



Welcome to Virtually Fluent!

Hello!

Welcome to our new Absolute Beginner Pre-A1 course online. I am Hannah and I will be your English teacher throughout this course. I'm very happy to have you in my class and I'm excited to help you improve your English. In this document, you will see some important information about your course, so please read this very carefully!

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Contact Details

The best way to contact me is through our website. You can use our private messaging tool and message the administration account (@virtuallyfluent) or me (@hannahwilkinson).

You can also send me a direct email hannahwilkinson@virtually-fluent.com.

You can also send me a Whatsapp message +44 7792 409 437.

Please note the time difference between the UK and your own country. I will be online during working hours (8am - 9pm GMT) and will reply to emails/messages/Whatsapps during these times.

Course Objectives

Pre-A1 is a complete beginner in English with no prior knowledge of the language. Our pre-A1 course teaches English from level zero, covering the most basic topics and grammar in the language. If you have never learnt English before then this is the course for you. Topics include greetings, personal information, numbers, colours and dates.

- To understand everyday expressions and a basic conversation in English
- To use everyday expressions and have a basic conversation in English
- To introduce yourself and others
- To ask and answer questions about personal details

Schedule

Your course is completely online. You will have 1.5 hours of Zoom classes each week. In these classes, you will complete a variety of activities and all resources will be made available to you via our website.

#	Topics			
1	Greetings / The Alphabet	Numbers 1-1000	Personal Information	The Calendar/ Colours
2	Verb To Be & There Is / There Are	The Phonetic Chart	Question Words	Telling The Time
3	Basic Phrases	Countries	In The Classroom & Demonstrative Adjectives	Classroom Commands
4	Sports/ Play, Do and Go	Sports	Hobbies	Opinion Verbs
5	Review	Review	Review	Review

Getting Started

Starting a new online course can be a little bit stressful and some people feel nervous before their first class. There is nothing to be nervous about, I'm here to help you! However, you can do some preparation to make sure everything runs smoothly.

 Investigate your Pre-A1 page and course group to access all the materials and resources for our course

 Become comfortable using our website and access all the resources and tools available to you. You can take our introduction and explanation course to be sure:

<https://virtually-fluent.com/courses/virtually-fluent-academy-introduction/>

 Check your Zoom account works, you have good Internet connection and that your audio and camera are both working well

 Check the time of the class in your own time zone and make sure you're free for the 5 weeks of this semester

 Join all our social media pages to see all the amazing content we upload!

Attendance and Participation

We expect our students to attend all classes every week. If you cannot attend a class, please inform me, so we can make the necessary adjustments. In the case you can't attend a class, all materials and resources used will be available on our website. It is your responsibility to complete any tasks/homework from this missed class and catch up. We will cover one new topic in each class, so it's important to catch up.

All our classes on Zoom are recorded and you can easily access all recordings and watch them back on our website.

If you cannot attend the classes regularly, you may not be allowed to continue with the online course. These are intensive courses that try to push students hard in their

English to learn effectively and our teachers work very hard to provide this intensive experience.

We ask all our students to fully participate in all our classes. Having online classes requires more energy, more interaction and more conversation so don't be shy to talk! We learn from mistakes made and the only way to truly improve your English is to constantly practice.

There may be additional homework or tasks to be completed daily. If you don't complete these activities, you may find it difficult to understand our classes. These activities have been designed to help you improve your English.

Course Tools

Our primary tools are Zoom and our website.

Zoom

All our online classes happen on Zoom. Please check your Zoom account is working and you understand the basic features of Zoom.

In our online classes, I will sometimes share my screen with you and you will be able to see my whiteboard in our class too. Please have a notebook/pen or a notes tool available for our lessons. I will use the chat tool on Zoom to write any corrections of vocabulary so please familiarise yourself with this tool.

Learning a language is a difficult skill, but body language helps us understand. For all our classes, please have the camera on. Feel free to wear comfy clothes (even pyjamas are OK!) but please have the camera on. In addition, please make sure your microphone works well and your speakers too so we can all communicate well. You will need a good Internet connection and a quiet area for no problems in our class. During our class, you may need other tools open, such as our website.

Our Website

All our class resources can be found on our website. You have a special group that only me and the members of this group can access. Anything you upload here is only seen by us. You can start forums here, ask questions to your classmates about the tasks, interact with each other and access all the documents. This group link can be found on the dashboard: <https://virtually-fluent.com/dashboard/>

You will also have access to all the Pre-A1 courses on our website. We teach this content inside our Zoom classes, but if you would like to practise with extra activities or quizzes or review the rules, you can easily access all the content in these courses for support.

You can find instructions for all our tools on our website through a sample course. Please complete this before your first class: <https://virtually-fluent.com/courses/virtually-fluent-academy-introduction/>.

However, if you have any questions about how to use the website, please contact your teacher and they will be happy to help you.

Feedback

Virtually Fluent is a brand new company and I'm working really hard to bring English to as many people as possible for a low cost. I would really appreciate that you provide me with detailed feedback so I can constantly improve. At the end of this course, there will be a feedback form to fill in and at the end of each month I may send you an email to get some feedback. I will also ask you to write a detailed review on my website at the end of this course and help me spread the word about my brand new online intensive courses.

Additional Resources

Our website has so many amazing tools to help you with your English outside our classes.

- 1) We have an in-built translator. I recommend having this open during our class to help with any vocabulary: <https://virtually-fluent.com/translator/>
- 2) We have a list of our favourite resources online for you to explore: <https://virtually-fluent.com/additional-resources/>
- 3) We recommend taking our Learner Styles quiz to test your style of learning. This way you can find suitable activities in English: <https://virtually-fluent.com/learner-types/>

Course Rules

When you create an account on our website, you will accept the general terms and conditions. In general, I have three important rules for our classes.

1) Be motivated to learn English!

You only truly improve your English when you are motivated to learn.

2) Speak only in English!

This is difficult as a beginner, but from our first class everything will be in English. It will be intensive, but hopefully a rewarding experience.

3) Fully participate

As a teacher, I can only help you improve if you participate fully in our classes. This means completing all the activities, answering all questions, speaking as much as possible and connecting and communicating to the other course learners on our website!

A final welcome to you and I look forward to seeing you in our first class!