



Weekly Plan (3-Months Conversational English Plan)



Week	Topic	Key Objectives (Student Can...)
W1	Sharing Personal Information (Basics)	<ul style="list-style-type: none">• Introduce themselves confidently.• Spell names and provide contact info.• State age and origin.
W2	Sharing Personal Information (Professional)	<ul style="list-style-type: none">• State their current status (student/unemployed).• Describe educational background simply.• State job field interest.
W3	Daily Schedules & Routines (Time)	<ul style="list-style-type: none">• Tell time accurately.• Understand start/finish times.• Use days of the week and months.
W4	Daily Schedules & Routines (Work Habits)	<ul style="list-style-type: none">• Describe a typical day.• Discuss habits and frequency.• Explain availability for shifts.



Week	Topic	Key Objectives (Student Can...)
W5	Expressing Likes & Dislikes (General)	<ul style="list-style-type: none">• Build rapport with colleagues.• Discuss hobbies and interests (small talk).
W6	Expressing Likes & Dislikes (Work Context)	<ul style="list-style-type: none">• State work preferences (teams vs. solo).• Discuss preferred work environments.• Express tasks they enjoy doing.
W7	Expressing Experiences (Past Actions)	<ul style="list-style-type: none">• Talk about previous jobs or training.• Describe what they studied in the past.• State when they left a job/school.
W8	Expressing Experiences (Duration)	<ul style="list-style-type: none">• Explain how long they did an activity.• Connect past experience to now.• Quantify experience (years/months).



Week	Topic	Key Objectives (Student Can...)
W9	Answering Interview Questions (Bio)	<ul style="list-style-type: none">• Answer: <i>"Tell me about yourself."</i>• Combine personal info + education history.• Maintain good body language.
W10	Answering Interview Questions (Strengths)	<ul style="list-style-type: none">• Answer: <i>"What are your strengths/weaknesses?"</i>• Use adjectives to describe character.• Relate likes/skills to the job.
W11	Answering Interview Questions (Logistics)	<ul style="list-style-type: none">• Answer: <i>"Why do you want this job?"</i>• Answer: <i>"When can you start?"</i>• Negotiate schedule/salary simply.
W12	Mock Interviews & Final Assessment	<ul style="list-style-type: none">• Complete a full 5–10-minute interview.• Handle unexpected questions calmly.• Ask the interviewer a question.