Beiersdorf

Data Sheet: One-to-One course /Registration Form

Name ..... First name ..... E-Mail .....

Position /Department ..... Location ..... This is my first course ☐

Target language ..... Native language ..... This is a course extension ☐

Starting level ..... Target level .....

Cost Account ..... Approval Manager .....

Online Placement test for testing prior knowledge: https://assess.kerntraining.com/index.php?step=stop&customer=beiersdorf

Training Focus / Needs

(Speaking practise, improvement of business vocabular, grammar, small-talk, fine-tuning, etc).....

I. .....

II. .....

III. .....

The following skills are essential for my job in the target language:

☐ Telephoning ☐ Writing ☐ Presenting ☐ Negotiating ☐ Meetings ☐ Leading Teams ☐ Dealing with customers/suppliers

Specific content:

☐ General ☐ Business ☐ Pharma ☐ R&D ☐ Other: .....

Frequency of the target language used?

☐ Monthly ☐ at least once a week ☐ daily ☐ seldom

Ideal training times (in CET) and days

☐ ..... ☐ .....

Frequency to learn?

☐ Once a week
☐ Twice a week

Starting date: .....

In order to complete one learning level (e.g. A2.1, B1.2, etc.), I prefer

☐ 40 units (**20 sessions of 90 minutes**) **1.300,00 €** or

☐ 30 units (**30 sessions of 60 minutes**) **1.300,00** €

☐ other – please specify .....

Final Costs/Budget if "other is specified (to be filled out by KERN Training)

Teaching material 55,-- € Course book: ☐ Hardcopy or ☐ Ebook

Dispatch Address for hardcopy .....

Thank you for your assistance. The information will be treated as confidential.

NB: Please note that we need fixed day(s) & time(s) to match the trainer availability. We are open from 08:00 -21:00.

Next step:

After we have added the price, please create the PO via SRM with this data sheet. As soon as we have received the PO number, we can start organising your training. After completing the planning process, you will then receive an invitation email with all the course details.

Skills for the business world

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