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OPEN WORLDS. ENGLISH

Die neue MANZ Reihe „Open Worlds. English“ für HTL
mit SbX-CDs inklusive Audiotexten



Bereitet optimal auf die neue
standardisierte, kompetenzorientierte
Reife- und Diplomprüfung vor



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MANZ 

Open Worlds. English HTL – geplante Inhalte



Ab Schuljahr
2012/2013

Inhalt Open Worlds. English HTL I

Part 1: Myself And The World

Meeting others and presenting oneself, establishing relationships, personal profiles and narrative texts

» Self-Check » A Fresh Start » The World Around Me
» People In The Flow Of Time » Technology In The Flow Of Time

Part 2: Everyday Life

Managing money, people and places, making an impression, dealing with the unexpected

» Self-Check » None Of My Business? » The World We Live In
» No Body Is The Same » Out And About

Part 3: Getting Ready For The World

Describing routines, making plans and arrangements, working in a team, presenting

» Self-Check » Just Another Day? » What Are You Doing Friday Night? » We've Got What It Takes!

Grammar Overview & Language Overview



Ab Schuljahr
2013/2014

Inhalt Open Worlds. English HTL II

Part 1: My World

Talking about experiences, expressing opinions and expectations, relationships, youth culture, socializing, making small talk, discussing dreams, visions and hopes for the future

Part 2: Me And The Others

Managing everyday life, processing information, dealing with problems, participating in and chairing a meeting, presenting and giving feedback, using ICT, telephoning, texting, writing e-mails, blogs, using the Internet

Part 3: Getting Ready For My Profession

Interviewing and dealing with questions, describing tools, instruments, processes and procedures, describing visuals

(graphs, diagrams), intercultural communication skills, making appointments and reservations, giving presentations, technical vocabulary

Grammar Overview & Language Overview



Ab Schuljahr
2014/2015

Inhalt Open Worlds. English HTL III

Training and perfecting the following skills:

» *Speaking:* Presenting (arguments, facts, figures), describing graphs and visuals, sales interviews, describing complex scenarios, interviewing and being interviewed, making business small talk, telephoning, taking part in discussions and meetings, customer dialogues, handling complaints

» *Listening:* Understanding authentic dialogues, phone calls, and business conversations, listening for general information, listening for details, understanding detailed instructions

» *Writing:* Note-taking and writing minutes, summarizing, business correspondence, preparing project reports, reports on work experience, writing short newspaper articles

» *Reading:* Skimming and scanning, processing information using authentic business and technical texts, extracting relevant information

» *Study skills:* Revision of language learning skills, technical English, independent research skills, fostering English across the curriculum

The contexts in which these skills will be trained refer to political, social and economic topics (e.g. the media and advertising, intercultural awareness, energy and environment, company profiles, marketing and PR, familiar products and processes). Mini-case studies and simulations will be integrated.



Ab Schuljahr
2015/2016

Inhalt Open Worlds. English HTL IV/V

Training and perfecting the following skills:

» *Speaking:* Fluency training, presenting (products, companies, theses), sales talks, telephoning, facilitation skills, negotiating, expressing agreement/neutrality/disagreement, participating in conferences and meetings, using politeness and diplomacy

