

2024 Erasmus approved Professional Training courses

EU ORGANISATION ID E10166514



At Alpha School of English we offer a wide range of professional & teacher training courses for both native and non-native speakers of English. Our teaching methods are contemporary and innovative and make use of the latest technology.

Alpha School currently offers the largest range of professional development courses in Malta including tailor-made courses for closed groups that are specifically designed to meet the needs of individual institutions.

Alpha School has successfully hosted hundreds of tertiary, secondary, and primary educators and staff as well as school principals and academic coordinators under various EU-funded programmes including Erasmus+, Knowledge Education Development, and PON.

Committed to excellence in English language instruction, we strive to exceed our students' expectations.

Our mission is to provide the highest standard of education services in teaching English to non-native speakers, using the most innovative and effective methods and incorporating the best technological tools while providing our students with a holistic experience of the language and of our country through active engagement in activities related to history, culture, cuisine, adventure, and interaction with the local community.



Eco-aware! Alpha School is actively committed to reducing energy and waste every year



CSR For every trainee booked at Alpha School we donate to a local children's charity!



Questions? Speak to our Director of Studies! Call +356 2158 1474 (or request a callback)
or email support@alphaschoolmalta.com

Introduction

Quality Assurance

- EU Organisation ID: E10166514
- ELT licensed (Ministry of Education) Number 161
- Malta Tourism Authority Licence Number 35-0026
- FELTOM accredited
- Erasmus approved (KA1 staff mobility funding) (EU)
- Power / Knowledge Education Development approved (POLAND)
- Bildungsurlaub recognised (GERMANY)
- CSN recognised (SWEDEN)
- Recognised by the European Parliament for courses to MEPs (EU)

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Our Alpha School training sessions set out to provide modern-day professionals with a range of active and creative skills and methodologies which can be implemented successfully in a professional and academic environment.

The sessions will act as a forum for professionals to share, build on and celebrate their own, as well as other people's, good practice within an open-minded environment, and in addition provide practical support and advice to try out new ideas.

We believe that allowing professionals to self-evaluate what they do and experiment with different techniques in a non-judgemental and non-threatening environment, away from their own institutions, is a vital part of a professional's continuing development programme.

We aim to provide participants with:

- High quality training
- A positive forum where ideas can be discussed and critiqued
- Comfortable and IT equipped training rooms
- Valuable resources and practical ideas that can be used effectively in the workplace.

APP - Advancing your Professional Practice - Course Aims

To self-evaluate one's everyday professional practice, highlighting both strengths and areas for development, related to creative-based activities in a non-judgemental and non-threatening environment.

To discuss, share and develop a wide range of creative ideas for use in the workplace by means of different media in order to convey curricula content to learners in relevant and engaging ways

To evaluate the use of such creative methodologies; their effectiveness in meeting aims/objectives and their impact on the participants' understanding and retention of the delivered content.

To discuss, share and develop IT-centric teaching and learning ideas and evaluate a number of classroom tools and applications using mobile technology and the Internet.



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Courses & prices

Training courses	Duration	Price
New 2024 Podcasting Essentials: A Hands-On Approach to Audio Storytelling	5-Day	€400
New 2024 Recharge and Renew: Holistic Wellbeing Techniques for the Modern Professional	5-Day	€400
New 2024 Business English in Action: Advanced Skills or the Digital Age	5-Day	€400
New 2024 Tech-Enhanced Creative Teaching Strategies: Merging Creativity and Technology	5-day 10-day	€400 €800
Outdoor Education: Unlocking the Wonders of the Natural Classroom	5-day	€400
Leading with Impact: Cultivating a Culture of Excellence	5-day	€400
Teaching English to very young learners (pre-school/ early primary)	5-day 10-day	€400 €800
English Language Development	5-day 10-day	€400 €800
A Guide to Conducting Classroom Observations	5-day	€400
CLIL - Content & Language Integrated Learning	5-day	€400
Teaching Business English	5-day	€400
Public speaking, communication & presentation skills for professionals	5-day 10-day	€400 €800
Recharging Educational Professionals	5-day	€400
English for University Lecturers	5-day 10-day	€400 €800
TREES - Teaching Resources for Environmental Education on Sustainability	5-day	€400
Closed Groups by request (minimum 5 participants)	Duration	Price
Interactive Teaching and Learning on the Interactive Whiteboard	5-day	€400
How to Maximise Learning on Field Trips (closed groups on request)	5-day	€400
Survival Skills for Admin Staff (closed groups on request)	5-day	€400
Effective Classroom Management (closed groups on request)	5-day	€400
Job shadowing		
Job shadowing placement at a related organisation or EFL, primary or secondary school. <i>International Child Protection Certificate (ICPC) is required.</i>		€400
Registration		
All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Validation of Europass Mobility Certificate • Alpha School Certificate of Attendance • One off-site training day per week (including entrance ticket to one attraction)		€100
Excursions		
Optional Cultural excursion programme (sample programme included at the end of this brochure)		€125



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Accommodation

Prices are correct at publication and are subject to change. Shared room and other accommodation options on request

Professional Training Accommodation Packages <https://alphaschoolmalta.com/1503.html>

Professional Training Courses Calendar

[Alpha School of English Language - Teacher Training Courses Calendar \(alphaschoolmalta.com\)](#)

Playschool & Kids Club

Supervised play (ages 2-7 years) and informal classes/fun based activities (ages 5-8) for your accompanying children.

Low season
Summer

€230
€280

Organisation Information

EU ORGANISATION ID	E10166514
EU PIC	934651940
Full legal name (National Language)	Alpha School of English
Full legal name (Latin characters)	Alpha School of English
Acronym	-
National ID (if applicable)	Malta Ministry of Education Licence No. 161
Department (if applicable)	-
Address	Arznell Street, St. Paul's Bay
Country	Malta
Region	Europe
PO Box	-
Post Code	SPB 3232
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Organisation Profile

Type of organisation	Private EFL school & professional training centre
Is the partner organisation a public body?	No
Is the partner organisation a non-profit?	No
Total number of staff	36 (including teachers)
Total number of learners	200



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Background & Experience

Please briefly present the partner organisation

Alpha School is licensed by the ELT Council (Malta Ministry of Education) and accredited by FELTOM. It has a staff of highly qualified, experienced and dedicated teachers and teacher trainers who are all in possession of a teaching permit issued by the ELT Council.

The school has developed its own highly successful in-house training programme for teachers and offers training courses for both native and non-native speakers of English who would like to develop both their language skills and teaching methodology.

Teaching methods used at Alpha School are contemporary and innovative and make use of the latest technology.

What are the activities and experience of the organisation in the areas relevant for this application?

Alpha School was among the first EFL schools to open in Malta. It was established in 1991. The school has been established for 31 years and has developed its own specialised Professional and Teacher Training programmes.

The programmes are delivered by experienced trainers who are also practising teachers using the latest ELT multimedia resources. Alpha School now offers the largest range of teacher training courses in Malta including tailor-made courses for closed groups that are specifically designed to meet the needs of individual institutions. All our courses can also be followed online.

Alpha School has successfully hosted several teachers, school principals, interns and employees under various EU funded programmes including Erasmus+, PON and Knowledge Education Development

Please give information on the key staff /persons involved in this application and on the competencies and previous experience that they will bring to the project.

The Teacher / Staff / Professional / Intern training programme is supervised by School Managing Director Ms Patricia Marshall B.A.(Hons.), P.G.C.E., CELTA, M.A. who has over 35 years' experience in TEFL as a teacher, teacher trainer, and examiner. She is assisted by a team of highly experienced staff including Mary Abela (Director of Studies), P.G.C.E in ESL, TESOL, CELTA, who coordinates the Alpha School Professional Training Programme,



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What to bring checklist

Maximise your learning



The following items are strongly recommended for participants of our professional training courses, to access and maximise both the learning and the free-time opportunities:

- ☐ A WiFi-enabled mobile device, such as a mobile phone or tablet.
- ☐ A small laptop or similar device for classroom activities.
- ☐ Chargers and earphones/headphones.
- ☐ A UK 3-pin adaptor (Electrical sockets in Malta are three-pinned, the same as the UK).
- ☐ Suitable clothing and footwear for the climate including sun hat and sunglasses and sunscreen with a high UVA protection.
- ☐ Water bottle.
- ☐ A rucksack, or similar, for outdoor use.
- ☐ A notepad and pens.
- ☐ A sense of adventure, a positive attitude, and the willingness to integrate and participate in all activities.

New 2024

Podcasting Essentials: A Hands-On Approach to Audio Storytelling

This intensive five-day course is designed for individuals eager to embark on a podcasting journey. Participants will explore the fundamental elements of audio storytelling, from conceptualisation to production. Through hands-on activities and real-world examples, learners will gain practical skills and insights into the world of podcasting.

- Minimum language level: B1

The programme is delivered over 5 days by members of Alpha's dedicated team and involves both classroom contact time and an Offsite Training day, where participants carry out a relevant task related to course content.

Alpha School's Podcasting Essentials offers an immersive experience where participants will be given the opportunity to:

- Gain a comprehensive understanding of the historical evolution of podcasts.
- Identify and differentiate various podcast genres and formats.
- Define a distinct niche for the podcast, identifying unique selling points.
- Develop a compelling podcast concept and outline.
- Understand the significance of audience research and define target demographics.
- Apply basic editing techniques and transitions for polished podcasts.
- Develop a strategic plan for a successful podcast launch.
- Apply social media and marketing techniques for ongoing podcast promotion.

Introduction to Podcasting Day 1

This session, participants will be immersed in the dynamic world of podcasting. The aim is to become familiar with the podcasting landscape, providing a solid foundation for a journey into this medium. This introductory session sets the stage for an engaging exploration of the multifaceted realm of audio storytelling.

Planning Your Podcast Day 2

The session focuses on honing your podcasting vision. The aim is to guide participants in crafting a distinct concept and plan for podcasts. Emphasis will be placed on the

significance of audience research, ensuring participants understand how to identify and target specific demographics. This session equips participants with the essential groundwork needed to shape a podcast that stands out in the crowded audio landscape.

