

Mount Cook, New Zealand, 3,724 m



PRODUCT CATALOGUE

2019/2020

jamesCOOK
languages

We have been getting your employees' language skills to the top for 20 years!

2019

We became part of EDUA Group, the largest private education company in the Czech Republic.

2018

We entered the Polish market and became the prominent provider of language services in Central Europe.

2017

We moved to modern offices in the centre of Prague and our internal team grew to 50 people.

2015

We became one of the biggest in-company language education firms in both Czech and Slovak markets.

2006

We expanded our operations to Slovakia.

2001

We established James Cook Languages and operated throughout the Czech Republic.

1999

How we climbed...

Mount Cook, New Zealand, 3,724 m

We've been with you for **20** years! 1999-2019

In 1999, two university students working part time as language teachers decided to set up their own language school. It's hard to say if they were shooting from the hip or (at that time) just being very ambitious, but their vision for their new company was to be the market leader in language education.

Some might have considered that a crazy notion, but their bold plan became reality and James Cook Languages is the market leader. Behind our 20-year journey is a huge amount of hard work and a series of successive steps - from the first student, through our first company client, to our entry to the Slovak and Polish markets.

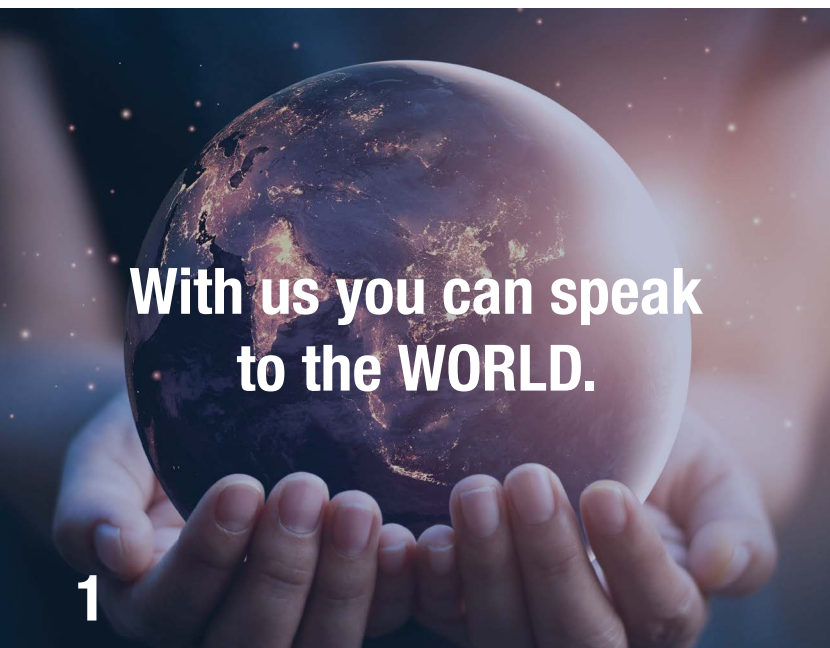
The most recent step is JCL becoming part of EDUA Group, and our merger with Caledonian School, our former competitor which always motivated us to give our best. We believe that thanks to this new collaboration, we will be able to offer our clients an even wider product portfolio with more new ideas and overall better service.

During our 20 years of existence, we have undergone a number of changes, and more await us, but our main goal is still to contribute to our clients' success by developing their communication skills. This resolution will not change and we wish to continue as your professional partner for language education.



Tomáš Obadal
Sales Director

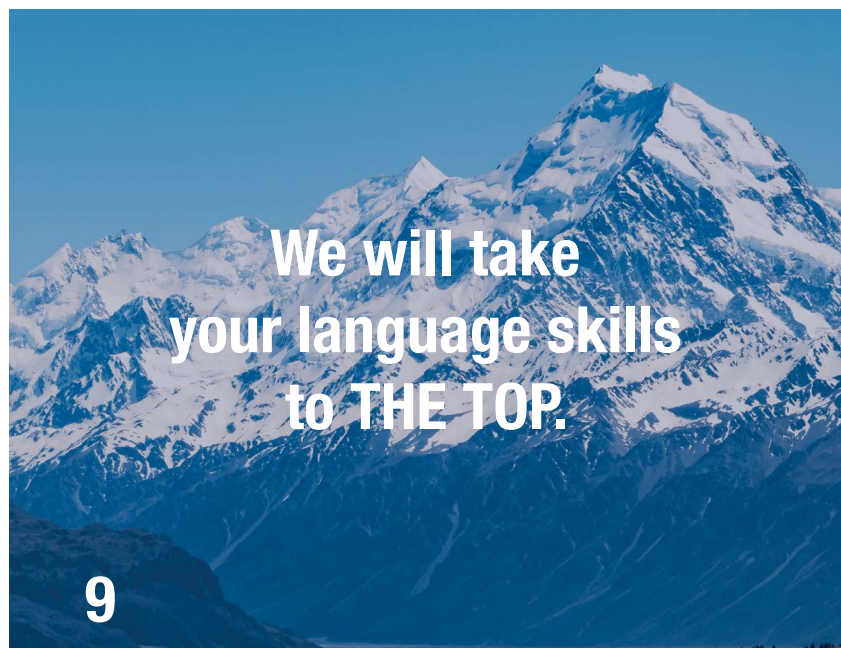




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**With us you can speak
to the WORLD.**

ABOUT US



9

**We will take
your language skills
to THE TOP.**

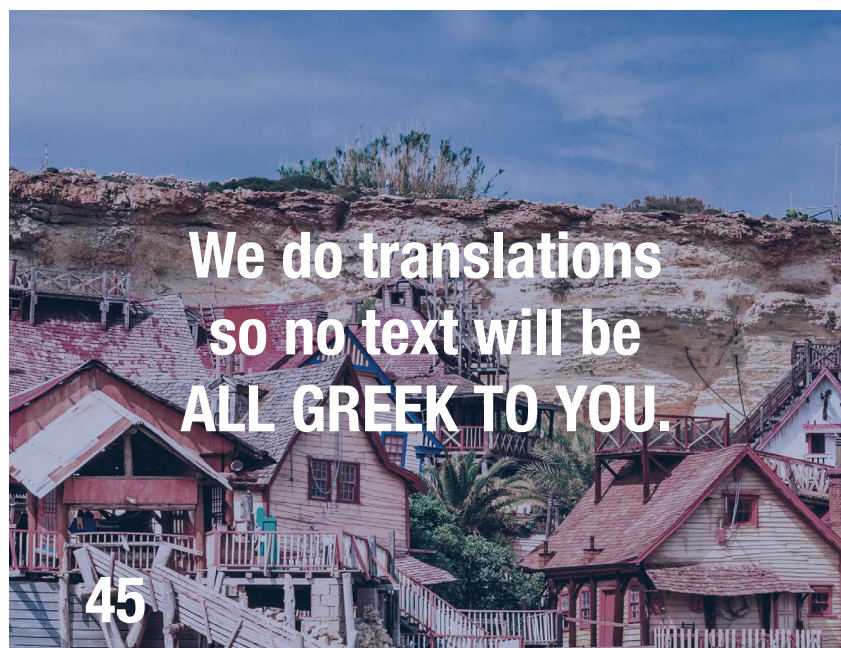
REGULAR IN-COMPANY CLASSES



35

**Study in peace
on the OTHER SIDE
OF THE WORLD...**

LANGUAGE STAYS



45

**We do translations
so no text will be
ALL GREEK TO YOU.**

TRANSLATION AND INTERPRETING



**In our specialised courses
we go really IN DEPTH.**

15

ONE-DAY SPECIALISED COURSES



**We TAILOR courses exactly
according to your needs.**

27

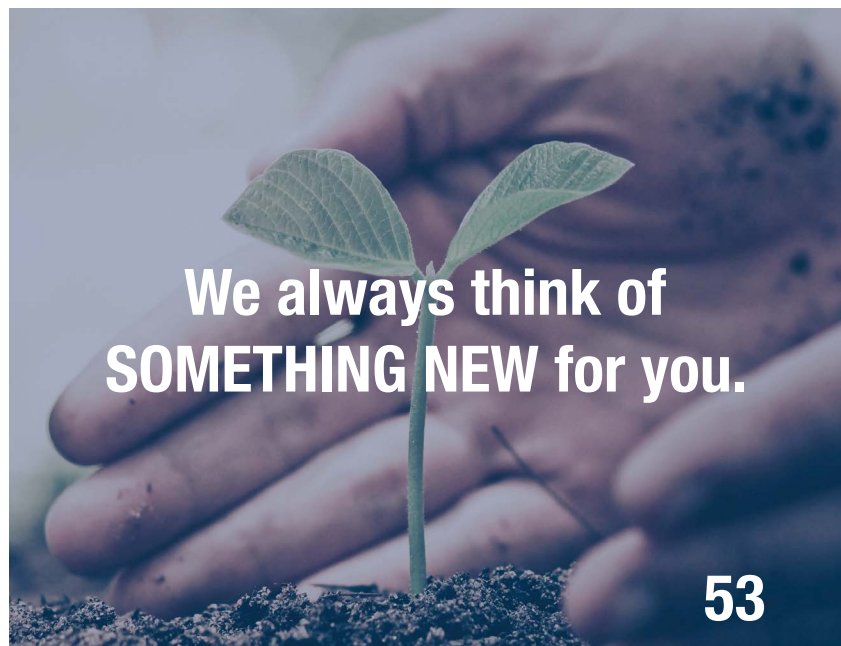
IN-HOUSE COURSES



**We carefully prepare exactly
YOUR CUP OF TEA.**

49

PREMIUM LANGUAGE CONSULTING



**We always think of
SOMETHING NEW for you.**

53

NEW AND ADDITIONAL SERVICES

**With us you can speak
to the WORLD.**

「ABOUT US」



760 CLIENTS



20 800 STUDENTS



140 CITIES



1720 TEACHERS



780 000 HOURS PER YEAR



29 LANGUAGES



OUR BRANCHES



PRAGUE

Na Florenci 2116/15
110 00 Prague 1



BRNO

Jakubské náměstí 127/5
602 00 Brno



OSTRAVA

28. října 3346/91
702 00 Ostrava



HRADEC KRÁLOVÉ

S. K. Neumanna 14
500 02 Hradec Králové



PILSEN

Rooseveltova 10/9
301 00 Pilsen



MLADÁ BOLESLAV

Václavkova 1115
293 01 Mladá Boleslav



BRATISLAVA

Laurinská 18
811 01 Bratislava



WARSAW

ul. Wilcza 31 lok. 5
00-544 Warsaw



We are a member of **EDUA Group**, the biggest private education group in the Czech Republic. Together with their other brands (**Top Vision**, **Jipka**, **Tutor**, **Digiskills**, and **Bridgewater**) we are focused on the lifelong learning process and innovative developments in education.

REFERENCES

CZECH REPUBLIC / SLOVAKIA / POLAND

Cleverlance

ZENTIVA

 alza.cz

TESCO

J&T BANKA

T-Mobile

KONE

UniCredit
Leasing

CBRE

DANONE

 Manpower

NUTRICIA

CZECH REPUBLIC

accenture

 Pilsener Beer

HBO

 MSD

ABB

 ŠKODA

FORTUNA

tieto

 ČESKÁ
POJIŠŤOVNA

SAP

HSBC 

ČESKÁ
SPORITELNA

makro

 Raiffeisen
BANK

 SKUPINA ČEZ

SPORTISIMO



Nationwide coverage

Thanks to our own team of teachers throughout the Czech Republic, Slovakia and Poland, we guarantee high quality and uniform methods and administration.



Consulting services

We share our experience with you and recommend a functional model for language learning.



Teacher stability

We take pride in the low turnover rate among our teachers, the result of the quality care we provide our team and our teacher incentive programme.



Pro-customer approach

Our clients appreciate our flexibility and our proactive and individual approach.



Demanding

We demand the very best from ourselves, our teachers and even our students, a shared approach that leads to success.



Outsourcing

Once you provide us with initial information detailing your specific needs, we work with you to define the required service. We will take care of the rest.



