



LCC

LANGUAGE AND CULTURE COACHING

2012

A COMPLIMENTARY GUIDE TO OUR TESOL / TEFL CERTIFICATION PROGRAM



CONTENTS

| | |
|---------------------------------------------------------|-----------|
| YOUR FUTURE TEACHING ENGLISH OVERSEAS | 3 |
| HOW WE TRAIN YOU | 5 |
| WHY GET A 100+ HOURS TESOL/TEFL CERTIFICATE? | 6 |
| COURSE DETAILS | 7 |
| COURSE CONTENTS | 9 |
| DETAILED COURSE OVERVIEW | 11 |
| LANGUAGE AND CULTURE COACHING JOB SEARCH PROCESS | 13 |
| APPENDIX 1: COST OF LIVING BY COUNTRY | 15 |

YOUR FUTURE TEACHING ENGLISH OVERSEAS

Being an English language teacher can be whatever you want it to be: a passport to world travel; a stable and fulfilling career; a way of helping others or the first step to owning your own business.

JOB SECURITY

World demographics will result in sustained demand for teachers of English for at least the next twenty years – that’s about as secure a job market as you will find these days.

By the year 2050 it is estimated that half of the world’s population will be competent users of English. This learning frenzy will not take place because of some love of the language, but due to the realization that people will be left behind in work and social situations unless they can communicate with the rest of the world.



Like it or not, English has become the world’s language and it is growing in importance every day. Globalization and developments in communications are fueling demand for the language around the world. Recently the governments of Japan and Korea announced policies to encourage all of their working populations to acquire a basic level of English.

“PASSPORT” TO TRAVEL

If you are looking for a way to travel and work overseas, then teaching English is an obvious path. LCC has graduates working as English teachers in every continent in the world. You too can use teaching English as a means to see the world and understand other cultures.

THOUSANDS OF TEACHING JOBS

Everyday hundreds of new English Teaching positions are advertised across the world. New language schools are opening every month looking for qualified teachers. English teachers who complete their contracts frequently move to another country. The high turnover of English teachers means that teaching jobs become available all the time.

A WAY TO HELP OTHERS

Whether your goal is to work through a volunteer program or earn enough to save, teaching English is your chance to gain fulfillment by giving something back to the community where you will be living. ESL teachers frequently report on the satisfaction they feel when their students show them respect and gratitude for all the help and support they have received.

FIRST STEP TO OWNING YOUR OWN BUSINESS

Freelance tutoring and business English training are fantastic ways to supplement your income overseas. They also represent your chance to be your own boss. With the demand for tutors being high, getting clients is frequently a matter of networking. Once you start talking to other ESL teachers and people in your community, don't be surprised when the tutoring requests start coming in thick and fast.

Once your client base is established you'll be able to set your own schedule, determine your rate of pay and decide on your own curriculum. It's not unusual for ESL teachers to focus full-time on tutoring once they've settled into their host country and gained some classroom teaching experience through their initial language school job.

THE LCC JUMP START

Our TESOL/TEFL program will show you how you can work in English language teaching: if you are looking for a stable long term career; to give something back to the community or to the rest of the world through voluntary work; or a good way to pay for your round-the-world adventure, our TESOL/TEFL course will explain how to do it through teaching English.



HOW WE TRAIN YOU

Quality teachers plan upbeat, entertaining, and interesting ESL lessons. How teachers run their classes is considerably more valued by students than what they are teaching. Our TESOL/TEFL course coaches model the techniques which produce appealing and stimulating ESL classes:

BUILD GOOD RELATIONS WITH STUDENTS

Good teachers trust their students' ability to learn. All of our TESOL/TEFL coaches hold to this philosophy. Gestures, eye contact, and other communication skills show care for everyone in the class. Students with questions are given the attention they need.

BREATHE LIFE INTO LESSONS

Great ESL teachers make their lessons interesting. Our coaches make the course interesting with personal stories about their own overseas teaching experiences. This training approach shows our students the realities of teaching and living overseas.

