

# Personal English Coaching



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## Description

The purpose of this course is to advance the student, María Jose, from a B2 level on the Common European Framework to upper B2 level. Throughout the 16-week course, we will focus on preposition use, contract/negotiation vocabulary, and business appropriate sentence structure for participating in discussions or debates.

## Time and Dates

The course will consist of 32 classes with an average of 2 classes per week. Beginning the week of July 24, 2017, the planned end date will be the week of November 6, 2017. Times for the course are as follows:

Wednesday: 12:30 – 2:00pm

Friday: 9:15 – 10:45pm

In the first class of a month or the last class of the previous month the student and instructor are expected to set aside 5 – 10 minutes to discuss the calendar. During this conversation, the student will confirm which dates she will be available to attend class and the instructor will reserve these hours in the agenda. After this meeting, the class times and/or dates cannot be changed. If a student fails to attend it will result in a loss of the class. If the instructor should be absent for any reason the class will be recuperated at a future date that is convenient for the student.

## Course Outline

- I) Review
  - a. Present simple vs Present continuous with focus on special uses cases
  - b. Past simple vs Present perfect with focus on cultural uses cases
  - c. Future “I will” vs “I’m going to”
  - d. Prepositions
- II) Contract / Negotiation
  - a. Vocabulary
  - b. Numbers
  - c. Conditionals
    - i. Zero conditional
    - ii. First conditional
    - iii. Second conditional
- III) Discussion or Debates
  - a. Structures appropriate in a business setting
  - b. Structures not appropriate in a business setting
  - c. Common phrases

## **Instructor Bio**

The instructor Kerri Rapes, is a native English speaker from Fort Wayne, Indiana, United States of America. Born and raised in the Midwest her pronunciation and word selection fall into the Northern and Northern-Midwest dialects. She holds a bachelor's degree in Mechanical Engineering from Purdue University, Indiana and then was employed in a profession setting holding this title. She was formally trained and received her Teach English as a Foreign Language (TEFL) certificate through the WorldTeach organization. She first worked with high school learners with English as a second language on the island of American Samoa. Later she's held positions at both Dynamic English, English Alive, and Executive English institutes teaching and mentoring adult second language learners.

## **Requirements**

Below is a list of requirements necessary to execute a successful program. The provisions should be supplied by the student or her employer.

### **Room Requirements**

- A private room with a table/desk and a least two chairs
- Access to a computer with internet connection and permission to visit the website youtube.com

### **Material Requirements**

- An email address where the student can receive materials before the class
- A printer with which the student can print worksheets and materials before the class
- A pen/pencil
- A notebook
- A folder or envelope

## **Course Fees**

The fee for the course is \$18.000 clp per 1.5 hours class. For the 16-week, 32-class program the total cost will be \$576.000 clp. Payments can be made in one of the following three options:

- 1) 100% at the beginning of the program
- 2) 50% at the beginning of the program and 50% after completion of the program
- 3) Payments at the beginning of each month the corresponding to the value of the classes/hours reserved for that month