

Week	Calendario	50 Lecciones My Program							7 Mini tests	60 Horas
1	Del 15 al 21 de Dec.	Hey, um...I'm Stella.	I will introduce you to some of my staff and colleagues.	I'm writing in response to your email.	My company has grown significantly since last year	Numbers peaked at 90%.	I'll get in touch with the hotel to make arrangements.		2hr.	
2	Del 22 al 28 Dec.	I think you have a point.	Tell me a story!	Working abroad can be a great experience.	She did yoga in order to relax.	Don't forget to follow the recipe carefully.	They installed new lights in our apartment.	Mini Test 1	3hr.	
3	Del 29 al 4 Ene.	Come on in!	I want to set up a meeting for tomorrow.	But will it have a long shelf life?	How do you usually travel?	I'd rather have a window seat, please	What would you like the width to be?	Mini Test 2	3hr.	
4	Del 5 al 11 de Ene.	You ought to prepare a good presentation.	You should try to eat a healthy diet.	How can we increase sales?	Seatbelts are very important.	I will have to check my schedule.	Would you mind if I took a week off?	Mini Test 3	3hrs.	
5	Del 12 al 18 Ene.	Could I see your ticket, please?	Can I get some sales figures from you, please?	Could you put me through to Mr. Allen, please?	Could you tell me what kind of cars you have?	Could you tell me whether there's a Jacuzzi in the bathroom?	Ms. Thompson's line is busy. Do you want to hold?	Mini Test 4	4hrs.	
6	Del 19 al 25 de Ene.	My morning is booked up, but I am free after lunch.	Do you like working here?	I remember going to London. I forgot to take my suitcase out of the cab!	I have been working for my current company for one year.	I was wondering if you wanted to work on the new project with me.	What were you doing when it happened?	Mini Test 5	4hrs.	
7	Del 26 al 1 de Feb.	Everything used to be cheaper.	Turnover has increased a lot since I founded the company.	I would be grateful if you could grant me an interview.	From the chart you can see there has been an increase.	Welcome to the currency exchange office. How can I help you?	He should have gone to see the doctor right away.	Mini Test 6	4hrs.	
8	Del 2 al 8 de Feb.	If you want to continue, you'll have to cut costs.	If I won 100 million dollars...	I wouldn't work out if I didn't enjoy it.	The meeting was attended by the CEO.	I would like to place an order.	What is it made of?	Mini Test 7	4hrs.	
9	Del 9 al 15 de Feb.	Norm wrote the memo while the rest of us went to lunch.	Tlk to you nxt wk during the mtg						1hrs.	
70 lecciones My Resources "Biblioteca de e-Lessons"										
10	Del 16 al 22 de Feb.	What is the structure of your company?	Business is not as good as it was last year.	The product is entering the growth stage.	Has the consignment gone through customs?	How have you been feeling?	What's the process?	My manager is motivating, and she is considerate too.	4hrs.	
11	Del 23 al 29 de Feb.	How do you get your message across?	I hope we can work together.	What would you say my level of English is?	Read all about it!	Thank you for your time, and we look forward to hearing from you soon.	Why don't we do it ourselves?	London was wonderful!	4hrs.	
12	Del 1 al 7 de Mar.	There has been a sharp decline in sales.	Please pick me up from the airport at 3:30 p.m.	I hope you don't mind me saying this.	Our company takes employee complaints seriously.	I have been employed here for 20 years	I used to talk to her every day.	Thank you for bringing this matter to our attention.	4hrs.	
13	Del 8 al 14 de Mar.	That smells delicious!	I will have been married for ten years this June.	Although the hotel room was spacious, it was also grubby.	I'd like to make a complaint!	What do you propose?	Do you mind if I break in for a second?	Financially speaking, my hands are tied.	3hrs.	
14	Del 15 al 21 de Mar.	I wish we had never signed that contract.	What's your strategy?	Is this your best offer?	This is really quite unacceptable!	I am terribly sorry.	He told me that he wanted a promotion.	Do you know how to write a conference call agenda?	3hrs.	
15	Del 22 al 28 de Mar.	I like neither Thai nor Greek food.	It was so nice catching up with you!	Tell me all about it.	Newspapers are claiming that the strike could last all week.	They had left the front door wide open.	I wish I had moved to London.	By the time we arrive, we will have driven over 2,500 miles.	3hrs.	
16	Del 29 al 4 de Apr.	Can you set up a conference call?	I have concerns about my working conditions.	The penalty clause will be enforced if you break the contract.	We are looking for a supplier we can rely upon.	Conference calls are better than conferences.	My manager is excellent at prioritizing and delegating tasks fairly.	So, what do you do?	3hrs.	
17	Del 5 al 11 Apr.	Who is calling, please?	Could you tell me what time she will be available?	Firstly, thank you for coming here today.	It must have been a difficult decision to make.	Profits have been rising steadily	I'm going to try and be as concise as possible.	Is the report intended for you?	3hrs.	
18	Del 12 al 18 Apr.	We'll never resolve this negotiation if we don't reach a compromise.	I look forward to hearing from you.	Let's make a plan.	We've hit a fork in the road.	How is it formed?	Will you ask around and see if anyone is free?	It could be a good idea to think about profit-sharing.	3hrs.	
19	Del 19 al 25 de Apr.	What happens if we share?	My company went from a hierarchical structure to a team-oriented management style.	Unfortunately, the bear market has made investors skittish.	It may help to spread the word with an online ad campaign.	This is the latest model in the product line.	Keeping pace with technological developments.		2hrs.	
20	Del 26 al 2 de May.	Examen Final								