

EFL Methodology in Practice

MODULE 7: Challenge Europe – English as the Lingua Franca

Course Ref: EP 3
MODULE 7

TOPICS

Using Role Play

This session shows how role play can be used in a creative way to practise various professional situations, for example: socialising, telephoning, job interviews.

Practising Correspondence Skills

A range of activities is introduced to enable students to practice and improve their writing skills for effective business correspondence. A variety of areas will be covered, from writing for information to dealing with complaints.

Presentation Skills

A look at how projects can be used to motivate the learner, with particular emphasis on preparing presentations. This session will look at types of presentation that can be practised and the practical problems that can arise. We will also look at how to evaluate presentations.

The Job Application Process

A look at where to find out about jobs and the steps involved in the recruitment process. Writing a good CV and personal statement will also be covered in this session

The Internet as a Resource

A look at some of the resources that can be utilised to look for jobs and as a medium for applications abroad. Some useful sites for English practice will also be looked at.

Exams and Effective Exam Practice

This session will outline some of the internationally recognised Business English exams that are available, with tips on how best to prepare your students for them.

This module is suitable for non-native speakers of English, teaching students aged 14 upwards, including adults; especially teachers of Business English, English for Professional Purposes and Vocational English

MODULE 7 - Course Content and Strategies

In accordance with the participants' Needs Analyses, the following topics may be discussed in-depth, presented in an overview or referred for post-course studies:

- Using Role Play
- Practising Correspondence Skills
- Presentation Skills
- The Job Application Process
- The Internet as a Resource
- Business English Exams and Effective Exam Practice

One-Week Course (Total course contact hours: 22.5hrs)

Sample programme which can be adapted to suit the participants' needs

	Day One	Day Two	Day Three	Day Four	Day Five
8.50 09.15- 12.35	Welcome Testing and Evaluation RLC Orientation	Active participation in a live class	Active participation in a live class	Active participation in a live class	Active participation in a live class
Lunch Break					
14.00- 15.30	Using role play: - Telephoning - Socialising - Making appointments	Practising Correspondence: - Asking for info confirmation - Complaints	Presentation Skills: - Using projects for motivation	The process of job application: - CVs - Personal statements	Using the Internet as a resource for job search and a medium for applications abroad
Sat / Sun	One Full Day Cultural Excursion included per Two-Week course (optional for One-Week course)				

This module can be combined with module 6 or 1 to form the following

Two-Week Courses (Total course contact hours: 45 hrs)

Building Language Learning & Exam Power (14+ yrs)

+ Challenge Europe – English as the Lingua Franca (14+ yrs / adults)

Challenge Europe – English as the Lingua Franca (14+ yrs / adults)

+ Exploiting Resources to Develop the Skills (all ages)

Outcomes

The module improves confidence in lesson delivery, use of classroom vocabulary and fluency. It provides the participants with the strategies, skills, activities and language necessary to deliver English language lessons meeting the challenges of education in 21st century Europe. The module aims to provide the participant with insights into current practice and developments in the teaching of English as a Foreign Language, with special reference to developing their students' skills to enable them to participate effectively in the international business world. It expands the participant's range of methodological approaches to enhance classroom practice. The module will also discuss how to access, from the participant's own country, changes and developments in English.

Follow Up Provided

Post-Course Modalities

- Linguistic Profile based on Common European Framework of Reference
- An EFL Methodology in Practice Course Professional Profile
- Europass
- Post-Course Forum

- Applicant Dissemination and Exploitation Advice