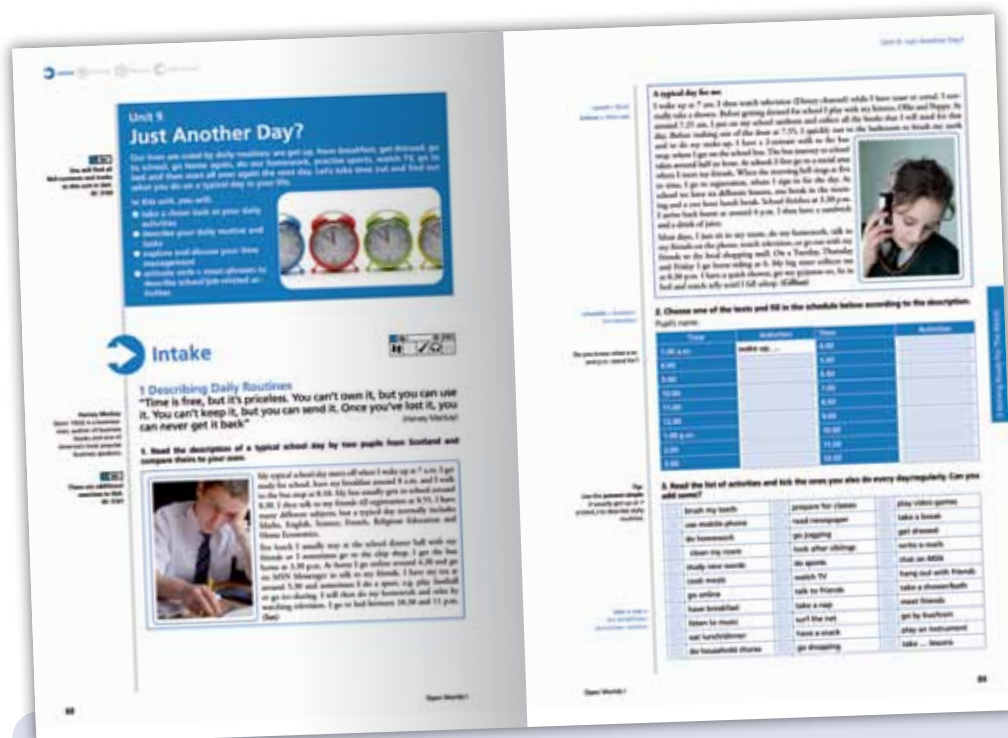
» *Listening:* Understanding news and reports, understanding regional differences, social, professional and technical topics

» *Writing:* Writing professional business letters, faxes and e-mails (applications, CVs, complaint, reminder, invoice), protocols, reports, documentation, abstracts

» *Reading:* Processing more complex information (authentic business and technical texts)

» *Study skills:* Preparation for finals, revision of language learning skills, independent research skills, project management, fostering English across the curriculum, preparation for internships abroad, intercultural competence
These skills will be trained in the context of a variety of different topics that are of both national and international importance (international organizations, institutions and businesses, education, world of work, science and research, companies and their products (case studies), globalization, company structures). The focus will be on the social, professional and technical domain.

Open Worlds. English HTL Mit Kompetenz zur Reifeprüfung



Die Reihe Open Worlds. English HTL I, II, III, IV/V

- » baut konzeptionell auf den **Bildungsstandards** auf und ist methodisch auf **Kompetenzerwerb** ausgerichtet.
- » ermöglicht eine bewusstere Aneignung von Kompetenzen durch die **grafische Auszeichnung unterschiedlicher Kompetenzbereiche** und für die **SRDP relevanter Aufgabenformate**.
- » **bereitet deshalb optimal auf die neue standardisierte, kompetenzorientierte Reife- und Diplomprüfung vor** – Schritt für Schritt werden Schüler/innen mit der neuen Art von Aufgabenstellungen vertraut gemacht.
- » enthält ein **umfangreiches Angebot an HTL-spezifischen Themenkreisen** und entsprechenden Übungsangeboten.
- » bietet eine Vielzahl an **ergänzenden Materialien und Audiotexten** sowie **interaktive Übungen** auf der SbX-CD und online.
- » inkludiert mit dem **MANZ Lernraum** in der Online-Version ein **Lernmanagementsystem** mit Lehr- und Lernfortschrittskontrolle auf Basis der Bildungsstandards.



Buch-Nr.	Titel	Auflage	appr. für	ISBN	Preis (€)
155902	Open Worlds. English HTL I mit SbX-CD inklusive Audios	2012	4100	978-3-7068-4212-9	21,50
	Open Worlds. English HTL I Teacher's Guide mit SbX	2012		978-3-7068-4213-6	19,90*

* Teacher's Guides bei Klassenbestellung gratis