London Borough of Hounslow

Hounslow Adult & Community Education
Course Information Sheet

Course Title: ESOL E1 Reading **Fee:**

Level and Qualification: Ascentis ESOL Skills for Life (Reading) (Entry 1) (QCF) **(by exam)**

Start Date: September 2020
End Date: February 2021

Course Length: 2 sessions per week over 16 weeks (AM or PM or Eve)
Or a 3 hour session per week on Saturdays over 16 weeks.

Time: (1.5 hour Live session on Google Meet and 30 minutes in Google Classroom for questions, feedback and assignments)

You will track your progress by accessing your online learning plan (ILP), at the start and at the end of the course. You will respond to questions and feedback in the Google Classroom.
You will build a portfolio to provide the evidence necessary to achieve the qualification.
There is approximately 1-2 hours of homework per week.

By the end of the course you will be able to:

- Access your learning through Google Classroom
- Develop your study skills
- Become aware of your strengths and areas for development
- Improve your basic reading skills.
- Gain a better understanding of basic information such as signs, forms, bills, lists, simple messages and emails.

What is required to attend the course?

- Access to internet with camera and microphone.
- You must know how to independently access Google Suite Apps - access to a Chrome Browser or Download Phone Apps to access Google Meet, Google Classroom and Google Docs.
  Link to download Chrome: https://www.google.com/chrome/
- A **hace.ac.uk** account – which will be created after enrolment if you do not have one. You will be sent the Log in Details to this NEW Gmail account the next day (initial password: Hounslow1).
- You must check your hace.ac.uk regularly and accept the invite to Join the Google Classroom a day before your class starts.
- You need to have English skills at Pre-Entry Level or above.

After this course you will be able to:

- Enrol onto another Adult Learning course, develop your knowledge further or develop your English skills further.

Who can I contact for further information?
For more information please call 0208 583 6000

Eligibility, Fee remittance, over 19's
Please see our website: www.hace.ac.uk

Hounslow Adult & Community Education

Code of Conduct (obligations of all)

We expect everyone to:

• follow health and safety regulations and behave in a way which does not put you or others in danger

• follow HACEs equal opportunities policy at all times

• respect all users of HACE, whether they are learners, staff, volunteers or visitors

• be punctual and attend all classes

• follow the tutor's instructions in regards to switching your camera and microphone on/off

• refrain from eating and drinking during class, except for water

• refrain from using mobile phones, taking photographs or video recording in class without prior consent

• contribute to the Online Learning that takes place in Google Classroom using only hace.ac.uk accounts.