

EBC Online Training

EBC International TEFL Certificate ONLINE COURSE MANUAL



Introduction

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1 EBC Online TESOL TEFL Certificate course

1.1 Introduction

The EBC Online TESOL TEFL Certificate Course is designed to help prospective English teachers start their career. Any training course incurs an investment of your time and money so you probably want to make sure that your investment is a good one. We think that you've made an excellent choice by taking the EBC course.

In addition to the theoretical and practical aspects of the course, EBC knows from many years of experience that teaching practice is also an important factor in any TESOL TEFL teacher training course. There is no online replacement for observed teaching practice on real language students in a classroom to prepare you for the real world of teaching. To address this vital need, EBC gives you the option to take an 8 hour teaching practice module in one of our training centres.

Whilst it is not a required part of the course, we suggest that you seriously consider taking the teaching practice option because it will make your training more attractive to potential employers.

Traditionally, the only way you could gain this real life teaching practice experience was by attending a 4 week course, like the EBC International TEFL Certificate course. As the world progresses and technology improves, the physical need to be in a classroom with your course tutor for your classroom training becomes less necessary. In an ideal world, it would be better to physically attend a course, but with today's life-style alternatives must be found.

EBC has changed this perspective on teacher training and now offers the EBC Online TESOL TEFL Certificate Course with the option to take an 8 hour teaching practice unit. The 8 hour practice unit includes observed teaching practice given to learners at all levels and will give you that much needed advantage over other online only certificate holders that are competing with you for the same jobs.

You may not be able to take 4 weeks off from work or family commitments so the EBC Online TEFL Certificate Course gives you the opportunity to get trained as an English teacher that allows you to work at your own pace and in your own time.

The EBC Online TESOL TEFL Certificate Course is a great way to learn how to become an English teacher in a way that is both convenient and accessible.

1.2 Course units

The EBC Online TESOL TEFL Certificate Course is divided into 10 Units:

Unit 1 – Learning Styles - general issues about the learning cycle, different student types and different types of learning models.

Unit 2 – Student Motivation and Interest - touches on the different types of motivation techniques and issues in the classroom and the teacher's responsibility.

Unit 3 – Classroom Interaction and Management – discusses techniques and theories behind discipline in the classroom. It also looks at teacher behaviour and practical classroom management techniques.

Unit 4 – How to teach English Grammar - introduces some basic concepts of grammar, vocabulary, guidelines on presenting grammar and is intended for teachers who may have little experience in this area.

Unit 5 – How to teach vocabulary – introduces some basic concepts of vocabulary and guidelines on how to teach it. This is intended for teachers who may have little experience in this area.

Unit 6 – How to teach reading and writing – looks at examples for teaching two of the so-called “four skills” – reading and writing.

Unit 7 – How to teach speaking and listening – looks at examples for teaching two of the so-called “four skills” – listening and speaking.

Unit 8 – How to Plan Lessons Effectively – looks at lesson structure: language learning, presenting material, explanations and instructions. Explains lesson planning and why teachers have to plan. You will also find examples of lesson plans and activities to use in class for students of all levels.

Unit 9 – The teacher in action – observe and analyse TEFL teachers in action.

Unit 10 – Information, Resources and Jobs – information about jobs, job prospects, teaching resources and information about how to enrol for our 8 hour teaching practice module.






1.3 Learning with Moodle

All EBC online courses are built using the MOODLE educational platform.

Moodle handles almost everything regarding the course from the moment that you enrol.

1.3.1 Important Moodle Icons

You will see the following icons throughout the course. From an EBC online course perspective, these icons have the following meanings:

 Resource	Online material that you can read using your web browser.
 PDF	Online material stored in PDF format. All Sections shown in a Unit are contained in the PDF file shown at the start of each unit. We recommend that you download and/or print the PDF so that you have a copy of the entire unit in one place.
 Lesson	Each lesson is interactive and you will be asked questions at the end of each lesson. The questions are asked in different ways, multiple choice, true/false, essays etc. All questions are graded and with the exception of essay questions, you will be penalised for incorrect answers, so don't guess!!
 Written assignment	These are essay assignments. When you've finished the assignment, upload it for marking by your course tutor.
 Quiz	Each quiz is interactive. The questions are asked in different ways. All questions are graded and you will be penalised for incorrect answers, so don't guess!!

1.3.2 Important notes about LESSONS

When you take a lesson you may logout at any time. When you log in again at a later date/time you will be asked:

“You have seen more than one page of this lesson already.

Do you want to start at the last page you saw?”

- Click Yes to resume the lesson where you left off
- Click No to start the lesson from the beginning

If you click NO you will start at the beginning and LOSE all your answers.

1.3.3 Important notes about WRITTEN ASSIGNMENTS

Write up your answers and save them in a Text (.txt) or Word (.doc) format file. Once you've written up the answers, upload the file.

IMPORTANT

Check your assignment before uploading, you cannot upload your assignment more than once.

SPECIAL NOTE for MS WORD Users:

1. Please upload your file in a Microsoft Word format that creates a file ending with .DOC
2. DO NOT UPLOAD a word document that ends in .DOCX or we will NOT be able to read it.
3. To save your file in the correct format, when you save the file, click Save As and then select any version of Word from version 97 through XP.

1.3.4 General course format

The course is divided into UNITS.

Each UNIT contains an Introduction – READ ME FIRST section. Do as it says and read the section as it contains information about how to owkr through the UNIT.

Each UNIT also contains a PDF PRINT ME section. This section enables you to view, download or print a PDF version of all of the material covered in the UNIT. We highly recommend that you print the PDF files as and when you need them so that you have a printed material source to refer to when you are studying.

Following the PDF section are the course sections containing resources, lessons, written assignments and quizzes.

1.3.5 TIME LIMIT

Once you have enroled on the course you have 5 months to complete it. If you fail to complete the course within the time limit, you'll have to enrol again and pay the full course fee again in order to continue.

1.3.6 COURSE TUTOR

Once you have enroled on the course you will be assigned a course tutor and given your tutor's contact email address. Correspondence with your tutor will be email based so make sure that you don't let your SPAM filter block out your tutor's email address.