

Central Library

PERSONAL COMPUTERS AVAILABLE FOR PUBLIC TO USE

- 2 personal computers are available, for a fee of \$5.00. There is also an ink jet printer attached to each terminal. The library has a number of commercially available programs for word processing and spreadsheets.
- A4 paper can be bought from the desk if you wish to print your work. Alternatively you can bring your own paper. If you wish to store information however, you will need to bring your own floppy disk.

Bookings

Because of high demand, a maximum of one hour's use per person per day is permitted. Bookings may be made up to three days in advance. Bookings may be made in person at the information desk or by phoning 8673 8901 during normal office hours. If for some reason you cannot keep your appointment, please telephone. If the library is not notified and you are 15 minutes late, your time can be given to someone else. Please sign in the visitors' book at the information desk when you first arrive to use the computer.

Please note that staff are not available to train people or give a lot of detailed instruction on how to use the programs. Prior knowledge is, therefore, necessary. However, tutorial groups are available for some of the programs and classes are offered on a regular basis. Please see the loans desk for more information about our computer courses.

GOOD REASONS FOR CHOOSING ATLAS ENGLISH LANGUAGE COLLEGE

On an English course with Atlas English Language College, you improve your language skills and make friends from all over the world!

A Because Atlas courses start every Monday of the year, there's bound to be one that fits in with your academic, personal or professional commitments. Whatever your level of language ability, from beginner to advanced, you can choose to study for any length of time, from two weeks to a full year. Courses match a range of individual requirements, from intensive examination preparation to short summer programmes. Most courses commence at 9 am and run till 3 pm.

B If you take an intensive full-time course, we will help you to select the Special Interest Options which best suit your goals. From then on, our teacher will discuss your work with you on a weekly basis. This means that you should develop the language skills you need—and that you are helped to study at your own pace.

C The popularity and success of any language school depend greatly on the quality of the teachers and the methods they employ. All Atlas teachers have specialist qualifications in the teaching of English to foreign students and are all native speakers. We employ only experienced professionals with a proven record of success in the classroom.

D Atlas's teaching methodology is constantly revised as more is discovered about the process of learning a new language. Our teachers have access to an extensive range of materials, including the very latest in language teaching technology.

E On your first day at school, you will take a test which enables our Director of Studies to place you at the appropriate study level. Your progress will be continuously assessed and, once you have achieved specific linguistic goals, you will move up to a higher level of study.

F Every Atlas course fee includes accommodation in carefully selected homestay families. Breakfast and dinner each day are also included, so you need have no concerns about having to look for somewhere to live once you get to the school.

G On completion of any Intensive, Examination or Summer course, you will receive the Atlas Course Certificate of Attendance. On completion of a four-week course or longer you will also receive the Atlas Academic Record that reflects your ability in every aspect of the language from conversation to writing. Such a record will allow you to present your linguistic credentials to academic institutions or potential employers around the world.

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