STUDENT/TRAINER INPUT

Effective ESL teachers give their students ample opportunity to contribute to the learning process. Our coaches use insightful activities through which our students discover how to be a great ESL teacher.

SPEAKING KNOWLEDGABLY

Students like an English teacher who is personable. Our experienced coaches explain what's really involved in living and teaching overseas. They know how to show you everything you need to know by using training techniques. For example, how to teach grammar is explained in a simple step by step way.

SENSE OF FAIRNESS

Good ESL teachers give their students clear expectations with no surprises. Our coaches take this approach throughout the TESOL/TEFL course in order to model the most effective classroom management techniques.

TEACHERS WHO LOVE THEIR JOBS

Our coaches do too. What does this mean? Well, imagine being in a class where the teacher tells fascinating ESL stories from personal experience, skillfully uses fun activities to encourage understanding and offers intriguing insight on teaching English overseas.



WHY GET A 100+ HOURS TESOL/TEFL CERTIFICATE?

The unofficial industry standard for TESOL/TEFL certification is 100+ training hours, why?

100+ hour certification courses allow enough time to learn how to teach; most authoritative ESL organizations recommend it, and most reputable language schools expect it.

Time, in a TESOL/TEFL Certification course, matters. It takes time to develop the skills you need to teach effectively. 100+ hour courses

allow you to practice them and receive valuable feedback from an experienced instructor. Having sufficient time to internalize knowledge affords you the confidence to know what you're talking about while teaching subjects like grammar.

What do the authorities say? The British Council, which taught 1.1 million class hours of English to 325,000 learners in 53 countries in 2005, advises that most reputable courses should be 100+ hours. Jeremy Harmer, a popular writer on teaching ESL, includes 100 hours in 'what to look for' when choosing a course. Some organizations offer shorter courses: a day, a week, 60 hours, etc. To distinguish these from 100+ hour courses, these are often referred to as "introductory" or "taster" courses.

Would you really want to work for an employer who doesn't care whether or not you know how to teach their students effectively? Many ESL teachers report that employers who care little about this often show little regard for the treatment of their teachers. An increasing number of ESL teachers have a 100+ hour TESOL/TEFL certificate. Consequently, reputable employers expect it.

Schools which play an ethical role in the ESL job market require teachers who are able to deliver effective lessons to their students. Having time, in a certification course, to learn how to do this is recommended by major authorities in the ESL industry. Getting the teaching skills you need in a course that gives you time to practice them opens up opportunities with organizations which value good teaching.



Jeremy Harmer, a popular writer on teaching ESL, advises to choose a TESOL/TEFL course that is at least 100 hours long.

OUR TESOL/TEFL CERTIFICATION COURSE DETAILS

Duration: 100 Hours

Price: \$1195 (\$1095 with early registration discount)

Course Dates: Five weekends, Saturdays - Sundays

(9:00am - 6:00pm)

THIS CERTIFICATE OFFERS:

- 100 hours training time.
- 48 hours on how to teach reading, writing, listening, speaking, English grammar, vocabulary, pronunciation, classroom management, lesson planning and student evaluation.
- 36 hours on how to teach English to young learners, business English, and TOEFL tutoring.
- 10 hours of teaching practice with a full range of lesson types and with at least two different levels of classes.
- 6 hours of thought provoking assignments.
- An optimal ratio of trainer to course participants.
- Coaches that have a minimum of 5 years TESOL experience and a recognized diploma in TESOL/TEFL.
- Lifetime advice from our experienced ESL Job Placement advisors.

WHAT'S INCLUDED IN THE COURSE FEE?

- Internationally recognized TESOL/TEFL certificate.
- Graded LCC teaching practice certificate.
- Guaranteed teaching job through the LCC Job Placement Service.
- 100 hour TESOL/TEFL training program.
- Course materials.
- Lifetime job placement service.

