

Training " TOEIC® OFFICIAL LEARNING AND PREPARATION COURSE

Online preparation program for the TOEIC® Listening and Reading test from beginner to advanced level (CERL levels A2 to C1*)

<p>Duration: 120 hours Weekly average time: 7 hours over 4 months</p> <p>Public : Anyone wishing to prepare for the TOEIC Listening and Reading test</p> <p>Validation : Quizzes/CMQs/Assignments/Evaluation exercises at the end of each section.</p> <p>Requirements : Have a good command of oral and written French. Be proficient with computers and Internet navigation.</p> <p>E-Learning : 100% & Virtual Classroom</p> <p>Distance learning: 2 x ½ h virtual classes with a dedicated teacher.</p>	<p>Business Objectives :</p> <ul style="list-style-type: none"> • Prepare for the TOEIC exam, master the essential points of grammar and conjugation effectively, enrich your vocabulary, improve your oral and written comprehension. <p>Training Objectives :</p> <ul style="list-style-type: none"> • Get ready for the TOEIC test by simulating real test conditions. • Practise with content relevant to the business world. The exercises are based on real life and professional situations. • Continually assess progress • Take practice mock tests • Analyse your language level • Evaluate weak and strong points and areas for improvement • Reinforce your skills with the addition of exercises, MCQs, quizzes, and tasks provided by your dedicated trainer. • Obtain a global certificate <p>Educational content: 3 online test modules + 3 additional Liberty-Job modules</p> <p>Each unit is divided into six parts:</p> <p>Listening, Speaking, Reading, Preparation for the TOEIC test, Grammar, Practice quizzes</p> <p>Module 1 : Beginner to Intermediate level</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Unit 1</td><td style="width: 25%;">Personnel</td><td style="width: 25%;">Unit 5</td><td style="width: 25%;">General Business</td></tr> <tr> <td>Unit 2</td><td>Offices</td><td>Unit 6</td><td>Entertainment</td></tr> <tr> <td>Unit 3</td><td>Purchasing</td><td>Unit 7</td><td>Manufacturing</td></tr> <tr> <td>Unit 4</td><td>Dining Out</td><td>Unit 8</td><td>Travel</td></tr> </table> <p>A complete test: 200 questions-2 hours</p> <p>Module 2 : Intermediate to advanced level</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Unit 1</td><td style="width: 25%;">Personnel</td><td style="width: 25%;">Unit 5</td><td style="width: 25%;">Technology</td></tr> <tr> <td>Unit 2</td><td>Entertainment</td><td>Unit 6</td><td>Purchasing</td></tr> <tr> <td>Unit 3</td><td>Travel</td><td>Unit 7</td><td>General Business</td></tr> <tr> <td>Unit 4</td><td>Dining Out</td><td>Unit 8</td><td>Offices</td></tr> </table> <p>A mid-term test: 100 questions-1 hour + 1 complete mock test: 200 questions-2 hours</p> <p>Module 3 : Advanced level</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Unit 1</td><td style="width: 25%;">Health</td><td style="width: 25%;">Unit 5</td><td style="width: 25%;">Finance & Budget</td></tr> <tr> <td>Unit 2</td><td>Purchasing</td><td>Unit 6</td><td>Travel</td></tr> <tr> <td>Unit 3</td><td>Personnel</td><td>Unit 7</td><td>Offices</td></tr> <tr> <td>Unit 4</td><td>General Business</td><td>Unit 8</td><td>Dining Out</td></tr> </table> <p>A mid-term test: 100 questions-1 hour + 2 complete mock tests: 200 questions-2 hours</p>	Unit 1	Personnel	Unit 5	General Business	Unit 2	Offices	Unit 6	Entertainment	Unit 3	Purchasing	Unit 7	Manufacturing	Unit 4	Dining Out	Unit 8	Travel	Unit 1	Personnel	Unit 5	Technology	Unit 2	Entertainment	Unit 6	Purchasing	Unit 3	Travel	Unit 7	General Business	Unit 4	Dining Out	Unit 8	Offices	Unit 1	Health	Unit 5	Finance & Budget	Unit 2	Purchasing	Unit 6	Travel	Unit 3	Personnel	Unit 7	Offices	Unit 4	General Business	Unit 8	Dining Out
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3 Liberty-Job modules worth 30 hours: To accompany the course from beginner to advanced level, including all the units of the different modules according to the level.

Unit 1	Personnel	Unit 5	General Business
Unit 2	Offices	Unit 6	Entertainment
Unit 3	Purchasing	Unit 7	Manufacturing
Unit 4	Dining out	Unit 8	Travel

Exercises, tests, quizzes, MCQs, audio- 10 hours

Unit 1	Personnel	Unit 5	Technology
Unit 2	Entertainment	Unit 6	Purchasing
Unit 3	Travel	Unit 7	General Business
Unit 4	Dining Out	Unit 8	Offices

Exercises, tests, quizzes, MCQs, audio- 10 hours

Unit 1	Health	Unit 5	Finance & Budget
Unit 2	Purchasing	Unit 6	Travel
Unit 3	Personnel	Unit 7	Offices
Unit 4	General Business	Unit 8	Dining Out

Exercises, tests, quizzes, MCQs, audio- 10 hours

Teaching approach and methods:

- Active approach, focused on input from the learner (research analysis).
- Methods :
 - **Participative**, based on the learner's analysis of the language / topics.
 - **Active**, calls on the experience, initiative and motivation of the individual to optimize the learning experience.
 - **Expositive**, expertise of the trainer
- Support: by the trainer

Techniques and tools:

Follow an approved pedagogical sequence: **preparation, presentation, practice.**

Skills :

At the end of the course, students will be ready to take the TOEIC test whatever their start level.

Evaluation methods :

- Diagnostic evaluations of the themes and language topics covered in the modules.
- On the spot evaluations of attainment and satisfaction,
- Considered assessment in under three months.