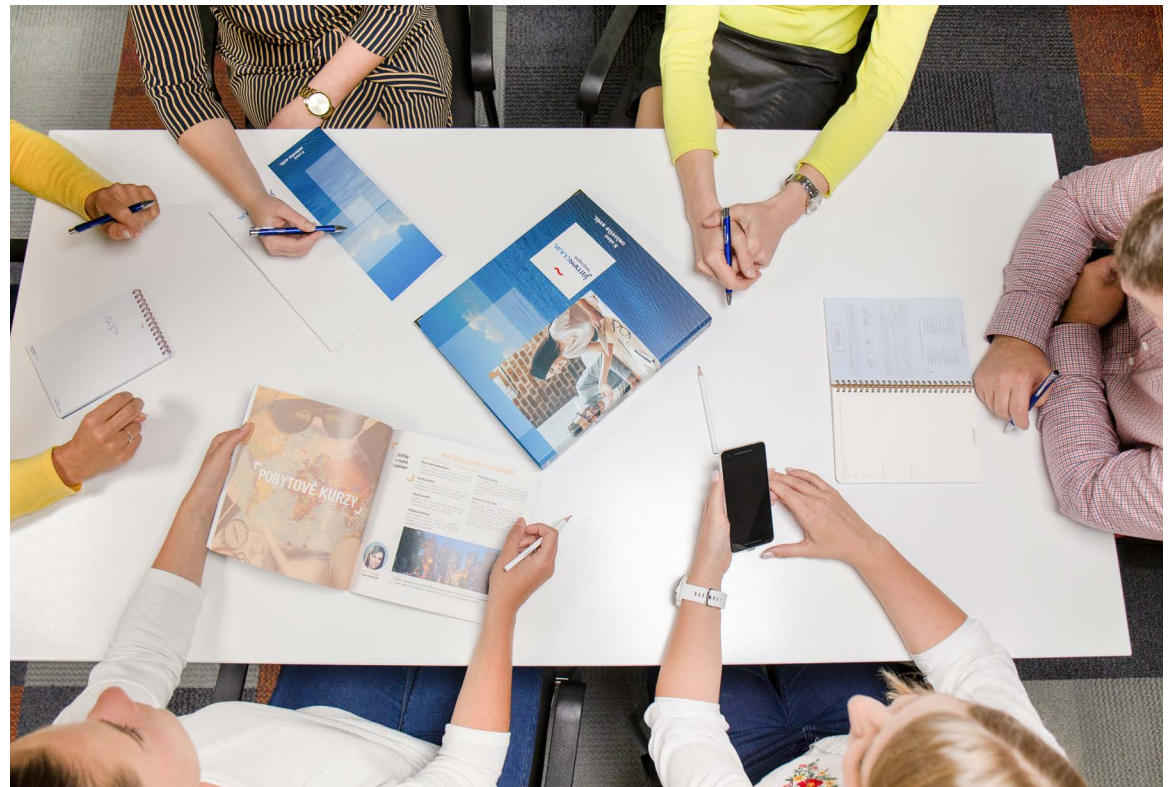
Online records

We use the unique Schoolpartner information system for transparent and accurate administrative work.



Methodology

The unique Coach&Practise method focuses on the systematic repetition of material and the correction of mistakes, all while respecting the needs of students.



OUR TEACHERS



Careful selection of teachers

The selection process consists of two personal interviews, the second of which is a sample lesson with an analysis of methodology and subsequent feedback.



Thorough initial training

Upon joining, all of our teachers undergo a compulsory set of eight training sessions to become familiarised with our Coach&Practise methodology.



Teacher hierarchy system

The mentor (Senior Teacher) sits in on the teachers' classes and they have methodology and organisational meetings and evaluation sessions to discuss feedback from students.



Detailed methodology

Corporate language training is a specific field, especially with respect to the frequency of training, motivation and the self-study options of participants. This is reflected in our Coach&Practise methodology.





Anna Willińska

**Teaching Team Leader
and trainer**

Anna comes from Poland, where she graduated from the Institute of Applied Linguistics at the University of Warsaw. She has been teaching English in companies since 2001 and has been part of the James Cook Languages team since 2007, working as an English and Polish teacher first and later as a Senior Teacher and Recruiter. She currently leads the team of Senior Teachers and helps teachers to develop their skills through training and methodology support.



Šimon Steffal

**Trainer, mentor and teacher
of specialised courses**

Šimon is an experienced language teacher and a soft skills trainer. He has been working in the field since 2003, and for JCL since 2007. He got his bachelor degree in Psychology from UNYP (Empire State College), and his masters in Diplomacy and International Relations from the Anglo-American University. He created and leads our specialised language courses and internal trainings. He also organises our conference for teachers, The Art of Teaching.



Tom Jowett

**Senior Teacher and teacher of intensive
and specialised courses**

Tom is from Gloucester, UK. He moved to the Czech Republic in June 2014, a year after graduating from the University of Sheffield, to begin training as an EFL teacher. He quickly joined James Cook after completing his training and began to teach regular in-company courses. Since completing the JCL Talent Management programme, he has started teaching workshops and intensive / open courses as well. In 2017 he joined our team of Senior Teachers.



Klára Večeřová

**Regional Coordinator and English
language teacher**

Klára is from Brno where she graduated from secondary school with a focus on English. She successfully passed the FCE and CAE exams and since 2012 has been active in in-company education. She joined JCL in early 2014 as a teacher; since 2016 she's been the Regional Coordinator for South Moravia. You can meet her at our Brno branch where she's in charge of the recruitment and development of our teachers.



Jen Hill

**Senior Teacher and teacher of intensive
and specialised courses**

Jen comes from Calgary, Canada and she moved to Prague in 2015. She studied landscape architecture and spent more than eight years working for the government of Alberta, securing funding for university students in the fields of synthetic biology and nanotechnology. She joined our team shortly after successfully finishing teacher training. She is now a Senior Teacher who leads regular corporate and intensive courses and helps coordinate informal meetings of our teachers.



Sara Tirrito

**Senior Teacher and teacher of intensive
and specialised courses**

Sara comes from Texas, USA, where she studied journalism. She began teaching at JCL in spring 2016, and quickly became one of our key teachers. In 2017 she won first place in our Teacher of the Year competition. Nowadays she teaches regular and intensive courses, as well as being a Senior Teacher and member of our methodology team.

OUR METHODOLOGY

WHO IS THIS METHODOLOGY FOR?

It enables us to teach languages effectively to busy professionals, who can only devote a limited amount of time out of their busy schedule. It is suitable for students who do not have much time for self-study, preparation and homework.

WHAT DOES THIS METHODOLOGY OFFER?

It ensures that each lesson focuses on the communication needs of the student and their specific language needs. It especially teaches students to have the confidence to use the language and speak in a realistic context. Coach&Practise is constantly being perfected thanks to continued cooperation with our students.

OUR OUTSTANDING TEACHERS

Using the Coach&Practise method very effectively improves the language level of each student. Our teachers are led by experienced Senior Teachers who support their further development through feedback and mentoring. We organise up to 80 different workshops for teachers every year, which build on their skills and help us to continuously perfect our methodology.

Coach&Practise

The Art of Teaching.



Anna Wagnerová
Senior Teacher

“ I have been working for James Cook Languages since 2006 and I can say that it was a good choice, I have always been very happy with my relationship with the company. I was especially impressed with the facilities for teachers from the very beginning - I felt like Alice in Wonderland in the Resource Centre. I always left the workshops charged with new ideas. I also greatly appreciate the positive and professional approach of the entire team, which has always given me support whenever I have needed help. And not only that - I have also had many opportunities for personal development, whether it involved testing new students, teaching intensive courses, helping with the preparation of teaching materials or participation in other projects. Now as a Senior Teacher, I hope that I can continue the tradition and provide similar positive support for other teachers. ”

HOW DOES IT WORK?

Prepare

Firstly, we set up the teaching approach according to the student's needs based on information from a language audit. This tells us if we need to concentrate on business language, conversation, confidence when speaking on the phone, or any other type of communication the student requires for their job. We select the teacher according to the student.

Coach

The Coach&Practise method guides the student towards effectively learning the language by using visualisation, self-correction and finding the best way to communicate their ideas.

Practise

Language is a reflex and we learn it best by using it. Our students actively speak for 80% of the time during lessons and always do so in the target language. The lessons are logically linked together, plenty of practice helps students remember new language and motivates them to actively use it in their professional and everyday lives.



**We will take your language
skills to THE TOP.**

**「 REGULAR
IN-COMPANY
CLASSES 」**

REGULAR IN-COMPANY CLASSES

EDUCATION CONCEPT

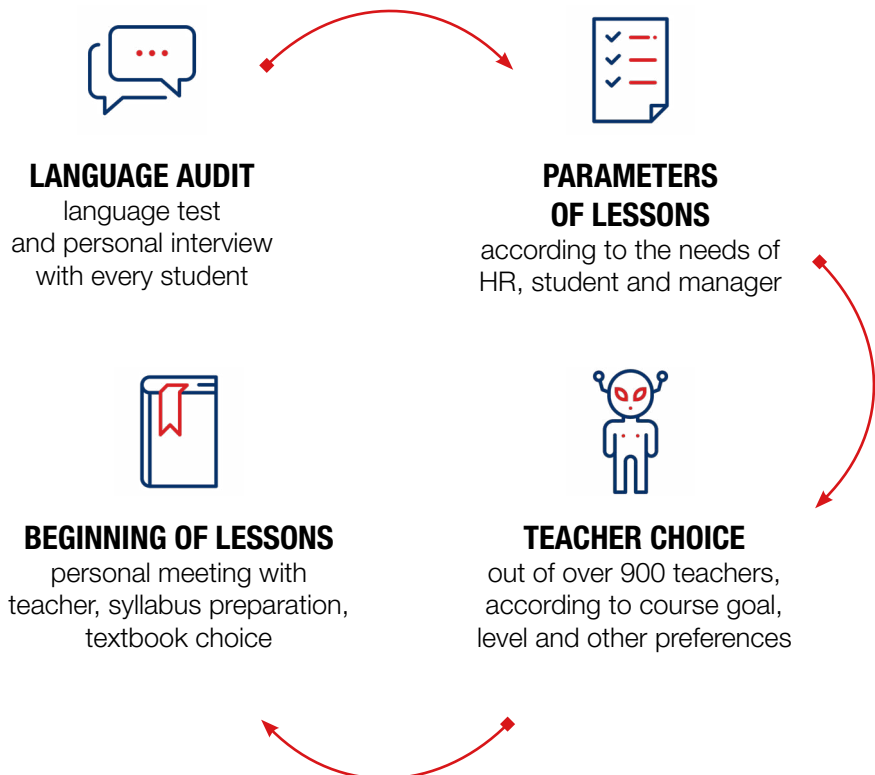
The first step is to identify your goals and expectations. These are then used as the basis for a language training plan.

- ▶ We have focused on corporate training for twenty years
- ▶ We share our experience
- ▶ We consult our education system with our customers
- ▶ We recommend the most effective system of education based on individual needs

Based on the goals of the company, we establish:

- ▶ training rules
- ▶ course parameters
- ▶ the method for monitoring effectiveness and satisfaction
- ▶ the form of administrative support

We respect the specifications of the HR and management of your company and analyse the needs of each student on an individual basis.



EFFECTIVENESS OF TRAINING

We evaluate the progress of our students with our unique method:

SCOPE (System of Complex and Objective Progress Evaluation)

- ▶ Language progress = key to motivation
- ▶ We regularly test and report the progress of our students
- ▶ Knowledge is evaluated using the Common European Framework of Reference for Languages
- ▶ Online monitoring of evaluation results in Schoolpartner



ENTRY LEVEL

STUDYING ACCORDING TO THE COMPETENCE MODEL

TARGET LEVEL

**ENTRY
TESTING**



**SEMESTER
TESTING**



**PROGRESS
TESTING**



**FURTHER
STUDY**

- revision test
- oral assessment
- recommendation for further study

QUALITY CONTROL AND SATISFACTION MONITORING

We monitor our students' satisfaction with the course, control the quality of training, and work on the development of our teachers. We report the results to you and provide feedback to teachers during their evaluation meetings.

