

# English in Action

## Course Finder Secondary, Vocational and Specialist

An Easy Guide to Finding the Right Course for  
Secondary School Students and Young Adults





## Finding the Right Course for your Students

This Course Finder provides details of the secondary, vocational and specialist English courses available to schools wishing to organise an **English in Action** programme for their students. The general structure of the courses is outlined in the grid below. Each lesson is 45-50 minutes in duration, the course comprising 30 lessons.

Lessons				
	1-3	4	5	6
Mon	Lessons from the student workbook	Contact Teacher special requests or EiA teacher choice	Project Preparation (General English Courses)	Work towards end of week show or presentation
Tue			Or	
Wed			Lessons from student workbook (Some vocational courses)	
Thu				
Fri	Lessons from the student workbook or review of the week and preparation for end-of-course show or presentation			

Each page in this Course Finder provides a detailed guide to one of our programmes, including:

- The focus of the course
- The suitability of the course
- The target age range for the course
- A list of the key content that will be covered
- The Common European Framework (CEF) level
- Sample pages from the student workbook

### Contact

If you are uncertain which course would be most suitable for your students, please contact Sally Edge or Jacqueline Miller from our academic department, who will be happy to advise you or will arrange a time to call you to discuss any questions you might have.

Sally Edge: [sedge@englishinaction.com](mailto:sedge@englishinaction.com)

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## Begin with confidence

An entry level course for secondary students with a focus on practising structure and vocabulary learnt in regular English classes.

### Focus

Communication is supported by further input and revision of vocabulary in key topic areas. Within this context, students will start to use the language for real communication with each other and with their class teacher.

From the 'Ghost Game' to 'Happy Shoppers' the students will develop confidence in their communication skills in a totally interactive and fun environment.

Students will also undertake some written work whilst completing their project tasks.

### Suitability

Suitable for students in the early years of secondary school who have been studying English for 6 months or more.

### Target Age

10-12 years old



### Key Content

- Introducing yourself and expressing interests
- Asking and responding to questions
- Introducing others
- Numbers, dates, weights and measures
- The body, illnesses and injuries
- Describing clothes and personal appearance
- Talking about the past
- Describing the location of objects
- Food, drink, containers and expressions of quantity
- Names and locations of shops and buildings in a town
- Direction giving
- Shopping for food and drink

# Seize every opportunity

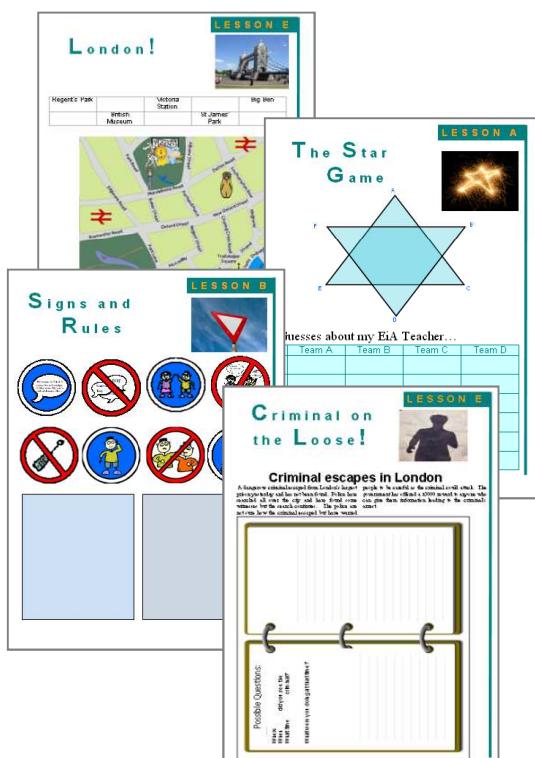
Focused on developing confidence and fluency, students will practise using everyday functional language

## Focus

The course has its focus on the practical application of students' English. It aims to help them make the transition from thinking of English as purely an academic subject, to a realisation of how it can be developed as a key skill for those wishing to communicate in the modern world.

From deciding on class rules and sanctions, to chasing a criminal around London, students will realise what it is like to use English for real communication and will be motivated to learn more.

Students will also undertake some written work whilst completing their project tasks.



## Suitability

Suitable for students in the early or middle years of secondary school who have been studying English for 12 months or more.

