ESP Training Toolkit: All you need to know about teaching English for Special Purposes

Face-to-Face Course: 10-11 April 2016

Venue:
Best Western Hotel, Ulm / Germany

Registration deadline: 7 March 2016

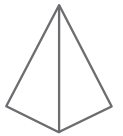**9.00 - 17.00 per day // 8 sessions (90 minutes per session)**

Number of participants required: 10

This course is a comprehensive stand alone module to enhance the skills of trainers wishing to teach ESP. It is additionally an ideal lead-in to one of the more specific Pyramid training courses - Medical, Legal, Financial, Technical English - which take place annually in the first week of September.

Online Course:
30 May - 10 July 2016 & 3 October - 13 November 2016

Registration deadline: 30 April 2015

Number of participants required: 10

What is ESP?

ESP learners usually have some acquaintance with English and are learning the language in order to communicate a set of professional skills and to perform particular job-related functions. ESP language training is therefore built on an assessment of purposes and needs and the functions for which English is required.

Course Description

This course is designed to give you the fundamentals you will require to deliver professional and effective ESP training, by focusing on how to:
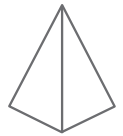
1. assess needs effectively and integrate motivation, subject matter and content for the teaching of relevant skills.
2. transform learning goals into an instructional program
3. help students identify their language learning problems and find solutions to them
4. concentrate on language in context rather than solely on teaching grammar and language structures
5. integrate technology to promote self study
6. create an atmosphere in the language classroom which supports the students
7. source and produce effective ESP training materials

Your trainer

Gabrielle Jones – BA, MA (TESOL and Applied Linguistics), CELTA
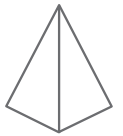Gabrielle Jones has been an EFL teacher and trainer since 2000, specializing in business English and ESP in multinational companies in Ecuador, Spain and Germany. She has a strategic role in a language and communication training company in Germany, where she is responsible for developing new ESP and Technical English training concepts for corporate clients, as well as for professional development of training staff. Gabrielle has been employed to teach ESP in a number of industries, including banking, engineering, aviation and construction. She is an active member of IATET (International Association of Technical English Trainers) and IATEFL BESIG, and is a DELTA tutor.

ESP Training Toolkit – Face to Face Course Outline

Day 1

Module	Details	Aims
1. Defining ESP	• Identifying users of ESP • Considering language needs and communication objectives • Analyzing challenges for ESP teachers	• Examination of typical users of English for ESP purposes • Analysis of common communication strategies needed by ESP users and consequent language learning objectives • Discussion of challenges facing teachers with no ESP background as well as identification of how to address these
2. Pre-course preparation	• Needs analysis – sponsor vs. user needs • Developing ESP materials and activities • Understanding communication needs within the field of ESP	• In depth study of communication needs of ESP users. Comparison with sponsor (company/ academic institution) objectives. Identification of best practice to address both • Examination of ESP materials (electronic and paper-based) currently available in the field • Development of own syllabus and materials based on case studies of ESP learners – understanding and manipulation of authentic materials
3. Course delivery: part one	• Teaching ESP lexis • Using ESP language in context	• Identification of key ESP English lexis and strategies for ensuring correct pronunciation, use and recall of individual vocabulary items • Examination and discussion of common ESP communication acts and how to deploy necessary ESP language within these

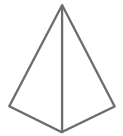## ESP Training Toolkit – Face to Face Course Outline

Day 2

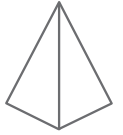| Module	Details	Aims
4. Course delivery: part two	• Encouraging learner motivation • Creating and conducting mid- and post-course language assessment	• Consideration of learning and communication styles of ESP learners in order to motivate them in the learning context Identification of a range of assessment options (checklists, oral vs. written testing, peer and self-assessment, as well as how to develop own assessment materials
5. Teaching technology	• Virtual learning tools • Independent study support • Online teaching resources for teachers	• Examination of available virtual learning tools, e.g. Moodle, Blackboard, online classrooms and facilities for filesharing and teaching ESP learners • Electronic resources to facilitate consolidation of classroom based learning (self-study) • Resources available for teachers - acquiring and sharing online resources and experience • How to establish a professional learning network to support teaching of ESP.

ESP Training Toolkit - Online Course Outline

Module	Session no.	Details	Aims
Defining ESP	1	• Identifying users of ESP • Considering language needs and communication objectives	• Examination of typical users of English for ESP purposes • Analysis of common communication strategies needed by ESP users and consequent language learning objectives
	2	• Analyzing challenges for ESP teachers	• Discussion of challenges facing teachers with no ESP background as well as identification of how to address these
Pre-course preparation	3	• Needs analysis – sponsor vs. user needs • Understanding communication needs within the field of ESP	• In depth study of communication needs of ESP users. Comparison with sponsor (company/academic institution) objectives. Identification of best practice to address both
	4	• Developing ESP materials and activities	• Examination of ESP materials (electronic and paper-based) currently available in the field • Development of own syllabus and materials based on case studies of ESP learners – understanding and manipulation of authentic materials
Course delivery	5	• Teaching ESP lexis	• Identification of key ESP lexis and strategies for ensuring correct pronunciation, use and recall of individual vocabulary items
	6	• Using ESP language in context	• Examination and discussion of common ESP communication acts and how to deploy necessary ESP language within these