One of the key abilities of an ESL teacher is the skill to keep students happy and engaged because they are customers in the eyes of ESL employers. ESL teachers create an ideal learning environment for teaching essential ESL skills by keeping students satisfied and entertained.

Teaching young students is fun, playful, creative, and satisfying. It involves special attention to nonverbal technique, effective use of visual aids, and developing engaging activities. The ability to teach young learners with activities that both educate and entertain is an extremely valuable skill for teaching positions abroad.

Throughout the world, English proficiency is best reflected by a high score on either the TOEFL or TOEIC. Students wanting to continue their studies at post graduate level in the United States have to provide proof of proficiency in order to gain acceptance into a degree program. Proficiency in English communication has increasingly become a standard requirement for career advancement in many countries overseas.

Economic globalization has led thousands of companies conducting international business to look for business English training which can directly address their needs. The demand for sophisticated and stimulating business English training outweighs the number of teachers capable of delivering it. With the business English teaching skills from this course you will find yourself in demand by schools looking to hire a teacher who is able to deliver lessons to their business English students.



COURSE CONTENTS

This course covers the essential ESL skills ranging from teaching pronunciation, listening, speaking, writing, and classroom management to specialized teaching skills such as teaching business English and children. Reputable employers are looking for a TESOL/TEFL certificate with at least 100 training hours.

ESSENTIAL SKILLS

- Understand the fundamentals of how second languages are learned.
- Understand how to use teaching materials and the characteristics of effective materials.
- Learn to help your students gain the confidence and proficiency they need to speak English.
- Learn to teach students skills to understand English both in the classroom and outside of it.
- Learn to evaluate reading comprehension and writing from beginner level to advanced level students.
- Understand how to explain grammar and successfully answer students' questions about it.
- Understand how to generate rapport with your students and create a good learning environment in your classroom.
- Understand how to be culturally sensitive in the classroom.

GENERAL ESL

- Understand the characteristics of a good learner, error correction, teaching methods and practices across student age and proficiency levels.
- Review case studies and lesson plan templates to create solid lesson plans.
- Learn how to create a learning environment in the classroom.
- Learn approaches to content, task and theme-based teaching.
- Make use of visual aides, computer technology, role-play, games, and drama to teach.

TEACHING YOUNG LEARNERS

- Learn methods of teaching phonetics, listening, reading, writing, and speaking to children.
- Identify the types of skill-building activities that make learning fun and effective.
- Discover valuable lesson structure and planning methods.
- Understand the leading theories on language acquisition and child development.
- Learn what constitutes effective learning material and where to find it.
- Gain the tools to maintain effective classroom management with children.
- Understand the importance and uses of nonverbal communication.

TUTORING TOEFL TUTORING TOEIC

- Examine the content, types of questions, test formats and scoring methods for the TOEIC and TOEFL.
- Learn how to prepare students for the tests as well as how to administer them.
- Understand the different approaches to teaching each section of the tests.
- Find out how to obtain tutoring students and set your own curriculum.
- Understand the importance and methods of need analysis in test preparation.

TEACHING BUSINESS ENGLISH

- Learn to analyze and meet the needs of business English learners.
- Understand how to plan and deliver effective business English lessons.
- Identify successful teaching techniques that increase confidence in business correspondence, negotiation and casual conversation.
- Examine several successful business English lesson plans and case studies.
- Learn how to teach verbal and written communication to adult learners.
- Understand how to improve pronunciation, refine expression, and increase vocabulary.
- Gain a firm understanding of the business themes and subject matter.

DETAILED COURSE OVERVIEW

DAY ONE

- Your ESL Job: What's on Offer?
- International Trends in the ESL Industry.
- What Makes a Great Teacher?
- Building Rapport with Students.
- The Successful Learner.
- ESL Teaching Levels.
- Meeting Needs of Diverse Learners.
- Learning Styles Theory.

