



## SUMMER 2022 NEW YORK BROCHURE: OFFERINGS FOR NY-BASED PARTICIPANTS

Language and Communications Training Unit (LCTU)

Spend the Summer learning a new language!

Our main goal continues to be offering a high-quality programme, targeted to the needs of our clients, and adapted to our evolving context. Among other learning opportunities, we will continue to offer language courses aligned with the United Nations Language Framework (<https://hr.un.org/page/un-language-framework>).

### Eligible Participants for any course in the New York Brochure

UN Secretariat staff based in New York

Eligible staff from UNDP, UNFPA, UNICEF, UNOPS and UN Women, and staff based in a New York City liaison office at agencies, funds and programmes (previous approval is required).

NYLESA members (excluding NYLESA associate members)

Spouses of Delegates of Permanent and Observer Missions to the United Nations

UN Secretariat staff in Offices Away from Headquarters, other duty stations, or field missions.

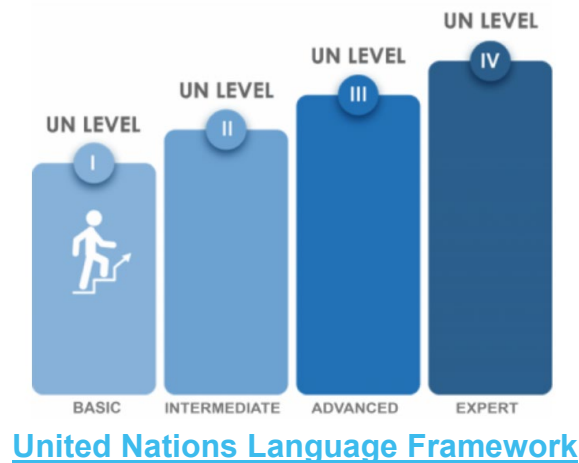
Eligible personnel from UNDP, UNFPA, UNICEF, UNOPS and UN Women located outside New York.

See [Global Brochure](#)



CLICK ON EACH  
LANGUAGE TO SEE  
OFFERINGS

[ARABIC](#)  
[CHINESE](#)  
[ENGLISH](#)  
[FRENCH](#)  
[RUSSIAN](#)  
[SPANISH](#)



CLICK HERE TO KNOW  
MORE ABOUT THE UN  
LEVELS



### QUESTIONS ABOUT DATES, ELIGIBILITY, OR OTHER ITEMS?

Visit [our website](#)

Information for all learning managers for language learning licenses is available [here](#).



### QUESTIONS ABOUT REGISTRATION?

See the [registration instructions](#) and, if needed, contact our team using our Registration Assistance Form.

## LANGUAGE LEARNING MODALITIES

### Group live sessions

Students participate in real time in online or in-person discussions guided by a teacher. The sessions are focused on vocabulary, grammar, language revision, etc. Students get immediate feedback and answers to their questions.

### Group interactive activities

Group exercises hosted on our learning platform that are guided/moderated by a teacher and do not happen in real time. Some examples are forum discussions or collaborative text drafting.

### Individual learning activities

These individual exercises largely hosted in our learning platform do not happen in real time. They mainly help retention or offer learning strategies. Most of them are self-correcting.

---

### Self-study

Learners complete the course on their own time and schedule, and completely independently. It is not teacher-led, and assignments do not have start or due dates. [Once you have registered for a self-study course, you must self-enroll in the learning platform to access your course materials. To access the learning platform, please follow [these instructions](#)].

# ARABIC

Please visit <https://hr.un.org/page/placement-test> for PLACEMENT TEST INFORMATION

UN LEVEL	LMS CODE	COURSE TITLE	LEARNING MODALITIES (see Glossary in page 2)	DAY(S) AND TIME (NEW YORK TIME)	START AND END DATE	NUMBER OF WEEKS	LAST DATE TO ENROLL	PREREQUISITES	DESCRIPTION
LANGUAGE ACQUISITION COURSES									
UN I Basic	6663-5	Introduction to Arabic Language (NY)	Group Live Sessions: Online. Group Interactive Activities. Individual Learning Activities.	Mondays -Wednesdays 1:30 pm - 3:00 pm (fully online)	11 July - 10 August	5	4-Jul	None	15 hours. The course gives a general overview of Modern Standard Arabic and introduces the Arabic alphabet along with some common expressions in Arabic.
UN I Basic	6290-13	Introduction to Arabic Language (Global)	Group Live Sessions: Online. Group Interactive Activities. Individual Learning Activities.	Mondays- Wednesdays 12:00 pm - 1:30 pm (fully online)	11 July - 10 August	5	4-Jul	None	15 hours. The course gives a general overview of Modern Standard Arabic and introduces the Arabic alphabet along with some common expressions in Arabic.

