

Please contact me at:

Tel: 010 2930 8974

Email: seanankmu@gmail.com

Room: 222 Smith Hall

Our Homepage is: www.teflsites.com

Schedule

	M	T	W	T	F
7-8.00				STAFF	
8-9.00				STAFF	
9-10.15		F1			
10.30-11.45	O			F1	
12-1.15	P1	O		O	F2
1.30-2.45		F2		P1	O
3-4.15		P2		C1	C2
4.30-5.45	C1	C2		P2	

O = Office Hours

Office = Room 222 Smith Hall

Syllabus

Week 1 - Starter Courses Part 1

1. Learning and Topic Selection

Week 2 – Starter Course Part 2

2. Study Materials and How to Speak

Week 3/4/5 etc. - Regular classes(Preparation Day and Speaking Day)

Week 8 – Mid Term Exam (Oral)

Week 16 – Final Exam (Oral& Written)

Book

Your Book (with 8 Topics - chosen by the Class) will be in PDF format and uploaded at the end of Week 2 (Class #4) to our Homepage www.teflsites.com. Each Topic will contain Reading/ Vocabulary/ Phrases. I will explain how to use this Book in the Starter Course Part 2 (Class 3 & 4).

The Book will also be in **Mp3** format, each Topic available to download from our Homepage.

Notebook

Your Notebook (designed to match your Book) will be in PDF format and uploaded at the end of Week 2 (Class #4) to our Homepage www.teflsites.com. Your Notebook will consist of 8 Topics. Each Topic will have a Vocabulary Page, a Phrase Page, 2 Speaking Pages and a Review Page to fill out. Vocabulary and Phrases pages will be completed in class. The 2 Speaking Pages will be completed for Homework. The Review Page will be completed in class or at home. I will explain how to use this Notebook in the Starter Course Part 2 (Class 3 & 4).

Grading

Attendance 10%

You will lose 1% every time you are absent from class, unless you tell me in advance.

Participation 10%

You will be graded on how much you speak, how often. You will be graded on your classroom attitude, to your work, your fellow students and to your teacher.

Preparation Day = 1 Class) 10%

In 1 Class, you will use your Book to prepare your Topic by studying a Reading, Vocabulary and Phrases. You will be expected to complete the Vocabulary Page and Phrase Page of your Notebook in class.

Homework 10%

In your Notebook there will also be 2 Speaking Pages. You must complete these Speaking Pages (based on Class 1) for Homework, before your 2nd Class. These Speaking Pages must be brought in to your 2nd Class for use on your Speaking Day.

Speaking Day= 1 Class) 40%

In this class, you will use your Speaking Pages to help you speak. I will grade all parts of your speaking (vocabulary, phrases, expressions, grammar, opinions, questions, interaction, pronunciation...)

Exams (Mid Term - Week 8 & Finals - Week 16) 20%

Both exams will be taken in my office on the day of your exam. You will take the exams in pairs. The Mid-term exam is oral only. The Final exam will be oral and written.

Rules

Cellphones: Please have cell phones on silent mode. Please do not send text messages in class.

Mirrors: Please do not use your mirror in class.

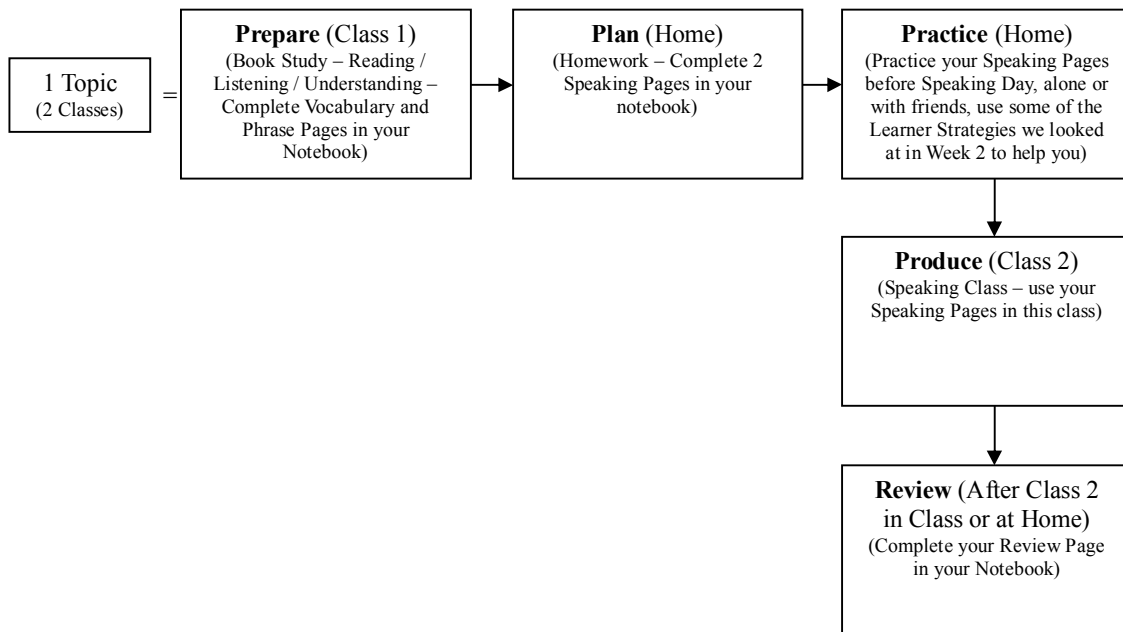
I will take 1% off your grade every time you break the rules.

Summary

Course Detail: 8 Topics (Class Book)

1 Topic = 2 days (1st DAY = Preparation / 2nd Day = Production)

Between 1st Day and 2nd Day a Homework Assignment (your Speaking Pages) must be completed.



Book Day _____

Speaking Day _____