Offsite Training Day 3

By the end of this offsite day, participants will have conducted on-location field recordings, demonstrated proficiency in using recording equipment in various settings, and collaborated seamlessly with team members to gather rich and diverse audio content. This immersive experience ensures participants are well-prepared to handle the challenges of field recording in their podcasting endeavors.

Presentation Tools and Digital Storytelling Day 4

Today's aim is to equip participants with fundamental editing skills. Throughout the day, learners will gain an understanding of podcast editing software, master basic editing techniques and transitions, and put their skills to the test by editing content recorded during the offsite field task..

Reflection of the Week and Dissemination Day 5

To cap off your podcasting journey during this last session, where the focus is on launching and promoting. The aim is to prepare participants for a triumphant podcast launch and sustained promotion. This final session ensures participants leave with the knowledge and tools to make their podcast not only heard but embraced by their target audience.



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New 2024

Recharge and Renew:

Holistic Wellbeing Techniques for the Modern Professional

In today's fast-paced professional environment, maintaining holistic wellbeing is essential for sustained success and personal fulfillment. The "Recharge and Renew" course is designed to empower modern professionals with practical techniques to enhance physical, mental, and emotional wellbeing. Participants will explore a range of holistic approaches aimed at rejuvenating energy, managing stress, and fostering a healthy work-life balance.

- Minimum language level: B1

The programme is delivered over 5 days by members of Alpha's dedicated team and involves both classroom contact time and an Offsite Training day, where participants carry out a relevant task related to course content.

Immerse yourself in the enriching experience of Alpha School's 'Recharge and Renew: Holistic Wellbeing Techniques for the Modern Professional,' where individuals will have the chance to:

- Develop a thorough comprehension of holistic wellbeing.
- Acquire practical tools and techniques for effectively managing stress and fostering mental health.
- Cultivate a proactive approach to physical wellbeing through mindful practices.
- Strengthen emotional intelligence and resilience in addressing professional challenges.
- Foster a sustainable work-life balance, ensuring long-term success and fulfillment.

Foundations of Holistic Wellbeing Day 1

This session, participants are introduced to the essence of holistic wellbeing. Emphasising the interconnectedness of physical, mental, and emotional health. Participants will identify personal wellbeing goals and delve into the benefits of mindfulness, setting the stage for a balanced and fulfilling life.

Stress Management Strategies Day 2

Today's session is dedicated to empowering participants with practical tools for identifying and managing stress in the professional realm. Delve into the art of recognising

stress triggers and explore stress-reduction techniques such as mindful breathing, visualisation, and relaxation. The day concludes with the development of a personalised stress management plan, providing participants with actionable strategies to navigate the demands of the modern professional landscape. Join us as we equip you with invaluable skills to foster resilience and maintain a balanced state of well-being.

Offsite Training Day 3

We embark on an invigorating offsite training day dedicated to enhancing physical wellbeing. This session aims to promote physical health through mindful practices and habits. Discover the importance of regular exercise tailored for professionals and gain practical tips for sustaining energy throughout your demanding workdays.

Emotional intelligence and Resilience Day 4

Today's session is dedicated to honing your emotional intelligence and resilience for effective navigation through professional challenges. Learn how to build resilience within the workplace. Gain valuable insights into practical emotional wellness strategies that will empower to thrive in the face of adversity. Sharpen the emotional toolkit and emerge more resilient, both personally and professionally.

Cultivating Work-life Balance Day 5

The aim of this session is to equip participants with strategies for achieving and maintaining a delicate equilibrium. Assessing and adjusting current work-life balance, and explore effective time management techniques tailored to your professional life. The day concludes with the empowering task of creating a personalised wellbeing action plan.



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New 2024

Business English in Action: Advanced Skills for the Digital Age

This intensive course is designed for professionals seeking to enhance English language skills in a business context, with a focus on advanced communication in the digital age. Participants will engage in practical exercises, case studies, and simulations to develop proficiency in written and spoken English, as well as specialised skills required for effective communication in today's rapidly evolving business landscape.

- Minimum language level: B1

The course spans 5 days and is facilitated by Alpha's committed team, combining traditional classroom sessions with an Offsite Training day. During the Offsite Training day, participants engage in a practical task aligned with the course content.

Alpha School's course, Business English in Action: Advanced Skills for the Digital Age, immerses participants in a comprehensive experience, presenting them with the chance to:

- To improve ' overall proficiency in written and spoken business English.
- To equip with advanced communication skills relevant to the digital age.
- To enhance the ability to draft professional documents and engage in complex business discussions.
- To develop strategies for effective communication in virtual and global business environments.

Mastering Professional Emails *Day 1*

This session , participants unlock the art of professional email communication. Learn effective strategies, craft impactful emails, and grasp essential etiquette principles. Gain the skills to create concise, impactful emails, demonstrating mastery of best practices. Elevate business communication from day one.

Advanced Business Writing Skills *Day 2*

This session dives deep into Advanced Business Writing Skills. Tailored to enhance participants' proficiency ,and refine the structural elements of complex documents, enrich vocabulary, and polish grammar and style. By the end of the

day, participants will have developed a heightened ability to structure intricate business documents, acquired a specialised business writing vocabulary, and mastered the art of refining grammar and style for maximum impact.

Offsite Training - Gathering Material *Day 3*

Today's session takes learning beyond the classroom where participants will embark on a practical journey, gathering material for persuasive presentations. By the day's end, participants will not only have begun collecting relevant material for persuasive presentations in the digital era but will also showcase proficiency in integrating visuals, overcoming language barriers, and mastering individual and group presentation practices.

Effective Communication in Virtual Teams *Day 4*

Today will be exploring collaboration strategies, understanding cross-cultural nuances, and mastering virtual meeting etiquette, participants will be well-prepared for the challenges of modern professional landscapes. Expect to implement successful collaboration strategies, navigate cross-cultural considerations, adhere to virtual meeting etiquette, engage in a stimulating simulated virtual team project, and actively contribute to debrief and discussions.

Navigating Business Conversations and Negotiations *Day 5*

This day involves practical application through engaging in realistic role-play scenarios and concludes with a final day presentation, integrating material gathered during the offsite training day.



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New 2024

Tech-Enhanced Creative Teaching Strategies: Merging Creativity and Technology

This immersive and interesting Advancing your Professional Practice 5-day or 10-day course will allow participants to develop English skills and personal classroom practice through trainer-led lectures and practical-based sessions. Having the opportunity to share your ideas with others and then actually deliver them in 'mini-lessons' makes our course something unique and extremely appealing to the can-do teacher.

- Suitable for teachers (primary, secondary, higher education)
- Minimum language level: B1

This course can be taken as a combined 10-day course or as two separate 5-days of immersive learning. In the form of Interactive workshops, discussions, and practical exercises.

Participants are expected to take a full and active part in all aspects of the course in order to maximise the teaching and learning opportunities on offer. A plethora of ideas will be explored, including games, drama, music, and art-based activities, to turn dry coursebook content into kinaesthetic, fun, and memorable learning experiences. Throughout, you will also:

- Evaluate and develop your own teaching techniques and personal practice.
- Be actively involved in your own lifelong learning journey.
- Discuss and critique your own ideas with other professionals in your field.

Week One

Introduction to Tech-Enhanced Creative Teaching and Media Integration: Video and Audio Day 1

This session will allow you to discuss and share ideas about understanding the role of technology in education, setting learning objectives, incorporating video and audio in the classroom, creating engaging multimedia content, best

practices for media integration, exploring creative teaching methods

Leveraging AI in Education Day 2

You will be introduced to AI in education, discuss AI-powered teaching and learning tools, practical applications and case studies. Hands-on AI tool exploration, group discussions on AI integration, AI ethics in education.

Offsite Training Day 3

Our offsite training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a course-related project which will be delivered at the end of the week.

Presentation Tools and Digital Storytelling Day 4

Exploring presentation tools (e.g., PowerPoint, Prezi, Canva) Creating engaging presentations, introduction to digital storytelling, hands-on digital storytelling workshop, creating digital storybooks, sharing and peer evaluation

Reflection of the Week and Dissemination Day 5

Using what you have learnt throughout the week about different methodologies, you will plan and deliver a presentation, or learning episode, complete with engaging resources, based on the offsite training day. You will assess your peers and give constructive feedback.



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Week Two

Interactive Posters, activities, and QR Codes Day 1

Design principles for interactive posters and activities, introduction to QR codes and barcodes, embedding multimedia in posters, hands-on poster creation session, incorporating QR codes and interactive elements, poster presentations and feedback

Dynamic Slides and Quizzes Day 2

Enhancing presentations with dynamic slides, interactive quiz creation, gamification in education, practical session on dynamic slide design, creating interactive quizzes & peer assessment of quizzes

Offsite Training Day 3

Our offsite training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a course-related project which will be delivered at the end of the week.

Media and Technology Integration in Teaching Practice & The Flipped Classroom Model

Day 4

Participants design and develop their tech-enhanced lesson plans, group discussions on implementation strategies, addressing challenges and concerns, understand the flipped classroom concept, benefits and challenges of flipped learning, designing flipped lessons, understanding the flipped classroom concept, benefits and challenges of flipped learning, designing flipped lessons and applications before using them to create interactive lesson content.

Course Conclusion and Dissemination Showcase

Day 5

Assessment and evaluation of Tech-Enhanced Teaching, importance of assessment and evaluation, designing effective assessments, rubric development, implementing assessments in tech-enhanced lessons, analysing student data, reflecting on teaching practices, course recap and reflection, certificates, showcase of participants' projects and lessons, networking opportunities

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*
10 day course price:	€ 800
Registration fee:	€ 100
Total programme fee:	€ 900
Optional Cultural Excursion programme:	€ 125 per week*
<i>Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.</i>	
<i>All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.</i>	

**An optional adult cultural excursion programme is also available including at least 3 of Malta's best activities to showcase Malta's cultural heritage.*



Outdoor Education:

Unlocking the Wonders of the Natural Classroom

We are all aware of the importance of training and education within the classroom, lecture hall, or boardroom. But if you are looking to bring that tuition to life in an exciting and immersive way, then taking your students or employees out into the 'wild' enhances and enriches their experience beyond measure. This perfectly practical course will guide you step-by-step from the rationale behind offsite learning to taking part in trainer-led outdoor tasks to finally running and analysing your own activities out and about. It is ideal for those trainers and educators who are looking to make a marked difference in the way their training is executed within their organisations.