## Target Age

11-14 years old



## Key Content

- Basic introductions and personal information exchange
- Basic rules, future situations and their consequences
- Actions in progress versus routine/repeated activities
- Sound differences in past tense 'ed' endings
- Reading comprehension skills
- Simple requests
- Past experiences
- How to make a narrative more interesting
- Simple advertisements and product comparisons
- Countries, languages and nationalities
- Holiday destinations, holiday types and activities
- Abilities
- Conditional structures to talk about the future
- Using suggestion and persuasion

# Meet the challenge

This new course takes Britain and British culture as its starting point, covering topics ranging from Shakespeare to sport, and visiting key locations around the UK

## Focus

Currently under development, our exciting new Threshold course will take students on a journey across Great Britain, where they will travel backwards and forwards in time. As students move from place to place and from time past, through time present, and into time future, they will investigate current and past events, find out information, make plans, and explore their hopes and dreams!

On their virtual travels, students will visit the Edinburgh Festival, Stratford-upon-Avon, Brighton, the Millennium Stadium in Cardiff, The Angel of the North, the Eden Project and, of course, London.

Students will also undertake some written work whilst completing their project tasks.

## Suitability

Suitable for students in the early or middle years of secondary school who have been studying English for 2 years or more.

## Target Age

12-16 years old



## Key Content

- Personal characteristics
- Making arrangements
- Finding accommodation
- Deciding on future travel plans
- Shopping and dealing with money
- Modern Art
- The Seven Ages of Man – personal growth and the future
- Sport and sporting heroes
- Music Festivals and music genres
- Food – what would you eat?
- Families and change
- Problem-solving

# Advance your English

Vantage has been especially written to enable students to learn up-to-date English around topics that personally affect their lives

## Focus

Students will practise many different types of spoken communication, both formal and informal, from small talk to topical discussion, from presentations to job interviews. With its attractive magazine style format, this course will very quickly engage the interest of teenage students.

Some written work is included in the project task, and more writing activities can be incorporated at your request.



## Suitability

Suitable for students in the middle or latter years of secondary school who have been studying English for 3 years or more.

## Target Age

13-17 years old



## Key Content

- Multiple Intelligences and learning styles
- Body image – prejudices and pressures to conform
- Friendships, friendship groups and youth culture
- Important memories
- Identities and avatars
- Murder-mystery role-play
- Human rights and life values
- Problems and advice
- Texts and texting
- Extreme sports
- Adventure – against all odds
- Survival – negotiation and problem-solving skills
- Creating a community and establishing rules

## Speak your mind

Set in newspaper format, Effectiveness will enable students to learn and practise spoken English for today's ever-changing world

### Focus

Students will explore many of the cultural issues of the day, thereby developing their confidence, fluency and linguistic range. They will also look deeply into the intricacies and poetry of language.

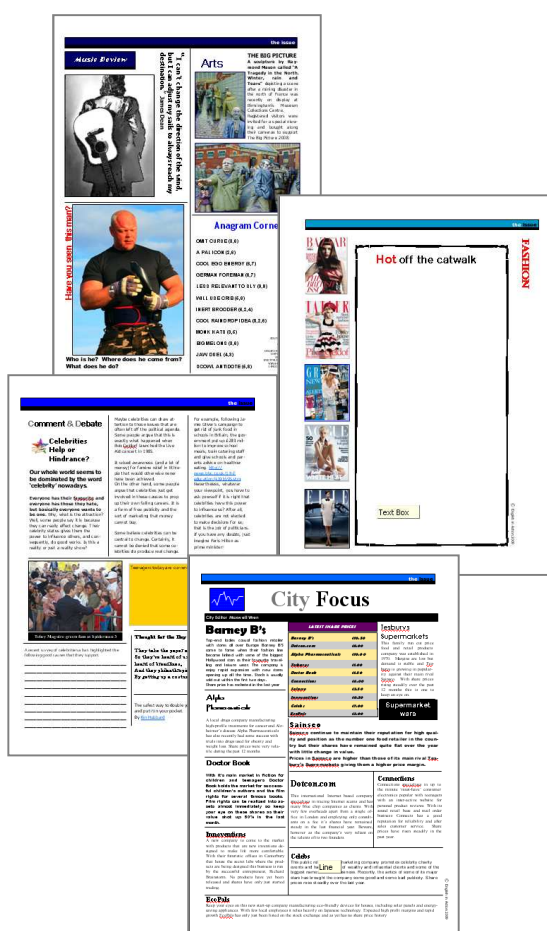
Some written work is included in the project task, and more writing activities can be incorporated on request.

