

WORKPLACE ESL



**INCREASE
RETENION**



**DECREASE SAFETY
INCIDENTS**



**LOWER ERROR
RATES**

COURSE DETAILS

- Courses are for anyone whose native language is not English, regardless of their first language.
- Ideal class size is 12-15 participants.
- Each course lasts 12 weeks, 2 sessions per week.
- Each session is 2 hours long (48 training hours.)
- Assessment will be completed prior to the start of any course and after course completion.
- Each course includes writing skills, communication skills, and digital literacy skills.
- Courses are held on-site*. Virtual courses are available if needed.

**Additional travel fee over 15 miles from Reading.*

**Prices
starting at
\$699/
person***

Workplace ESL Level 1

Communication:

- Question Asking and Answering
- Small talk

Work Function-related:

- Manufacturing (or other industry) vocabulary
- Safety in the workplace

Workplace ESL Level 2

Communication:

- Workplace Etiquette
- Reporting to supervisors

Work Function-related:

- Emergency procedures in the workplace
- Basic time management

Workplace ESL Level 3

Communication:

- U.S. workplace culture
- Communicating with your supervisor

Work Function-related:

- Writing skills
- Time Management

ESL for Leadership Development

Personal Skills:

- Email management
- Goal setting
- Presentation skills

Management Skills:

- Giving directions
- Giving feedback
- Incident reports

Note: Language acquisition is not something that can happen during a 1-2 day training. Language acquisition is strengthened over time. It takes an individual an average of 5-7 years to gain fluency in English.

**Invoice will be for a minimum of 10 students.*



WORKPLACE TALENT
Solutions