- Suitable for teachers (primary, secondary, higher education)
- Minimum language level: B1

The programme is delivered over 5 days and involves classroom contact time, outdoor sessions, and an Offsite Training Day with a task. Our practical course will endeavour to provide you with the skills to implement your own outdoor experiences as part of a wider educational curriculum. The programme aims to be inclusive, immersive, and fully interactive. As such, daily content may change or develop as you, your peers, and the course leader decide on the best path.

Participants are expected to take a full and active part in all aspects of the course in order to maximise the teaching and learning opportunities on offer. A plethora of ideas will be explored, including games, drama, music, and art-based activities, to turn dry coursebook content into kinaesthetic, fun, and memorable learning experiences. Throughout, you will also:

- Evaluate and develop your own teaching techniques and personal practice.
- Be actively involved in your own lifelong learning journey.
- Discuss and critique your own ideas with other professionals in your field.

Outdoor Education: Why? What? Where? How? Day 1

This session will allow you to understand the value of learning outside the workspace and what criteria need to be implemented and assessed in an activity plan for it to be successful

Analysing activities to use outside the classroom Day 2

You will identify what a successful activity outside the workspace looks like and understand the barriers and pitfalls of potential activities.

Offsite Training Day 3

Our offsite training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a course-related project which will be delivered at the end of the week.

Feedback on offsite activity and developing own outdoor education activity plan Day 4

The opportunity to present the findings based on the previous day's activity and evaluate it from a learning perspective and to develop an outdoor education activity plan based on a set of criteria and learning/training outcomes

Offsite Training Day – Leading your own outdoor activity Day 5

To lead, coordinate and then participate in a series of outdoor activities, providing constructive feedback to the other participants'

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*

Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.

All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.



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Leading with Impact: Cultivating a Culture of Excellence

Leadership is a crucial component of success for any professional in today's fast-paced and dynamic business environment. This exciting new course aims to equip professionals with the knowledge, skills, and strategies they need to lead with impact and drive positive change within their organisations.

Throughout the course, participants will engage with real-world examples of leadership in action, drawing inspiration and insights from successful leaders across a range of industries and contexts. They will also have the opportunity to network with other professionals, share experiences, and learn from one another.

- Suitable for Professionals and Academics (primary, secondary, higher education)
- Minimum language level: B1

Through a blend of interactive lectures, case studies, and experiential learning activities, participants will explore key concepts such as leadership styles, effective communication, decision-making, conflict resolution, and team building. Having the opportunity to develop and refine leadership skills through a series of practical exercises and assessments.

Participants will realise locked potential as respected, credible, and proactive leaders, having the chance to boost their existing skill set by sharing excellent practice with like-minded professionals which in turn will broaden their network. Participants will power up their capabilities, understand what it means to be a world-class figurehead in the 21st century and amplify critical thinking skills in making powerful decisions.

Effective Communication Skills Day 1

This session will allow you to have the confidence to perform your management role using effective communication strategies

Managing Yourself & Your Team Day 2

You will identify and discuss how to motivate your team and the strategies to maintain it.

Offsite Training Day 3

Our offsite training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience,

and this will form the basis of a course-related project which will be delivered at the end of the week.

Setting Objectives & Personal Development Day 4

The opportunity to learn how to set challenging, but achievable, goals for yourself and for others

Presenting & Presentation Skills and Summing Up & Moving Forward Day 5

To plan, deliver and critique individual presentations, and decide how you will apply what you have learnt within your organisation

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*

Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.

All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.

**An optional adult cultural excursion programme is also available including at least 3 of Malta's best activities to showcase Malta's cultural heritage.*



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Stories, Songs & Games

Teaching English to very young learners

Pre-school & early primary 5-day

This 5 day course (week 1 of 2) will enable educational practitioners to improve their skills of teaching, supporting, and motivating very young learners of English. It aims to provide fun and practical ideas in a professional environment where all those taking part can share their best practice and ideas. At the beginning of the week, a young learner curriculum will be developed and throughout the week participants will consider how activities can be used to meet this curriculum.

- Suitable for Teachers of English to very young learners (age 3-6) preschool or early primary
- Minimum language level: B2

This course can be taken as a combined 10-day course or as two separate 5-day options: Week 1 'Stories, Songs & Games' and Week 2 'Effective Planning and Creating Routines'.

Participants are expected to take a full and active part in all aspects of the course in order to maximise the teaching and learning opportunities on offer. A wide range of ideas will be explored, creating a forum for experienced classroom practitioners to share and discuss teaching at this important time in a child's educational development.

Pedagogy Day 1

You will discuss, share and explore ideas about teaching young learners in a school environment and how their learning style can impact your planning. You will be able to demonstrate effective scaffolding techniques to bring about understanding and progression, and you will prepare and deliver a short vocabulary presentation aimed at different young audiences.

Storytelling Day 2

You will explore the different methodologies that can be used in a story based lesson plan by experiencing a practical example from your trainer. Afterwards you will plan and present your own story-based activity, focusing on a particular aspect of the English language.

Offsite training Day 3

Our cultural training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a course-related project which will be delivered at the end of the week.

Songs, Games, Crafts & What Else? Day 4

You will explore a variety of 'learning through play' activities which help young learners to practise the target language in fun and interesting ways. You will also research and present your findings on the different games available which encourage children to practise their language skills.

Resourcing, Online Activities & Dissemination Day 5

You will be introduced to some useful EFL websites, links, and applications for young learners. Afterwards, you will be given the opportunity, using any of the course content from the week, to plan, deliver and critique a suitable presentation, aimed at your target audience, based on the offsite training day activities.

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*
<i>Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.</i>	
<i>All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.</i>	

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or email support@alphaschoolmalta.com

Effective Planning and Creating Routines

Teaching English to very young learners

Pre-school & early primary 5-day

This 5 day course (week 2 of 2) will enable educational practitioners to improve their skills of teaching, supporting, and motivating very young learners of English. It aims to provide fun and practical ideas in a professional environment where all those taking part can share their best practice and ideas. At the beginning of the week, a young learner curriculum will be developed and throughout the week participants will consider how activities can be used to meet this curriculum.

- Suitable for Teachers of English to very young learners (age 3-6) preschool or early primary
- Minimum language level: B2

This course can be taken as a combined 10-day course or as two separate 5-day options: Week 1 'Stories, Songs & Games' and Week 2 'Effective Planning and Creating Routines'.

Participants are expected to take a full and active part in all aspects of the course content in order to maximise the teaching and learning opportunities on offer. A wide range of ideas will be explored, creating a forum for experienced classroom practitioners to share and discuss teaching at this important time in a child's educational development.

Visual Clues and Topics Day 1

You will look at important themes for very young learners, as well as teaching through visual stimuli. Afterwards you will investigate a range of useful classroom resources for this broad topic area, and discuss interaction and pace.

Planning Your Own Great Lessons Day 2

You will begin by sharing classroom knowledge and experience, looking at the importance of short-term, mid-term, and long-term planning in the curriculum. Next, you will look at effective lesson planning formats before engaging in a practical planning activity which also looks at feedback and aspects of assessment.

Offsite Training Day 3

Our offsite training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a course-related project which will be delivered at the end of the week.

Classroom Management - Establishing Routines Day 4

This session will investigate how we can help young learners feel safe, motivated, and relaxed by using clear language and consistent routines in our daily practice. You will research and list the visual aids, songs, and other methodologies to establish clear routines, and you will talk about effective behaviour management.

Summing Up & Dissemination Day 5

You will reflect on your learning from the course content and set a plan of action for your next steps back at your institution. You will then plan and deliver a presentation aimed at very young learners based on the offsite training day.

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*

Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.

All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.

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Teaching English to very young learners

Pre-school & early primary 10-day

This combined '**Stories, Songs & Games**' & '**Effective Planning and Creating Routines**' 2 week course will enable educational practitioners to improve their skills of teaching, supporting, and motivating very young learners of English.

It aims to provide fun and practical ideas in a professional environment where all those taking part can share their best practice and ideas. At the beginning of the week, a young learner curriculum will be developed and throughout the week participants will consider how activities can be used to meet this curriculum.

- Suitable for Teachers of English to very young learners (age 3-6) preschool or early primary
- Minimum language level: B2

This 10-day course combines our '**Stories, Songs & Games**' and '**Effective Planning and Creating Routines**' course modules.

Participants are expected to take a full and active part in all aspects of the course content in order to maximise the teaching and learning opportunities on offer. A wide range of ideas will be explored, creating a forum for experienced classroom practitioners to share and discuss teaching at this important time in a child's educational development.

Pedagogy Day 1

You will discuss, share and explore ideas about teaching young learners in a school environment and how their learning style can impact your planning. You will be able to demonstrate effective scaffolding techniques to bring about understanding and progression, and you will prepare and deliver a short vocabulary presentation aimed at different young audiences.

Storytelling Day 2

You will explore the different methodologies that can be used in a story based lesson plan by experiencing a practical example from your trainer. Thereafter you will plan and present your own story based activity, focusing on a particular aspect of the English language.

Cultural Training Day 3

Our cultural training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience,

and this will form the basis of a course-related project which will be delivered at the end of the week.

Songs, Games, Crafts & What Else? Day 4

You will explore a variety of 'learning through play' activities which help young learners to practise the target language in a fun and interesting way. You will also research and present your findings on the different games there are available which encourage children to practise their language skills.

Resourcing, Online Activities & Dissemination Day 5

You will be introduced to some useful EFL websites, links, and applications for young learners. Thereafter, you will be given the opportunity, using any of the course content from the week, to plan, deliver and critique a suitable presentation, aimed at your target audience, based on the cultural trip activity.

Visual Clues and Topics Day 6

You will look at important themes for very young learners, as well as teaching through visual stimuli. Thereafter you will investigate a range of useful classroom resources for this broad topic area, and discuss interaction and pace.

