Course Title: Increasing Your Word Power

Course Description:
Increase your vocabulary and improve your confidence in meetings and social settings. Using the right words can make lasting impressions in many business and personal settings. This course will strengthen your vocabulary and verbal skills.

Course Objectives:
1. Demonstrate vocabulary and improve your confidence in meetings and social settings.
2. Apply the right words to make lasting impressions in many business and personal settings.
3. Strengthen your vocabulary and verbal skills.

Textbook(s): N/A

Lesson Plan – by week or session
Session 1: Introductions and syllabus. Student Data Forms.
   Business vocabulary
Session 2: Practice vocabulary
Session 3: Apply specific vocabulary for business and social settings.
Session 4: Apply specific vocabulary for business and social settings.
   Student Evaluation of Instruction