

CLIENT SCHEDULE AND PACKAGES

Time Availability: xx

Package Details

2. Comprehensive Package – £140 Total: 25 Sessions

- **Writing:** 4 lectures + material for 10 letters
 - All 10 letters will be checked with personalized feedback
- **Reading:** 2 lectures + 5 practice tests
 - Each test will be reviewed with feedback
- **Listening:** 2 lectures + 5 practice tests
 - Each test will be reviewed with feedback
- **Speaking:** 2 lectures + 10 role plays (1-on-1 calls)
 - Feedback provided for each role play

Date	Lecture No.	Topic Details
Day 1	Lecture 1: Writing	Understanding Types of Letters, Do's and Don'ts of Letters, Assignment Activities: 1. Understanding Case Notes 2. Choosing Case Notes 3. Grouping Case Notes
Day 2	Lecture 2: Writing	Understanding the Structure of a Letter, Use of Grammar & Articles, Type of Tenses, Drafting Purpose of a Letter + Writing Task Given
Day 3	Lecture 3: Writing	Use of Signposting, Discussion Over Discharge Letter & Referral Letter, Learning to Draft a Letter + Activity No. 4
Day 4	Lecture 4: Writing	Use of Prepositions, How to Use Different Types of Tenses, and Discussion over General mistakes in writing 1 st Letter Evaluation
Day 5	Lecture 1: Reading	Part A: Detailed discussion

Date	Lecture No.	Topic Details
Day 6	Lecture 2: Reading	Part B&C: Detailed discussion
Day 7	Practice test 1: Reading Practice test 2: Writing	Feedback on Reading Test 2nd Letter Evaluation
Day 8	Practice test 2: Reading task Practice test 3: Writing task	Feedback on Reading Test 3rd Letter Evaluation
Day 9	Practice test 3: Reading task Practice test 4: Writing task	Feedback on Reading Test 4th Letter Evaluation
Day 10	Lecture 1: Listening	Part A
Day 11	Lecture 2: Listening	Part B&C
Day 12	Practice test 1: Listening task	Feedback on Listening Test
Day 13	Practice test 2: Listening task Practice test 4: Reading task	Feedback on Listening and Reading Test
Day 14	Practice test 3: Listening task Practice test 5: Reading task	Feedback on Listening and Reading Test
Day 15	Practice test 5: Writing task Practice test 4: Listening task	Feedback on Listening and Reading Test 5th Letter Evaluation
Day 16	Practice test 6: Writing task Practice test 5: Listening task	Feedback on Listening and Reading Test 6th Letter Evaluation
Day 17	Lecture 1: Speaking	Introduction + Activity, Understanding How to Read the Role Card, How Exam is Scored, Starting the Conversation Practice, Relationship Building Techniques
Day 18	Lecture 2: Speaking	Understanding the Speaking Task, Complete Knowledge of the Speaking Script

Date	Lecture No.	Topic Details
Day 19	Practice test 1: Speaking Practice test 2: Speaking	Feedback on Speaking
Day 20	Practice test 3: Speaking Practice test 7: Writing task	Feedback on Speaking 7 th Letter Evaluation
Day 21	Practice test 4: Speaking Practice test 8: Writing task	Feedback on Speaking 8 th Letter Evaluation
Day 22	Practice test 5: Speaking Practice test 9: Writing task	Feedback on Speaking 9 th Letter Evaluation
Day 23	Practice test 6: Speaking Practice test 10: Writing task	Feedback on Speaking 10 th Letter Evaluation
Day 24	Practice test 7: Speaking Practice test 8: Speaking	Feedback on Speaking
Day 25	Practice test 9: Speaking Practice test 10: Speaking	Feedback on Speaking