



# Sample timetable | Week one

TIME	MONDAY 3	TUESDAY 4	WEDNESDAY 5	THURSDAY 6	FRIDAY 7
SESSION 1 09.45am - 11.15am	<b>Introductions</b> Introduction to the syllabus and contents FV 4i, 4j, 4b, 2c, 2e, 2f		<b>Assignment 1 set</b> Feedback on Teaching Practice Supervised Lesson Planning 4m, 4n, 5m, 5n	<b>Assignment 2 set</b> Feedback on Teaching Practice Supervised Lesson Planning 4m, 4n, 5m, 5n	<b>Assignment 3 set</b>
	<b>Break</b>				
SESSION 2 11.45am - 1.00pm	<b>Foreign language lesson and feedback</b> <b>Adult learners</b> AE 1a, 1b, 1c, 1d	<b>Classroom Management</b> FV 2a, 1d, 5a, 5b, 5f, 5j	<b>Language Analysis: Researching to teach form</b> FV 4i, 2e, 4j	<b>Presenting language (grammar)</b> Through text. Guided discovery, T-T-T) to reflect what is in book FV 2d, 2e, 4b, 4i, 5c, 5d	<b>Lesson planning</b> Writing a valid lesson plan FV 4a-4l
	<b>Lunch</b>				
SESSION 3 2.00pm - 3.15pm	<b>Introduction to TP</b> <b>Planning from a course book</b> FV/AE	<b>Receptive Skills 1</b> <b>Reading</b> AE 4m, 4n, 5m, 5n	<b>Vocabulary 1</b> AE 2c, 2e, 5c, 5d, 2f	<b>Checking meaning</b> AE 5g	<b>Presenting language (Vocabulary)</b> AE 2e, 4i, 4j, 4k, 2f
	<b>Break</b>				
TP PRAC 3.45pm - 5.45pm		Lesson observation 1 60 minutes	Teaching Practice <b>Week 1 criteria start</b>	<b>Teaching Practice</b>	<b>Teaching Practice</b>



# Sample timetable | Week two

TIME	MONDAY 10	TUESDAY 11	WEDNESDAY 12	THURSDAY 13	FRIDAY 14
SESSION 1 09.45am - 11.15am	<b>Feedback on Teaching Practice</b> <b>Supervised Lesson Planning</b> 4m, 4n, 5m, 5n				
	<b>Break</b>				
SESSION 2 11.45am - 1.00pm	<b>Language Analysis</b> <b>Researching to teach function</b> FV 4i, 4j, 4b, 2c, 2e, 2f	<b>Observation 2 of experienced teachers</b> 11.30/13.00	<b>Reflecting on practice</b> <b>CM, systems &amp; skills lessons</b> FV 2e, 4i, 4j, 4k, 2f	<b>Language analysis</b> <b>Tense &amp; Aspect</b> <b>Past tenses</b> FV 4i, 2e	<b>Language analysis</b> <b>Perfect tenses</b> FV 4i, 4j, 4k, 2e, 5g
	<b>Lunch</b>				
SESSION 3 2.00pm - 3.15pm	<b>Phonology 1: sounds</b> AE 4i, 2e	<b>Language practice: controlled/semi-controlled stages</b> AE 2g, 5c, 5d	<b>Receptive Skills 2: listening</b> AE 3a, 4l, 5c, 5d	<b>Phonology 2: Word stress/sentence stress</b> AE 4i, 2e	<b>Tutorials</b> <b>2.00/3.00 AB</b> FV/AE
	<b>Break</b>				
P PRAC 3.45pm - 5.45pm	<b>Teaching Practice</b>	<b>Teaching Practice</b> <u>Week 2</u> criteria start	<b>Teaching Practice</b>	<b>Teaching Practice</b>	<b>Teaching Practice</b>
<b>TASKS TO COMPLETE</b>	Assignment 1 Pt 1 Send by 9.45 email tutor	Portfolio: Make sure you update your portfolio as you go along	Hand in Assignment 2 Send by 9.45 email tutor	CELTA 5 Stage 2 progress chart AB Fill in for tutorial	CELTA 5 Stage 2 progress chart CD Fill in for tutorial



# Sample timetable | Week three

TIME	MONDAY 17	TUESDAY 18	WEDNESDAY 19	THURSDAY 20	FRIDAY 21
SESSION 1 09.45am - 11.15am	<b>Assignment 4 set</b> Feedback on Teaching Practice Supervised Lesson Planning 4m, 4n, 5m, 5n				
SESSION 2 11.45am - 1.00pm	<b>Production skills 1: speaking/fluency</b> AE 4b, 4l, 3b, 2c, 5b, 5d, 5h	<b>Observation 4 of experienced teachers</b> 11.30/13.00	<b>Using authentic materials</b> FV 4 b/c/d, 5e	<b>Production skills 2: writing</b> FV 4a, 4b, 4c, 4l, 3c, 2b, 5c, 5h	<b>Review of language presentation and practice</b> FV 2d, 2e, 4b, 4i, 5c, 5d
SESSION 3 2.00pm - 3.15pm	<b>Tutorials</b> 2.00-3.00 CD FV/AE	<b>Dealing with error correction</b> AE 2b, 5h, 5j	<b>Exploiting materials</b> AE 4c, 5e	<b>Syllabus planning for week 4</b> FV/AE 4a, 4c, 5e	<b>DVD observations (observation 5)</b>
TP PRAC 3.45pm - 5.45pm	Lesson observation 3 60 minutes	Teaching Practice <b>Week 3/4</b> criteria start	<b>Teaching Practice</b>	<b>Teaching Practice</b>	<b>Teaching Practice</b>
TASKS TO COMPLETE	Portfolios: make sure you update as you go along	Assignment 3 Send by 9.45 email your tutor			



# Sample timetable | Week four

TIME	MONDAY 24	TUESDAY 25	WEDNESDAY 26	THURSDAY 27	FRIDAY 28
<b>SESSION 1</b> 09.45am - 11.15am	<b>Feedback on Teaching Practice</b> <b>Lesson Planning</b> 4m, 4n, 5m, 5n				
<b>Break</b>					
<b>SESSION 2</b> 11.45am - 1.00pm	<b>Using Technology</b> FV	<b>Alternative approaches</b> FV 4c, 5c	<b>Observation 6</b> <b>Experienced teachers</b> 11.30-1.00	<b>Ideas for Teaching with minimal resources</b> FV	<b>RWhat next? (CPD)</b> Continued Professional Development FV
<b>Lunch</b>					
<b>SESSION 3</b> 2.00pm - 3.15pm	<b>Songs and games</b> AE 4c, 1a, 1b, 1d, 2c, 2e, 5b, 5c, 5d	<b>Exams and testing or Teaching online!</b> AE 4c, 4l, 3a, 3b, 3c	<b>Using film</b> AE 4b, 4c, 2c, 3d, 3a, 3b, 5e	<b>Teaching Special Groups</b> AE 4b, 4c, 2c, 3d, 3a, 3b, 5e	<b>Loose ends</b> <b>Feedback</b> <b>Portfolios hand-in</b>
<b>Break</b>					
<b>P PRAC</b> 3.45pm - 5.45pm	<b>Teaching Practice</b>	<b>Teaching Practice</b>	<b>Teaching Practice</b>	<b>Teaching Practice</b>	<b>Unsupervised Teaching Practice and goodbyes to your students</b>
<b>TASKS TO COMPLETE</b>	Assignment 4 Send by 9.45 email tutor	Assignment 1 Pt 2 Send by 9.45 email tutor	Cambridge Assessor's visit – all day		