Planning Your Own Great Lessons Day 7

You will begin by sharing classroom knowledge and experience, looking at the importance of short-term, mid-term, and long-term planning in the curriculum. Next, you will look at effective lesson planning formats before engaging in a practical planning activity which also looks at feedback and aspects of assessment.



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Offsite Training Day 8

Our cultural training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a course-related project which will be delivered at the end of the week.

Classroom Management - Establishing Routines Day 9

This session will investigate how we can help young learners feel safe, motivated, and relaxed by using clear language and consistent routines in our daily practice. You will research and list the visual aids, songs, and other methodologies to establish clear routines, and you will talk about effective behaviour management.

Summing Up & Dissemination Day 10

You will reflect on your learning from the course content and set a plan of action for your next steps back at your institution. You will then plan and deliver a presentation aimed at very young learners based on the cultural training day.

Course specification

Maximum participants	12
10 day course price:	€ 800
Registration fee:	€ 100
Total programme fee:	€ 900
Optional Cultural Excursion programme:	€ 125 per week*
<i>Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.</i>	
<i>All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.</i>	

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English Language Development 5 or 10-day

This course caters to teaching and non-teaching professionals alike and is customised for individual participants. Based on a needs analysis, the target language focusses on your professional needs so that you are involved in choosing aspects of the course content. Personalised learning is where we excel at Alpha School of English.

- Suitable for academic, administrative, and auxiliary school staff (primary, secondary, higher education) and Teacher trainers
- Language level: A2 to B1

This personalised learning programme course can be taken as a 5-day or 10-day programme. You will experience high-quality training using a range of in-class and practical elements. We will also endeavour to offer you a period of time practising your language skills in real-life teaching or administrative situations.

The daily programme is divided into two main parts. The first offers you level specific input from our professional trainers, covering the four language skills, and the second part allows you to develop your specific English speaking skills relevant for your professional working environment.

Within the four language skills you will aim to do the following:

Speaking - developing your confidence in communicating effectively in the English language - practising pronunciation - exploring intonation - asking and answering common questions - increasing your vocabulary

Reading - improving your understanding of shorter and longer texts - reading for meaning and pleasure - tackling misconceptions in texts - learning some idiomatic language and common phrases

Writing - creating lists, sentences, and short texts - checking for errors and misunderstanding - reviewing key grammatical structures - learning synonyms and word alternatives - using conjunctions

Listening - developing confidence in listening to the spoken word - understanding different accents and pronunciation - selecting the correct information in what you hear - broadening understanding of a range of topics through listening

Within your specific speaking focus you will cover the following:

- Expanding specific vocabulary and using it in context
- Improving pronunciation of key terms related to your role
- Developing a natural flow and pace of language
- Building confidence in a range of work-based situations

You will take part in a range of speaking activities including discussions, debates, role plays and presentations

By the end of the course you will have noticeably developed your English language skills and you will be ready to use them back in the workplace with confidence

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*
10 day course price:	€ 800
Registration fee:	€ 100
Total programme fee:	€ 900
Optional Cultural Excursion programme:	€ 125 per week*

Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.

All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.

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A Guide to Conducting Classroom Observations 5-day

Alpha School of English is proud to deliver its flagship course in the field of classroom observations, having been involved in a 3 year Erasmus project centred around this area of academic development. During this process our team of teaching professionals have: produced both digital and paper copies of observation proformas and associated handbooks, conducted multilingual observations; taught and observed virtual and face-to-face lessons; and shared excellent practice with colleagues from across Europe.

- Suitable for School Principals, Subject Department heads, teacher support/development staff, primary, secondary & tertiary-level teachers in all subject areas and teacher trainers.
- Minimum language level: B1

Applying for this course will enable you to take advantage of our expertise so that you can use this knowledge to design and implement observational systems to assess and provide supportive, constructive feedback to teachers. Topics covered include observational methodology, peer observation, establishing goals & guidelines, reflective practice, and action plans.

Effective Lesson Observations, Feedback, and Supportive Assessment are an integral part of the whole teaching and learning process and this applies as much to staff development as it does to student progress. In this week-long session managers and educators alike will develop their skills of evaluating their staff and peers, creating relevant documents to record observation data, giving useful written and oral feedback in a non-threatening, supportive manner, and setting appropriate and challenging goals for the future.

Throughout this course participants will also develop their language skills, gaining key vocabulary related to feedback. This course will involve theoretical input and practical classroom observation sessions.

Why Observations? Day 1

Why observe teachers in the classroom? Rationale behind lesson observations. The importance of CPD needs.

What to assess when observing teachers? Brainstorming ideas about elements necessary for a useful lesson observation. A closer look at the CEFR. Following

governmental guidelines. Being realistic but challenging and understanding 'snapshots'.

How is this process currently executed in your establishment? Sharing what your institution does in terms of lesson observations, feedback and support. Sharing good practice. Critically analysing the process and suggesting how it could be developed.

The Who, When, and What of Observations Day 2

Who carries out lesson observations? Discussing the suitability and qualifications of staff to carry out fair and effective observations.

When should observations be done? Deciding when to carry out the process. Making the process ongoing and regular.

What should a lesson observation form look like? Developing a suitable resource to use during the process. Creating consistency through paired observations.

How should feedback be given? Timetabling a period of feedback into the observation process. Thinking about what should be discussed in a feedback session. Discussing the best method of providing and recording feedback. Understanding that feedback is a two-way process.

What language should be used? Putting people at their ease throughout the process. Using the correct language throughout the process in written and spoken form.

Offsite Training Day 3

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and this will form the basis of a course-related project which will be delivered next session.

Goal Setting Day 4

How is it best to give praise and reprimands? Deciding how praise can be given. Knowing what to say when greater support is needed. Being firm, yet fair when necessary.

How can staff set personal goals? Building a list of possible future goals for teaching staff to develop their practice. Creating a document to allow for personal feedback and development.

What are the practical ways of improving teaching techniques? Coming up with practical ideas for classroom practice to aid teaching and learning.

Why should goals be SMART? Making goals relevant and measurable. Knowing when to analyse staff and their improvements.

Presentations, Further CPD & Feedback Day 5

Presenting and Observing: Based on the offsite training day activities, you will prepare and deliver a mini learning episode which your peers will observe and evaluate.

What can be done to offer further CPD support to staff? Peer observations amongst staff. Opportunities for sharing good practice amongst staff. Timetabling restraints.

How has this week helped me? Analysing your own practice in terms of observations and feedback. Discussing the effectiveness of the course.

What next? Setting goals related to lesson observations and staff welfare for your own institution. Sharing ideas and good practice.

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*
<p><i>Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.</i></p> <p><i>All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.</i></p>	

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CLIL

Content & Language Integrated Learning 5-day

Led by our in-house team of professional trainers, the course will endeavour to cater to each participant's needs. Although there is planned course content, it aims not to be prescriptive but rather an organic forum for individual professional development; that is, we will deliver the course driven by you. As such, daily content may change or develop as you, your peers and the course tutor decide on the best path.

- Suitable for teachers (primary, secondary, higher education) and Teacher trainers
- Minimum language level: B1

Alpha School's CLIL - Content & Language Integrated Learning course offers participants an immersive experience where they will be given the opportunity to:

- Collaborate with peers of different nationalities and cultural backgrounds
- Take part in discussions and activities which promote the use of CLIL
- Increase their awareness of the rationale and application of CLIL
- Demonstrate their organisational and resourcing skills
- Improve their communication skills, vital for the delivery of CLIL

Introductions & Professional Practice Day 1

You will investigate the rationale and effectiveness of CLIL before looking at ways of integrating the four language skills into conventional and IT-rich classrooms in order to develop learners' attainment and progress.

Teaching & Learning Day 2

You will be able to ask questions about the English language, or subject-specific vocabulary, before looking at lesson delivery, and achieving and maintaining student motivation and progress.

Offsite Training Day 3

Our offsite training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a course-related project which will be delivered at the end of the week.

Assessment & Feedback Day 4

In this session you will explore the different types of assessment available and how they impact teachers and learners. Effective marking and giving feedback will also be covered.

Presenting, Summing Up & Moving Forward Day 5

Using what you have learnt this week, you will plan and deliver a presentation, or learning episode, complete with engaging resources, based on the offsite training day. You will assess your peers and give constructive feedback.

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*
<i>Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.</i>	
<i>All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.</i>	

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Teaching Business English 5-day

This course will give participants the opportunity to learn about important aspects of business, and its specific vocabulary, so that they are able to deliver Business English content with confidence and clarity to students who may have an experienced background in today's business world

- Suitable for Business English teachers of higher or Adult Education and teacher trainers
- Minimum language level: B1

We aim to equip you with the tools needed to cover some of the most important aspects of teaching business English. It will allow you to work, share and develop ideas with other practitioners.

Business Vocab, Communication & Giving Feedback Day 1

Ideas and examples for brushing up on business vocabulary; Analysing ways of communicating effectively; Methods for executing constructive feedback based on a set of success criteria.

The Power of Persuasion Day 2

Using persuasive techniques in different situations; Negotiating for a win-win outcome; Pitching business ideas to others.

Offsite Training Day 3

Our offsite training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a course-related project which will be delivered on Friday as part of a practical presentation.

Techno-Teaching Methods Day 4

Critiquing and using a plethora of online applications and sites to deliver an up-to-date business curriculum.

Offsite Training Day Presentations; Summing Up & Moving Forward Day 5

Planning and delivering a practical presentation based on the course content; Reflecting on the course and considering how ideas could be implemented in your organisation.

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*
<i>Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.</i>	
<i>All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.</i>	

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Theory and Practice

Public Speaking, Communication & Presentation Skills For Professionals 5-day

This 5-day course (week 1 of 2) enables participants to improve their communication and presentation skills in their professional lives so that they are able to speak in a range of formal and informal situations with an increased level of confidence and clarity

- Suitable for business professionals; academic, administrative, and auxiliary school staff (primary, secondary, higher education) and Teacher trainers
- Minimum language level: B1

This course can be taken as a combined 10-day course or as two separate 5-day options: Week 1 'Theory and Practice' and Week 2 'Research and Practice'.

