

UKCE Course Design

Basic Principles

The courses are designed to follow the communicative approach. Teachers are expected to provide practice for all skills; Reading, Writing, Listening and Speaking as well as teaching grammar, vocabulary and pronunciation from each unit in their coursebook – adding materials to supplement the core syllabus with regularly updated and engaging materials.

The role of coursebooks

Teachers follow the 12-week syllabus for their classes. The syllabus for the General English classes requires the teacher to use a given unit of the coursebook for a given week and provides supplementary material which addresses related language points from that unit. Teachers are free to use any extra resources and materials from course books other than the prescribed ones and the intention of the syllabus is to provide teachers with a scheme of work for coming weeks and to tie in our classes with the CEFR, not to limit the teachers. Suggested improvements to the syllabus are welcome and implemented on an ongoing basis. Where there are difficulties raised by the syllabus (for example, by a student who has completed the designated coursebook before), the Academic Team will provide advice.

Currently, the designated books are:

Level	Course book	CEFR Level
Novice	Empower/English File	A0
Seeker A	Empower/English File	A1
Seeker B	Empower/English File	A2
Skilled	Empower/English File	B1
Skilled+	English File	B1+
Scholar A	Empower/English File	B2
Scholar B	Empower/English File	C1
IELTS	IELTS Advantage Writing Skills/ The Complete Guide to IELTS/ Mindset 3	B2+
OET	Official guide to OET, OET: Medicine (also Nursing and Pharmacy)	B2+

Testing

We follow a modular test programme, where students receive a modular test to complete every four weeks. The test involves all skills and systems and allows them to track their progress. The assessment is followed by in-depth feedback on steps and actions students can take to improve their language skills during their tutorials (also completed every four weeks).

The results of the test are kept online so students can track their progress, and see the individual areas that they need improvement.

The assessment is in the form of an online test, first a series of multiple questions on grammar and vocabulary. Then four short reading activities and four short listening activities. Writing and speaking are assessed in the classroom by the teacher.

Once the assessments have been completed the teacher will look in their portal online and see the scores of their students and use this during their tutorials. The scores are in the form of percentages.

IELTS Exam Courses: Practice exam testing every week in all 4 tests.

Tutorials

Tutorials are scheduled to take place every four weeks. The tutorial runs through how the student feels they have progressed in particular areas and then the teacher comments on how they feel the student has progressed in the same areas based on classroom observations and their modular tests. The student then writes comments on classroom activities and how they improve their English outside of the classroom, before the teacher and student agree action points for further improvement, such as listening to BBC podcasts. The last part of the tutorial checks on the student's welfare and anything they would like to discuss. This tutorial is then saved in a folder for teacher reference.

Continuous enrolment

The reality of continuous enrolment is acknowledged in the registration system, wherein newly-registered students only start on a Monday. Students are placed in classes according to the results of a placement / progress test, after consultation with the relevant teachers to make sure that they will fit with the sublevel (higher or lower end of their relevant band) of their current batch of students.

Exam Preparation Classes

Exam classes, currently IELTS and OET, are based around our own in-house syllabi and various coursebooks for these exams such as Advantages for Writing or The Official Guide to OET. They look at all four skills within each topic that may be covered in the exams as well as types of questions used in the exam. If a student wishes to enter an exam class, we prefer them to

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be of a B2 level or higher, however exceptions are made for B1 students if a Pathway to IELTS course is not available, and they do not wish to have 1:1 class with a suitable teacher.

List of current Examination course available at UKCE

Course	Time	Books/Materials
IELTS	AM 09:00-12:15	In-house syllabus / Advantages for Writing
OET	PM 14:15-17:30	In-house syllabus / OET complete coursebook for Doctors/Nurses/ Pharmacists

Reviewed on 23rd June 2023

Reviewed annually or more often as required.