Garnet
Garnet Global Training Center

GGT-LN-123

Languages & Business Communication

Arabic Public Speaking

الخطابة باللغة العربية

Duration	Language	Formats	Hours	Level
5 or 10 days	**English or Arabic**	**Classroom, online, in-house**	**35 / 70**	**Intermediate (practitioner)**

Overview

Arabic Public Speaking turns established good practice into step-by-step methods that participants rehearse in exercises and then apply at work. Language skills for the workplace, from business English to technical translation. You can join a public session in one of 20 cities or live online, in English or Arabic, or bring the course in-house with examples from your own operations.

What you will be able to do

- Apply the methods and standards of Arabic Public Speaking to real tasks.
- Share good practice with your team.
- Use the right tools, checks and calculations step by step.
- Diagnose common problems and identify root causes.
- Interpret data and results correctly and act on them.

Who should attend

Professionals who use English or Arabic at work, translators and administrative staff. Practitioners with one to five years of experience benefit most.

Key topics

- Workplace vocabulary
- Writing emails and reports
- Speaking in meetings
- Technical terminology
- Translation techniques
- Practice and feedback

Formats and fees

5-day classroom	**USD 4,750**
5-day online	**USD 2,950**
10-day classroom	**USD 8,950**
10-day online	**USD 5,450**
In-house	**Quotation per group**

Fees per participant, excluding VAT.

Register or ask

WhatsApp: +971 56 674 7382

Email: info@garnettrainings.com

Training: training@garnettrainings.com

Web: garnettrainings.com

Sharjah Publishing City Free Zone, Sharjah, UAE

Certificate

Participants who attend at least 90% of sessions and complete the final assessment receive a certificate of completion stating 35 contact hours (5-day) or 70 contact hours (10-day).

5-day outline

Day 1 Arabic Public Speaking: principles and standards
- Workplace vocabulary
- Regional and international case studies

Day 2 Methods and tools in practice
- Writing emails and reports
- Speaking in meetings

Day 3 Diagnosis and problem solving
- Technical terminology
- Checklists and templates to take away

Day 4 Quality, safety and documentation
- Translation techniques
- Group discussion and peer review

Day 5 Workshop, assessment and action plan
- Practice and feedback
- Measurement and reporting

10-day outline

Day 1 Arabic Public Speaking: principles and standards
- Workplace vocabulary
- Regional and international case studies

Day 2 Methods and tools in practice
- Writing emails and reports
- Speaking in meetings

Day 3 Diagnosis and problem solving
- Technical terminology
- Checklists and templates to take away

Day 4 Quality, safety and documentation
- Translation techniques
- Group discussion and peer review

Day 5 Workshop, assessment and action plan
- Practice and feedback
- Measurement and reporting

Day 6 Advanced techniques and specialist practice
- Complex cases in depth
- Hands-on workshop on a workplace challenge

Day 7 Digital tools, data and automation
- Analysis tools and software
- Using AI in this field

Day 8 Benchmarking against international practice
- Global performance benchmarks
- Common mistakes and how to avoid them

Day 9 Capstone project
- Analyse a real challenge from your organisation
- Build the solution and implementation plan

Day 10 Presentations, final assessment and certificates
- Project presentations and review
- Final exam and certificate award

Schedule 2027–2030

Dates	Format	City	Language	Fee (USD)
18–22 Jan 2027	5-day classroom	Paris	English	4,750
5–9 Apr 2027	5-day online	Live online	English	2,950
16–20 Aug 2027	5-day classroom	Dubai	English	4,750
12–23 Dec 2027	10-day classroom	Riyadh	Arabic	8,950
17–21 Jan 2028	5-day classroom	Abu Dhabi	English	4,750
13–24 Mar 2028	10-day classroom	Casablanca	English	8,950
15–26 May 2028	10-day online	Live online	English	5,450
3–7 Dec 2028	5-day classroom	Riyadh	Arabic	4,750
1–5 Jan 2029	5-day online	Live online	English	2,950
4–8 Jun 2029	5-day classroom	Geneva	English	4,750

Dates	Format	City	Language	Fee (USD)
13–24 Aug 2029	10-day classroom	Barcelona	English	8,950
8–12 Oct 2029	5-day classroom	London	English	4,750
3–14 Jun 2030	10-day classroom	Barcelona	English	8,950
12–23 Aug 2030	10-day online	Live online	English	5,450
15–19 Sep 2030	5-day classroom	Kuwait City	Arabic	4,750
1–5 Dec 2030	5-day classroom	Muscat	Arabic	4,750

Customised and in-house versions of this course are available on request. garnettrainings.com/en/customise/