

London Language Centre

**Japanese for the families of embassy staff – beginner level -**

## Introduction

### IIEL

The Institute of International Education in London (IIEL), the British Graduate School, is an international education institute based in London. IIEL is dedicated to examining education in its essential form from the point of view of international education, and to the pursuit of that essential form in theory and practice. Besides its own activities as the head office for The Council of Japanese Language Teaching (CJLT) and The Council of Anglo-Japanese Education and Culture, hosting the symposiums for these organisations and publishing their bulletins, IIEL also acts as the British National Examination Centre where GCSE and GCE-A/AS level exams are carried out. One of the activities in which IIEL is involved is teacher training. IIEL runs an MA in Language Learning and Japanese Language Teaching in cooperation with the University of Greenwich, as well as Postgraduate Diploma/Certificate courses in Teaching Japanese as a Foreign Language.



### Institute of International Education in London

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### LLC

LLC is affiliated with IIEL, the Institute of International Education in London, and runs a Japanese and English department accredited by the British Council. LLC promotes both Japanese and English language education and has forged strong links with many institutes in the UK. In order to promote Japanese language education in Japan, LLC has set up LLC Japan and has also undertaken joint projects with ICJ International Education Information Centre, together with whom we now introduce a new Japanese course.

### ICJ

The International Education Information Centre of ICJ acts as the Japanese office of IIEL. ICJ carries out research on international education in Japan and also hosts the International Education Forum, bringing together professors and specialists from fields of Japanese language teaching, linguistics and pedagogy.

This programme is run by ICJ under the sponsorship of LLC.



**IIEL**

Institute of International Education in London



London Language Centre



information Centre Japan

## 5 reasons for choosing LLC

- ➔ The programme is sponsored by LLC, London Language Centre, who have 12 years of educational experience behind them.
- ➔ All teachers hold a Postgraduate Diploma or a Postgraduate Certificate in teaching Japanese as a foreign language, and have the skills necessary for providing lessons of high quality.
- ➔ The course is designed so that practical and useful Japanese can be learnt for everyday life.
- ➔ Class size is 6 students maximum.
- ➔ The school is located in Bunkyo-ku. Very easy access, only 5 minutes walk from Edogawabashi station on Yurakucho underground line.

### Unique System

You can take one lesson at a time, depending on your schedule and purpose. Simply check the contents of lessons, the date and the time with the lesson calendar, and book the lessons you want. You may arrange a series of lessons in a course or simply choose lessons here and there to overcome your weak points.

### List of companies and institutions - learners at LLC are from various backgrounds -

Ministry of Finance	Mizuho Bank	JAPAN AIRLINES
EMBASSY OF JAPAN	Chunichi Shimbun	TOSHIBA
Home Office	The Guardian	PRADA
Barclays Capital	BBC	BIRKENSTOCK
HSBC	Cable & Wireless IDC	London Zoo
Schroders	British Telecommunications plc	Wexham Park Hospital
JPMorgan	Kingston University	Clifford Chance LLP
COMMERZBANK	Muswell Hill College	
Bank of Tokyo-Mitsubishi	Imperial College London	
Fuji Bank	Excel English	
Nomura Asset Management	BRITISH AIRWAYS	etc

## About the Course

### Who is it for ?

The families of embassy staff

### Level

Beginner

### Contents

The course is comprised of 3 units (one unit consists of 5 lessons), each designed for a specific purpose.

Units

#### ■ Japanese“ears”:

This unit develops your listening skills effectively, and enables you to cope with various kinds of Japanese in many situations.

#### ■ Japanese“tongue”:

This unit develops effective speaking skills, and enables you to express yourself with feeling.

#### ■ Japanese“face”:

In this unit, you will learn socio-cultural Japanese norms in order to make it possible for you to consider and choose the appropriate manner of behavior and of speaking, according to the situation.

(For more details, please see next page.)

Appropriate words and expressions for the families of embassy staff are used in this course. By taking units you need, you can gain very practical Japanese and develop Japanese competence, enabling you to live in Japan more comfortably.

### Teachers

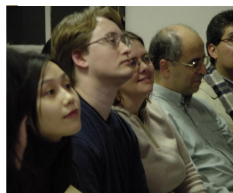
All teachers hold the Postgraduate Diploma or the Postgraduate Certificate from Institute of International Education in London, and have experience working at LLC, public schools and companies in the UK.

### Class size

6 students

### Lesson fee

Please refer to the tariff.



## Features of each unit

### Japanese “ears”

This unit is designed for listening skills.

In everyday life, various kinds of Japanese are used. For instance, when a member of staff at a restaurant asks you to pay your bill, he says “1000 en desu” or “1000 en ni narimasu” ( It is 1000 yen ). As in this example, there are various ways to express a single thing. In this unit, you will listen to many conversations and work on different exercises in order to understand Japanese in everyday life.

This unit develops your listening skill effectively, and enables you to cope with various kinds of Japanese in many situations.

### Japanese “tongue”

This unit is designed for speaking skills.

In this unit, we will focus on intensive speaking practice through role play using model dialogue, which is carefully chosen and covers patterns of conversations in particular situations; ordering at a restaurant, giving directions to a taxi-driver, and explaining how you want to have your hair cut at a hair dresser. This unit develops your speaking skill effectively, and enables you to express yourself with feeling.

### Japanese “face”

The meaning of expression changes according to the situation. For instance, when Japanese offer you a present, they tend to say “tsumaranai mono desuga...” (Lit. “this is something worthless...”). It is not intended literally, but is meant to convey the idea, “Please take the present without reserve”. If you do not infer the meaning behind the line, the conversation may result in misunderstanding. In this unit, we focus on expressions and manners that foreigners tend to misunderstand, and taboos in Japanese. By learning these elements, you will be able to consider and choose the appropriate manner of behavior and speech, depending on the situation.

## 3 Steps to lessons



## Tariff

	1 lesson - 4 lessons	over 5 lessons
Fees/1 lesson	¥5,000 (Tax included)	¥4,500 (Tax included)

- ※ Lessons can be booked from a minimum of one lesson.
- ※ A discount is available if 5 lessons or more are booked at a time.

## Terms and Conditions

### How to apply

Send the following 2 documents to us at the address at the bottom of this form by post or FAX. Applying in person is also acceptable.

1. Booking sheet
2. Receipt for the payment of your course fee (Please see "How to pay course fee")

Lessons can be booked on our web site. In the case of web site application, send only a receipt for the payment of the lesson fee by post or FAX.

### How to pay

The following method of payment is available:

Pay the course fee into the bank account below, and keep the receipt to send with the application form, by FAX or post, to the Information Centre, Japan. If you do not have a receipt, please send details of the day you made the deposit, the sum in question, the name of the bank you used and the branch.

#### Bank account

Bank: Sumitomo Mitsui Banking Cooperation  
 Branch name: Azabu  
 Sort cord: 270  
 Account number: 713648 (deposit account)  
 Account name: アイシージェーコクサイキョウイクインフォメーションセンタージャパン  
 (ICJ kokusai kyoiku information centre Japan)

### Note

- ・Confirmation of booked lessons is provided after the booking sheet and receipt are received.
- ・Please bring the confirmation on the day of a lesson as failure to do so may mean you are not able to take the lesson.
- ・Once payment is made, it is not refundable unless a lesson is cancelled.

## LLC Japan / information centre japan

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*information Centre japan*