

## One-to-One Courses 2010

- Completely personalised, intensive language training.
- Teachers experienced in teaching English to those in the business and professional world; maximum speaking time and correction of your errors – faster progress
- Separate area of the school for One-to-One training.

## Frances King One-to-One Centre

One-to-One courses mainly take place in our **dedicated executive area** on the top floor of our Kensington school (Gloucester Road Underground station). We have 9 One-to-One teaching rooms arranged around a student area with the following facilities and services:

- PCs with fast Internet, email and wireless laptop connection
- Television, daily newspapers and a selection of magazines
- Free refreshments
- Help with planning your free time in London

## Course Content

These are completely tailor-made programmes, in which your teachers will work closely with you to identify your needs and objectives. A One-to-One programme will quickly improve your **general or specialised** English. We cater for many **professional areas**, including marketing, finance, law and sales. We can help you to prepare for **business** presentations, negotiations or meetings, and develop key skills such as telephoning, business correspondence and report writing. You can also prepare for **examinations**, such as IELTS, TOEFL, TOEIC, BEC or TOLES. The timetable, course length and starting dates are by arrangement.

These courses are particularly suitable for **busy professional people** and others who need to **maximise their learning** and improve their **communication skills** as quickly as possible.

Course **objectives and the course content** are agreed at the beginning of the course and vary according to your specific training needs. We will match you with a suitable trainer with a proven record of helping language learners achieve success.

To help us to prepare for your course, our trainers find out as much information about you as possible with a language test and **needs analysis questionnaire** before you arrive.

We also ask you to **send us information** about your job and the organisation you work for. In addition, we ask you to bring as many documents related to your work as possible, for example your company reports, written correspondence (e-mails, letters etc that you have written) brochures and literature in English. This will ensure that the course is relevant to your everyday business needs.

Courses are **flexible** and you may choose the number of hours you wish to study; it is therefore also a suitable option if you are living in London and wish to study for only a few hours a week on a regular basis.

## Frances King Corporate Clients

We have taught employees from a wide range of organisations including: ABC International Bank, Abbey National Bank, Accenture, Agip, Alitalia, Banca di Roma, BBC World Service, Bosch, BP, Chanel, Citibank, Clarins, Daimler-Benz, Deloitte & Touche, Deutsche Bank, Gucci, IBM, ING, Itochu Corporation, Kelloggs, La Guardia di Finanza, Lufthansa, Mobil, Nikko Europe, Nomura Research, Ogilvy & Mather, Pernod-Ricard, PWC, Renault Finance, Saatchi & Saatchi, Samsung, Shell, Siemens, Swiss Bank Corporation, Volvo and Vuitton

## Course Programmes

**Course 26 One-to-One 30** **30 lessons\* per week**

**Timetable:** 9.15 – 13.15 & 14.15 – 16.15 Monday to Friday (other times by arrangement)

**Course length:** 1-4 weeks, or by arrangement

**Starting Dates:** Every Monday or any day by arrangement\*\*

### Course fees

| 1week | 2weeks | 3weeks | 4weeks |
|-------|--------|--------|--------|
| £1796 | £3591  | £5387  | £7182  |

**Course 27 One-to-One 20** **20 lessons\* per week**

**Timetable:** 9.15 – 13.15 Monday to Friday (and other times by arrangement)

**Course length:** 1-4 weeks, or by arrangement

**Starting Dates:** Every Monday or any day by arrangement\*\*

### Course fees

| 1week | 2weeks | 3weeks | 4weeks |
|-------|--------|--------|--------|
| £1197 | £2394  | £3591  | £4788  |

### Course 28 One-to-One Flexitime

- Combine the benefits of One-to-One tuition with another Frances King course or use the flexible timetable to suit your needs
- Timetable, course length, starting dates by arrangement. Minimum 4 lessons.

#### Course fee

£63 per lesson\*

### Course 29 One-to-Two Flexitime

- Study with a friend or colleague, with a similar level of English, and gain the benefit of close individual attention from your trainer.
- Timetable, course length, starting dates by arrangement. Minimum 4 lessons.

#### Course Fee

£37 per person per lesson\*

*\* 1 lesson = 50 minutes. 30 lessons = 25 hours' tuition, 20 lessons = 17 hours' tuition*

*\*\* When Monday is a public holiday, courses start on the following Tuesday; April 06; May 04; June 01; August 31.*

### Combination Course

One-to-One tuition can be combined with our Club 8 Intensive English course. In this case, fees for One-to-One courses are reduced to £53 per lesson.

### Accommodation

Participants can choose from the range of accommodation in our brochure but we especially recommend the following accommodation for participants on a One-to-One Course:

- If you want to stay in a Homestay, choose Executive Homestay (A13-A14) or Superior Homestay (A7-A11). Executive Homestays offer an excellent standard of home cooking, pleasant surroundings and a private bathroom. In a Superior Homestay you may have to share a bathroom (unless you pay a Private bathroom supplement –A12) but you will be guaranteed a high standard of surroundings and home cooking.
- Self-Catering Studios (A19 – A20) situated in Bayswater (2 stations by underground from our Kensington school).

- Deluxe Studio Apartments (A16) situated in Kensington (walking distance to our Kensington school).
- 3 and 4 star hotels within walking distance of our Kensington school.

## Social Programme

We recognise the importance of social English for business and professional people and our Social Programme is designed to help our participants develop confidence in this area. We organise **special social events** for those on One-to-One courses, including dinner at a London restaurant or a show or film in the West End.

## Further study after your course

Before you leave you will be given help in **planning your future learning** so that you can build on the progress you have made and consolidate the new language you have learned. We will recommend business language course books suited to your needs with exercises for self-study.

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