- ▶ Verification of satisfaction after three lessons by phone or email
- ▶ Electronic satisfaction surveys twice a year
- ▶ More than 650 classroom methodology inspections per year
- ▶ Personal lesson analysis, feedback and work with the development plan for the teacher



**EFFECTIVE
LESSONS**



**FLAWLESS
ADMINISTRATION**



**PRECISE
ORGANISATION**



**PLEASANT
COMMUNICATION**



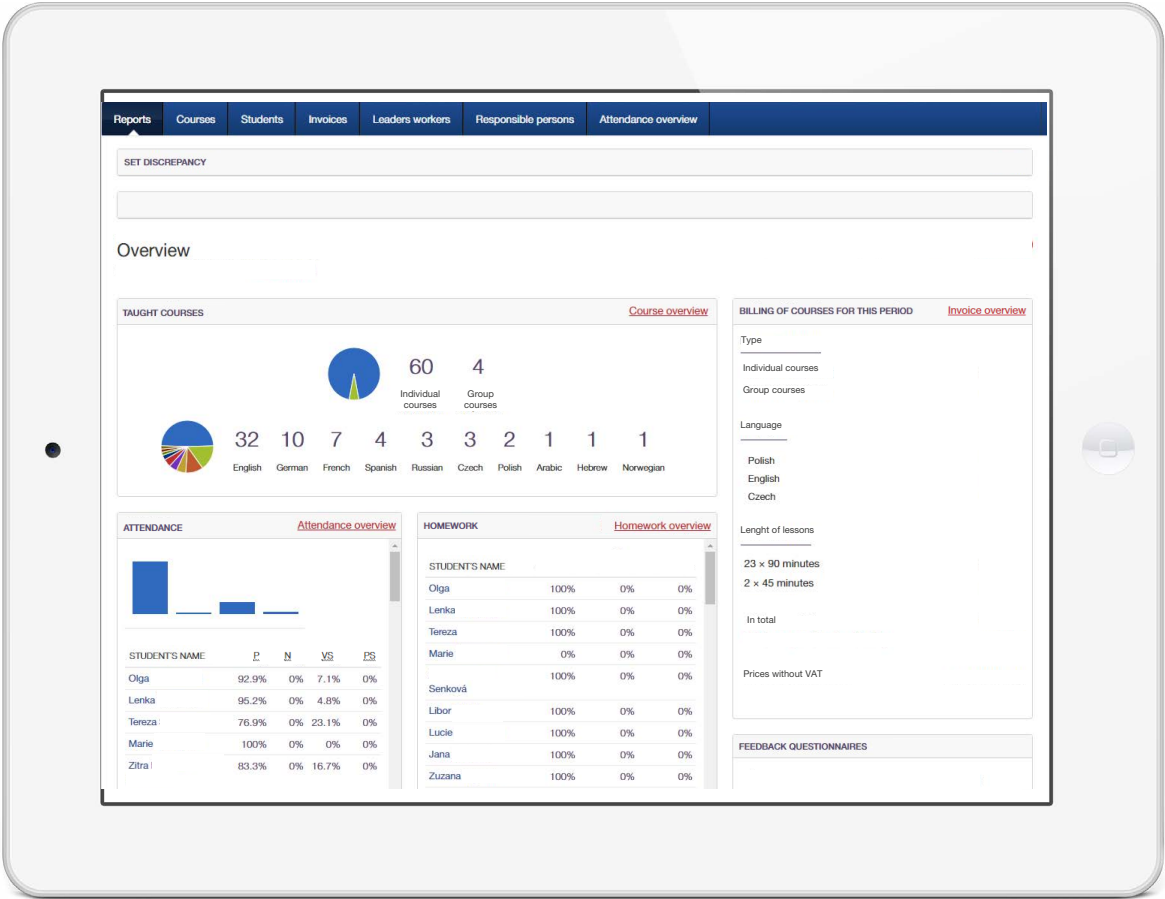
FLEXIBILITY



THOROUGH AND FLAWLESS ADMINISTRATION

We use the comprehensive information system **Schoolpartner**. We developed the system directly for the needs of corporate language training to ensure that it is clear, simple, intuitive and contains all the necessary outputs.

- ▶ Online access to all language training information
- ▶ Courses, students, teachers, timesheets, an overview of teaching and attendance
- ▶ Calculating costs for individual students of cost centres
- ▶ Results of student satisfaction survey
- ▶ Evaluation and long-term monitoring of student progress
- ▶ Electronic submission of invoices and billing history
- ▶ Group email communication with course participants
- ▶ Access for HR, managers and students



REFERENCE

We chose James Cook Languages following a tender, and they now provide individual and group language courses to us in the Czech Republic and Turkey. Above all we appreciate the comprehensive service provided as well as their professional and fast communication. They arranged the testing of all potential students, analysed their needs and the courses started in the given timeframe. Communication with students during the whole process was trouble-free and very proactive. That's why we recommend James Cook Languages as a quality supplier in the field of language education.

Barbora Paličková
ČEZ

We have been working with James Cook Languages since 2003. They provide us with group and individual language courses, as well as one-day specialised courses. JCL also contributes a 'language corner' to our company magazine. From the perspective of the HR department, we particularly appreciate the proactive and professional customer support, flexibility to meet our needs and the possibility to consult on our requirements. From the students' point of view, there is a high level of satisfaction with the teaching, which is repeatedly confirmed in the satisfaction survey. We are happy to cooperate with a company which is the leader in its field and provides quality services. We recommend James Cook Languages as a supplier of language courses.

Veronika Indrová
Techo

I recommend James Cook Languages. We use their services for our employees' language education, and the quality is on a very professional level. A big 'thank you' goes to our language coordinator, who is always at our disposal and is always trying to meet our needs. I especially appreciate JCL's proactive approach, offering learning support materials such as the T-Room or Language Corners – both of these things serve us well and our employees greatly appreciate them. If you are thinking of individual or company education, this is the best choice for you.

Lucie Paterová
Lipa Learning

Language education has been, and is, part of our employees' development, especially for the Purchasing and IT departments. As a retail company, we require a high degree of both time and geographical flexibility on the part of the provider and the teachers. We also expect fast and smooth inclusion of new students into the lessons. Even though our groups of students change twice a year, as well as their time preferences and language levels changing, James Cook Languages has been our stable partner for German and English lessons since 2013. In addition to the obvious benefits for the employees such as lessons planned according to their individual needs and workload, JCL offers a clear overview of language level progress. We highly appreciate the innovative teaching approach such as online pages for each student or recommendations for apps to help with language learning. The regular attendance and cost reports help us to optimise the intensity and length of language courses. We can easily monitor whether the educational goals have been met.

Kateřina Vorlíčková
Globus



An underwater photograph of a coral reef. In the foreground, there are large, intricate coral structures. Numerous small fish are swimming throughout the water. In the background, a diver is visible, with a large plume of bubbles rising from their breathing apparatus towards the surface. The overall lighting is blue, typical of underwater environments.

「 ONE-DAY SPECIALISED COURSES 」

**In our specialised courses
we go really IN DEPTH.**

ONE-DAY SPECIALISED COURSES

WHY CHOOSE ONE-DAY SPECIALISED OPEN COURSES

Specialisation

You are a specialist, business person or manager, you use a foreign language as a working tool and your job calls for specialised terminology and competences.

International environment

You want to be able to communicate professionally and with confidence with your clients and colleagues in an international environment.

Intensity

You need to gain skills quickly and immediately apply them in practice.

Extension

You have regular classes, but need to improve a specialised or specific area of language.

Refresher

You use a foreign language regularly, but sometimes feel you need to revise or expand your knowledge.

Sharing

You want to use the opportunity to meet with professionals from other companies and share your expertise.

FORM OF TEACHING



Combination

Training of professional and language skills.



Teaching only in the foreign language

The courses are conducted mainly by native speakers = a faster and more accurate interpretation of ideas, attitudes, and views in the foreign language.



Interactivity of lessons

A lot of time for your own presentation and for sufficiently practising new material.



Variety and fun

A wide range of activities - role play, panel discussions, case studies, reading, listening, video demonstrations, exercises focusing on vocabulary development, etc.

“The courses take place at our premises and therefore outside the student's work environment. This means they can fully focus on the subject matter and don't get interrupted by work.”



Denisa Krahulíková
Product Specialist



PRICE

1 – 5 registered 3 250 Kč

6 – 15 registered 2 275 Kč

16+ registered 1 300 Kč

Half-day courses (9:00 - 12:00) are priced at 50% of the full day rate.

All prices are per person and are valid when one client registers the set number of students for any course.

Register and get more info at:

jcl.cz/en/services/one-day-specialised-courses/

COURSE ORGANISATION

- ▶ At the premises of James Cook Languages in Prague or Brno.
- ▶ All the courses are run by qualified and experienced native speakers and Czech teachers.
- ▶ The teachers not only have experience in teaching foreign languages, but also have expertise in the discipline they teach.
- ▶ You will receive excellent materials that you can make further use of directly in your work environment.
- ▶ Courses are from 9am till 4pm.
- ▶ Courses are in small groups of 3 - 8 students

DATES - PRAGUE

LANGUAGE	TOPICS	2019	2020	2020
		October - December	February - May	July - August
ENGLISH	Accounting and Tax English NEW!	Th 31. 10. 2019	Tu 17. 3. 2020	Tu 4. 8. 2020
	All About Phrases	Tu 8. 10. 2019 Th 28. 11. 2019	We 4. 3. 2020 Tu 21. 4. 2020	We 8. 7. 2020
	Attending a Conference in English NEW!		Th 2. 4. 2020	Th 23. 7. 2020
	Banking English NEW!	Th 14. 11. 2019	Tu 24. 3. 2020	
	Be Confident in Writing	Th 24. 10. 2019 Tu 3. 12. 2019	Tu 10. 3. 2020 We 1. 4. 2020	We 12. 8. 2020
	Be Confident on the Phone	Tu 15. 10. 2019	Tu 18. 2. 2020 Th 9. 4. 2020	We 22. 7. 2020
	Business Meetings	Tu 22. 10. 2019 We 20. 11. 2019	We 19. 2. 2019 Tu 14. 4. 2020	Tu 7. 7. 2020
	Cross Culture	Tu 19. 11. 2019	Tu 25. 2. 2020 We 22. 4. 2020	
	Czenglish	We 30. 10. 2019	Tu 7. 4. 2020	We 29. 7. 2020
	Daily Life in HR	We 23. 10. 2019	We 11. 3. 2020	Tu 21. 7. 2020
	English for Purchasing	We 16. 10. 2019	Tu 3. 3. 2020	
	English for Sales and Customer Care	Th 7. 11. 2019	We 15. 4. 2020	We 5. 8. 2020
	General and Personal Finance NEW!	Tu 26. 11. 2019	Th 16. 4. 2020	
	Grammar Refresh	Tu 29. 10. 2019	We 12. 2. 2020 Tu 31. 3. 2020	Tu 14. 7. 2020
	HR - Hiring and Firing	We 6. 11. 2019	We 8. 4. 2020	Tu 11. 8. 2020
	Language Screening NEW! 1/2 DAY	We 27. 11. 2019	We 25. 3. 2020	Th 16. 7. 2020
	Learning & Development Guru NEW! 1/2 DAY	Th 21. 11. 2019	Th 27. 2. 2020	Th 30. 7. 2020
	Negotiation Skills	Tu 5. 11. 2019 We 4. 12. 2019	We 26. 2. 2020 Th 14. 5. 2020	We 15. 7. 2020
	Practise Your Presentation Skills	We 9. 10. 2019	We 13. 5. 2020	Tu 28. 7. 2020
	The Language of Presentations	We 13. 11. 2019	Th 19. 3. 2020	
GERMAN	Business Meetings in German NEW!		Th 23. 4. 2020	Th 6. 8. 2020
	Presentations in German		Tu 11. 2. 2020	
	Telephone and E-mail Communication in German	Tu 12. 11. 2019	Tu 12. 5. 2020	
	Negotiation and Argumentation in German	Th 10. 10. 2019	We 18. 3. 2020	

DATES - BRNO

TOPICS - ENGLISH	2019 October - December	2020 February - May
Accounting and Tax English NEW!	Th 14. 11. 2019	We 18. 3. 2020
All About Phrases	Th 5. 12. 2019	We 15. 4. 2020
Attending a Conference in English	We 23. 10. 2019	Th 12. 3. 2020
Banking English		Th 23. 4. 2020
Be Confident in Writing	We 16. 10. 2019	Th 14. 5. 2020
Be Confident on the Phone	We 27. 11. 2019	Th 19. 3. 2020
Business Meetings	We 2. 10. 2019	Th 26. 3. 2020
Daily Life in HR	We 9. 10. 2019	Th 16. 4. 2020
English for Purchasing	Th 10. 10. 2019	We 22. 4. 2020
English for Sales and Customer Care	We 13. 11. 2019	Th 9. 4. 2020
General and Personal Finance NEW!	Th 31. 10. 2019	We 11. 3. 2020
Grammar Refresh	We 30. 10. 2019	Th 2. 4. 2020
HR - Hiring and Firing	Th 7. 11. 2019	We 8. 4. 2020
Language Screening NEW! 1/2 DAY	Th 17. 10. 2019	We 25. 3. 2020
Learning & Development Guru NEW! 1/2 DAY	Th 28. 11. 2019	We 1. 4. 2020
Negotiation Skills	Th 24. 10. 2019	We 4. 3. 2020
Practise Your Presentation Skills	Th 21. 11. 2019	Th 13. 5. 2020

SELECTED REFERENCES

I learnt a lot of new and interesting phrases, which I previously didn't know or know how to use. The teacher was nice, he knew the materials well and was able to explain things clearly.

Martin Fišer
All about Phrases

The course helped me to understand the differences between formal and informal meanings of words. The teacher was perfectly prepared. The course exceeded my expectations.

Matouš Urbánek
Negotiation and Argumentation

We immediately started using everything in the course, the activities were varied and the course materials were imaginative. It was clear that the teacher has a passion for languages and great approach. There was a pleasant atmosphere during the course.

Simona Berlakovich
Be Confident in Writing



CONTENT OF THE COURSES

ACCOUNTING AND TAX ENGLISH

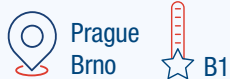
NEW!

The course is focused on financial issues connected to accounting and tax.

- ▶ Get practical tips about bookkeeping and financial audits.
- ▶ Learn how to work with financial documents in English.
- ▶ Learn more about cash flow problems and how to monitor them.

Course content

- ▶ Financial audits
- ▶ Bookkeeping
- ▶ Describing numbers
- ▶ Financial documents
- ▶ Describing cash flow



Th 31. 10. 2019
Th 14. 11. 2019 (Brno)
Tu 17. 3. 2020

We 18. 3. 2020 (Brno)
Tu 4. 8. 2020

ALL ABOUT PHRASES

The course is intended for anyone who would like to learn typical English phrases, idioms and collocations that cannot be directly translated into Czech.