Week 1 (**Theory and Practice**), comprises a plethora of topics on business theory with associated exercises and practical speaking activities: High level communication skills, networking, cross-cultural awareness, public speaking & presentation skills, negotiations, and risk management. Our experienced trainers will lead you through a range of essential topics and skills that will strengthen and increase your effectiveness as a communicator in your professional life.

Communication, Networking & Motivation Day 1

This session will allow you to communicate effectively and appropriately in numerous real life situations. It will highlight the importance of networking on a professional level as well as give you an insight into the four content motivation theories.

Cross-Cultural Awareness, Public Speaking & Presentations, Feedback & Success Criteria Day 2

The second day will focus on the importance of cross-cultural awareness before outlining the fundamental elements, skills, and goals of Public Speaking. You will also be able to identify the use of success criteria in giving effective oral feedback.

Offsite Training Day 3

Our offsite training day will include an offsite trip to one of Malta's top attractions. You will take part in a cultural

experience, and this will form the basis of a course-related presentation which will be delivered at the end of the week.

Negotiations, Management Styles, Success Day 4

You will discuss techniques for planning and preparing for business negotiations, as well as analysing different management styles. In addition, you will evaluate the true meaning of success on a personal and professional level.

Managing Risk, Business Ethics, Offsite Training Day Presentations, Summing Up & Moving Forward Day 5

Before summarising the week's course and deciding on your next plan of action, you will consider aspects of risk management and business ethics. The crux of this session is to deliver and critique a presentation, based on the offsite activity, that relates to the content of this course.

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*
<i>Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.</i>	
<i>All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.</i>	

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Research and Practice Public Speaking, Communication & Presentation Skills for Professionals 5-day

This 5-day course (week 2 of 2) enables participants to improve their communication and presentation skills in their professional lives so that they are able to speak in a range of formal and informal situations with an increased level of confidence and clarity

- Suitable for business professionals; academic, administrative, and auxiliary school staff (primary, secondary, higher education) and Teacher trainers
- Minimum language level: B1

Week 2 (**Research and Practice**), gives you the opportunity to research, plan and deliver a variety of presentations, in different styles and on a number of topic areas, according to your preferences: Intrapersonal and interpersonal presentations, persuasive techniques, collaboration, and IT interactivity in delivering presentations. Our experienced trainers will lead you through a range of essential topics and skills that will strengthen and increase your effectiveness as a communicator in your professional life.

Planning and Delivering Interesting Intrapersonal and Interpersonal Presentations Day 1

This session will allow you to use a specific public speaking technique to produce an engaging interpersonal presentation. You will then discuss and use effective questioning techniques to create an intrapersonal presentation on one of your peers.

Researching, Planning, and Delivering a Persuasive Presentation Day 2

The second day will focus on important aspects of a persuasive argument which will give you the skills to be able to sell an idea or a product to an audience. In the process, you will increase your ability to think on your feet and respond effectively and convincingly to questions.

Offsite Training Day 3

Our offsite training day will include an offsite trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a course-related presentation which will be delivered at the end of the week.

Researching, Planning, and Delivering a Collaborative Presentation Day 4

You will collaboratively construct an interesting presentation on a subject area that is unfamiliar to you before delivering the content confidently and convincingly. Afterwards you will critique the work you have produced, as well as the work of your colleagues.

Adding IT Interactivity to your Presentations, Offsite Training Day Presentations, Summing Up & Moving Forward Day 5

On the final day you will start by identifying, selecting, and using a range of applications which add interactivity to a presentation. You will then deliver and peer assess a presentation, using a specific set of assessment criteria, based on the offsite training day activities. At the end of the session, you will reflect on the week's learning and plan how to put this into practice at home.

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*

Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.

All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.

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Public Speaking, Communication & Presentation Skills For Professionals 10-day

This 10-day course enables participants to improve their communication and presentation skills in their professional lives so that they are able to speak in a range of formal and informal situations with an increased level of confidence and clarity

- Suitable for business professionals; academic, administrative and auxiliary school staff (primary, secondary, higher education) and Teacher trainers.
- Minimum language level: B1

The content comprises theoretical trainer-led delivery and practical group-based and independent activities. You will be expected to take a full and active part in all aspects of the course in order to maximise the opportunities we offer you.

Our experienced trainers will lead you through a range of essential topics and skills that will strengthen and increase your effectiveness as a communicator in your professional life.

Theory and Practice (week 1)

This comprises a plethora of topics on business theory, with associated exercises and practical speaking activities: High level communication skills, networking, cross-cultural awareness, public speaking & presentation skills, negotiations, and risk management.

Research and Practice (week 2)

This gives you the opportunity to research, plan and deliver a variety of presentations, in different styles and on a number of topic areas, according to your preferences: Intrapersonal and interpersonal presentations, persuasive techniques, collaboration, and IT interactivity in delivering presentations.

Communication, Networking & Motivation Day 1

This session will allow you to communicate effectively and appropriately in numerous real life situations. It will highlight the importance of networking on a professional level as well as give you an insight into the four content motivation theories.

Cross-Cultural Awareness, Public Speaking & Presentations, Feedback & Success Criteria

Day 2

The second day will focus on the importance of cross-cultural awareness before outlining the fundamental elements, skills, and goals of Public Speaking. You will also be able to identify the use of success criteria in giving effective oral feedback.

Offsite Training Day 3

Our offsite training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a course-related presentation which will be delivered at the end of the week.

Negotiations, Management Styles, Success

Day 4

You will discuss techniques for planning and preparing for business negotiations, as well as analysing different management styles. In addition, you will evaluate the true meaning of success on a personal and professional level.

Managing Risk, Business Ethics, Cultural Training Day Presentations, Summing Up & Moving Forward Day 5

Before summarising the week's course and deciding on your next plan of action, you will consider aspects of risk management and business ethics. The crux of this session is to deliver and critique a presentation, based on the cultural activity, that relates to the content of this course.

Planning and Delivering Interesting Intrapersonal and Interpersonal Presentations

Day 6



Questions? Speak to our Director of Studies! Call +356 2158 1474 (or request a callback) or email support@alphaschoolmalta.com

This session will allow you to use a specific public speaking technique to produce an engaging interpersonal presentation. You will then discuss and use effective questioning techniques to create an intrapersonal presentation on one of your peers.

Researching, Planning, and Delivering a Persuasive Presentation Day 7

Today's training sessions will focus on important aspects of a persuasive argument which will give you the skills to be able to sell an idea or a product to an audience. In the process, you will increase your ability to think on your feet and respond effectively and convincingly to questions.

Offsite Training Day 8

Our offsite training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a course-related presentation which will be delivered at the end of the week.

Researching, Planning, and Delivering a Collaborative Presentation Day 9

You will collaboratively construct an interesting presentation on a subject area that is unfamiliar to you before delivering the content confidently and convincingly. Afterwards you will critique the work you have produced, as well as the work of your colleagues.

Adding IT Interactivity to your Presentations, Offsite Training Day Presentations, Summing Up & Moving Forward Day 10

On the final day you will start by identifying, selecting, and using a range of applications which add interactivity to a presentation. You will then deliver and peer assess a presentation, using a specific set of assessment criteria, based on the offsite training day activities. At the end of the session, you will reflect on the week's learning and plan how to put this into practice at home.

Course specification

Maximum participants	12
10 day course price:	€ 800
Registration fee:	€ 100
Total programme fee:	€ 900
Optional Cultural Excursion programme:	€ 125 per week*
<p><i>Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.</i></p> <p><i>All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.</i></p>	

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Recharging Education Professionals 5-day

A 'wellbeing' strategies 5 day workshop for teachers and education staff. A whole week dedicated to one's own wellness and well-being. Learning how to identify and manage stress are crucial life skills for today's professionals.

- Suitable for teachers (primary, secondary, higher education), teacher trainers, school principals, and auxiliary staff
- Minimum language level: B1

This 5-day course is an exclusive professional development plan that will aid educational professionals to cope with everyday stresses and recapture initial enthusiasm for the profession.

In recent years life has changed dramatically for us all. With increasing pressures in our everyday lives, many of us find that our mental health is being adversely affected. Our families, our jobs, and our social media notifications all seem to take priority over our own well-being and we often neglect our minds and our bodies in the process. This course intends to help you, as a busy professional, to reintroduce some self-awareness into your life, building calmness, happiness, and reflectiveness into your daily routines.

Dimensions of Wellness Day 1

Understanding the Eight Dimensions of Wellness, and undertaking a number of physical, emotional, and spiritual activities.

Mindful Routines Day 2

Learning how aspects of mindfulness can be incorporated into a daily routine, including showing gratitude to others.

Offsite Training Day 3

Our offsite training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a course-related presentation which will be delivered at the end of the week.

Hopes & Fears Day 4

Thinking about fear and how we cope with personal anxieties and expressing positivity through various outlets.

Offsite Training Day Task, Summing Up & Moving Forward Day 5

Reflecting on the mindful practices experienced and how these practices can continue in the future. Planning, resourcing, delivering and critiquing a mindfulness presentation that relates to the content of this course based on the Offsite Training Day.

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*
<i>Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.</i>	
<i>All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.</i>	

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Communication, Presentation and Language Skills

English for University Lecturers 5-day

Our 5 day immersive course (*week 1 of 2*) **Communication, Presentation and Language Skills** offers you a chance to hone your English language skills in a supportive, professional environment while also discussing a range of aspects relevant to your day-to-day working life and wider roles and responsibilities.

- Suitable for University Lecturers / Tertiary Educators.
- Minimum language level: B1

There are two 5-day options for this course: Week 1 'Communication, Presentation and Language Skills' and Week 2 'Day-to-Day Professional Life'. Both courses can be taken as a combined 10 day course

The course is organised into broad and interesting topics with a strong practical element where you will have the chance to practise the delivery of a mini 'lecture' in the English language. An offsite training day will be the foundation for personal research and presentation techniques. You will be encouraged to reflect on your own practice, as well as offer peers support on theirs. In addition you will receive regular feedback from your course trainer who is on hand to support you with language advice.

By the end of the course you will have begun to build the necessary skills to deliver your subject in English with confidence.