DAY THREE

- Teaching Across Age and Proficiency Levels.
- Classroom Management.
- Cultural Sensitivity in the Classroom.
- English Grammar Demystified.
- Breathing Life into Grammar Lessons.
- Teaching Vocabulary Techniques.
- Teaching Speaking and Listening.
- Teaching Reading and Writing.

DAY FIVE

- Solving and Avoiding ESL Problems.
- Mid-Lesson Crisis Management.
- Grammar Explanation for Beginner Level Students.
- Assessing Students' Progress.
- Teaching in a Multicultural Setting.
- Lesson Coordination when Team Teaching.
- Teaching and Evaluating ESL Students.

DAY TWO

- ESL Games and Exercises.
- ESL Ice Breaker Activities.
- Overcoming Fear of Failure as an ESL Teacher.
- Classroom Setup.
- Grammar: The Simple Past vs. the Present Perfect.
- Designing Exceptional ESL Lessons.
- Understanding Group Dynamics.

DAY FOUR

- Teaching English Grammar.
- Effective Cross Cultural Relations.
- Conflict Resolution Techniques.
- Difference Between Tutoring and Teaching.
- Tutoring Techniques.
- Teaching Pronunciation.
- Teaching Idioms, Expressions, Phrasal Verbs, and Slang.

DAY SIX

- Finding and Using ESL Teaching Resources.
- Finding and Negotiating Your ESL Contract.
- Job Interviews and Teaching Positions.
- Culture Shock and Adaptation.
- Teaching Classroom English.
- Observation and Evaluation of Peer Mini-Lessons.

DAY SEVEN

- Special Considerations for Teaching Children.
- Ideas for Young Learner Classroom Management.
- Teaching Specific Skills and Activities for Children.
- Self Reflection Task for Young Learners.
- TPR (Total Physical Response): Nonverbal Technique with Children.
- Language Acquisition and Child Development.

DAY NINE

- Understanding Business English.
- Conducting Needs Analysis.
- Business English Lessons and Units.
- Teaching Verbal Communication Skills in Business English.
- Speaking Activities for the Business Professional.
- Teaching Written Communication Skills in Business English.

DAY EIGHT

- What are TOEFL and TOEIC?
- Teaching Adults.
- The New TOEFL iBT.
- TOEFL/IC Strategies and Skill-Building.
- TOEFL/IC: Coaching and Mentoring.
- Tutoring Process, Tips, and Traps.

DAY TEN

- Observation and Evaluation of Peer Mini-Lessons in either:
 - » Teaching Young Learners.
 - » TOEIC/TOEFL Tutoring.
 - » Teaching Business English.
- Awarding 100 Hour TESOL/TEFL Certificates.



LANGUAGE & CULTURE COACHING JOB SEARCH PROCESS

Getting a good job in a reputable language school overseas is important to you. That's why we start your job placement service during the TESOL/TEFL course itself and continue to provide lifetime assistance. With the high demand for ESL teachers overseas, the value of our training, and the insightful advice you'll receive from one of our job placement advisors, we can confidently guarantee you a job within six months.

STEP ONE: IDENTIFY YOUR TEACHING DESTINATION

The course coach conducts an insightful process designed to help our students better understand their key teaching needs overseas. By the end of this process, students know within which country and city they would like to teach.

STEP TWO: WHAT TYPE OF SCHOOL?

There are many different types of ESL schools, each with their pros and cons. Considering these differences can help in selecting which types of schools will be right for you.

STEP THREE: RESUME AND COVER LETTER

Resume and cover letter writing is covered in the LCC TESOL/TEFL course. After you have completed the course we help you to refine and polish your application materials.

STEP FOUR: JOB SEARCH STRATEGIES

So how do you actually go about finding a job overseas? There are several ESL job search strategies that we recommend to find open ESL teaching positions.