- ▶ Practise the most common phrasal verbs in English.
- ▶ Learn useful phrases for various social situations at work and outside of work.
- ▶ Learn what collocations are – words do not necessarily fit all contexts, even though they have a similar meaning in Czech.
- ▶ Learn how to write and speak in English rather than translate from Czech.

Course content

- ▶ Common errors of Czech students
- ▶ The most common phrases in the English language
- ▶ Collocations and idioms
- ▶ How (not) to translate into English
- ▶ Tips on learning phrases and idioms



Tu 8. 10. 2019
Th 28. 11. 2019
Th 5. 12. 2019 (Brno)
We 4. 3. 2020

We 15. 4. 2020 (Brno)
Tu 21. 4. 2020
We 8. 7. 2020

ATTENDING A CONFERENCE IN ENGLISH

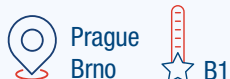
NEW!

The course is designed for professionals who attend conferences in English and want to improve their communication with other conference attendees.

- ▶ Learn useful phrases for travel and accommodation.
- ▶ Get more confident using English during coffee breaks at a conference.
- ▶ Learn how to confidently lead small talk in English.

Course content

- ▶ Travelling to the conference and staying in a hotel
- ▶ Registering at the conference, accepting and declining an invitation
- ▶ Introductions, topics for small talk
- ▶ Formulating questions correctly
- ▶ Strategies for keeping a conversation going



We 23. 10. 2019 (Brno)
Th 12. 3. 2020 (Brno)

Th 2. 4. 2020
Th 23. 7. 2020



BANKING ENGLISH

NEW!

The course is designed for employees of banks and financial institutions, who use English to communicate in a banking or financial work environment.

- ▶ Learn the terminology to present banking and financial institutions and their products to clients.
- ▶ Learn about consulting and recommending solutions in corporate banking.
- ▶ Understand the differences between personal and corporate banking.

Course content

- ▶ Types of payments and banks
- ▶ Basic vocabulary connected to banking operations
- ▶ Personal and corporate banking
- ▶ Debt recovery
- ▶ Investments



Prague
Brno



B1



Th 14. 11. 2019
Tu 24. 3. 2020

Th 23. 4. 2020 (Brno)

BE CONFIDENT IN WRITING

The course is designed for everyone who needs to communicate in English at work by email, whether it's internally or with a client.

- ▶ Master the principles and skills related to business emails.
- ▶ Learn correct phrases and expressions that will make your communication natural.
- ▶ Practise writing different kinds of emails.

Course content

- ▶ Key email phrases
- ▶ Being formal and informal
- ▶ Being polite and diplomatic
- ▶ Writing simply and briefly
- ▶ Linking ideas
- ▶ Analysing common mistakes
- ▶ Practising and getting feedback from the teacher



Prague
Brno



B1



We 16. 10. 2019 (Brno)
Th 24. 10. 2019
Tu 3. 12. 2019
Tu 10. 3. 2020

We 1. 4. 2020
Th 14. 5. 2020 (Brno)
We 12. 8. 2020

BE CONFIDENT ON THE PHONE

The course is designed for everyone who needs to communicate in English at work by telephone, whether it's internally or with a client.

- ▶ Master the principles and skills related to business phone calls.
- ▶ Overcome your fear of communicating over the phone in a foreign language.
- ▶ You will learn the correct phrases and expressions that will make your communication natural and professional.

Course content

- ▶ Key telephone phrases
- ▶ Sounding friendly and polite – formal and informal expressions
- ▶ Making appointments and arrangements by phone
- ▶ Conference calls
- ▶ Dealing with telephone problems



Prague
Brno



B1



Tu 15. 10. 2019
We 27. 11. 2019 (Brno)
Tu 18. 2. 2020

Th 19. 3. 2020 (Brno)
Th 9. 4. 2020
We 22. 7. 2020



BUSINESS MEETINGS

The course is designed for anyone who conducts internal and external meetings and conferences in English, or who takes an active part in them.

- ▶ Learn phrases and vocabulary required to conduct a formal meeting and discussion.
- ▶ Be able to moderate meetings and keep them going.
- ▶ Learn how to summarise contributions and output from meetings.

Course content

- ▶ Open a meeting
- ▶ Outline the agenda
- ▶ Justify and explain your views
- ▶ Raise questions
- ▶ Summarise and close a meeting



Prague
Brno



We 2. 10. 2019 (Brno)
Tu 22. 10. 2019
We 20. 11. 2019
We 19. 2. 2020

Th 26. 3. 2020 (Brno)
Tu 14. 4. 2020
Tu 7. 7. 2020

CROSS CULTURE

The course is intended for business people who are in frequent contact with foreign colleagues, partners or employees and for those who have an interest in cross-cultural interactions in English.

- ▶ Interactive teaching and role plays.
- ▶ Focus on various aspects of culture and communication.
- ▶ Use of idiomatic proverbs and expressions, cross cultural business communication.

Course content

- ▶ Describing culture
- ▶ Small talk
- ▶ Describing communication styles
- ▶ Polite social English
- ▶ Using idiomatic expressions



Prague
Brno



Tu 19. 11. 2019
Tu 25. 2. 2020

We 22. 4. 2020

CZENGLISH

The course is designed for those who are interested in improving their English and in better understanding mistakes Czechs make most often and how to avoid them.

- ▶ Identify the basic categories of typical "Czech" mistakes.
- ▶ Find out the reasons which lead to mistakes and be able to work on eliminating them.
- ▶ Be able to discuss anything with the teacher that gives you trouble in English.
- ▶ Actively practise English in pair and group work activities.

Course content

- ▶ Brief review of grammar
- ▶ Prepositions and articles
- ▶ Conditional sentences
- ▶ False friends and idiomatic phrases
- ▶ Pronunciation



Prague
Brno



We 30. 10. 2019
Tu 7. 4. 2020

We 29. 7. 2020

DAILY LIFE IN HR

This course is intended for HR professionals who regularly communicate with their colleagues in English.

- ▶ Learn more about common HR processes in English such as on boarding, benefits, performance and talent management
- ▶ Be able to discuss trends in HR
- ▶ Share experience and ideas with other HR professionals.

Course content

- ▶ On-boarding new employees
- ▶ Employee benefits
- ▶ Performance management
- ▶ Talent management and development programmes



Prague
Brno



We 9. 10. 2019 (Brno)
We 23. 10. 2019
We 11. 3. 2020

Th 16. 4. 2020 (Brno)
Tu 21. 7. 2020

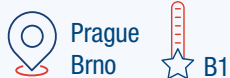
ENGLISH FOR PURCHASING

The course is designed for people who work in purchasing.

- ▶ You will learn vocabulary relevant to communication with suppliers.
- ▶ You will practice ordering via email and phone.
- ▶ You will try to negotiate an offer in English.

Course content

- ▶ Numbers
- ▶ Contract reading
- ▶ Polite communication
- ▶ Negotiations and objections
- ▶ Asking questions



Th 10. 10. 2019 (Brno)
We 16. 10. 2019

Tu 3. 3. 2020
We 22. 4. 2020 (Brno)

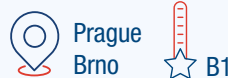
ENGLISH FOR SALES AND CUSTOMER CARE

The course is designed for anyone who works with clients in English.

- ▶ You will learn phrases connected to every stage of the sales pyramid.
- ▶ You will try to make a sale in English and get feedback on your performance.
- ▶ You will improve your formal and diplomatic language.

Course content

- ▶ Making contact with the client
- ▶ Indirect questions
- ▶ Working with objections
- ▶ Closing the deal



Th 7. 11. 2019
We 13. 11. 2019 (Brno)
Th 9. 4. 2020 (Brno)

We 15. 4. 2020
We 5. 8. 2020

GENERAL AND PERSONAL FINANCE

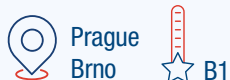
NEW!

The course is designed for anyone interested in effective and sustainable personal banking.

- ▶ You will be more confident using financial terminology in English.
- ▶ You will be able to evaluate and recommend a suitable personal banking solution.
- ▶ You will practice interpreting and presenting financial analyses and graphs.

Course content

- ▶ Economics
- ▶ Income
- ▶ Personal finance and living standards
- ▶ Basic financial terms
- ▶ Describing graphs and numbers



Th 31. 10. 2019 (Brno)
Tu 26. 11. 2019

We 11. 3. 2020 (Brno)
Th 16. 4. 2020

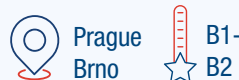
GRAMMAR REFRESH

The course is designed for people who use English but feel the need to revise and refresh their grammar knowledge.

- ▶ Master grammar at the intermediate level.
- ▶ Learn to use common tenses quickly and confidently.
- ▶ Pick up useful phrases and vocabulary.

Course content

- ▶ Revision of present perfect
- ▶ Explanation of past perfect
- ▶ First, second and third conditional
- ▶ Modal verbs
- ▶ Most common phrasal verbs
- ▶ Prepositions



Tu 29. 10. 2019
We 30. 10. 2019 (Brno)
We 12. 2. 2020

Tu 31. 3. 2020
Th 2. 4. 2020 (Brno)
Tu 14. 7. 2020



HR - HIRING AND FIRING

The course is intended for HR professionals who regularly communicate with their colleagues in English.

- ▶ Improve your knowledge of specific HR vocabulary related to finding new employees, as well as ending cooperation.
- ▶ Share experience and ideas with other HR professionals.
- ▶ Gain confidence to use English actively at work.

Course content

- ▶ Attracting and finding new employees
- ▶ CVs, interviews and assessment centres
- ▶ Talking about competencies
- ▶ Termination of an employment relationship
- ▶ Exit interviews



Prague
Brno



We 6. 11. 2019
Th 7. 11. 2019 (Brno)
We 8. 4. 2020

We 8. 4. 2020 (Brno)
Tu 11. 8. 2020

LANGUAGE SCREENING

The course is designed for anyone who needs to evaluate the language knowledge of candidates during the recruitment process.

- ▶ You will learn to recognise whether a candidate is B1 or B2 level.
- ▶ You will try to determine the level of a model candidate.

Course content

- ▶ The difference between B1 and B2 language level
- ▶ How to ask the candidate questions
- ▶ Which language phenomena to track
- ▶ What to do if the candidate does not have the required level



Prague
Brno



Th 17. 10. 2019 (Brno)
We 27. 11. 2019
We 25. 3. 2020

We 25. 3. 2020 (Brno)
Th 16. 7. 2020

NEW!



1/2 DAY

LEARNING & DEVELOPMENT GURU

The course is designed for HR professionals who deal with providing education and supporting their employees.

- ▶ You will learn about ways of motivating employees.
- ▶ You will get to know about coaching techniques.
- ▶ You will get to try what you learn in practice.

Course content

- ▶ Modern approaches to learning and measuring progress
- ▶ Reasons for stagnation and what HR can do about to prevent it
- ▶ Developing a growth mindset with employees
- ▶ Incorporating micro and blended learning



Prague
Brno



Th 21. 11. 2019
Th 28. 11. 2019 (Brno)
We 27. 2. 2020

We 1. 4. 2020 (Brno)
Th 30. 7. 2020

NEW!



1/2 DAY

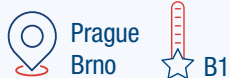
NEGOTIATION SKILLS

The course is intended for managers or business people who take part in negotiations conducted in English and need to gain confidence in dealing with their colleagues, employees or clients.

- ▶ Learn phrases and expressions used in negotiations.
- ▶ Learn how to be assertive in English.
- ▶ Practise various situations that you encounter in which you need to be very confident in your English.

Course content

- ▶ Difficult situations in communication
- ▶ Negotiating tactics
- ▶ Proper argumentation
- ▶ Assertiveness and polite conduct
- ▶ Practical training with real situations



Tu 24. 10. 2019 (Brno)
Tu 5. 11. 2019
We 4. 12. 2019
We 26. 2. 2020

We 4. 3. 2020 (Brno)
Tu 14. 5. 2020
We 15. 7. 2020



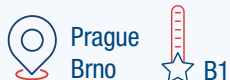
PRACTICE YOUR PRESENTATION SKILLS

The course is designed for anyone who wants to practice various parts of a presentation and receive practical tips and feedback.

- ▶ Gain advanced vocabulary appropriate for each stage of your presentation.
- ▶ Learn how to open and close your presentation.
- ▶ Try out responding to your audience in English.
- ▶ You will give a presentation and receive feedback on your skills.

Course content

- ▶ Opening and closing a presentation
- ▶ Asking questions, rhetorical questions and paraphrasing
- ▶ Solving difficult situations when giving a presentation
- ▶ Giving a presentation
- ▶ Analysis of the participants' presentations



We 9. 10. 2019
Tu 21. 11. 2019 (Brno)
We 13. 5. 2020

We 13. 5. 2020 (Brno)
Tu 28. 7. 2020

THE LANGUAGE OF PRESENTATIONS

The course is designed to practice presentation skills, with a focus on theoretical knowledge and language skills needed for preparing presentations.

