities
- Sample budget
- Employer responsibilities
- Sample profit and loss account
- Sample balance sheet

Ready-made exercises span a full range from simple language auditing tasks making sure that students have recognized the form of language correctly to open, group-oriented tasks with student presentations.

The types of exercises are as follows:

Gapfill: type in the missing word or words using the Listen and Spell buttons for help if necessary

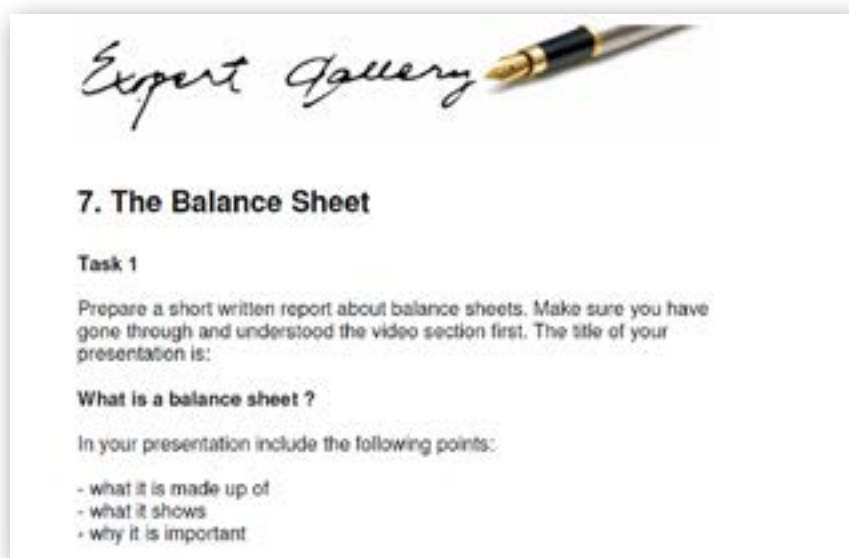
Ranking: arrange the words according to given criteria

Jigsaws: arrange pieces (e.g. sentence beginnings and endings) to 'see the bigger picture'

Collocation: collocations consist of two words in a certain order; form collocations of the target word by dragging and dropping the words into the correct categories

Connotation: words may have a positive or a negative connotation (associations created by the word); use the mouse to drag and drop the words into the correct categories.

Reporting: make either written or spoken reports based on the video input



Clicking the **Teacher's Gallery** label in the main menu gives access to the teacher's material. The teacher's material includes transcripts of all audio material and task sheets of reporting tasks. All the teacher's material can be printed out.



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