

English for Effective Communication

Course Objectives

The course objectives are to improve core linguistic competences and develop English language skills for a professional work environment.

Course Content

Participants are asked to complete a pre-course questionnaire. Tutors plan the course to meet the needs of the course participants, who are often of mixed ability. **Course content typically includes:**



Ice-breakers and introductions
Job descriptions; what do you do?
Small talk; learning the skills and vocabulary to survive social situations
Grammar input, practice, revision and recycling
Collocation and word partnerships
Intercultural awareness
Personal qualities and stereotypes
Holding a discussion; useful phrases
New words, idioms and the importance of language in context
Practical pronunciation; phonemes, stress and connected speech
Idiomatic and colloquial expressions in everyday use
Listening skills; abbreviations and formality
Email English; style and common mistakes
Working with texts; reports and news articles
Language, life and culture in the UK today
Current issues in the workplace and training
Giving presentations and holding meetings; roleplays and feedback
Telephoning in English
Understanding and using phrasal verbs

Intensive General English

Course Objectives

The course objectives are to improve general English language ability and to enable participants to communicate more fluently in English.

Course Content

Participants are asked to complete a language assessment) on their first day, and are then placed in a suitable level class. Tutors plan the course to meet the needs of the course participants. **Course content typically includes:**

Speaking skills: fluency and appropriacy
Grammar input, controlled and free practice
Grammar and how to use it in authentic situations
Writing skills: formal and informal
Knowledge and use of vocabulary
Intercultural awareness
Reading and listening skills; text types, meaning and context
Collocation and word partnerships
Functional and practical English
New words, idioms and the importance of language in context
Practical pronunciation; phonemes, stress and connected speech
Idiomatic and colloquial expressions in everyday use
Pair and group work; mini role plays and project work
Review and revision; recycling and independent learning strategies