- ▶ You will practice advanced vocabulary relevant to each section of a presentation.
- ▶ You will learn how to organise your presentation correctly.
- ▶ You will be able to talk about slides, images and graphs.

Course content

- ▶ The key to successful presentations
- ▶ Presentation organisation
- ▶ Describing graphs and tables
- ▶ Visualisation
- ▶ Summarising ideas



We 13. 11. 2019
Tu 19. 3. 2020

BUSINESS MEETINGS IN GERMAN

NEW!

The course is designed for anyone who regularly leads or participates in internal or external meetings in German.

- ▶ You will learn phrases and vocabulary for leading formal meetings.
- ▶ You will be able to chair meetings, keep them on track, and manage contributions from participants.
- ▶ You will learn how to summarise contributions to and outputs from meetings.

Course content

- ▶ Starting the meeting and setting the agenda
- ▶ Defending and explaining opinions
- ▶ Asking questions
- ▶ Summarising and closing a meeting



Prague



B1



Th 23. 4. 2020
Th 8. 8. 2020

PRESENTATIONS IN GERMAN

The course is designed to practice presentation skills, with a focus on theoretical knowledge and language skills needed for preparing presentations.

- ▶ You will practice advanced vocabulary relevant to each section of a presentation.
- ▶ You will learn how to organise your presentation correctly.
- ▶ You will be able to talk about slides, images and graphs.

Course content

- ▶ The key to successful presentations
- ▶ Presentation organisation
- ▶ Describing graphs and tables
- ▶ Visualisation
- ▶ Summarising ideas



Prague



B1



Tu 11. 2. 2020

TELEPHONE AND EMAIL COMMUNICATION IN GERMAN

The course is designed for everyone who needs to communicate in German at work, in writing or by telephone, whether it's internally or with a client.

- ▶ You will master the principles and skills related to business correspondence.
- ▶ You will overcome your fear of communicating over the phone in a foreign language.
- ▶ You will practice the correct phrases and expressions that will make your communication natural and professional.

Course content

- ▶ Types of business correspondence
- ▶ General structure of business letters and e-mails
- ▶ Thanking, complaining, and apologising in writing
- ▶ Effective listening, teleconference, formal and informal expressions
- ▶ Analysis of the most frequent phone conversations



Prague



B1



Tu 12. 11. 2019
Tu 12. 5. 2020

NEGOTIATION AND ARGUMENTATION IN GERMAN

The course is intended for managers or business people who take part in meetings conducted in German and need to gain confidence in dealing with their colleagues, employees or clients.

- ▶ You will practice negotiation tactics.
- ▶ You will learn how to put forward your argument.
- ▶ You will find out which cultural differences to be aware of during negotiations.
- ▶ You will learn how to solve critical situations.

Course content

- ▶ Clear expression and formulation of opinions
- ▶ Improving internal and external communication
- ▶ Persuasion and argumentation skills
- ▶ Soft skills for workplace conflict resolution



Prague



B1



Th 10. 10. 2019
We 18. 3. 2020

We TAILOR courses exactly
according to your needs.

「 IN-HOUSE COURSES 」



IN-HOUSE COURSES

WHY CHOOSE IN-HOUSE COURSES

- One of the trends of recent years - every year we organise a wider variety of courses on various topics.

YEAR	2014	2015	2016	2017	2018
Number of courses	13 courses	28 courses	85 courses	209 courses	215 courses

- These can either be part of your course's regular lessons, or we can create a special programme called an 'Academy', with a specialised language focus.
- Many international companies support their employees' specialisation in foreign languages. Among our clients that do this are Škoda Auto, Česká pojišťovna, Česká spořitelna, KPMG, Globus, HSBC, Equa bank, Auto Palace, and SPX Flow.

Specific needs

You can either choose a topic from our selection or have a course tailor made for your company. Our methodologists will always consult specific requirements for teaching content with a representative from your company.

Excellent teachers

The best teachers who not only have considerable experience in teaching foreign languages, but also have expertise in the discipline they teach.

Interesting format

A wide range of activities that ensure you will truly remember the acquired knowledge (role-plays, panel discussions, case studies, video demos, training presentations etc.).

Immediate effect

You do not have to wait a year, month or even a week – a day is enough to learn and try out many new language skills that you can then immediately use in practice.

Flexible organisation

Topic, place, date, intensity – you can decide these things to make sure the course meets all of your expectations.

Authentic materials

We like to use authentic documents in our courses, the same as those our participants actually encounter in their work. As output from the course, we also prepare materials that help you apply the knowledge gained in practice.

“ We prepare custom materials tailored to your needs and requirements. From each course, you can take home a comprehensive booklet covering the entire content of the course and vocabulary. ”



Bibiana Machátová
Academic HR Director

COURSES TO CHOOSE FROM

SALES TEAM	FINANCE	PROCUREMENT	HR
Sales Skills	Finance and Banking	Purchasing	Daily Life in HR
Business Meetings	Accounting and Tax	Describing Graphs	HR - Hiring and Firing
Negotiation and Argumentation	Financial Audit	Negotiation and Argumentation	Learning & Development Guru
Customer Care	Describing Graphs		Language Screening
BACK OFFICE	SPECIFIC SITUATIONS	SPECIALISTS	FOR EVERYONE
Office Language	Language for Receptionists	Marketing	Be Confident on the Phone
Presentation Skills	Business Trips	Logistics	Be Confident in Writing
Be Confident on the Phone	Safety at Work	Law	Practice Your Presentation Skills
Be Confident in Writing	Time Management	Insurance	Office Language
		Journalism	Cross Culture
		IT	Teleconference



We are happy to prepare other topics in any language according to your needs.



PRICE

1 day course (4x 90 minutes) 16 000 – 20 000 Kč

The price of a specific course is determined by an individual calculation based on required parameters (topic, intensity, location, number of courses, etc.). The price always includes management of the course, including needs analysis, employee testing, the course itself, materials for participants and course evaluation.

HOW THE COURSES ARE ORGANISED

1. Select a topic & nominate participants

You choose a topic and prepare a list of students
(we recommend 4–8 people / course)



2. Needs analysis

Needs analysis – consultation with HR, the
individual participants or their managers



3. Set a date, intensity and location

Intensity – we recommend 4x 90 minutes per
day, typically for 1 or 2 days

Choosing a date – according to your needs

Location – teaching directly at your company or
premises provided by our language school



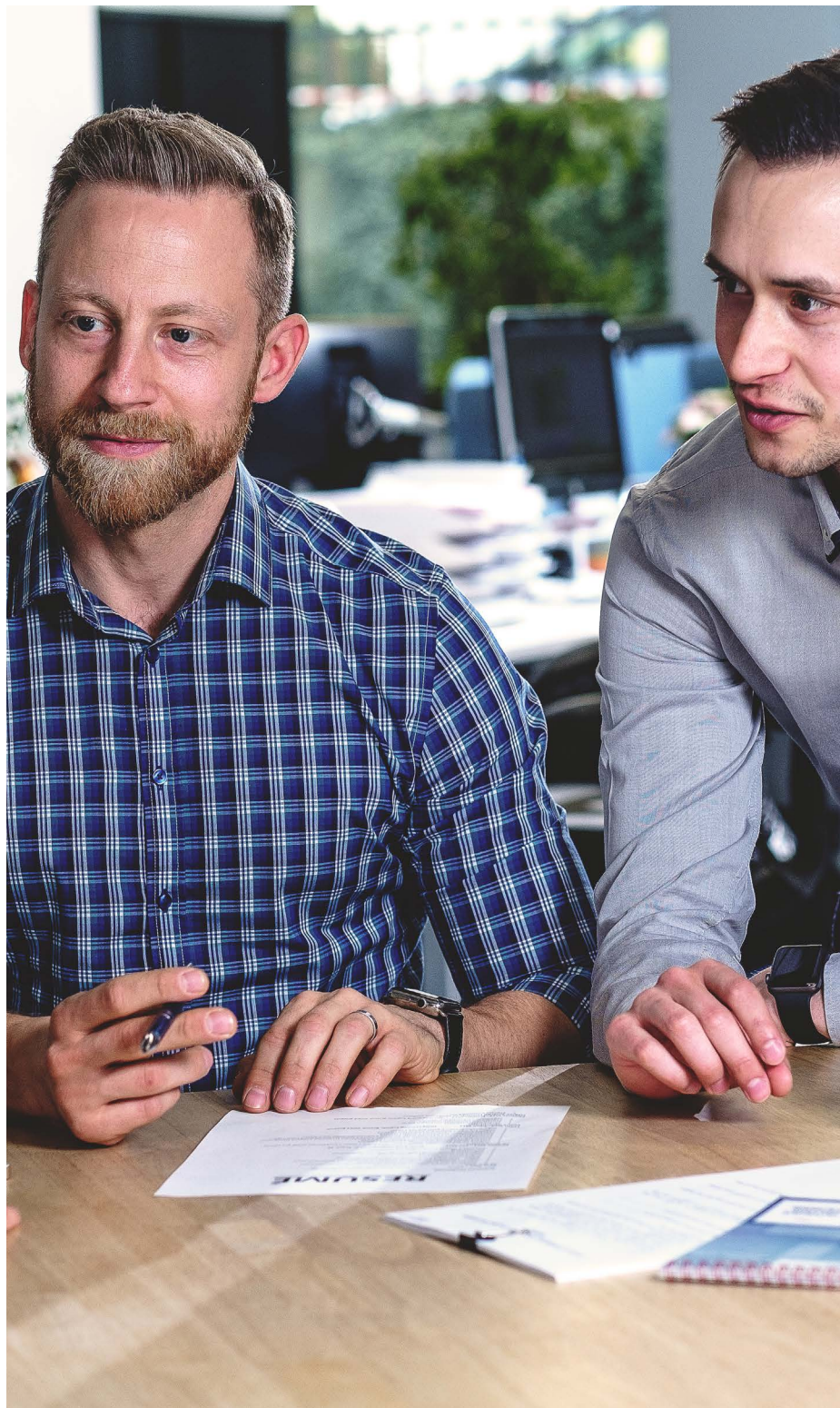
4. Feedback

After the course – we collect feedback



5. Language skills testing (if needed)

Testing language skills of the participants after
the course by the teacher or through mystery
shopping / calling



DISCUSSION CLUBS

WHAT YOU CAN LOOK FORWARD TO:

- ▶ Led by our TOP teachers.
- ▶ 90 minutes 1x per month, max. 6-8 participants in a group.
- ▶ Benefits of each discussion club clearly outlined.
- ▶ Preparation material (questions, video etc.) sent to participants 3 days in advance to get them thinking about the topic.
- ▶ Materials and a summary of the discussion and vocabulary sent to participants afterwards.
- ▶ Also available in other languages

The topics are split into groups to make it simpler for you:

GENERAL Topics suitable for anyone.

HR Topics for people working in HR and personnel departments.

BUSINESS Topics with a focus on sales.

MARKETING + PR Topics about marketing and communication.

The most popular topics are listed on the following page. Other topics are listed below, and we will be happy to tailor them to suit your needs.

OTHER POSSIBLE TOPICS

- ▶ Travelling
- ▶ Crime and punishment
- ▶ The future of books
- ▶ Sustainable lifestyle
- ▶ Reality TV and TV contests
- ▶ Ethics in sales
- ▶ Fair Trade
- ▶ Reputation of Czech sport
- ▶ Standing of Czech sport
- ▶ American vs. European cinematography
- ▶ Customs and traditions

WHO DISCUSSION CLUBS ARE FOR:

- ▶ Those who deal with customers in a formal or informal environment.
- ▶ Employees who attend meetings or social events at which they need to make small talk.
- ▶ Anyone who needs to respond quickly.
- ▶ Those who want to train their critical thinking and team work skills.
- ▶ Anyone who appreciates an excellent addition to their regular language course.



PRICE

You can buy discussion clubs as packages:

6 sessions 20 990 Kč

12 sessions 39 990 Kč

If you are interested in more sessions, we will be happy to send you an individual offer.

POPULAR TOPICS

CREATIVE THINKING

In teams, you will deal with common work tasks by 'thinking out of the box'; you will learn phrases related to expressing an opinion, agreement and disagreement, and in the final part of the session there will be presentations of your solutions and a comparison of them.

GENERAL

GENERATION X VS. Y VS. Z

You will compare whether intergenerational differences exist and, if they do, specify what they are. In teams, put together work habits, strengths and weaknesses, and then summarise them in a discussion with the help of case studies of top companies in the world.

GENERAL

E-COMMUNICATION VS. FACE-TO-FACE COMMUNICATION

You will deal with case studies in communication and compare their effectiveness, solve problems and share your experiences. At the end, you will work together to create a list of best practices for e-communication and also for live communication.

