

Name: \_\_\_\_\_

Institution: \_\_\_\_\_

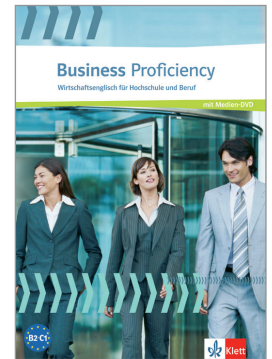
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**1. Who do you use (or have you used) Business Proficiency with?  
Choose all groups that apply.**

- undergraduates studying for a Bachelor's degree
- postgraduates studying for a Master's degree or a doctorate
- apprentices studying for a vocational qualification
- students at a language school or adult education college (e.g. VHS)
- business people (e.g. company courses)

Other (please specify) \_\_\_\_\_



**2. How much business experience do your learners have?**

- none or very little experience
- some experience
- considerable experience

**3. What is their current level of English?**

- A2
- B1
- B2
- C1
- C2
- mixed levels

Other (please specify) \_\_\_\_\_

**4. What percentage of your students speak little or no German?**

- Less than 5%
- 5% - 20%
- 21% - 50%
- Above 50%

**5. For which types of course do you use Business Proficiency? Choose all that apply.**

- voluntary
- compulsory
- with ECTS credits (e.g. for Bachelor degree)
- without ECTS credits

Other (please specify) \_\_\_\_\_

**6. How many contact hours (Präsenzunterrichtsstunden) do you typically have for Business English?**

- less than 60
- 60 - 100
- more than 100

**7. Are your students expected to do independent study (Selbststudium)?**

- Yes, but I don't know how much.
- Yes, but less than the amount of contact hours.
- Yes, and more than the amount of contact hours.
- No.
- I don't know.

[Next page >>>](#)

**8. How much of Business Proficiency do you cover in a typical course?**

- less than a quarter
- between a quarter and a half
- up to three-quarters
- all of the units, but not every part
- the whole book

**9. Which units/parts do you usually do?**

	Introduction	Business briefing	Language	Business leaders	Consulting
Communication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Company organisation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Money and payment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Products and brands	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sales and distribution	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business travel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Human resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
International trade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legislation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Finance and investment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Corporate strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please suggest further topics/skills you would like to see in Business Proficiency.

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[Next page >>>](#)

**10. How often do you or your students use the following features or products?**

	Never	Sometimes	Frequently
Listening comprehension	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Videos	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DVD for self-study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teachers toolkit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teachers book	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please add comments

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**11. Who sets the exams? Choose all that apply.**

- I set the exams myself.
- I set the exams together with colleagues.
- The exams are set centrally within the institution.
- The course prepares students for an external exam.

**12. Why do you use Business Proficiency? Choose all that apply.**

- Most or all of the topics match the curriculum.
- Our institution has no curriculum, and Business Proficiency fills this gap.
- It is tailored to German-speakers.
- I didn't choose to use the book. Someone else made the decision.
- I took over from another teacher who had been using it.
- It offers useful exam preparation.
- I like the flexibility it offers.
- It's important for parallel courses that all teachers use the same book.
- The level is right for my students.
- The methodology is right for my students.
- Other (please specify) \_\_\_\_\_  
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**13. How can we improve Business Proficiency to meet your specific needs?**

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