Communication, Presentation and Language Skills

This week 1 of 2 enables you to improve your communication, presentation and language skills in English, allowing you to deal with a number of situations with greater fluency and confidence.

Presenting and Basic Communication Skills Day 1

You will give a short presentation about yourself after listening to an introduction from your course trainer. Once you have delivered your personal presentation, your trainer will provide you with constructive feedback, predominantly related to your English language skills. Afterwards you will undertake some team-building exercises based on a range of verbal and non-verbal communication skills.

Pronunciation and Correct Tense Forms Day 2

You will look at tips for good pronunciation before practising your pronunciation. Next you will be introduced to the Phonemic Chart, where you will learn symbols to practise correct English pronunciation. Afterwards you will revise different tense forms, before undertaking a correction exercise on a text.

Offsite Training Day 3

Our offsite training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a suitable presentation, or mini lecture, which will be further researched, planned and delivered the next day, giving you practical support and encouragement.

Presentation of Offsite Training Day [Mini Lecture] Day 4

Having visited one of Malta's popular attractions, you will carry out further research before planning and delivering a presentation based on the offsite trip, ideally centred around your specialist subject area/s. Afterwards you will listen to your colleagues' presentations and critique them, based on specific criteria. You will also self-evaluate your own work.



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Dealing with Different Work-Based Scenarios

Day 5

You will work through a number of imaginary scenarios that you may face in your daily working life. Your task will be to try to resolve these issues collaboratively, thinking about the correct use of language and tone of voice. You will then present your ideas to your trainer and colleagues who will offer you feedback on your task, followed by a class discussion.

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*
<i>Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.</i>	
<i>All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.</i>	

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or email support@alphaschoolmalta.com

Day-to-Day Professional Life

English for University Lecturers 5-day

Our 5 day immersive course (*week 2 of 2*) **Day-to-Day Professional Life** offers you a chance to hone your English language skills in a supportive, professional environment while also discussing a range of aspects relevant to your day-to-day working life and wider roles and responsibilities.

- Suitable for University Lecturers / Tertiary Educators.
- Minimum language level: B1

There are two 5-day options for this course: Week 1 'Communication, Presentation and Language Skills' and Week 2 'Day-to-Day Professional Life'. Both courses can be taken as a combined 10 day course

The course is organised into broad and interesting topics with a strong practical element where you will have the chance to practise the delivery of a mini 'lecture' in the English language. An offsite training day will be the foundation for personal research and presentation techniques. You will be encouraged to reflect on your own practice, as well as offer peers support on theirs. In addition you will receive regular feedback from your course trainer who is on hand to support you with language advice.

By the end of the course you will have begun to build the necessary skills to deliver your subject in English with confidence.

Day-to-Day Professional Life

This week 2 of 2 gives you the opportunity to explore aspects of your day-to-day professional life, allowing you to communicate in both the spoken and written form to colleagues and students alike.

Anatomy of a Lecture and Quality Control Day 1

You will begin by analysing the format of a typical lecture, discussing the effectiveness of this means of academic instruction. Next, you will consider quality control procedures with your institution, namely lecture observations. You will assess our institution's observation proforma before putting it into practice with a 'real' lecture observation. Afterwards you will discuss peer observation and appraisal procedures, stating their purpose and effectiveness.

Assessment and Giving Written Feedback Day 2

You will begin by describing the methods of assessment you use in your teaching, before looking at named examples of types of assessment. Next, you will define the term feedback and look at different examples of this integral part of the teaching and learning process. Then you will consider written feedback, looking at some research, before having a go at giving some written feedback on a short academic paper.

Offsite Training Day 3

Our offsite training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a presentation, or mini lecture, which will be researched, planned and delivered the next day, giving you further practical support and encouragement.



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Presentation of Offsite Training Day [Mini Lecture] Day 4

As a follow up to the previous day's offsite trip, you will carry out some online research and then plan and deliver a presentation based on the offsite training day activities, tied in to your specialist subject area/s.

Creative Technology for Quizzes and Assessment Day 5

You will begin by taking an active part in investigating six different applications that can be used as interactive educational tasks. Next, you will consider their value in a higher education academic setting, comparing and contrasting their capabilities and their weaknesses. Afterwards you will create some resources using the application/s that you feel are the most suitable for you as an educator.

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*
<i>Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.</i>	
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or email support@alphaschoolmalta.com

English for University Lecturers 10-day

Our ten-day immersive course offers you a chance to hone your English language skills in a supportive, professional environment while also discussing a range of aspects relevant to your day-to-day working life and wider roles and responsibilities.

- Suitable for University Lecturers / Tertiary Educators.
- Minimum language level: B1

The course is organised into broad and interesting topics with a strong practical element where you will have numerous chances to practise the delivery of mini 'lectures' in the English language. Two cultural trips over the two-week course will be the foundation for personal research and presentation techniques.

You will be encouraged to reflect on your own practice, as well as offer peers support on theirs. In addition you will receive regular feedback from your course trainer who is on hand to support you with language advice.

By the end of the course you will have built the necessary skills to deliver your subject in English with confidence.

Communication, Presentation and Language Skills (Days 1-5)

This first week enables you to improve your communication, presentation and language skills in English, allowing you to deal with a number of situations with greater fluency and confidence.

Day-to-Day Professional Life (Days 6-10)

This second week gives you the opportunity to explore aspects of your day-to-day professional life, allowing you to communicate in both the spoken and written form to colleagues and students alike.

Presenting and Communication Skills Day 1

You will give a short presentation about yourself after listening to an introduction from your course trainer. Once you have delivered your personal presentation, your trainer will provide you with constructive feedback, predominantly related to your English language skills. Afterwards you will undertake some team-building exercises based on a range of verbal and non-verbal communication skills.

Pronunciation and Correct Tense Forms Day 2

You will look at tips for good pronunciation before practising your pronunciation. Next you will be introduced to the Phonemic Chart, where you will learn symbols to practise correct English pronunciation. Afterwards you will revise different tense forms, before undertaking a correction exercise on a text.

Offsite Training Day 3

Our offsite training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a suitable presentation, or mini lecture, which will be further researched, planned and delivered the next day, giving you practical support and encouragement.

Presentation of Offsite Training Day 4

Having visited one of Malta's popular attractions, you will carry out further research before planning and delivering a presentation based on the offsite trip, ideally centred around your specialist subject area/s. Afterwards you will listen to your colleagues' presentations and critique them, based on specific criteria. You will also self-evaluate your own work.

Dealing with Work-Based Scenarios Day 5

You will work through a number of imaginary scenarios that you may face in your daily working life. Your task will be to try to resolve these issues collaboratively, thinking about the correct use of language and tone of voice. You will then



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present your ideas to your trainer and colleagues who will offer you feedback on your task, followed by a class discussion.

Anatomy of a Lecture and Quality Control

Day 6

You will begin by analysing the format of a typical lecture, discussing the effectiveness of this means of academic instruction. Next, you will consider quality control procedures with your institution, namely lecture observations. You will assess our institution's observation proforma before putting it into practice with a 'real' lecture observation. Afterwards you will discuss peer observation and appraisal procedures, stating their purpose and effectiveness.

Assessment and Giving Written Feedback

Day 7

You will begin by describing the methods of assessment you use in your teaching, before looking at named examples of types of assessment. Next, you will define the term feedback and look at different examples of this integral part of the teaching and learning process. Thereafter you will consider written feedback, looking at some research, before having a go at giving some written feedback on a short academic paper.

Offsite Training Day 8

Our second offsite training day will include a trip to another of Malta's top attractions. You will take part in another cultural experience, and this will form the basis of a second presentation, or mini lecture, which will be researched, planned and delivered the next day, giving you further practical support and encouragement.

Presentation of Offsite Training Day 2 [Mini Lecture] Day 9

As previously, after visiting another of Malta's popular attractions, you will carry out further research before planning and delivering a second presentation based on the offsite training day activities, tied in to your specialist subject area/s. Afterwards, you will listen to your colleagues' presentations and critique them, based on specific criteria. You will also self-evaluate your own work.

Creative Technology for Quizzes and Assessment Day 10

You will begin by taking an active part in investigating six different applications that can be used as interactive educational tasks.

Next, you will consider their value in a higher education academic setting, comparing and contrasting their capabilities and their weaknesses. Afterwards you will create some resources using the application/s that you feel are the most suitable for you as an educator.

Course specification

Maximum participants	12
10 day course price:	€ 800
Registration fee:	€ 100
Total programme fee:	€ 900
Optional Cultural Excursion programme:	€ 125 per week*

Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.

All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.

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TREES

Teaching Resources for Environmental Education on Sustainability 5-day

Never has there been a more important time to tackle the environmental issues that we are all facing. As global citizens we have a collective responsibility to act now to save our precious planet - our one true home - and as educators we have a bigger responsibility to give the students in our care the information, and the voices, they need to build a brighter, more sustainable future on Earth.

- Suitable for teachers (primary, secondary, higher education) and Teacher trainers.
- Minimum language level: B1

Our TREES training course aims to provide you with quality materials, ideas, and experiences so that you can gain the necessary knowledge and skills to be able to deliver relevant learning episodes on the topic of the environment, both on a local and on a global scale. You may even be able to set up international links and environment projects with your course peers to make a real sustainable difference.

- Collaborate with peers of different nationalities and cultural backgrounds
- Take part in discussions and activities which promote environmental education across a range of subject areas in a cross-curricular format
- Increase awareness of environmental issues based around the UN's global Sustainable Development Goals
- Demonstrate organisational and resourcing skills
- Improve English communication skills

Global Goals & The Land Day 1

You will develop an understanding of the UN's Global Sustainable Development Goals, and take part in a number of interactive IT-based activities related to life on land. In addition, you will create and critique your own engaging environmental activities for students.

The Air Day 2

You will compare and contrast a range of pre-made resources on the topic of climate action, appraising them and suggesting modifications. You will then plan and develop learning episodes based on these educational resources.

Offsite Training Day 3

This training day is an offsite trip to one of Malta's top attractions. You will take part in a cultural experience, and

this will form the basis of a suitable 'TREES' presentation which you will deliver on the final day.

