

# STUDENT PACK



## COFFEE TIME LANGUAGES

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*Coffee Time Languages*

# YOUR STUDENT GUIDE

Bonjour, hola and welcome to Coffee Time Languages!

We hope you are as excited as we are to start your course. You are now part of a language learning community. The information below details how the course is structured and what to expect.

Our aim at CTL is to get you speaking REAL French and Spanish in a relaxed and friendly environment.

## What To Expect

After booking your course, you will receive a welcome email and a student welcome pack. If you have booked face-to-face classes, you simply turn up at the venue at the lesson time and your teacher and group will be there to greet you. Look out for the CTL logo displayed on the table. We like to keep the groups nice and small (maximum 6) so everyone gets lots of opportunity to practise using the language. If you have booked an online course, you will receive welcome instructions on how to join the online lesson. We can host slightly larger groups online of 8 maximum.

We run 6-week courses throughout the academic year. We call each 6 weeks a term. See 2020/2021 term dates here:

TERM 1: 7th Sept – 16th Oct  
HALF TERM

TERM 4: 22nd Feb – 2nd April  
HALF TERM

TERM 2: 2nd Nov – 11th Dec  
CHRISTMAS BREAK

TERM 5: 19th April – 28th May  
HALF TERM

TERM 3: 4th Jan – 12 Feb 2021  
HALF TERM

TERM 6: 7th June – 16th July  
SUMMER BREAK





### How Does CTL Work?

You can do a 6-week course with us and stop, or carry onto the next term. There is no pressure. We don't do subscriptions or direct debits. Each course builds on the last, so even if new people join, you won't be repeating the course you just completed. To book your next course, simply head to the website [www.coffeetimelanguages.com](http://www.coffeetimelanguages.com)

### Course Structure

Each 6-week course is designed around a topic. The topic gives us structure and focus and helps us to concentrate on specific vocabulary and language. Your teacher will make the lessons creative and engaging and work with you on speaking, listening, reading, writing, grammar and vocabulary.

### Coffee Time Languages Learning Hub

We have a Facebook hub for CTL members. The hub is yours to communicate with each other and with us. Please use the hub to chat to fellow students, to share your language questions and to arrange your own meet ups where you can practise what you've been learning that week. We also update the page with useful learning tips and resources.

<https://www.facebook.com/groups/861154064335954>





### 'Classroom' Etiquette

Face-to-face classes: Please arrive on time and be prepared for your lesson. We recommend that you bring a pen, a notebook and some change for a delicious coffee. We also recommend a separate notebook for jotting down new vocabulary. Please be respectful of other members in the group. We give everyone equal speaking time. Please look out for and adhere to the Covid guidelines set out by the venue. If you have any queries or concerns tell your teacher or email [chloe@coffeetimelanguages.com](mailto:chloe@coffeetimelanguages.com)

Online classes: Please arrive on time to your Zoom lesson. Please be aware of background noises; i.e washing up or eating as they can be quite disruptive. If there is something going on at home, you can always mute your screen until the noise has passed. Please also avoid moving around too much, as this can be very distracting for the other members and the teacher. Please be respectful of others in the group. If you have any queries or concerns tell your teacher or email [chloe@coffeetimelanguages.com](mailto:chloe@coffeetimelanguages.com)

### Our venues

We like to get out of the classroom into the community and enjoy a coffee whilst learning. We like to support local, independent venues all of which provide lovely drinks and cakes for you to purchase and enjoy. Some students like to stay on for a little lunch or dinner after a class too!



### Course Payment

Course fees are paid online through our website:

[www.coffetimelanguages.com](http://www.coffetimelanguages.com) We do not offer refunds once courses are booked. See our policies below.

### Our Policies

Please see our legal, cookies and booking policies here:

<https://www.coffetimelanguages.com/copy-of-about>

### FAQs

Please see answers to our frequently asked questions here:

<https://www.coffetimelanguages.com/faqs>

### Queries

If you have any questions, please do not hesitate to get in touch with us.

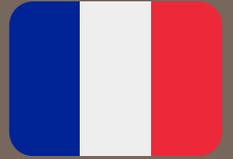
Office hours are 9-5 Monday-Friday.

[Chloe@coffetimelanguages.com](mailto:Chloe@coffetimelanguages.com) 07513181077

Happy learning! from Chloé and the CTL team



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# RESOURCES

## Translation

If you want to accurately translate, stay away from Google translate. Google Translate translates each word in a sentence directly which unfortunately doesn't come out as French the other side! Instead, try these free sites. Both can be downloaded as Apps too. Click on the link and it'll take you straight there!

### Reverso

Online translation and dictionary. The free App also has speech recognition so you can speak your phrases into the phone and have them translated aurally

[https://www.reverso.net/text\\_translation.aspx?lang=EN](https://www.reverso.net/text_translation.aspx?lang=EN)

### Word Reference

This acts more like a dictionary for single words. <https://www.wordreference.com/>

## Free Apps

Here are some of our favourite free apps to help you with your French. Search for them in your App store.

### DuoLingo

If you haven't already, download this free App it's a great way to learn and keep up your French. Incentivised by earning points for correct answers. You only have a certain number of lives but if you want to upgrade to the paid version you gain more lives and unlock more features.

### Memrise

Watch and learn real conversational language from native speakers. Get a personalised learning experience that gives you just the right level of challenge to keep you motivated. Upgrade and pay an annual subscription to unlock more features.

## YouTube

There are some great YouTube language teachers out there. Our top favourites for learning French are below. Click on the link and it'll take you straight to them!

Learn French with Alexa <https://www.youtube.com/user/learnfrenchwithalexa>

Learn French with Pascale <https://www.youtube.com/user/lrfrench>

Coffee Break French. This is also a podcast series.

<https://www.youtube.com/user/radiolingua>

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# RESOURCES

## Translation

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### Bravolo

Spanish English dictionary App with audio <https://bravolo.com/learn-spanish-phrasebook/>

### Reverso

Online translation and dictionary. The free App also has speech recognition so you can speak your phrases into the phone and have them translated aurally <https://context.reverso.net/translation/english-spanish/>

## Free Apps

### DuoLingo

If you havent already, download this free App it's a great way to learn and keep up your Spanish. Incentivised by earning points for correct answers. You only have a certain number of lives but if you want to upgrade to the paid version you gain more lives and unlock more features.

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There are some great YouTube language teachers out there. Our top favourites for learning Spanish are below. Click on the link and it'll take you straight to them! <https://www.youtube.com/channel/UCoHJ7PkM6T92LwgJgrnDhWA>

## Podcasts

We love Coffee Break Spanish. Click the link and scroll down to see free podcasts for all levels <https://radiolingua.com/coffeebreakspanish/>

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# TOPICS

From September 2020 through to July 2021 we shall be working with a syllabus. Each term will have it's own topic.

The topic gives us structure and focus and helps us to concentrate on specific vocabulary and language. Your teacher will make the lessons creative and engaging and work with you on speaking, listening, reading, writing, grammar and vocabulary. It doesn't matter if you are a beginner or an advanced speaker, your teacher will prepare the right class for you.

Here are the topics:

TERM 1 – Stories

TERM 2 – Health

TERM 3 – Family & Community

TERM 4 – Music

TERM 5 – Food & Drink

TERM 6 – Film & Entertainment

Your teacher will be using a variety of resources including books, news articles, apps, films, TV shows and more. Everyone learns differently and we like to accommodate all learning styles, and to keep it interesting!

We are really looking forward to learning with you and wish you all the best on your CTL journey.

Don't forget to follow us on our social media @CoffeeTimeLanguages to keep up-to-date with the latest classes and events.