GENERAL

MARKETING + PR

MY OWN COMPANY

As part of this discussion club, you will 'set up' small firms and progressively respond to various events and market developments. At the end, you will present your company Dragon's Den style to possible investors, and you will try to convince them that you are the one they should give their capital to.

BUSINESS

FUTURE OF EMPLOYMENT

You will analyse the latest forecasts on the direction of the labour market, and, using case studies, take a look at the positives and negatives of various approaches. In teams, you will present your observations to other participants. Finally, there will be a discussion.

GENERAL

HR

IDENTIFYING SWOT

Your assignment will be to identify the strengths and weaknesses of the firm allocated to you. The main part of the session will be comprised of group work in which each small group will, as a team of consultants, prepare a presentation with recommendations for the firm.

BUSINESS

FAKE NEWS VS. REAL NEWS

As part of this discussion club, you will work in teams to analyse reports and decide whether they are fake news or trustworthy information. Together we will create a checklist to evaluate the objectivity of sources and debate the restriction of freedom of speech and access to information.

GENERAL

MARKETING + PR

MAKING DECISIONS

During the session, you will test how you would react in dangerous life situations and discuss the decision-making process. In the second part of the session, the conversation will be aimed at the decision-making of companies in crisis situations.

GENERAL

INNOVATIONS AND TECHNOLOGY

You will discuss the impacts of modern technology on employment and the business environment, challenges of the 21st century and how to cope with them. Working in teams, you will prepare case studies of companies that urgently need to innovate to stay competitive.

BUSINESS

WORK-LIFE BALANCE

In this session you will share experience on how you try to balance your work and your life outside of work. Share your tips and tricks, point out possible dangers and how to avoid them, and create a top 10 of advice to have an effective work-life balance.

GENERAL

HR

SCAMS, FRAUDS AND CON-ARTISTS

In this session, we will go through vocabulary connected to insurance fraud and con-artists and look at several case studies of fraud. You will debate if it was possible to prevent them in some way, and you will finish off with a role play on the topic of 'verifying an insured event'.

BUSINESS

CHOOSING THE RIGHT PERSON

During the session you will analyse the attributes that people need for various positions. The core of the session will be comprised of group work in which you will select the best candidate to be the next James Bond.

HR

LANGUAGE TRICKS

LANGUAGE TRICKS I: HOW TO LEARN EFFECTIVELY



How to get motivated

We find out what defines our inner attitude towards learning and try to uncover if and why we actually want to learn new things or not. We take a look at common motivation to learn foreign languages and learn about auto-concepts and why they are so important for our education.



Why does 'I want to speak English' not actually work?

How to recognise an effective target for your learning and why 'I want to speak English' isn't one of them. We learn the aspects of a good education target and why it is so important to think more about our learning.



Just pointlessly for no reason? No - effectively!

We will tell ourselves how often and how long to learn for in order to be able to perceive advancement. We will analyse what science states about method of learning and why memorising is not our best friend. We will also tackle less obvious but more substantial factors affecting our learning.



Tips and tricks

Of course, those who are looking forward to various tips and tricks for learning will also get what they want – we will take a look at different approaches to vocabulary, grammar, written material and spoken material. One of the methods we investigate is the use of micro-events.

LANG. TRICKS II: HOW TO UTILISE TECH



How to change "watching" a series into learning

You surely know this – you're watching your favourite series and you have a feeling that you've connected something enjoyable with something useful. You will learn something new to a certain extent, but it can be done much better and more effectively. The secret is active learning - and it really doesn't mean "watching".



A smart phone as a buddy

Are you missing a sparring partner for communication in a foreign language? Are you unsure about your pronunciation? Your own smart phone and automated questioning and dialogue can help you. We can also take a closer look at Google Translate, and see that it's useful for more than just translating.



Cloud solution for your learning

We take a look at everything cloud solutions are useful for, how difficult it is to lose a task that we recorded earlier online and how your calendar can help you learn more frequently and better.



Education apps

We choose the best from the huge number of applications available online! We discuss their strengths and weaknesses, and we try some of them out. As a bonus, you will get familiar with a couple more apps that help you with things such as checking grammar, taking photos, and transforming piles of papers into a simpler and lighter format.



LANGUAGE TRICKS III: HOW TO WORK THROUGH BLOCKS



Why talent isn't that important

Well-known and well-worn arguments from students that they aren't doing well because they don't have a 'talent for languages' are now passé. Together we learn that while talent can help a lot, there are several much more substantial criteria for success.



How to work through blocks

We learn why blocks occur and what is actually hidden behind them, what will help us eliminate them, what we can manage on our own and when it's better to consult a specialist. We also investigate in greater detail the most frequent blocks that we bring with us from school.



Busting myths

We discover why learning based on learning styles doesn't work, and how the right and left hemispheres of the brain function in learning. We see why studying for many hours in a row produces poorer results than if we spread the learning out into shorter, more frequent sections. We will also look at why people think that intelligence cannot be influenced.



Learning a little bit differently

Finally, we learn various effective methods that help make us better and more satisfied students – we employ, for example, 'interleaving', self-testing, auto-dialogues and more.

2x60

Tricks I How to learn effectively

- Motivation
- Setting targets
- Learning methods

SEMINAR

2x60

Tricks II How to utilise technology

- Apps
- Work with the cloud
- Audio and video

SEMINAR

2x60

Tricks III How to work through blocks

- Work with errors
- Learning strategy
- Myths about learning

SEMINAR

4x90

Whole day course

- Combination of all modules
- Creation of an education plan
- Restart of your learning

COURSE

Study in peace on the OTHER SIDE OF THE WORLD...

「LANGUAGE STAYS」

LANGUAGE STAYS ABROAD

WHY CHOOSE A LANGUAGE STAY ABROAD WITH US

Maximum concentration

No meetings, no colleagues, reports, superiors or clients, a minimum of phone calls and e-mails. Everyone there is trying to do one thing – teach you a foreign language.

Great benefit

A language course abroad is a great combination of work and fun. Use it as a motivational tool for your best employees.

Supporting motivation

If you decide to study abroad, the decision itself increases your motivation to study. The course will encourage your enthusiasm even more!

Overcoming barriers

In any activity, the key motivator is knowing “that it was worth it”, and that the knowledge gained can be used in practice. A language stay abroad gives you very strong evidence of that.

Rapid progress

Your learning is truly intensive. The courses typically have 5 or more hours of teaching per day and all additional communication is also in the target language.

Guarantee of school quality

The schools we cooperate with know how to prepare courses for managers and they provide great teachers who know the target language to an exceptional level. Key features for us are membership of associations, references, feedback from our students, long-term cooperation, a personal visit and knowledge of the school's personnel.



“ Consider whether it's more efficient for you to take an intensive course and apply the new knowledge directly in practice, or to keep developing your language skills continuously in small steps. ”



Denisa Krahulíková
Product Specialist

HOW THE COURSES ARE ORGANISED



Language and location

- ▶ English
 - Australia, Ireland, South Africa, Canada, Malta, New Zealand, USA, UK, Cyprus, Barbados
- ▶ Spanish
 - Argentina, Ecuador, Guatemala, Chile, Cuba, Columbia, Costa Rica, Mexico, Spain, Venezuela
- ▶ French
 - France, Canada, Switzerland, Guadeloupe
- ▶ German
 - Germany, Austria, Switzerland
- ▶ Italian, Russian, Chinese, Hungarian, Greek, Dutch, Portuguese



Target group

- ▶ Managers
- ▶ Adults
- ▶ Young people
- ▶ Children



Intensity of teaching

- ▶ 20—40 hours / week



Course type

- ▶ Individual
- ▶ Small group course (2—6 students)
- ▶ Group course
- ▶ Combined (group teaching in the morning sessions, individual lessons in the afternoon)



Teaching focus

- ▶ General language
- ▶ Business
- ▶ Specific requirements (finance, HR, law, technology, IT, etc.)



Transportation

- ▶ Plane, train or bus, taxi or other connecting service from the airport



Accommodation

- ▶ With a family, or in a hotel or apartment



Insurance

- ▶ Travel insurance and cancellation insurance



Visa

- ▶ For countries where a visa is required, we will help you with the paperwork

PREPARATION OF THE COURSE

NEEDS ANALYSIS	OFFERS + PRICES	SELECTION OF COURSE	INFORMATION PACKAGE	DEPARTURE + COURSE	RETURN
<ul style="list-style-type: none">■ Determining your expectations and requirements	<ul style="list-style-type: none">■ Information about the location, school, course	<ul style="list-style-type: none">■ 3–4 weeks before departure■ Ordering and payment	<ul style="list-style-type: none">■ 1–2 weeks before departure■ Details of the trip (address of your accommodation, map of the city, where to be and when, plane tickets, insurance etc.)	<ul style="list-style-type: none">■ Start of training + feedback■ Teaching■ Accompanying programme■ End of course	<ul style="list-style-type: none">■ Back on Saturday or Sunday■ Obtaining detailed feedback

FAVOURITE DESTINATIONS

ECS SCOTLAND - EDINBURGH

- ▶ lessons in small groups
- ▶ courses for demanding clients
- ▶ located in the centre of Edinburgh
- ▶ courses which mainly focus on conversation

ECS Scotland

European Communication Services Scotland (ECS) was established in 1995, it is recognised by the British Council and is a member of the UK English Association. This family school focuses on the most demanding clients. ECS Scotland is located in the centre of Edinburgh in a three-storey renovated building dating from the 18th century. The school has 5 classrooms, a clubroom and a study with a library and Wi-Fi.

Edinburgh

Recognised as the capital of Scotland since at least the 15th century, Edinburgh is home to the Scottish Parliament and the seat of the monarchy in Scotland. Historically part of Midlothian, the city has long been a centre of education. Its historical and cultural attractions have made it the United Kingdom's second most popular tourist destination, attracting over one million overseas visitors each year.

Courses:

- ▶ Group (intensity
15 – 20 lessons / week)
- ▶ Individual (intensity
15 – 25 lessons / week)
- ▶ Combined group and
individual

Accommodation:

- ▶ Family
- ▶ Family executive



PRICE

from 20 100 Kč / week

The price stated is for one week without VAT.

THE LANGUAGE ACADEMY - FORT LAUDERDALE

- ▶ lessons in small groups
- ▶ prestigious school
- ▶ individual care

TLA

The Language Academy (TLA) is based in the centre of Fort Lauderdale, in close proximity to the main Las Olas Boulevard and 25 minutes from Miami by car. The school has its own Media Centre, which students can use for their individual studies or for dealing with their email correspondence. The Wi-Fi connection is free. The school principal and owner, Marco Pinna, personally oversees that the students at the school are satisfied and that they receive valuable experiences from the courses.

Fort Lauderdale

Fort Lauderdale is a prestigious Florida resort with beautiful white sand beaches and an extensive network of canals, thanks to which it has been given the nickname, the “American Venice”. Fort Lauderdale offers many diverse free time activities. You can watch alligators in the Everglades, discover space shuttles at the Kennedy Space Centre, go shopping in one of the biggest shopping malls in the world, Sawgrass Mills, and much more.


Courses:

- ▶ Group (intensity 20 lessons / week)
- ▶ Individual (intensity 20 – 30 lessons / week)
- ▶ Combined group and individual

Accommodation:

- ▶ Family executive
- ▶ Apartment





PRICE

from 25 200 Kč / week

The price stated is for one week without VAT.

ST. GILES - LONDON

- ▶ business English courses for managers
- ▶ maximum of 5 students per class
- ▶ excellent facilities
- ▶ in several countries

St. Giles

The school has a long tradition and extensive experience of teaching English courses for managers. The school was established in 1955, it is recognised by the British Council and moreover it is a founding member of the UK English Association (schools recognised by the British Council). St. Giles London Central is excellently equipped with interactive whiteboards, Wi-Fi and study centre. It is based in a large building dating from the end of the 19th century located in the heart of London, within easy walking distance of famous London sights such as the British Museum, Covent Garden and the West End.

London

London is one of the largest European capital cities with numerous interesting cultural and historic sites to visit. You will never be short of something to do in this vibrant city full of an exciting mix of old and new. There are so many iconic landmarks to discover throughout the city.

Courses:

- ▶ Group (intensity
20 – 35 lessons / week)
- ▶ Individual (intensity
20 – 35 lessons / week)
- ▶ Combined group and
individual

Accommodation:

- ▶ Family superior
- ▶ Hotel



PRICE

from 28 550 Kč / week

The price stated is for one week without VAT.

