Learn English Select

Business gets better when English gets better

The new online course to improve workplace English and give your business a boost

If you want to succeed in your business, your employees need to speak the language of success. The world’s English teaching experts at the British Council have created a new specialist online course to help your employees contribute to your success.

Learn English Select has been created to help employees improve their workplace English language skills. The course is ideal for those who wish to improve their business language and develop their professional skills in a commercial and international context.

By improving practical English skills needed for applying for jobs or in the workplace, Learn English Select opens up new doors and helps learners realise their career potentials. Learn English Select enables jobseekers and professionals boost their employability skills and career prospects. This course develops the English language skills needed to successfully apply for work and perform with confidence.

Learn English Select:

- is a new suite of interactive online courses, aimed at developing English language for workplace contexts and employability.
- is the new way to learn the English needed for making career progress.

Provides the workplace English language skills to achieve career goals and ambitions.

Benefits to participants:

- **Convenience and flexibility** for busy people who want to study when and where they want to.
- **Professional development opportunity** for those who want to take their career to the next level.
- **Confidence** when applying for jobs, preparing for an interview, and asking and answering questions during interviews.
- **Communicate effectively** at work and learn how to actively participate in work situations, including meetings, talks and presentations.
- **Speak professionally** in public while presenting products and services, and when interacting with clients, customers, partners and stakeholders.
- **Improve work productivity.**
- **Manage time better** with improved workplace communication skills.

**Why British Council?**

- **British Council’s expertise and certification**
  
  British Council as the world’s English leading experts offer the most comprehensive high quality range of English language courses, assessment, support services and learning tools, now available online. You will gain from the British Council’s 80 years’ track record and experience in English language teaching and assessment, proven methodologies and respected certification. The courses have been designed by English language experts and are structured to ensure participants make steady progress.

- **Flexibility**
  
  Learn English Select offers easily accessible, convenient, flexible and efficient learning through interactive online courses, additional resources and support. Learners can study at their own pace and fit learning within their busy schedules.

**Learn English Select is offered as a digital or online version and a blended version (a good blend of digital and face-to-face training)**

- **Learn English Select is designed for busy people. It is very flexible because learners can study at their own pace and fit learning within their busy schedules**

**How is Learn English Select structured?**

There are five levels which participants can complete in any order they wish but there is a suggested linear route through the content. It is expected participants will take approximately 20-25 weeks to complete one level. Study is self-paced and the time taken to complete each level will vary according to the individual learner.

Our methodology ensures a balance of activities and exercises to develop grammar, vocabulary and pronunciation, as well as key skills, for the world of work.
<table>
<thead>
<tr>
<th>Levels</th>
<th>Modules per level</th>
<th>Content units per module</th>
<th>Total lessons</th>
<th>Tests</th>
<th>Approximate time duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 1: Beginner</td>
<td>8</td>
<td>5</td>
<td>40</td>
<td>A module end test</td>
<td>20 – 25 weeks</td>
</tr>
<tr>
<td>Level 2: Elementary</td>
<td>8</td>
<td>5</td>
<td>40</td>
<td>A module end test</td>
<td>20 – 25 weeks</td>
</tr>
<tr>
<td>Level 3: Pre-intermediate 1</td>
<td>8</td>
<td>5</td>
<td>40</td>
<td>A module end test</td>
<td>20 – 25 weeks</td>
</tr>
<tr>
<td>Level 4: Pre-intermediate 2</td>
<td>8</td>
<td>5</td>
<td>40</td>
<td>A module end test</td>
<td>20 – 25 weeks</td>
</tr>
<tr>
<td>Level 5: Intermediate</td>
<td>8</td>
<td>5</td>
<td>40</td>
<td>A module end test</td>
<td>20 – 25 weeks</td>
</tr>
<tr>
<td>NEW! Level 6: Upper Intermediate</td>
<td>8</td>
<td>5</td>
<td>40</td>
<td>A module end test</td>
<td>20 – 25 weeks</td>
</tr>
</tbody>
</table>

- There are total six levels:
  - Beginner
  - Elementary
  - Pre-intermediate 1
  - Pre-intermediate 2
  - Intermediate
  - Upper intermediate.
- Each level consists of eight modules.
- Each module has five content units.
- Each level therefore has 40 content units (8 modules X 5 units).
- There is a test at the end of every module.
Learn English Select syllabus summaries and modules:

