

CLIENT SCHEDULE AND PACKAGES

Time Availability: xx

2. Comprehensive Package – £140 Total: Sessions

- **Writing:**
2 lectures + 5 Letters Evaluation (Personalized Feedback: 20min session)
- **Reading:**
2 lectures + 5 practice tests (Reviewed & Feedback)
- **Listening:**
2 lectures + 5 practice tests (Reviewed & 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	<p>Understanding Types of Letters, Do's and Don'ts of Letters, Assignment Activities:</p> <ol style="list-style-type: none"> 1. Understanding Case Notes 2. Choosing Case Notes 3. Grouping Case Notes <p>Understanding the Structure of a Letter, Use of Grammar & Articles, Type of Tenses, Drafting Purpose of a Letter + Writing Task Given</p>
Day 2	Lecture 2: Writing	<p>Use of Signposting, Discussion Over Discharge Letter & Referral Letter, Learning to Draft a Letter + Activity No. 4</p> <p>Use of Prepositions, How to Use Different Types of Tenses, and Discussion over General mistakes in writing,</p>
Day 3	<p>Lecture 1: Reading</p> <p>Writing: Practice Task</p>	<p>Part A: Detailed discussion</p> <p>Practice Letter Evaluation</p>
Day 4	Lecture 2: Reading	<p>Part B&C: Detailed discussion</p> <p>Feedback on Part A Assignment</p>

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

Date	Lecture No.	Topic Details
Day 17	Lecture 2: Speaking	Understanding the Speaking Task, Complete Knowledge of the Speaking Script Sample Videos
Day 18	Practice test 1: Speaking Practice test 2: Speaking	Feedback on Speaking
Day 19	Practice test 3: Speaking Practice test 4: Speaking Practice test 5: Writing	Feedback on Speaking 5th Letter Evaluation
Day 20	Practice test 5: Speaking Practice test 6: Speaking Practice test 6: Writing	Feedback on Speaking 6th Letter Evaluation