

# WEA Course information sheet

## 2020-21



**Adult Learning  
Within Reach**

|   |                                 |  |
|---|---------------------------------|--|
| <b>Course title:</b> English for Speakers of Other Languages (ESOL) Entry 2 Writing   |                                 | <b>Course ID:</b> C3531407                             |
| <b>Start date:</b> 15/03/2021   | <b>End date:</b> 17/06/2021     | <b>Day(s)/time(s):</b> Mon 09:30, Wed 09:30, Thu 09:30 |
| <b>Number of sessions:</b> 30   | <b>Hours per session:</b> 2.5   | <b>Tutor</b> Michael Ray                               |
| <b>Additional hours:</b>  | <b>Online Learning Hours:</b> 0 |  |
| <b>Specific funder/partner requirements:</b>  |                                 |  |
| <b>Awarding body (if any):</b> City and Guilds  |                                 | <b>Level:</b> Entry 2                                  |
| <b>Title of qualification to be gained:</b> Award in ESOL Skills for Life (Writing) (Entry 2) (QCF)   |                                 |  |
| <b>Fee:</b> £240.00 or <b>Free</b> if you are in receipt of an income related benefit (only SFA funded)   |                                 |  |
| <b>Accreditation Fee</b> (if applicable): £21.20  |                                 |  |
| <b>Venue:</b> Online Learning, Online, ZZ99 9ZZ   |                                 |  |
| <p><b>Theme(s):</b> The WEA has four themes it uses for planning its provision.</p> <p><b>Employability</b> – helping students to get a job or to make progress in their employment</p> <p><b>Health and Wellbeing</b> – making a positive contribution to their own or others health and wellbeing</p> <p><b>Community Engagement</b> – encouraging students to be positively involved in their communities</p> <p><b>Culture</b> – learning about diverse cultures, identities and environments</p> |                                 |  |
| The Theme(s) used in planning your course is/ are:  |                                 |  |
| <ol style="list-style-type: none"> <li>1. <b>Employability</b></li> <li>2.</li> </ol>   |                                 |  |

### Course Aim

This course will build on the writing skills you learned at Entry 1. This course leads to a City & Guilds Entry 2 Writing qualification.

### Course Description

This course will help you to improve your knowledge of grammar and spelling, and to use different ways of writing for a range of everyday situations, for example, looking for work, shopping, health and homes. You will learn about writing in different tenses, the past, present and future. You will work on adding more information into your sentences, making them longer and more detailed.

### Do I need any particular skills or experience?

#### What will I achieve?

#### By the end of the course I will be able to:

1. Spell common words about myself and everyday situations.
2. Write information in different situations, e.g. letters, forms, emails.
3. Identify and use the correct verb form to write about the past, present and future (using “going to”).
4. Use “and” and “but” to join 2 or more ideas together in a sentence.

5. Use adjectives to add more information to a description.

### **What teaching methods will be used and will there be work outside of the class?**

- The WEA tutor will use a range of different teaching and learning methods and encourage you and the group to be actively involved in your learning
- You may be asked to undertake additional work in your own time to support your learning

### **What kind of feedback can I expect from the tutor?**

- A range of informal activities will be used by the tutor to see what you are learning which may include quizzes, question and answer, small projects and discussion
- You will have opportunities to discuss your progress with your tutor
- You will be encouraged to share your work with the group and discuss your learning
- You will be encouraged to consider other students work and give your opinions and suggestions
- There will be a number of tasks appropriate to your course such as written work, creating art or craft, video, photography or small projects. Some of these may be marked to help you progress
- The tutor will also explain what the exam will be like, and they will give you lots of practice so you know what to expect.

### **What else do I need to know? Is there anything I need to bring?**

- A selection of materials and basic equipment will be provided but you are welcome to bring additional materials with you
  - Official document(s) showing your name, address, date of birth
- Certificates for English / English for Speakers of Other Languages (ESOL) qualifications you have.  
Paper, pen/pencil to every lesson, folder to put your work in, small notebook.

### **Pre-course work, reading and information sources**

- No pre reading or pre course work is required
- It is useful if you are already trying to use your English, e.g. talking to neighbours, reading signs, writing short notes or letters, and watching TV in English (maybe with subtitles).

### **Possible next steps after this course (including career opportunities if appropriate)**

- Progress to another WEA course
- Progress to a course with another provider
- This course could lead to a range of job opportunities. Follow link to National Careers Service for more details <https://nationalcareersservice.direct.gov.uk/>
- Access the WEA What Next? booklet here <http://www.wea.org.uk/learn-wea/what-can-i-do-next>

### **Learning with the WEA**

WEA courses increasingly make use of the rich variety of educational tools and material available on the internet and from digital devices. The WEA's digital learning platform, Canvas will play an increasing role in all WEA courses to provide resources or support, or to conduct lessons, enable assessment, provide learner feedback and for other activities for individuals away from the course. It is helpful, although not essential if you have access to a computer or smartphone to support your course.

You can read about your entitlements and responsibilities as a WEA student in our leaflet, Student Handbook here <http://www.wea.org.uk/learn-wea/student-support> This includes information on fees, learning support and financial support. As part of your course you accept our Learning Agreement and Privacy Notice. Full details of the Learning Agreement and privacy notice can be found on our website at <http://www.wea.org.uk/policies>. This applies to all courses you take in this academic year.

You can enrol online for most courses <http://www.wea.org.uk/learn-wea/course-search> or contact: WEA Support Services, Suite 10B Joseph's Well, Hanover Way, Leeds, West Yorkshire, LS3 1AB  
Tel: 0300 303 3464 Email: [courseenquiries@wea.org.uk](mailto:courseenquiries@wea.org.uk)



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