STEP FIVE: TELEPHONE INTERVIEW

By the time you hear back from the schools that you have applied to, you will be prepared to effectively answer important interview questions.

The phone interview is where you prove that you possess the qualities the School Director is looking for in a teacher. We show you how to concisely answer questions by addressing the concerns he or she might have as to whether you are the right person for the job.

STEP SIX: IS THE SCHOOL REPUTABLE?

While the vast majority of ESL language schools are reputable, inevitably, there are sleazy employers out there. We advise you on how disreputable schools can be avoided.

STEP SEVEN: CONTRACT ADVICE

Once you receive a contract, examine it carefully. The contract negotiations can be tricky, and it is a good idea to call our Teacher Placement Center so we may guide you through the process.

The trick is to know what “red flags” to look for in a contract, what you can negotiate, and on what basis you can do it.

STEP EIGHT: GETTING A VISA

You’ve selected a job and signed the contract! The majority of employers will take care of your work visa for you. Nevertheless, it’s a good idea to contact the embassy to secure a visa and residence permits, or for tips on health care, vaccinations, and climate.

STEP NINE: PRE-DEPARTURE CHECK LIST

Before you leave, you probably have a lot of questions on your mind regarding what to take and what to consider. At this stage we can help you with: When you should go? What you should take with you? What about health insurance? What about tax?

STEP TEN: TUTORING

Whether you want to save money or pay off your student loans, tutoring is a fantastic way of making a substantial amount of additional money. You can expect to make \$17-85 USD per hour by private tutoring.

How to pick up tutoring clients? If you are looking to tutor children or young adults one of the best ways is through word of mouth. Often teachers who are leaving the country will pass on their tutoring students to newly arrived teachers. Just by meeting people in your new community, they will be asking you to tutor their kids, cousins, or friends.