### Suitability

Suitable for students in the latter years of secondary education, and who have been studying English for 4 years or more.

### Target Age

14-18 years old



### Key Content

- Different types of communication
- Art and art movements
- Film and dialogue writing
- Speculating and decision-making
- Text transformations
- Courtroom drama
- Music
- Ecotourism
- Alternative fashion
- Celebrities and celebrity
- The language of poetry
- City focus, investments, stocks and shares

# A working knowledge

This programme aims to equip students with essential communication skills for the world of work

## Focus

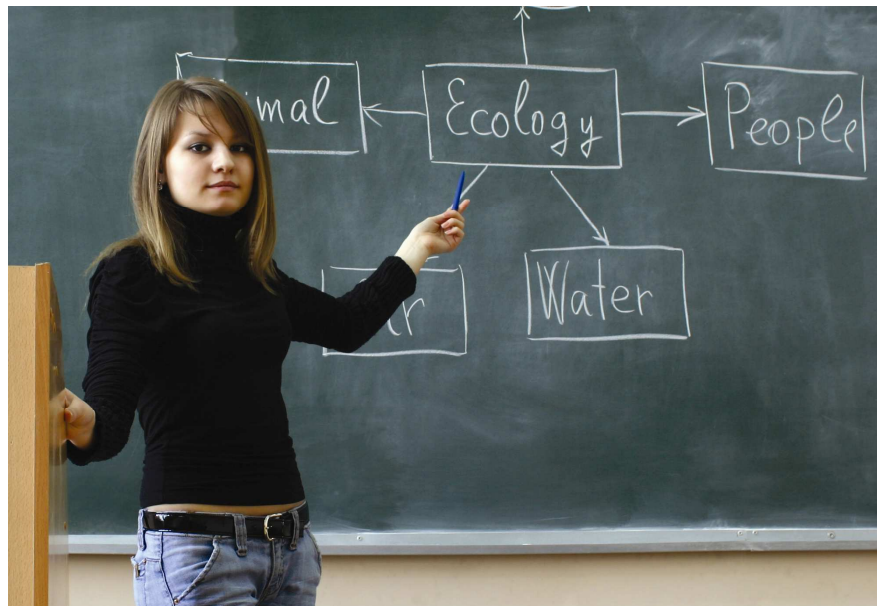
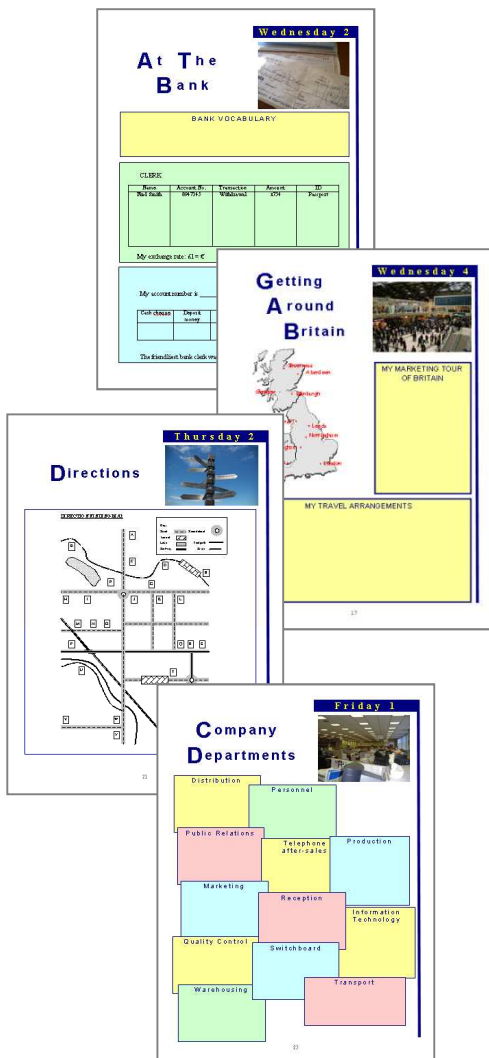
For students studying on business or vocational courses in their regular schooling, this programme will build their confidence, fluency and vocabulary for communicating in English in their future careers or travels abroad.