INLINGUA - SALZBURG

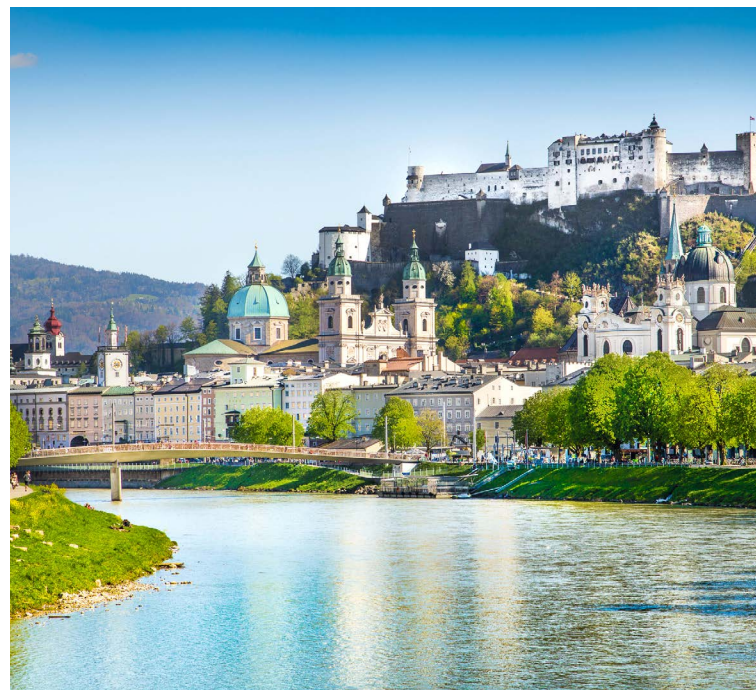
- ▶ extensive experience with courses for managers
- ▶ top quality teachers and well-developed methodology

InLingua

The school has extensive experience of providing German courses for adults and managers and it has top quality teachers and a well-developed methodology. The Inlingua school also teaches foreign languages, where you can get to know German-speaking students. Inlingua Salzburg is based in the pedestrian zone in the centre of the town, and it has 5 classrooms, a clubroom and free Wi-Fi.

Salzburg

Salzburg is located in southwest Austria on the Salzach River. This wonderful historical town, the birthplace of Mozart, hosts spring and autumn music festivals, theatre performances and diverse museum exhibitions. The main sights definitely include Mozart's family home, the Hohensalzburg fortress and the Cathedral of Saint Rupert and Saint Virgilius.



Courses:

- ▶ Group (intensity 15 – 25 lessons / week)
- ▶ Individual (intensity 20 – 30 lessons / week)
- ▶ Combined group and individual

Accommodation:

- ▶ Family
- ▶ Guest-house



PRICE

from 15 080 Kč / week

The price stated is for one week without VAT.

LANGUAGE STAYS IN THE CZECH REPUBLIC

ENGLISH & WELLNESS WEEK

Location

The peace and quiet of nature, relaxation, and qualified teachers. That is all you need to effectively improve your English.

Intensity

20 / 30 lessons in 4 / 5 days will help you refresh your knowledge of English; the course may also motivate you for the further regular development of your language skills.

Great price

For the price that you would normally pay just for accommodation at the resort, we offer you all the facilities for guests but, most importantly, a language course led by our best teachers.

HOW THE COURSE IS ORGANISED

- ▶ 20 / 30 English lessons.
- ▶ Lessons are always adapted to the level of the students.
- ▶ Combination of general and business language.
- ▶ Focus on the practical use of the language in the work environment and in conversations.
- ▶ We will gladly adjust the stay according to your needs.
- ▶ It is possible to organise the course in any accommodation according to the client's wishes.
- ▶ We organise the courses on request. The minimum number of students in a group is 5.



LANGUAGE STAYS AT SVATÁ KATEŘINA

The price includes:

- ▶ An intensive English language course
- ▶ 4 nights in a Shiraz double or single room
- ▶ Full board (from lunch on Monday until lunch on Friday)
- ▶ Unlimited access to the wellness / fitness facilities for the entire duration of your stay
- ▶ Unlimited rental of sports equipment for the entire duration of your stay
- ▶ 2 stretching classes during the course
- ▶ Transfer from Počátky (fenced car park) to the resort and back
- ▶ 10% discount on all treatments and massages (does not apply to already discounted packages of recommended treatment combinations or massages for two)

For more information about the resort, visit:

www.katerinaresort.cz/en



PRICE

Monday – Friday from 16 990 Kč

(30x 45 minutes of teaching)

Guide prices only (per person, without VAT, and applicable when 5 or more students attend).

LANGUAGE STAYS AT MAXMILIAN LIFESTYLE RESORT LOUČEŇ

The price includes:

- ▶ An intensive English language course
- ▶ 3 or 4 nights in a double or single room
- ▶ Full board
- ▶ Unlimited access to the wellness facilities for the entire duration of your stay
- ▶ Free admission to the château grounds
- ▶ Parking at the hotel
- ▶ 10% discount off the services of a professional masseur
- ▶ Guided tour of the château for a special price

For more information about the resort, visit:

www.maxmilianresort.cz/en



PRICE

Thursday – Sunday from 9 850 Kč

(20x 45 minutes of teaching)

Monday – Friday from 12 790 Kč

(30x 45 minutes of teaching)

Guide prices only (per person, without VAT, and applicable when 5 or more students attend).

We do translations so no text
will be ALL GREEK TO YOU.

「 TRANSLATION AND INTERPRETING 」



TRANSLATION AND INTERPRETING

ONE SUPPLIER = MORE THAN 80 LANGUAGES

Not only language education, but also complex translation and interpreting services all from one supplier.

Wide array of services

- ▶ Translation of general and specialized texts
- ▶ Legally verified translation
- ▶ Proofreading
- ▶ Transcription (from an audio file, or from other scripts into Latin script) and/or subtitling
- ▶ Regular and express deadlines
- ▶ Translation between various languages
- ▶ Interpreting services (including necessary technical equipment)

WE TRANSLATE

- ▶ General and specialised texts
- ▶ Product sheets, manuals
- ▶ Marketing materials, web pages and other materials
- ▶ Video-materials
- ▶ Internal company documents
- ▶ Contracts, business correspondence, credentials
- ▶ Documents with legal verification



Martina Holeková
Product Specialist

“ A translator always picks the expression that he or she believes best fits the overall context. But in most languages, one particular word can often be translated by several different synonyms, which is why we work with translation memories and terminology glossaries for each of our clients. This means that we can keep track of preferred expressions and that the texts and terminology used are consistent. **”**

Modern technology

Thanks to modern technology for processing and text formatting, we will always deliver your text in the same format as the original.

Deadline guarantee

We guarantee to meet the deadline of the job.

TAILOR-MADE TRANSLATION GLOSSARY

The client glossary contains specific terms used by your company (names of products, job positions, processes, etc.) and the approved and prohibited translations of certain terms. We will create the glossary based on translations we have already done for you. If you already have your own company glossary or a list of terminology used in a given field in a set foreign language, just send it to us.



PRICE

Transl. to Czech	from En, Ger, Sk 340 Kč	from other lang. from 360 Kč
Transl. from Czech	to En, Ger, Sk 380 Kč	to other lang. from 420 Kč
With notary verification	from 480 Kč	
Express charges	within 24 hours 50 %	within 48 hours 30 %
Interpreting	up to 4 hours from 6 000 Kč	4 – 8 hours from 10 800 Kč

The price of a translation includes:

- ▶ Translation by a translator experienced in the field
- ▶ Proofreading by an internal translator
- ▶ Fact checking (consistency of translation, numbers etc.)
- ▶ Adjusting the format to match the original (according to type of document sent)

Prices exclude VAT.

Translation prices are per 1 standard page = 1,800 characters including spaces. For regular cooperation, we will prepare an individual quotation for you.



REFERENCES

We have been cooperating with JCL for several years. We are a very technical focussed company and highly appreciate that JCL translators know our scientific terminology and so we can be sure that they will do all translations in accordance with the technical terms. Actions and reactions are quick and we always get a response to our demand within 2 hours. Meeting deadlines is an automatic service.

Renata Štieglarová
Schindler



Schindler

JCL has been providing our company with language services for a long time - specifically they provide us with language courses and translation. In general, we are very satisfied with the cooperation, the deadline of translation is always respected and sometimes we use the express service or translations with a notary verification and signature. In case of specific requirements, JCL always comes up with a quality proposal for solutions.

Lucie Dýnková
Office Depot



Cooperation with James Cook Languages was a step in the right direction for our company PepsiCo s.r.o. JCL services are always provided on time and in the highest quality. JCL employees are helpful and customer oriented. We look forward to our continuing cooperation.

Jana Mišovicová
PepsiCo



PEPSICO



We carefully prepare exactly
YOUR CUP OF TEA.

「PREMIUM LANGUAGE CONSULTING」



PREMIUM LANGUAGE CONSULTING

Language of Leadership

- ▶ Motivational speeches
- ▶ Crisis communication
- ▶ Mentoring and coaching

International Business Partners

- ▶ Business meetings
- ▶ International meetings
- ▶ Acquisitions and purchases

Language Performance Feedback

- ▶ Live coaching during a meeting or presentation
- ▶ Analysis of written communication
- ▶ Activities recommended for future development

Public Speaking and Presenting

- ▶ International conferences
- ▶ Company events
- ▶ Product presentations

In/Formal Networking

- ▶ VIP hospitality (eg. golf, horse races)
- ▶ Business dinners
- ▶ Informal meetings

Language Nuances

- ▶ Exact terms
- ▶ Strong and weak expressions and phrases
- ▶ Cross culture

Premium Language Consulting is not a regular class, it is a consultation and individual language mentoring which is tailor-made according to the client's needs.

A specification of this service is the high professionalism of the mentors, with maximum emphasis on meeting the demanding requirements of any client, time customisation and flexibility.

The consulting can be provided in English, German or Czech.

WHO THIS SERVICE IS FOR



Ludmila Lukešová
Key Account Manager

“ *This service is primarily intended for top management, business and financial directors or CEOs who have very little time and often don't want regular language training, for example because their language skills are quite advanced and they only need specific consultations.* **”**

WHAT WE HAVE ALREADY DONE FOR OUR CLIENTS

The technical director of an international automotive company prepared for a speech for the opening ceremony of a new model on the market at the Geneva Motor Show. They had two weekend meetings, during which the emphasis was on fluency and elegance of speech, taking into account the importance of the event.

The director for Central and Eastern Europe of one of the biggest brewery companies in the world prepared for motivational speeches to the individual managers of local companies in the context of restructuring the company. The preparation took 12 half-day meetings with our language coach during which they practised the specific speeches and prepared for possible reactions.



PRICE

Standard price: 60 minutes 2 899 Kč

The price is without VAT.

The initial consultation is free.

The price will always be calculated individually according to the requirements (topics, intensity, location, number of consultations, preparation of the mentor etc.)

The exact price will always be calculated specifically for you. For long-term use of the service we can set special price conditions. The price always includes the services, including analysis of client needs and time and overall performance of services.





We always think
of **SOMETHING NEW** for you...

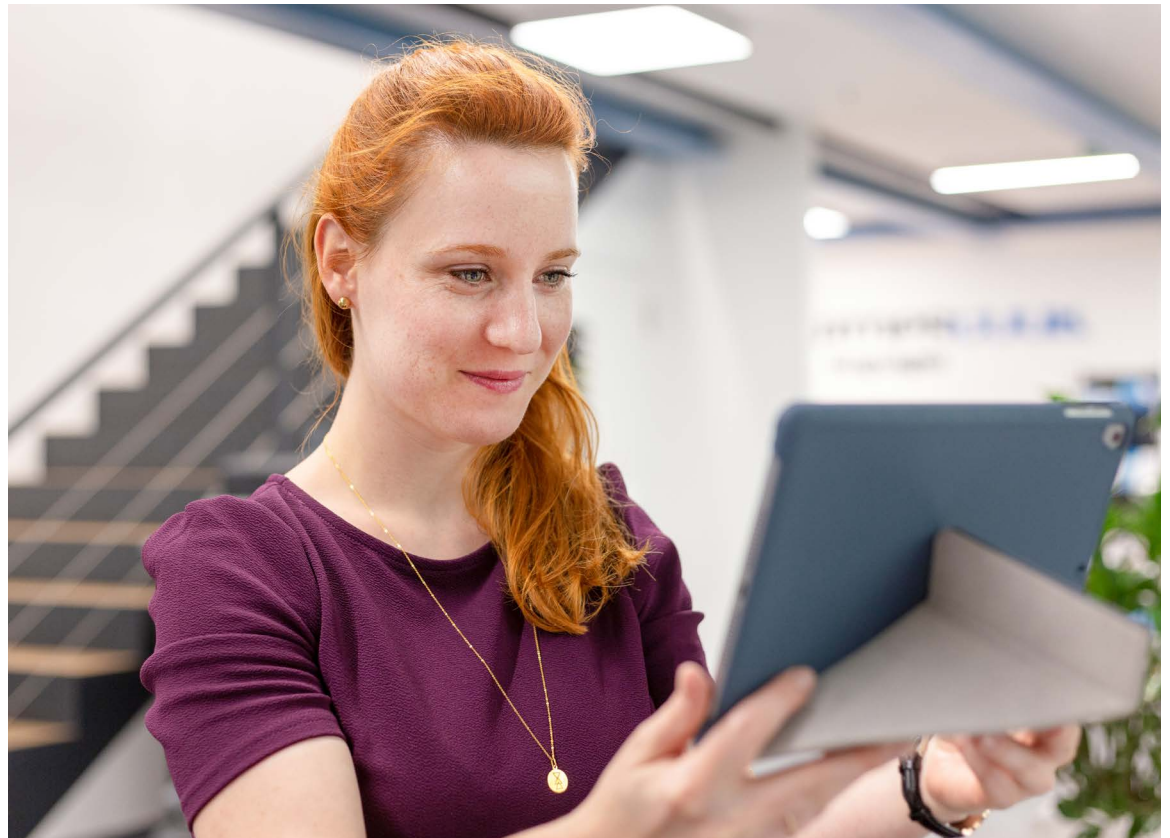
「 **NEW AND
ADDITIONAL
SERVICES** 」

E-LEARNING

- ▶ We offer top-range e-learning.
- ▶ www.onlinejazyky.cz
- ▶ A tool for practising language skills and knowledge.
- ▶ Six world languages, general and specialised courses.
- ▶ If you need e-learning with a specific content (focused on a particular thematic area), we will be happy to prepare it for you.
- ▶ One year of teaching entails more than 100 hours of instruction and practice and over 1,200 new words and phrases.
- ▶ E-learning is an interactive option for self-study, but we recommend it as a complementary tool to conventional training with a teacher, not as a separate product.