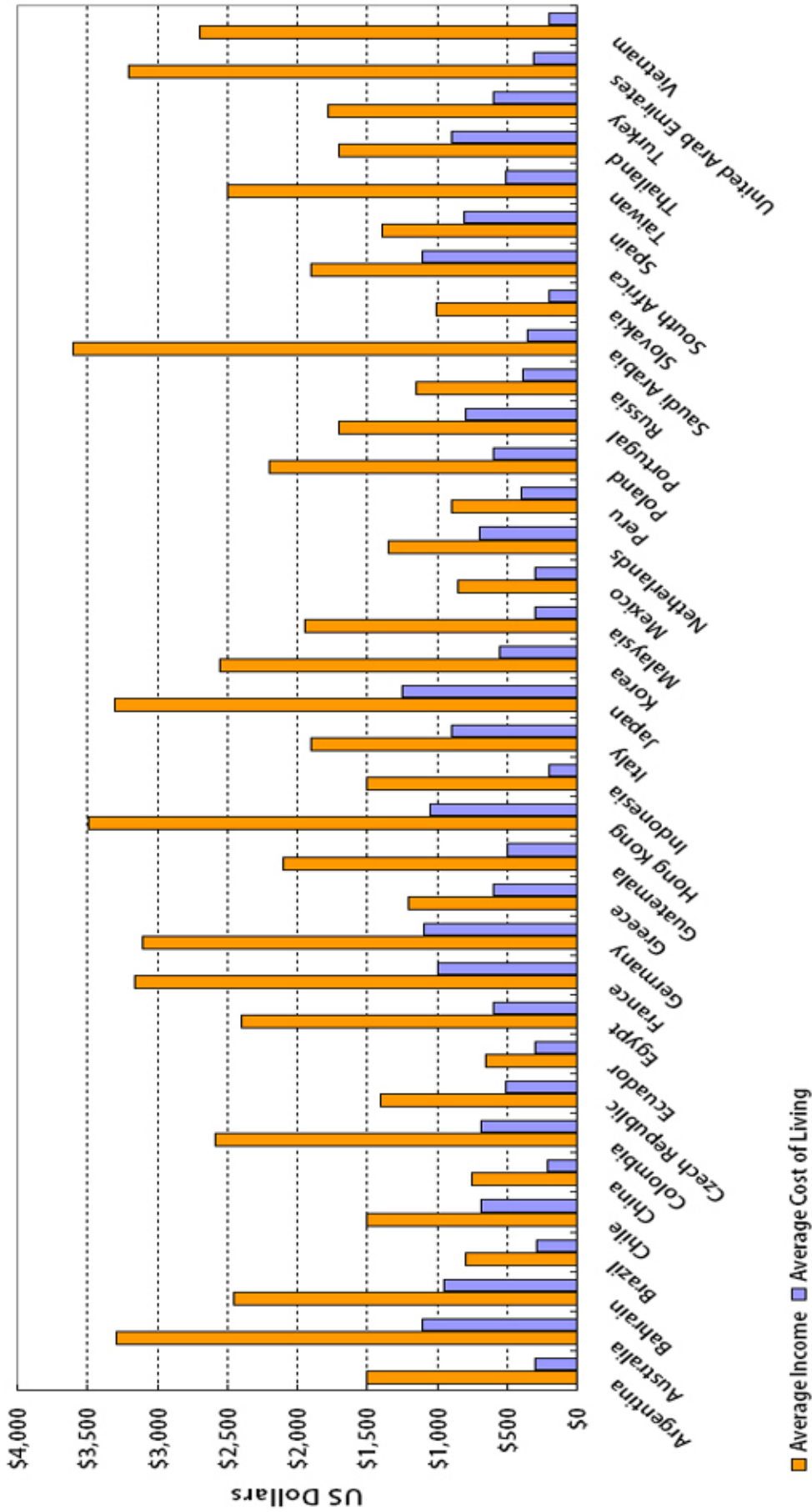
MONEY BACK GUARANTEE

We are so confident that the combination of our TESOL/TEFL training, our internationally recognized certificate, and our job placement service will all ensure that you find your ideal overseas teaching job, that we’re prepared to give you your money back. If, after you graduate from one of our TESOL/TEFL training programs, our job placement service does not place you in a job that you are qualified for within six months, we’ll refund your money.

There has never been a better time to get a teaching job overseas. The ESL job market is booming with new language schools opening every year.

Our TESOL/TEFL graduates receive a lifetime of assistance. Expert advice from our Job Placement Center is only a phone call away 1-800-868-1452.

Average Monthly Income and Cost of Living Comparison by Country*



Income shown represents the combination of the average rate of pay for 25 hours per week contract teaching with 15 hours per week of tutoring. It is possible to earn either more or less than the above figures.

* Please note that this information is intended as a guideline only. Actual income and cost of living are subject to variance in accordance with choice of lifestyle and employment as well as current currency exchange rates.

100 HOUR TESOL/TEFL CERTIFICATION COURSE

The 100 hour TESOL/TEFL Certification course allows enough time to learn how to teach; most authoritative ESL organizations recommend it, and most reputable language schools expect it. This course also includes instruction on how to tutor private students, teach young learners, and train Business English.

DURATION: 100 HOURS

Price: \$1195 (\$1095 with early registration discount)

Secure a place on this course with a \$95.00 deposit

Save \$100 off the price of this course by registering with full payment 3 weeks prior to commencement of a course. Early registration discount is automatically applied to online registrations.

COURSE DATES:

Saturdays (9:00am - 6:00pm), Sundays (9:00am - 6:00pm) over five weekends.

REGISTER ONLINE

Register online at www.lccteach.com.

BY PHONE

Call our offices toll free at 1-800-868-1452 and register with a credit card, check, or money order.

BY CHECK OR MONEY ORDER

You can pay by check or money order online. Please select your course location and date above and select the "Check/Money Order" option on the checkout page.

IN PERSON

Register at one of our Information Events.

Contact us for dates and times of forthcoming events.