

## Sample programme The 25+ Course: English for Everyday Life and the Workplace B1

	Monday	Tuesday	Wednesday	Thursday	Friday
9.30 - 11.00	<b>Language Work in a Real-Life Context:</b>  Past experiences  Past simple (regular and irregular)	<b>Language Work in a Real-Life Context:</b>  Making arrangements:  Going to future and present continuous	<b>Language Work in a Real-Life Context:</b>  Transport:  Comparatives and superlatives	<b>Language Work in a Real-Life Context:</b>  The best companies to work for:  Practise comparatives and giving opinions	<b>Language Work in a Real-Life Context:</b>  Places I have been:  First and second conditional
<b>Coffee Break</b>					
11.30 - 13.00	<b>Social &amp; Communication Skills in English:</b>  E-mail skills	<b>Social &amp; Communication Skills in English:</b>  Developing conversation and small talk	<b>Social &amp; Communication Skills in English:</b>  Telephone Skills	<b>Social &amp; Communication Skills in English:</b>  Listening and discussion of News	<b>Social &amp; Communication Skills in English:</b>  Travel situations and hotels
<b>Lunch Break</b>					
14.15 - 15.45	<b>English at Work:</b>  Interviews and CVs	<b>English for Life:</b>  Vocabulary Development	<b>English at Work:</b>  Giving a presentation	<b>English for Life:</b>  Conversation and Communication	<b>English at Work:</b>  Taking part in meetings

A teacher is available for extra help in in the Self-Access centre for an additional 4 hours per week: Monday, Tuesday, Thursday and Friday 15.45-16.45.

Course content is based on the needs and objectives of students as initially identified in pre-course questionnaires and reviewed throughout the course.

Clients with specific needs can book a combination course with classes in groups and individual lessons. Popular specialisms include :English for HR, Tourism Management, Marketing, Customer Service, Hospitality, Aviation, Journalism, Logistics.