

FOUNDATIONS OF DIPLOMACY

Diplomatic and Professional Communication Skills I

Course Content

The Diplomatic and Professional Communication Skills course is designed to focus on key linguistic skill areas required for diplomatic and professional communication and over the two terms will be oriented around the four core areas of networking, meetings, negotiating and presenting. Language areas covered in Michaelmas term will focus on networking and meetings and will typically include:

- Small talk, socialising and networking
- Opinions, agreeing and disagreeing
- Querying, clarifying and interrupting
- Chairing a meeting

Intended Learning Outcomes

By the end of the term you should be in a position to:

- adopt an appropriate tone in professional and diplomatic situations
- understand the importance of choosing 'le mot juste'
- anticipate possible intercultural issues
- engage successfully in small talk and in networking situations
- take part in and successfully contribute to meetings

