

**UNIDAD No. 3**

**NOMBRE DE LA UNIDAD: GETTING THINGS DONE**

**NÚMERO DE HORAS POR UNIDAD: 23**

**LEARNING OUTCOMES:**

**Students will be able to use the English language and their Knowledge to :**

1. Apply conversation strategies Like" I'm sorry but ...) correctly, to politely turn down request; /"no problem" to indicate acceptance of someone / "maybe you could ..." to suggest alternatives on How to solve... to offer a solution.
2. Use their knowledge and English Language appropriately to discuss to provide other options to offer an answer on services and business giving enough details about them to support the reliability, for example how long a ceremony will take/the best ways for a company to keep its customers coming back.
3. Apply their knowledge to evaluate the quality of service by giving enough reasons for choosing or recommending a local company and services as support to recommend a local functions.
4. Demonstrate ability in Planning an Event in the class or community taking account the importance of every detail in regarding the necessary activities and elements to state the plan clearly