

**ACADEMIC PROGRAMS INTERNATIONAL (API)  
AT THE UNIVERSITY OF SALAMANCA  
SPANISH LANGUAGE AND CULTURE PROGRAM  
INTERMEDIATE/ADVANCED/SUPERIOR LEVELS**

**TOTAL U.S. SEMESTER CREDITS PER SEMESTER (10-17)**

**TOTAL CONTACT HOURS PER SEMESTER (150-250)**

**SPANISH FOR BUSINESS – 3 U.S. CREDITS; 45 CONTACT HOURS**

**GOALS:** The goals of this course are to become familiar with the economic and financial world in Spain by analyzing and reading texts, as well as pieces of news and broadcasting reports. Students will also learn the financial terminology of the different subjects.

**COURSE DESCRIPTION AND CONTENTS:**

**Chapter 1: The job market world**

- Present situation in Spain
- Letters for applying jobs
- Curriculum vitae
- Employment

**Chapter 2: Companies**

- The Major Spanish enterprises
- Classification of the enterprises
- Types of companies
- Business Crisis

**Chapter 3: Banking**

- The Spanish financial system.
- Private and public banks
- The banking documents (cheques, bank draft, .....)
- Savings Banks

**Chapter 4: Trade market**

- Distribution channels.
- Supermarket chains
- Small businesses
- Franchises
- Commercial documents ( letters, receipts, invoices....)

**Chapter 5: Tourism**

- Tourism in Spain
- Travel agencies
- Accommodation (hotels, hostels, apartment....)
- Public transportation
- Vacations planning.

**ACTIVITIES:**

- Write letters, fill banking documents, cheques following models given by the instructor.
- Debates on the subjects presented by the class.

- Complete questionnaires.
- Oral presentations of pieces of news.
- Compositions
- Videos and films
- Reading of pieces of news.