## Suitability

Students who are in the middle or latter years of general secondary or vocational school, and are interested in gaining basic 'survival skills' for travelling, studying abroad or working in an international environment.

## Target Age

14-18 years old



## Key Content

- Meeting people and making introductions
- Job titles and duties; filling in forms
- Telephoning; taking notes and messages
- Making appointments and arranging meetings
- Describing, designing and selling products and services
- Requesting, providing and checking information
- Making and responding to complaints
- Dates, times, weights and measurements
- Carrying out bank transactions
- Giving a simple presentation in English
- Making hotel reservations
- Describing places; requesting and giving directions
- The roles of different departments in a company
- Personality types and their suitability for specific jobs
- Identifying, naming and describing office equipment
- Interpreting signs and symbols

# A head for business

This course focuses on key business issues and skills, building up students' knowledge of how today's business environment operates

## Focus

What does it take to be successful in today's fast-paced business world? Besides improving their speaking skills, students will also practise key business writing skills and during the course they will complete a full business plan with all the necessary documentation and research turning them into budding entrepreneurs.

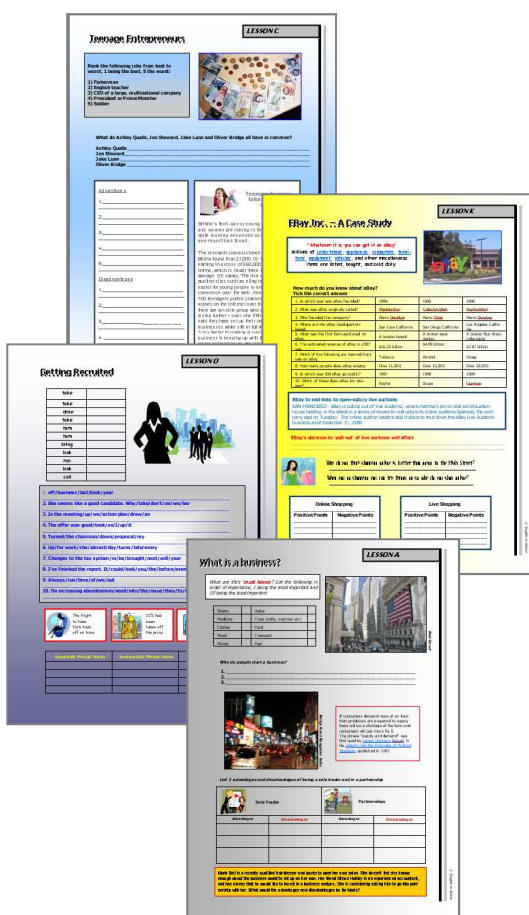
Although a one week course, Business in Action can be expanded into two weeks and can include, with the co-operation of the school, visits and interviews with local businesses.

## Suitability

Suitable for students in the middle or latter years of general secondary or vocational school who wish to increase their understanding of business issues and related communication skills

## Target Age

15-18 years old



## Key Content

- Different business models, e.g. sole trader, plc, partnership, etc
- 'Want' versus 'need' in society
- Teenage entrepreneurs
- Banking terms and how to open a bank account
- Forming small companies
- Communication: telephone skills, business letters, breaking news
- Advertising slogans: fact versus opinion
- Gender issues in business
- Online business: a case study of the growth of e-bay
- Business ethics: problems and solutions
- Brand awareness and media promotions
- Job applications, CVs and interviews
- Newspapers: broadsheets versus tabloids

# Explore your ideas

This course allows students to explore business issues in depth, increasing their linguistic range and oral skills