SKYPE LESSONS

- ▶ If you are really busy or travel a lot we will gladly prepare Skype lessons for you.
- ▶ If you miss your lesson or you can't attend it, you can have it with your teacher through Skype.



INDEPENDENT AUDIT, RECRUITMENT TESTING

- ▶ We offer our clients the independent testing of employees or candidates in the recruitment process.
- ▶ A standard part of testing is a language test and a personal interview in the given language for the comprehensive testing of both active and passive language skills.
- ▶ Results according to the Common European Framework of Reference for Languages are supplemented with written commentary and recommendations for future study.
- ▶ Fast, economical and flexible solutions.

INTERNATIONAL EXAMS

- ▶ We are certified to prepare students for ESOL exams from the University of Cambridge.
- ▶ We offer preparation courses for exams in which the concept of the course corresponds to the target test; lessons also include practice (mock) tests.
- ▶ We arrange all the registration paperwork for most international tests.



95% STUDENT SUCCESS RATE IN 2018



A MOTIVATIONAL TRAINING ELEMENT



A WAY TO MEASURE LANGUAGE LEVELS OR PROGRESS



CROSS CULTURE TRAINING

- ▶ Differences between various cultures and nations for those moving abroad, including to the Czech Republic.
- ▶ Personalised courses compare the cultures, communication, customs and environment of the relevant countries.
- ▶ This type of course is used primarily by multinational corporations and Czech firms that do a lot of business in foreign markets.





Thanks to us joining EDUA Group, our product portfolio is now complemented by our colleagues at **Jipka Language School** and **Top Vision education agency**. Our colleagues at Top Vision organise **soft and hard skills training and training for managers**. Selected trainings are also available in English.

ABOUT TOP VISION

- ▶ **We prepare tailor-made academies for companies**, and **organise conferences** with inspiring individuals.
- ▶ **Our teachers are successful and experienced** people who are up to date with the latest trends.
- ▶ We have been on the market for 17 years. Choose from our courses or get inspired at one of our conferences. For larger groups of participants from one company, we can tailor a course just for you, and it can be in English.
- ▶ For more information visit www.topvision.cz or contact us by phone on **tel. 234 718 721** or by email at **info@topvision.cz**.

We are #1 in managerial training & development

Our trainings and long-term development programs are led by lecturers and professionals with practical experience and great references. We also inspire and create opportunities for sharing experience at managerial conferences.

We create opportunities for your growth

No matter whether you wish to deepen your knowledge or develop managerial and communication skills of whole teams, we design an effective solution tailored to your needs.

We take care of everything

Our corporate clients do not need to take care of anything. Our educational programs start with an idea, continue with perfect implementation and end with evaluation of benefits and effectiveness.

Clients like to return to us

We cherish long-term relationships. We build on satisfaction and good references from corporate clients and participants of courses, trainings and conferences.

We have an experienced team

The experience and knowledge of our team guarantee our professionalism. We always follow the latest trends to be able to fulfil the most demanding requests of our clients.

We like our clients

We approach your development with creativity and enthusiasm. We approach everything with a smile and a helpful attitude. We always try to surpass your expectations.



SOFT SKILLS COURSES IN ENGLISH

Our most popular soft skills courses are also available in English. That means that your company can combine professional skills and language training, or also develop skills of your foreign employees.

NEW TO A MANAGERIAL POSITION

Find your management style and learn how to perform confidently in a management role.

- ▶ You will find out how to deal with the change in role, and how to work with colleagues who are now your subordinates.
- ▶ You will learn how to effectively communicate with and lead your team.
- ▶ You will discover the key to developing your own as well as your team's potential.
- ▶ You will learn how to solve sample conflict situations.

Course content

- ▶ Prerequisites for a successful start in a leadership position
- ▶ Leading people
- ▶ Creating a team which can solve even demanding goals
- ▶ Communicating up and down
- ▶ Managing conflict

PRESENTATION DESIGN OF THE FUTURE

Learn how to create engaging presentations and the audience will be yours.

- ▶ You will learn the basic principles of creating slide graphics and tips for working with presentation software.
- ▶ You will master the art of selling your idea in another way than simply describing the slide.

Course content

- ▶ Answer key questions about your presentations
- ▶ Organisation of ideas, structure and story
- ▶ Scientific research and what we can learn from it
- ▶ Corporate templates, logos and formats
- ▶ Visualisation and graphics, choosing graphs, images and colours
- ▶ Presenting with a presentation

SECRETS OF THE BEST SPEAKERS

Present your projects, ideas and products in an interesting, clear and confident way.

- ▶ You will learn how to present yourself, your company, products and projects impressively and comprehensibly.
- ▶ You will learn how to deal with nerves and fear, and how to respond to questions and unexpected situations.

Course content

- ▶ Audience analysis
- ▶ Visual aids and management of space
- ▶ Written preparation and presentation practice
- ▶ Paralinguistic elements of speaking, non-verbal communication
- ▶ Effective presentation structure
- ▶ Moderation and improvisation

TIME MANAGEMENT

Learn how to manage your time effectively and stress-free.

- ▶ You will learn how to identify priorities.
- ▶ You will learn what to change in order to avoid getting overwhelmed by work.
- ▶ You will try out various time management methods and find the most suitable one for you.

Course content

- ▶ 3rd millennium time management - current trends
- ▶ How time management affects work pace, performance and motivation
- ▶ Identifying what wastes our time
- ▶ Time management methods
- ▶ SMART method, Eisenhower principle, Pareto's 80/20 rule
- ▶ Practical tips for saving time every day



Jipka language school focuses on **public courses**, meaning courses which are paid for by the student rather than by their employer. They also **organise summer camps for children**.

ABOUT JIPKA

- ▶ All our language courses are led by **quality, experienced teachers** who are trained in both language and pedagogy.
- ▶ We have a total of **11 branches across the Czech Republic**.
- ▶ We have been on the market since 1998.
- ▶ Visit [**www.jipka.cz**](http://www.jipka.cz) for more information about our courses.

PUBLIC COURSES

- ▶ **Wide range of courses** in English, German, Spanish, Italian, French, and a further 48 languages.
- ▶ Each year new courses start in autumn (October), spring (February), and summer (June) semesters.
- ▶ At all branches - in Prague, Brno, Pilsen, Rokycany, and Hradec Králové.
- ▶ Teaching takes place in modern, well-equipped classrooms.
- ▶ All students take an **online language test** before enrolling in a course. We recommend the most suitable course based on your test results.

Group courses

- ▶ **Maximum 4 - 10 students in a group** for general courses, and 8 students for conversation courses and other business or specialised courses (preparation courses for international exams etc.). **In 'mini-groups' there are only 5 students.**

Individual courses

- ▶ **Teachers will fully adapt to your individual requirements**, time availability, teaching style and pace of study.
- ▶ **You can start anytime**, contact us and we will set up your tailored study plan to make learning as interesting as possible for you.
- ▶ It's possible to organise an individual course **for either 1 or 2 students at no extra cost**.

DAY LANGUAGE CAMPS FOR CHILDREN

- ▶ A rich, all-day programme full of fun lessons, experiences and new friends.
- ▶ In Prague and Pilsen, Brno and Hradec Králové.
- ▶ Under the patronage of the City of Prague and the Mayor of Hradec Králové.
- ▶ For primary school pupils aged 8 - 12 years.
- ▶ Food and drinks provided for the whole day (also for vegetarians) - hot lunch, 3 snacks, drinks.
- ▶ All teaching materials and loan of tablets are included.
- ▶ Groups of up to 10 children

What can children expect?

- ▶ Learning English, German or French
- ▶ Interacting with a native speaker
- ▶ Games, projects, videos
- ▶ Newly developed teaching methods especially for children
- ▶ Increasing vocabulary
- ▶ Improving pronunciation
- ▶ Afternoon adventure trips with new friends

RESIDENTIAL LANGUAGE CAMPS

- ▶ Let your children soak up the atmosphere of farm life, just as our ancestors experienced it. During the day the children will experience a whole-camp game with new friends, and in the evening they can look forward to a hot shower and a comfy bed. It will be an exciting all-day programme in English.
- ▶ **Morning English lessons** will focus on specific real-life topics connected with staying on a farm. We guarantee a minimum of 20 x 45 minute lessons in each camp block. **In the afternoon and evening there are activities** which allow the children to continue using their knowledge and **practicing their English in context**.
- ▶ The programme is aimed at children aged 8 - 15. The camps are divided into 2 age categories, 8 - 11 years and 12 to 15 years.
- ▶ Camps take place in July and August in 6-day blocks and run from 4pm on Sunday until 4pm on the following Friday.
- ▶ Transportation to and from the camp is not included. The farm is easily accessible and is located 11 km from Benešov u Prahy.
- ▶ Children are provided with 5 meals a day - breakfast, morning and afternoon snacks, lunch, and dinner, plus drinks.
- ▶ Accommodation is in 2 - 4 bed rooms in a beautifully renovated guest house. All bedrooms have a private bathroom with shower and toilet.



CONTACT

James Cook Languages s.r.o.

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E-mail: jazyky@jcl.cz

VAT number: CZ26753456

Web: www.jcl.cz/en

Follow us on social media:

facebook

Linked in

Instagram

CZECH REPUBLIC



Prague (headquarters)

Florentinum

Na Florenci 2116/15

110 00 Prague 1



Mladá Boleslav

Václavkova 1115

293 01 Mladá Boleslav



Brno

Dům Jakub

Jakubské náměstí 127/5

602 00 Brno



Hradec Králové

S. K. Neumanna 14

500 02 Hradec Králové



Ostrava

28. října 3346/91

702 00 Ostrava



Pilsen

Rooseveltova 10/9

301 00 Pilsen

SLOVAKIA



BRATISLAVA

Laurinská 18

811 01 Bratislava

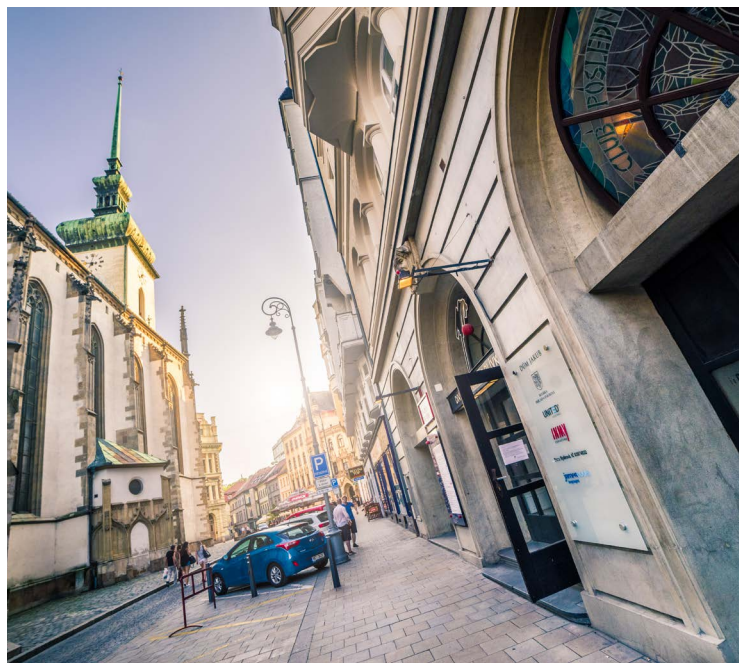
POLAND



WARSAW

ul. Wilcza 31 lok. 5

00-544 Warsaw





Because we care about the environment, all our catalogues are printed on paper certified by the FSC (Forest Stewardship Council). The paper comes from forests which are managed in accordance with the social, ecological and economic rights and needs of the current generation, without affecting the rights of future generations.

You can find more information about the FSC certification on www.czechfsc.cz.



jcl.cz

James Cook Languages s.r.o.

Florentinum

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