The Water Day 4

You will explore a range of cross-curricular activities by trying them out from a student's perspective and then analysing them from an educator's viewpoint. One example includes researching an aspect of water and the environment and then creating a resource out of recyclable materials.

The Presentation Day 5

You will plan, resource, and deliver a presentation based on the offsite training day activities using aspects of the course content. Afterward, you will reflect on your own presentation skills using a set of assessment criteria, before peer-assessing other presentations with fair, constructive feedback.

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*
<i>Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.</i>	
<i>All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.</i>	

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CUSTOMISED COURSES AND CLOSED GROUPS ON REQUEST

To provide the best experience and ensure cost-effectiveness, both our customised training solutions and closed group courses require a minimum of six participants.

If you're ready to take your professional development to the next level or explore our closed group course options, please contact us to discuss how we can design a training programme that perfectly aligns with your needs.

Customised Training Solutions

At Alpha School of English, we understand that each client is unique, and their training needs may vary. That's why we offer tailored solutions to ensure your training objectives are met effectively. Whether you're looking for a specialised course, a customised workshop, a targeted training session, or a team-building event, we've got you covered.

Key Features:

Tailored to Your Needs:

We work closely with our clients to understand their specific requirements and goals.

Your training programme will be uniquely designed to address your challenges and opportunities.

Flexible Scheduling:

We understand the importance of convenience. You can choose a schedule that suits you, whether it's weekdays, weekends, or evenings.

Closed Group Courses

In addition to our customised training solutions, we offer a selection of closed group courses, which provide an excellent opportunity to collaborate and learn with like-minded individuals.

These courses are ideal for groups who wish to grow together.

Explore our featured courses below. For more detailed information on each course, are on the following pages.

Interactive Teaching and Learning on the Interactive Whiteboard 5-day

How to Maximise Learning on Field Trips 5-day

Survival Skills for Admin Staff 5-day

Effective Classroom Management 5-day

English Language Development (Subject Specific) 5 or 10 day



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GoIWB!

Interactive Teaching and Learning on the Interactive Whiteboard 5-day **(Closed Groups only)**

This practical and informative 5 day course has been designed with innovative classroom practitioners in mind. It will introduce you to IWBs if you are a first-time user and help you to improve your skills if you already have some experience with these exciting teaching tools.

- Suitable for teachers (primary, secondary, higher education) and teacher trainers
- Minimum language level: B1

Our skilled Teacher Trainers at Alpha School will demonstrate how the ActivInspire Studio computer programme, along with Promethean Projectors, can be used to plan creative and interactive lessons for a modern and technology-savvy audience. You will have daily opportunities to use these tools yourself and you will work with others to create interesting and interactive activities. This course will really allow you to flex your creative muscles.

Introduction to the IWB Day 1

Getting to know what an IWB can do and how it can assist classroom teachers • Teaching & Learning in the 21st Century - its appeal to a modern audience • IWB packages on the market & compatible programmes/resources. Turning the IWB on and getting started with ActivInspire Studio, our in-house IWB programme • Writing on the board and setting background colours • Manipulating text styles and colours • Adding and manipulating shapes • Deleting, erasing and editing • Adding pages and saving documents • Discussing how you could use The Basics in your teaching and then putting this into practice by planning and carrying out a simple teaching activity on ActivInspire Studio with your classroom peers.

Media on the IWB Day 2

• Inserting, manipulating and editing a range of media and links from a number of locations - photos; videos; sound files and other documents from your laptop and the Internet • Understanding some of the tricks and ideas for creating fun language activities for students • Appreciating how conventional 'boring' paper-based exercises can be made more interactive using the IWB • Discussing how you could use media items in your teaching and then by creating your own multimedia files (i.e. video footage), you will produce a teaching tool for use in the classroom.

Offsite Training Day 3

Our offsite training day will include a trip to one of Malta's top attractions. This cultural experience will form the basis of a course-related project.

Lesson Planning on the IWB Day 4

• Understanding how ActivInspire Studio can be used to create a whole lesson plan • For the practical element, you will choose a teaching/grammar focus and work in small groups to develop a 15-minute lesson, along with any additional supporting materials/resources. You will then share your ideas with the group by teaching your lesson to the class. Feedback will be given.

Presentation & Next Steps Day 5

• Assessing the pros and cons of IWBs in your teaching • Assessing the use of IWBs in your institution • Using your new IWB skills, you will plan and deliver a presentation, or learning episode, complete with engaging resources, based on the offsite training day. You will assess your peers and give constructive feedback as well as get expert advice from your Alpha School tutor. This will be an invaluable element of the course, giving you precious time to think and plan creative and interactive lessons in a relaxed, yet professional, environment.

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*

Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.

All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.

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How to Maximise Learning on Field Trips 5-day (Closed Groups only)

Students and teachers alike enjoy field trips as they take the learning out of the classroom, bringing the curriculum to life. As well as being fun, field trips must allow for interesting, valuable, and safe teaching and learning experiences. This course will look at aspects of planning, organising, and undertaking field trips through whole-class discussion and practical applications.

- Suitable for teachers (primary, secondary, higher education) and teacher trainers
- Minimum language level: B1

This 5-day programme involves both classroom contact time and four field trip experiences, three of which will take place in the locality of Saint Paul's Bay, the home of Alpha School of English. The fourth is an offsite cultural trip to a popular destination.

The course offers participants a hands-on experience where they will be given the opportunity to:

- Collaborate with peers of different nationalities and cultural backgrounds
- Take part in four practical off-site field trip activities
- Increase their awareness of health and safety issues
- Demonstrate their organisational and resourcing skills
- Improve their English communication skills

Rationale & Resourcing Day 1

Classroom Time: The rationale behind field trips; conducting a "T.R.I.P.S." analysis of a site; a look at case studies with a focus on effective resourcing.

Mini Field Trip Task: A look at three local field trip venues with an emphasis on "T.R.I.P.S." Analysis & resourcing.

Hazards and Risks Day 2

Classroom Time: Creating resources based on one Mini Field Trip Venue from Day 1; Identifying Hazards; Risk Assessments and Risk Matrices.

Mini Field Trip Task: Spotting the hazards and risks when going from point A to point B - from school to a local venue.

There is a version of the course that does not have a strong focus on risks and hazards. Please ask.

Offsite Training Day 3

Offsite Cultural Trip: Our offsite training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a course-related project which will be delivered next session.

Planning and Presenting Day 4

Classroom Time: The whole time is spent in the classroom today creating a full range of resources based on the Offsite Cultural Trip Activities [Day 3] and then presenting these to the group, followed by peer feedback.

Virtual Field Trips Day 5

Mini Field Trip Task: Photo Treasure Hunt of the locality.

Classroom Time: Virtual Field Trips - examples, Pros & cons of virtual field trips; Making virtual field trips valid using available software

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*

Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.

All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.

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Survival Skills for Admin Staff 5-day

(Closed Groups only)

This 5-day course has been specifically designed for administrative staff based in educational establishments, such as schools, colleges, and universities, who wish to improve their language skills for their role in an English-speaking organisation.

- Suitable for Admin Staff, School Principals, Subject Department heads,
- Minimum language level: A2

The course will cover a range of useful topic areas as well as provide its participants with tailor-made course content on request. Please make us aware of your language needs prior to starting at Alpha School and our friendly, professional teaching team will aim to cover these requests during the programme.

Introductions Day 1

Personal introductions, your place of work and job description • Meeting and greeting people in your organisation - formally and informally • Key vocabulary from the world of education • Key vocabulary used in an office environment - basic equipment, technology, and longer phrases.

On the Phone & Online Day 2

Answering the telephone, making requests and understanding responses • Making notes in English when speaking to people on the telephone (or face-to-face) • Reading, understanding and answering emails - formally and informally • Using the Internet to scan for information and relaying your findings to others.

Offsite Training Day 3

Our cultural training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a course-related project which will be delivered next session.

Money Matters Day 4

Key verbs and nouns associated with business and finance • Financial businesses • Banking collocations • Phrases for starting and leaving a conversation • Use of vocabulary associated with financial matters produced using IT.

Presentations Day 5

Identifying the characteristics of a good and bad presentation • Reviewing vocabulary related to presentations, including sentence stress and intonation patterns - Participants will then plan and deliver a short presentation related to the course content.

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*
<i>Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.</i>	
<i>All courses require a one-off €100 registration fee per trainee and include: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Use of executive suite kitchenette • Refreshments (tea/coffee) • Offsite training day in Valletta, Mdina or St. Paul's Bay including entrance ticket to one cultural attraction.</i>	

**An optional adult cultural excursion programme is also available including at least 3 of Malta's best activities to showcase Malta's cultural heritage.*



Questions? Speak to our Director of Studies! Call +356 2158 1474 (or request a callback)
or email support@alphaschoolmalta.com

Effective Classroom Management

5-day (Closed Groups only)

Effective classroom management is invaluable for all teachers as it helps them to establish and maintain excellent working relationships with their students in an organised, safe, and engaging learning environment.

- Suitable for teachers (primary, secondary, higher education) and teacher trainers
- Minimum language level: B1

The subject of classroom management itself is indeed vast, varied, and convoluted but we aim to equip you, during our bespoke course, with the tools needed to cover some of the most important aspects, building on your existing knowledge and allowing you to work, share and develop ideas with other practitioners. We have included practical and academic elements within our classroom management sessions to meet the needs of all good educators who wish to motivate, praise, and manage their students effectively.

Rationale & Rules Day 1

You will compare and contrast what constitutes effective classroom management and what constitutes poor classroom management, and how this impacts teaching and learning. You will share and evaluate your own ideas and personal practice in your educational institution. You will also discuss the need for establishing and maintaining clear and consistent ground rules, creating your own personal classroom code in the process

Planning & Preparation Day 2

You will investigate how a well-thought out lesson plan and strategic groupings can engage students in order to promote good classroom behaviour and positive participation. You will also discuss if collaborative planning and sharing of resources and ideas is common practice in your establishment.

Offsite Training Day 3

Our offsite training day will include a trip to one of Malta's top attractions. You will take part in a cultural experience, and this will form the basis of a course-related presentation which will be delivered at the end of the week.

