ACADEMIC & WRITING SKILLS

Academic Writing (3 units)
Improve accuracy in writing mechanics, all areas of grammar, and the essentials of effective writing style and organization. Lectures will instruct on writing summaries, abstracts, technical reports, and academic papers.

Advanced Academic Writing (2 units)
Prepared for the writing tasks that are required in an American university. This course focuses on structure and organization of academic prose, the principles of rhetorical development, and grammar and style.

Scientific & Technical Writing for Non-Native English Speakers
The specific styles and usage conventions of various scientific fields will be covered. Focus on clarity and idea development, strength of expression, and editing to eliminate problems with grammar and usage.

BUSINESS ENGLISH SKILLS

Advanced Business Presentation Skills
Students will learn the skills necessary to prepare and deliver business presentations and business meetings, focusing on selection of appropriate speech content, visual aids, body language, and pronunciation.

Advanced Business Reading & Discussion
Examine, analyze, and discuss current events in the business world. Use current news from television, radio, newspapers, and online articles to improve critical thinking skills, use business vocabulary, and improve fluency.

Advanced Business Writing
By studying examples of well-written letters, students will build knowledge of business writing in the U.S., including letters, reports, resumes, and job application letters. Grammar and appropriate business style will be covered.

Advanced Case Studies in Business
Case studies offer the opportunity to practice and improve on decision-making skills through the exploration of complex and realistic business situations. In this class, students will examine, analyze, and discuss contemporary business case studies to improve critical thinking skills, learn and use business vocabulary, and improve fluency.

CONVERSATION & PRESENTATION SKILLS

Advanced Conversation (2 & 3 units available)
This course will improve conversational skills by discussing many interesting and different topics. In weeks 2-7, students will be discussing topics in small groups with native English speakers (Conversation Leaders) under the guidance of the teacher (if available).

Advanced Discussion through American Music History
Increase understanding of American culture and history by listening to music for details and main ideas, understanding implied and inferred underlying meaning, and recognizing constructed and reduced speech forms. Improve note-taking and listening skills.

Advanced Discussion through World Events & History
Learn about and discuss prominent people, events, technologies, and societal change throughout time in the U.S. and internationally. Increase your fluency through critical thinking while expressing opinion and dissent.

Effective Oral Presentation
This course addresses oral communication problems in formal academic and professional settings such. Learn the importance of clear pronunciation, precise vocabulary, appropriate format, and group management skills.

GRAMMAR & VOCABULARY SKILLS

Advanced grammar Seminar
Focus on structures not adequately addressed in most grammar books. It will deal with various important low-frequency structures and patterns which signal both advanced proficiency and perfection in matching meaning to form.

Grammar and Editing I
Identify and correct common problems in writing, such as the usage of conjunctions, prepositions, and punctuation. Recognize and correct your own grammar errors and learn how to find the answers to specific, recurring grammar questions.

Grammar and Vocabulary Building
Build grammatical competence through extensive contextualized practice at the sentence level. Increase your vocabulary and vocabulary retention.

PRONUNCIATION & FLUENCY SKILLS

Advanced Pronunciation and Fluency (2 units)
Increase vocabulary while improving your listening and speaking abilities. Learn 80 idiomatic and slang expressions, as used in music, cartoons, and advertisements.

Advanced Pronunciation and Fluency II (3 units)
This course is designed for ESL speakers who are familiar with the English sound system and their own pronunciation problems. Expand your skills in correctly applying English patterns of stress, intonation, linking, and reductions.

Pronunciation and Fluency (3 units)
By the end of the class, students will have awareness of their problem sounds, learned how to produce those sounds accurately, and understood how to continue refining their speech while strengthening overall confidence.

MEDICAL ENGLISH SKILLS

Academic English for Medical Science
Learn how to use medical academic English skills. Design your own schedule and enroll in as many or as few classes as you would like. Courses listed are available to Native English Speakers (Conversation Leaders) under the guidance of the teacher (if available).

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