ESP Training Toolkit - Online Course Outline

Module	Session no.	Details	Aims
Course delivery	7	• Encouraging learner motivation	• Consideration of learning and communication styles of ESP learners in order to motivate them in the learning context
	8	• Creating and conducting mid- and post-course language assessment	• Identification of a range of assessment options (checklists, oral vs. written testing, peer and self-assessment, as well as how to develop own assessment materials
Teaching technology	9	• Virtual learning tools • Independent study support	• Examination of available virtual learning tools, e.g. Moodle, Blackboard, online classrooms and facilities for filesharing and teaching ESP learners • Electronic resources to facilitate consolidation of classroom based learning (self-study)
	10	• Online teaching resources for teachers	• Resources available for teachers - acquiring and sharing online resources and experience • How to establish a professional learning network to support teaching of ESP.
Group Tasks	11	• Collaborative group task	
	12	• Summary and goodbyes	

Registration
registration@thepyramidgroup.biz or Fax +49 731 3 97 69 77

Yes, I would like to participate in the „ESP Training Toolkit: All you need to know about teaching English for Special Purposes" face-to-face course:

☐ 10 - 11 April 2016
☐ I am interested in receiving updates on seminars and
    courses organised by The Pyramid Group (please tick the box).

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Name, First Name

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Company, Institution

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Street

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Postcode, Town, Country

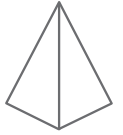_____
Tel.

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Fax

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E-Mail

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Website

_____
Date, Signature

Minimum number of participants required: 10
Deadline for registration: 7 March 2016

Enquiries and information
Tel. +49 731 397 69 76
Fax +49 731 397 69 77
info@thepyramidgroup.biz

Registration
registration@thepyramidgroup.biz or Fax +49 731 3 97 69 77

Yes, I would like to participate in the „ESP Training Toolkit: All you need to know about teaching English for Special Purposes" online course:

☐ 30 May - 10 July 2016   ☐ 3 October - 13 November 2016
☐ I am interested in receiving updates on seminars and
   courses organised by The Pyramid Group (please tick the box).

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Date, Signature

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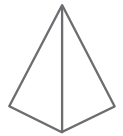**Deadline for registration: 15 May 2016 / 15 September 2016**

Enquiries and information
Tel. +49 731 397 69 76
Fax +49 731 397 69 77
info@thepyramidgroup.biz

Registration process

Fill in the form and send it to:
The Pyramid Group
Seminar Registrations
Schweinmarkt 6
89073 Ulm / Germany

Fax +49 731 3 97 69 77
paul@thepyramidgroup.biz

Date and Venue

Face-to-Face Course: 10-11 April 2016 at the Best Western Hotel, Ulm, Germany
Online Course: 30 May - 10 July 2016 / 3 October - 13 November 2016

Course Fee

Face-to-Face Course: EUR 275.00 per participant
Online Course: EUR 350.00 per participant
Course fee must be paid in advance to the following account:
Postbank Ulm, Paul East, IBAN DE92600100700516480705, BIC: PBNKDEF

The fee incl. documentation, lunch + coffee breaks.
VAT Reg No (USt-IdNr.): DE 147 040 301

Travel Directions

Airports: The closest airports are Stuttgart and Munich
Train: Click here to go to the Deutsche Bahn website
Venue: Click here to go to a map of Ulm

Accomodation

We recommend participants book their accomodation at the Best Western Hotel in Ulm.
This avoids the need to travel to and from the course venue each day.

For other hotels in Ulm/ Neu-Ulm, please book online via the Ulm/Neu-Ulm tourist office
at www.tourismus.ulm.de or contact Susanne Baumann at baumann@tourismus.ulm.de
Tel. +49 731 161 2821

Course terms and conditions

The course fee must be paid within one week after registration has taken place unless otherwise agreed. Cancellation fee: 100 euros up to 30 days before the start of the course. If a cancellation notice is received less than 30 days but more than 15 days prior to the training date, the cancellation charge is 50% of the training fee. If a cancellation notice is received by the Training Registrar less than 15 days prior to the training date, the cancellation charge is 100% of the training fee. The Pyramid Group reserves the right to cancel the course at least five business days in advance of the course commencing. All course fees will be fully reimbursed. Court of Jurisdiction is Ulm. The Pyramid Group´s General Terms and Conditions apply throughout.

THE PYRAMID GROUP

ESP Online Training Portal

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United Kingdom	Baltic States	Ukraine	
Russia	Korea	Morocco	
Switzerland	Zambia	Kosovo	
Vietnam	France	Bulgaria	
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English for Specific Purposes (ESP)

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Technical	Maritime
Medical	Law Enforcement & Security
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sTANDEM (Medical), Cambridge ESOL

(Specialist English)

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