

Welcome to the International English Language Testing System (IELTS) Preparation Course!

This exam preparation course is designed to familiarise you with the different sections of the IELTS examination and to maximise your performance in the exam.

How is this done?

On this course, by dealing with the elements of the examination you will gain confidence and grow in competence in the language. You will receive advice on relevant examination techniques, and expand your knowledge of the contents of each of the sections. You will look in detail at these papers and be given extensive practice in answering examination questions.

What are the lessons like and what am I going to learn?

You will be taught by a fully-qualified English teaching professional. There will be a maximum of 12 students in your class so that the teacher can give each student individual attention as required. You will work together with other students, supporting and learning from each other, in addition to working individually. You will learn more about organising and improving your writing; gain different reading and listening skills required for success in the exam and practice the speaking part of the exam.

What about homework?

Your teacher will assign homework on a regular basis, either to consolidate and provide extra practice of what you have studied in class, or in preparation for the next class. It is essential for your learning and for your contribution to future classes that you do the homework set by the teacher.

When do I take the exam?

This course will help you to understand how to do your best in the exam but when you take the exam depends on you. Please refer to the IELTS exam dates and register for one which suits your needs.

Which books will I need to buy?

You do not need to buy a book for this course. We have created a syllabus that utilizes a range of different IELTS material which we will provide you with during the course.

How long is a full IELTS Preparation Course?

An IELTS course is self-contained and lasts eight weeks (36 hours).

How am I evaluated?

There are no formal assessments during this course, although your teacher will give you feedback about your progress at the end of each eight week term.

Self Study

In addition to the work you do in class, you can help yourself further by borrowing study materials from the library or using the CD ROMs in the information centre:

Try the following resources:

Title	Author / Publisher (s)
A Book for IELTS (With Sound Recording)	McCarter / Easton / Ash
Focussing on IELTS Reading and Writing Skills	O' Sullivan / Lindeck
How to Prepare for IELTS (With Sound Recording)	De Witt, Ray
IELTS Foundation: Study Skills	Roberts / Gakonga / Preshous
IELTS Reading Tests	McCarter / Ash
IELTS Preparation and Practice Reading and Writing Academic Module	Sahanaya/ Lindeck / Stewart
Insight into IELTS Extra (With Answers)	McDowell, Clare
Insight Into IELTS: The Cambridge IELTS Course	Jakeman / McDowell
Instant IELTS	Brook-Hart, Guy
Passport to IELTS (With Sound Recording)	Hopkins / Nettle
Prepare for IELTS Academic Modules	Todd / Cameron

CDROMs

- Study Skills Success
- IELTS Academic
- IELTS General Training
- IELTS Video
- Similar Sounds
- Stress and Rhythm
- Word & Phrasal Stress

Websites

- www.britishcouncil.org/takeielts
- <http://www.britishcouncil.org/learnenglish>
- www.bbc.co.uk/worldservice/learningenglish/index.shtml
- <http://www.ielts.org/candidates/findoutmore/article260>
- <http://www.examenlsh.com/>

Communicating concern: our policy

Our mission is to deliver the highest quality learning experience in terms of personnel and resources for all our customers. We recognise too, that there will be occasions when you may have concerns you wish to communicate to us. The purpose of this document is to ensure the transparency of our procedures in these cases and to emphasis the importance we attach to listening to you.

1. Your **first** point of contact for pedagogic issues should always be your class teacher. It is part of his/her job to ensure that any feedback receives immediate attention. However, if after this stage you are still unsatisfied, please address your concerns to either the Senior Teacher or Teaching Centre Manager on an individual basis. It is important we hear the point of view of particular customers.
2. We will then undertake a process of consultation by canvassing the views of the teacher, students and any other parties as necessary. Should the situation require it, observation of classroom practice may be carried out. Please note however, this may or may not include the class to which a particular customer belongs.
3. There will then be a process of evaluation during which we evaluate the evidence and arrive at a conclusion which we will communicate to you. Appropriate action will follow subsequently.

Please accept our assurances that the process will proceed in a rapid and professional manner.

Our Behaviour Policy

We expect our students to respect others and the British Council premises. Your teacher will outline our adult behaviour policy on the first day of term. This will also be displayed on the notice board of each classroom.