## Focus

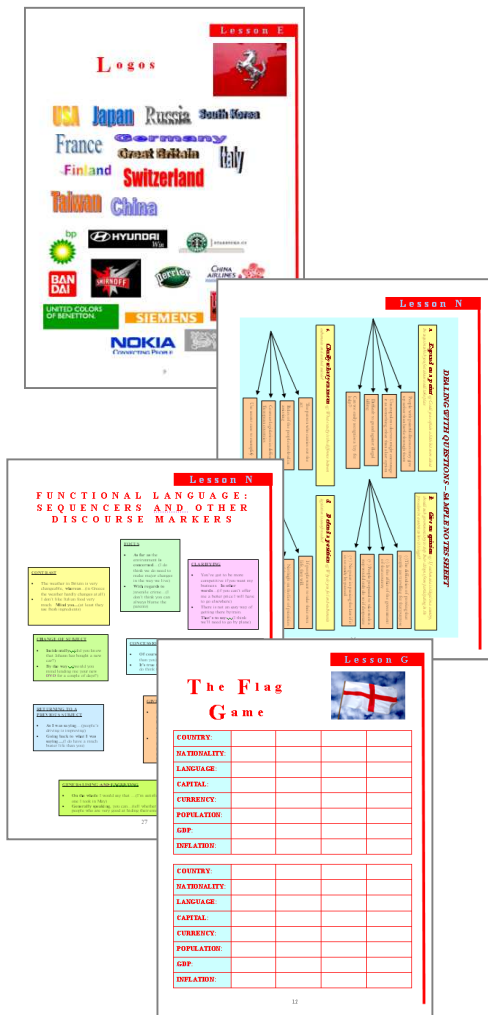
This is a high level course which gives students an opportunity to further develop their skills in essential business tasks such as presentations, formal and informal correspondence and telephoning.

## Suitability

Suitable for students in the latter years of vocational school who have a good background knowledge of business studies

## Target Age

16-18 years old



## Key Content

- Requesting and providing information
- Job roles and personnel structure within a company
- Types of business - pros and cons
- Brand names, slogans and strap-lines
- Economic issues: reading for and sharing information
- International economies
- International business etiquette and cultural codes
- The European Union – problems and opportunities
- Carrying out effective business telephone calls
- Appropriate modes of communication for different types of message and recipient
- Discussing grievances and dealing with complaints
- Giving a five-minute, three-point business presentation
- Dealing with Q and A sessions after presentations
- Writing successful emails and understanding formal and informal language
- Writing job advertisements and applications, conducting interviews and assessing candidates

# Talking your language

Want a course that incorporates both general English and Business English? With Business Booster you get the best of both worlds - the most popular lessons from 3 other EiA courses.

## Focus

This course aims to boost speaking skills focusing on a range of topics from daily life, as well as from the fields of business and tourism. It includes a wide variety of communicative tasks, including role-plays, interviews, plus topic-based and task-based discussions.

## Suitability

Students who are in the middle or latter years of general secondary or vocational school and are interested in brushing up their speaking skills in both general English and business English topics.

## Target Age

14-18 years old

### Special Feature: Extra exam training focus

This programme can be tailored especially for students doing oral exams at vocational schools, with an optional 'exam skills' session at the end of each day. This provides students with intensive practice in summarising, predicting and fielding questions, giving personal views and using functional language in real-life scenarios. There is also the option of conducting mock exams on an informal basis.



## Key Content

NB: Business Booster comprises lessons taken from our Threshold, Business Communication Skills and Leisure and Tourism courses

- Talking about yourself and getting to know other people
- Talking about your personal life experiences
- Describing personalities: positive & negative adjectives
- Making predictions about your classmates' futures
- Small talk: introducing yourself in a work context
- Job features and responsibilities: giving careers advice
- Booking a room in a hotel
- Ordering a meal and describing traditional British dishes
- Describing the weather in the UK
- British place names
- Planning a trip around the UK – asking for and providing travel information
- Asking the way and giving directions
- Making and dealing with complaints

# Reach out with English

A course incorporating tourism-related topics into a range of English language activities and discussions

