



**PARAGON**  
EUROPE

"REALISING EXCELLENCE"

<u>Price list</u>	Price per person
<b>Accommodation in self-catering apartments on sharing basis</b>	12.90€ per night
<b>Accommodation in self-catering apartments in single room within a shared apartment</b>	20.00€ per night
<b>Host Family HB shared room</b>	23.00€ per night
<b>Host Family HB Single room</b>	28.90€ per night
<b>Administration applicable for students coming to Malta for less than 2 months</b>	150€
<b>Transfers to and from Airport</b>	40€
<b>One way transfer from Airport to apartment (compulsory)</b>	25€
<b>Refundable damage deposit to be paid by students in cash on arrival for any caused damages</b>	100€
<b>Optional extra curricular courses or tours</b>	
<b>Day Cultural Tour (optional)</b>	55€ per person
<b>Malta Day cultural tour</b>	25€ per person
<b>English lessons (20 hours evening hours) or morning hours to be discussed</b>	350€
<b>Maltese Lessons (20 hours evening hours) or morning hours to be discussed</b>	<b>350€</b>

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295B, Constitution Street, Mosta, MST 9052, Malta  
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info@paragoneurope.eu

[www.paragoneurope.eu](http://www.paragoneurope.eu)

Co Reg: C 34186 Vat No: MT17161115

### English Language program course for 20 hours

Since success in international business depends on high-quality skills, fluency, effective communication, and accuracy of language, an English course is necessary! During this course, students improve their fluency and confidence when speaking about business topics while improving their general level of English. This course covers a comprehensive range of topics where participants are expected to take an active role so as to maximise their use of English. It aims to develop the students' ability to discuss and debate effectively in English while increasing the students' comprehension of business texts. Students also develop core skills which are deemed necessary in the business world. Special attention is also given to pronunciation, stresses, and intonation. Topics covered in this course include Business Terminology & Expressions; Developing Telephone Skills; Formal & Informal Writing; and Reading and Analysing Business Texts. Lessons focus on various business areas which are accessible and motivating for both present and future workers and which help students improve professional language. Lessons encompass the promotion of products where students are to come up with an effective campaign to advertise their product and must give a presentation on it while answering the rest of the students' questions on the said product; and the importance of market branding, and case studies on major chains such as Starbucks, McDonalds, and Body Shop are also examined. Readings are specifically chosen to boost students' vocabulary and are selected to motivate and interest students, while specific needs of students are also addressed. Students will have an additional opportunity to practise their English throughout their stay in Malta and are also given the opportunity to give presentations on their internships in Malta.

### 20-hour Business English Class

Time	Topic
2 hours	<b>Recruitment and Job Interviewing</b> Vocabulary sheet from the employer's perspective focusing on the process of recruiting employees. This is followed by an article and a class discussion on qualities that one should practice before and during a job interview. The proper way of how to write a covering letter is explained to the students.
2 hours	<b>The Career Ladder</b>

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	Discussion and vocabulary sheets on the most common structure of a company or firm and how one progresses through the career ladder. This is also supplemented by a discussion about different managing styles and on ways that could help team building between colleagues.
2 hours	<b>Working Conditions</b> Vocabulary sheets are distributed to aid the students in a discussion about the most important working conditions that should be discussed between employer and employee. Particular focus will be given to pay and benefits as well as flexible hours and parental leave.
1 hour 30 min	<b>Intellectual Property</b> A discussion and vocabulary sheet on copyright, technical and legal protection of a company's software and products.
3 hours	<b>Overview of Tenses</b> This lecture is a revision of the main tenses in the English language. It is useful as students making use of the correct tense in their speaking give off a better impression and show more proficiency in the English language
2 hours	<b>Sales and marketing</b> Discussion and vocabulary sheets on the different ways of marketing and the image the company seeks to give to its particular product. A discussion of what are the elements that make advertising more effective follows. Using the vocabulary learnt the students will be asked to analyse a set of adverts and commercials.
2 hours	<b>Problems at Work</b> During this lesson, a discussion is held with regards to problems encountered at the workplace. Three main themes throughout the discussion are (i) health and safety at the workplace, (ii) harassment and discrimination (iii) stress and mental health issues.
2 hours	<b>Profit or Loss</b> This lesson explores the financial aspect of business by exploring sales and costs, budgeting, and what makes a product profitable and unprofitable. A discussion is also held on fraud and embezzlement as offences relating to mishandling of money.
1 hour 30 min	<b>Business Ethics</b> This lesson is intended to bring together the various topics discussed in the previous lessons. First, a discussion is held about what constitutes business ethics with particular focus on accountability and transparency; then these concepts are applied in the fields mentioned in the previous lectures such as in promotions and in marketing. Moreover a discussion is held on social-responsible investment.
2 hours	<b>Grammar</b> Explanation and exercises on grammatical points that are observed to be the students' weak points in English throughout the discussions held throughout the previous lessons.

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