Differentiation and Different Ideas Day 4

You will learn how differentiation can be used in the classroom to allow students of all levels and abilities to access material in the curriculum. In addition, you will be introduced to a range of simple, yet effective and engaging, teaching ideas to promote a sense of fun in students' learning, which in turn will create positive attitudes and lead to progression. You will then have the opportunity to design, create and assess your own engaging educational activity for use in the classroom

The Teacher & Summing Up Day 5

We will begin by encouraging you to understand the importance of the teacher within the classroom and that you, as an effective classroom manager, are a role model to many young people. Thereafter, you will plan and deliver an interesting and engaging presentation, or learning episode, based on the offsite training day activities you experienced on Day 3.

Course specification

Maximum participants	12
5 day course price:	€ 400
Registration fee:	€ 100
Total programme fee:	€ 500
Optional Cultural Excursion programme:	€ 125 per week*
<i>Participants will be instructed in the classroom and off-site by dedicated and experienced trainers. Course content may be subject to change. The daily programme runs from 08.30 to 10.30 and from 11.00 to 13.00.</i>	
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Cultural Excursion Programme for Teachers & Professionals



Discover some of Malta's best cultural activities with our popular excursion programme designed for teachers and professionals

Price per week

€125

At least 3 high quality activities each week

This optional cultural excursion programme includes at least 3 of Malta's best activities to showcase Malta's cultural heritage and is suitable for adult students only.

SUMMER 2024 SAMPLE PROGRAMME. ACTUAL MAY VARY

Folklore dinner evening FRIDAY EVENING

Dance, dine and sparkle all in one place and in one night. An evening of culinary local delights sprinkled with plenty of liveliness from musicians playing mandolins & guitars to dancers telling stories of Maltese history through dance. [Transport from Topaz Hotel at 19:00]



Hop-on Hop-off bus tour FULL DAY or AFTERNOON ANY DAY

The easiest way to tour Malta in one day with a chance to stop and see the sights before boarding the next bus giving you flexibility to set your own itinerary for the day. [Transfer from Sliema to Topaz at 18:00 can be booked with Supreme]



Malta by night bus tour EVENING

Hop on a city sightseeing open-top bus and enjoy several places of interest by night. You will see how captivating cities like Valletta, St. Julian's, Mosta and more look like under the moonlight and you will have a one hour stop over in the "silent city" of Mdina.



Comino & Gozo islands FULL DAY ON SATURDAY OR SUNDAY

Take a boat trip to Comino for a tour of the area before continuing to Gozo to meet transport that will take you to Rabat or Xlendi for time to explore. An easy way to combine Comino and Gozo.



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2024 Terms & Conditions

Classes and Courses

1. Students intending to study in Malta need to check if a visa is required. Please visit <http://www.foreign.gov.mt> for up to date information.
2. All group courses start on a Monday and end on a Friday. At the school's discretion, special arrangements may be made to start courses mid-week to coincide with students' flights. Lessons are held between 08:30 and 16:30.
3. Lessons are usually held as follows: standard courses: 09:00 - 10:30, 11:00 - 12:30, intensive courses: 13:00 - 14:30 or 15:00 - 16:30. Professional courses: 08:30 - 11:00, 11:30 - 13:00. However, during busy periods we reserve the right to hold standard courses in the afternoons.
4. Alpha School of English reserves the right to hold classes outside school premises and to make use of school annexes which are separate and completely independent from the main school building.
5. A minimum of 3 students is required to offer all our group courses. If there are less than 3 students in the class, lesson times will be reduced as follows: 2 students in class: 20 group lessons will be reduced to 15 Two to One lessons and 30 group lessons will be reduced to 22 Two to One lessons, 1 student in class: 20 group lessons will be reduced to 10 One to One lessons and 30 group lessons will be reduced to 15 One to One lessons. There is no change to the cost of the course.
6. All students are given a certificate of achievement provided they have attended 90% of their lessons.
7. Course resources are required by all students. Course material depends on the type of the course and can include photocopies/student packs/USB drives. Course books are used in selected Adult courses only. Writing materials are not provided by the school.
8. Examination Preparation Courses must be booked for a minimum of four weeks. The cost of an Examination Course does not include the examination or the transfer to the examination. Students must bring a valid identity card with photo or passport to the examination.

Holidays

9. The following dates are Public Holidays in Malta and the school will be closed on these dates: 10 February, 19 March, Good Friday (varies each year), 31 March, 1 May, 7 June, 29 June, 15 August, 8 September, 21 September, 8 December and 13 December, 25 December. During weeks that include a public holiday the first lessons will be held from 09:00 to 11:00 (30 minute daily extension). The intensive lessons will be extended by 30 minutes on three days of the week. The school is closed at

weekends and for the 2 week annual shutdown over the Christmas season.

Complaints & Problems

10. In case of emergencies students should phone our school representative on our 24-hour helpline: (+356) 79 99 9444.
11. Any complaint should be brought to the attention of the school and registered in writing during the course of the student's stay in Malta. Alpha School of English cannot be held liable for any complaints sent to the school after the student's departure from Malta.

Cancellations

12. It is possible to cancel a course at any time before the start date. However the following cancellation charges will be incurred:
 - i) cancellation up to 30 days before start date: €200 per person
 - ii) cancellation up to 14 days before start date: €200 per person + 25% of total invoice
 - iii) cancellation up to 7 days before start date: €200 per person + 50% of total invoice
13. No refunds will be given after the English course/vacation has commenced. Similarly, no refunds will be given for classes not attended, services (eg. accommodation/excursions) not utilised or for 'no-shows'.

Enrolment and Accommodation Charges

14. Students wishing to change their accommodation will be charged a 6-night cancellation fee for the original accommodation booked.
15. A €50 fee will be charged for any changes to a student's enrolment after the course has begun. While we will do our best to change course or type of accommodation when requested, this may not always be possible. It is not possible to change from group lessons to One-to-One lessons after a course has begun.
16. A €50 administration fee will be charged for any changes to a student's booking after the invoice has been issued.

Liability

17. Students are liable for any damage caused to school premises and accommodation.
18. Alpha School and its staff are covered by adequate public liability insurance. Alpha School of English is not liable for theft or loss of students' possessions. Nor is it liable for any accident that may occur on the school premises. All students travelling to Malta should have accident, health and travel insurance.
19. Alpha School of English must be informed of any medical or psychological conditions affecting students. Failure to do so may result in the student not being accepted for an English course (no refund will be given in such cases).



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Conduct & Behaviour

20. Alpha School of English reserves the right to dismiss students who behave disreputably and fail to abide by the rules of the school and/or the laws of Malta. Such students could be sent home without warning depending on the gravity of the offence. No refunds will be given. Students will have to pay for any repatriation expenses incurred.
21. No smoking or consumption of alcohol is allowed in the school building.
22. To ensure the safety of our students, minors residing in host family accommodation and the School Guest House should return to their accommodation by the following times: students under 14 - 22:00, students under 16 - 23:00, and students under 18 - 24:00.

Excursions

23. All school excursions are accompanied by a school group leader. However, outside of school and after excursions, junior students will not be supervised
24. Excursions are only included for those students who have booked one of our Activity English Courses or Leisure Activity Packs.
25. Alpha School of English reserves the right to change the excursion programme without prior notice and to substitute excursions in the case of bad weather, attraction closures, road works, etc.
26. Please note that a medical declaration form must be completed for all scuba diving activities. If you have a medical condition and require an examination by a doctor in Malta then there is an additional charge for this which must be paid locally to the dive centre before you start diving.

Accommodation

27. Students who book a self-catering apartment or Host Family must also book an arrival airport transfer to ensure safe arrival at the accommodation.
28. Cleaning is not included in Apartment or Villa accommodation, however, bed linen and towels are changed weekly.

Airport and Harbour Transfers

29. Arrival details for transfers must reach our school a minimum of three days before the student arrives in Malta. Students who fail to provide the necessary information on time are not eligible for a refund in the event of a missed transfer.

Minors

30. Students under the age of 13 are only accepted by the school if they are accompanied to Malta by a parent or caregiver.
31. By enrolling your child at Alpha School of English you are providing us with consent to act on your behalf in the case of an emergency. Parents and caregivers will be informed of any such developments as soon as possible.

Photography & Filming

32. Alpha School may take photos/film footage of school lessons and activities for promotional and marketing material. Students who do not wish to participate should inform us beforehand.

Miscellaneous

33. The legal personality of "Alpha School of English" is Patricia Marshall as Sole Trader and Proprietor
34. Prices of courses, accommodation facilities, and all other services listed in this price list are subject to change without prior notice. However, your price is guaranteed once you receive a booking confirmation from Alpha School of English.
35. Alpha School of English reserves the right to change services without notice. Any services provided as substitutions will be of the same standard as those originally booked.
36. Alpha School of English has one official website www.alphaschoolmalta.com. While we do our utmost to ensure that all our agents and representatives provide accurate and up-to-date information about our school and services, we cannot accept responsibility for any information found on external websites and other media.
37. Bookings/payments are non-transferable.
38. It is not possible to transfer fees paid for English courses to accommodation/sports/leisure activities and vice-versa.

Payment

39. A non-refundable deposit of €200 is required to secure any reservation. The reservation should only be considered as confirmed after the school has issued a letter of confirmation and invoice.
40. All fees and expenses must be settled in full at least 30 days before the commencement of courses/vacations.
41. Our preferred method of payment is by bank transfer/credit card through Flywire <https://www.flywire.com/pay/alphaschoolmalta> (No charge is made for bank transfers and credit card payments in other currencies. For Visa/Mastercard/Eurocard payments made in euros only through Flywire a charge of 1.8% of the total amount applies.
42. Payment may be made directly to Alpha School by credit card. In this case, students should advise the school of their credit card details (name, number, and expiry date). The following charges apply to credit card payments made directly to Alpha School:
i) 2.75% of the total amount on Visa / Mastercard / Eurocard.
43. You can make a direct payment to Alpha School using PayPal. Please note that you are responsible for all PayPal transaction charges (currently 3.88% to 5.25%) and these will be added to your final



invoice. PayPal payments should be sent to
payments@alphaschoolmalta.com



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