<table>
<thead>
<tr>
<th>1. BEGINNER - CEFR level A1.1</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Syllabus summary</td>
<td></td>
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</tbody>
</table>
| Helps you do basic tasks at work in English such as meeting and greeting new people, saying numbers and dates, making a telephone call and chatting to your colleagues. | Module 1: Introductions 1  
Module 2: Introductions 2  
Module 3: Talking about yourself 1  
Module 4: Talking about yourself 2  
Module 5: Asking for things 1  
Module 6: Asking for things 2  
Module 7: Daily life  
Module 8: Talking about jobs. |

<table>
<thead>
<tr>
<th>2. ELEMENTARY – CEFR Level A1.2</th>
<th>Activities</th>
</tr>
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<tbody>
<tr>
<td>Syllabus summary</td>
<td></td>
</tr>
</tbody>
</table>
| Learn how to introduce yourself, write a job application, prepare for an interview and have basic conversations about work and everyday life. | Module 1: Introductions  
Module 2: Jobs, family and free time  
Module 3: Job applications  
Module 4: Preparing for an interview  
Module 5: Going for an interview 1  
Module 6: Going for an interview 2  
Module 7: Eating out with friends  
Module 8: Getting a job offer. |

<table>
<thead>
<tr>
<th>3. PRE-INTERMEDIATE 1 – CEFR level A2.1</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Syllabus summary</td>
<td></td>
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</tbody>
</table>
| Learn how to ask for more information in the workplace, give and receive instructions, give and respond to opinions, plan a business trip and describe and compare different options. | Module 1: Introductions and instructions  
Module 2: Company information  
Module 3: Travel information  
Module 4: Understanding announcements  
Module 5: Making suggestions, eating out  
Module 6: Going out with friends  
Module 7: Telephone calls and talking about plans  
Module 8: Apologising and asking for help. |

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<thead>
<tr>
<th>4. PRE-INTERMEDIATE 2 – CEFR level A2.2</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Syllabus summary</td>
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</table>
| Helps you perform more complex tasks at work in English such as talking about prices and discounts, planning events and dealing with problems and difficult customers, plan an event and assign tasks. | Module 1: Buying a product  
Module 2: Looking for a job  
Module 3: Job applications and interviews  
Module 4: Job interviews; accepting an offer  
Module 5: Company information  
Module 6: Making arrangements to meet |
Learn English Select:

- Is offered as a digital version and a blended version
- The blended version has around 70% digital learning and 30% face-to-face training by a trainer.
- has video- and audio-based content featuring a range of accents that is followed by interactive practice activities.
- Learn English Select focusses on three workplace contexts:
  - Entering the workplace: applying for jobs, preparing for an interview
  - In the workplace: interacting in the workplace, meetings, presentations (including informal settings and socialising outside the workplace)
  - Facing the public: describing products and services, interacting with clients and customers.
- offers functional language phrases and real, authentic workplace scenarios; content is not grammar-driven
Our methodology ensures a balance of activities and exercises to develop grammar, vocabulary and pronunciation, as well as key skills, for the world of work

➢ offers a sense of completion as there is a **progress test** after every module, covering specific learning objectives.

A self-printable **certificate of completion** is available after the end of each level.

<table>
<thead>
<tr>
<th>Learn English Select course</th>
<th>Digital version</th>
<th>Blended version</th>
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</thead>
<tbody>
<tr>
<td><em>Single module</em>*&lt;br&gt;Learn English Select</td>
<td>45 hours</td>
<td>45 hours online and 20 hours face-to-face.</td>
</tr>
<tr>
<td><strong>Complete course</strong>&lt;br&gt;Learn English Select: 6 modules</td>
<td>290 hours</td>
<td>290 hours online and 96 hours face-to-face.</td>
</tr>
</tbody>
</table>

*Single module means one level/eight modules for six months.

**Complete course means six levels/48 modules (6 levels x 8 modules = 48 modules) for one year.

Getting into the workplace takes skills. Learn English Select prepares people with the application and interviewing skills they need to be employable to reach their career ambitions.

For those in the workplace, performing with confidence on the job is still a daily challenge. With Learn English Select, your employees will learn to communicate more effectively in English in everyday work situations, including meetings, discussions, and presentations including informal socialising.

They will learn to speak professionally in public when representing your organisation and its products and services, and when interacting with your clients, customers, partners and stakeholders – both local and abroad.