## Focus

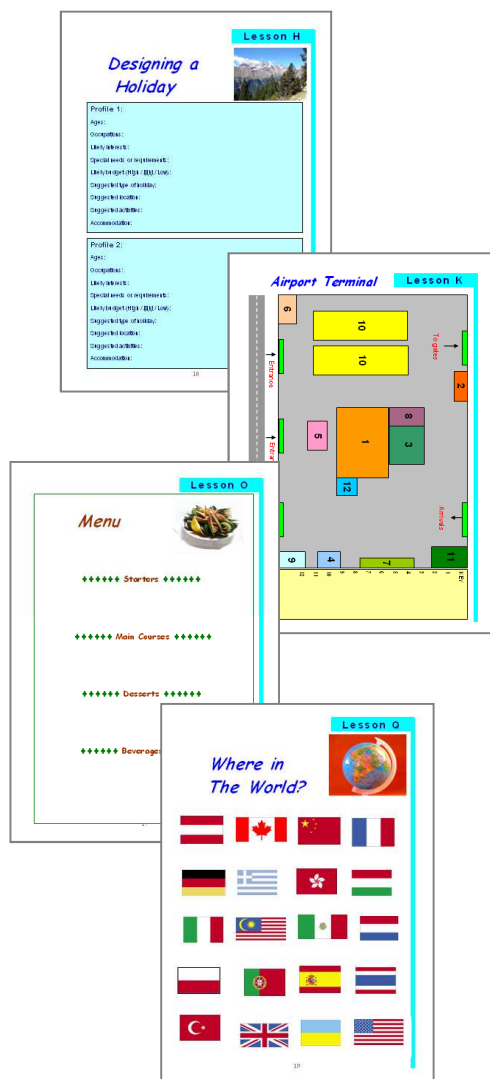
This course focuses on equipping students with the confidence, fluency and vocabulary needed to perform important communicative tasks in the Leisure and Tourism industry.

## Suitability

Suitable for students in the middle or latter years of vocational school and who are interested in working in the leisure and tourism industry.

## Target Age

14-18 years old



## Key Content

- Asking and responding to questions about past experiences and future plans
- Jobs within the leisure and tourism industry
- Writing a job advertisement and a job application letter
- Practice job interviews as both interviewer and interviewee
- Holiday types, locations, activities and accommodation
- Assessing the suitability of different holidays for clients
- Asking and responding to travel-related questions
- Dealing with customer problems and complaints
- Planning and writing a menu
- Making preparations for travelling
- Short presentations promoting popular tourist destinations, activities and facilities
- Putting yourself in the customer's shoes - sharing a range of holiday experiences

## Get to know Britain

The topics in this course are all based on aspects of British culture, giving students an insight into its customs, geography, education, housing, Arts and much, much more...

### Focus

The focus of this course is primarily on developing speaking confidence and fluency, with some written work in the project task. Students will practise, through communicative activities, using vocabulary and structures that they have learnt in their regular lessons.

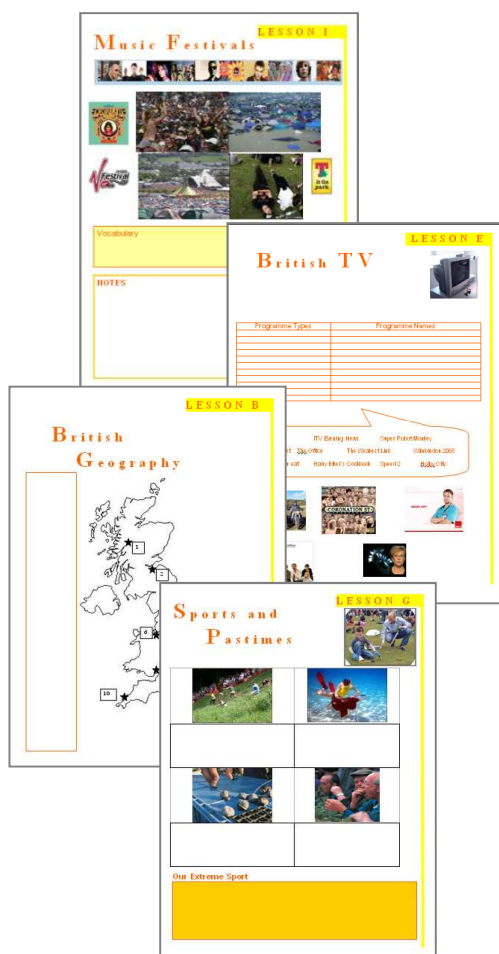
They will also be taught a range of new vocabulary, particularly slang and idiomatic expressions.

### Suitability

Suitable for students in the early or middle years of secondary school, who have been studying English for 2 years or more.

### Target Age

12-16 years old



### Key Content

- Similarities and differences between British culture and that of the students' home country
- British geography and important landmarks
- Family in Britain and what it means
- British homes and housing
- TV in Britain
- Unusual British sports and pastimes
- School uniform
- Music festivals
- Cultural gestures and body language
- Codes of behaviour and manners
- The Great EiA British Picture Quiz



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