## CHINESE

Please visit <https://hr.un.org/page/placement-test> for PLACEMENT TEST INFORMATION

UN LEVEL	LMS CODE	COURSE TITLE	LEARNING MODALITIES (see Glossary in page 2)	DAY(S) AND TIME (NEW YORK TIME)	START AND END DATE	NUMBER OF WEEKS	LAST DATE TO ENROLL	PREREQUISITES	DESCRIPTION
SPECIALIZED COURSES									
UN I Basic	7104-1	Introduction to Chinese	Group interactive activity. Individual learning activities.	N/A	11 July - 8 Aug	4	05-Jul	None	4-hour self-paced course with an interactive activity consisting on a forum monitored by a teacher. This course provides an overview of the key aspects of Mandarin Chinese, namely its pronunciation and romanization, orthography and lexicology, and grammar system. It will prepare learners for a more structured and systematic study of the language as a next step.
SELF-STUDY COURSES									
UN III - IV Advanced / Expert	7105-2	Using Gender-inclusive language in Chinese	Self-study	N/A	6 June- 6 Sep	N/A	06-Sep	Native or near native speakers	4 hours. The course focuses on gender-inclusive communication. Students will learn how to apply a diverse range of strategies in Chinese to ensure their communications are inclusive and non-discriminatory.

# ENGLISH

Please visit <https://hr.un.org/page/placement-test> for PLACEMENT TEST INFORMATION

UN LEVEL	LMS CODE	COURSE TITLE	LEARNING MODALITIES (see Glossary in page 2)	DAY(S) AND TIME (NEW YORK TIME)	START AND END DATE	NUMBER OF WEEKS	LAST DATE TO ENROLL	PREREQUISITES	DESCRIPTION
SPECIALIZED COURSES									
UN II Interm.	LMS-6168-15	Email Etiquette	Group live sessions: Online.	Wednesday 9:00 am - 11:00 am (fully online)	03-Aug	1	01-Aug	Recommended for learners with 150-250 hours of study experience.	2-hour webinar focusing on reviewing best practices for emailing in the UN context.
UN II Interm.	LMS-6394-12	Gender-Inclusive Language Guidelines for English	Group Live Session: Online	Wednesday 9:00 am - 11:00 am (fully online)	10-Aug	1	08-Aug	Recommended for learners with 150-250 hours of study experience.	2-hour webinar focusing on strategies to ensure your English language use is Gender-Inclusive.
UN III Advanced	LMS-6662-5	Techniques for Clear Writing	Group Live Session: Online	Wednesday 9:00 am - 10:00 am (fully online)	17-Aug	1	15-Aug	Recommended for learners with 250+ hours of study experience.	1-hour webinar focusing on different strategies and techniques for writing clearly at the United Nations.
UN III Advanced	LMS-6758-3	Intensive Summary Writing in English Online	Group live sessions: Online Individual Learning Activities.	Tuesdays 1:00 pm - 3:00 pm (fully online)	12 July - 2 August	4	06-Jul	Recommended for learners with 250+ hours of study experience.	8-hour course. Learn techniques for composing summaries of longer texts.
SELF-STUDY COURSES									
UN II Interm.	LMS-7081-1	Intermediate Grammar I	Self-study	N/A	6 June - 6 September	N/A	06-Sep	Recommended for learners with 150-250 hours of study experience.	This is a 7.5-hour self-study course that aims to raise the learner's grammatical competence at the UN II level of the United Nations Language Framework. This course covers: modals, passive voice, phrasal verbs, prepositions and relative clauses.
UN II Interm.	LMS-7082-1	Intermediate Grammar II	Self-study	N/A	6 June - 6 September	N/A	06-Sep	Recommended for learners with 150-250 hours of study experience.	This is a 7.5-hour self-study course that aims to raise the learner's grammatical competence at the UN II level of the United Nations Language Framework. This course covers: adjectives, nouns, verbs, clauses and questions.
UN III Advanced	LMS-7083-1	Advanced Grammar I	Self-study	N/A	6 June - 6 September	N/A	06-Sep	Recommended for learners with 150-250 hours of study experience.	This is a 7.5-hour self-study course that aims to raise the learner's grammatical competence at the UN II level of the United Nations Language Framework. This course covers: conditionals, passive voice, past perfect, reported speech and punctuation.
UN III Advanced	LMS-7084-1	Advanced Grammar II	Self-study	N/A	6 June - 6 September	N/A	06-Sep	Recommended for learners with 150-250 hours of study experience.	This is a 7.5-hour self-study course that aims to raise the learner's grammatical competence at the UN II level of the United Nations Language Framework. This course covers: conditionals, passive voice, past perfect, reported speech and punctuation.
UN III Advanced	LMS-6755-5	Foundations of Writing for the United Nations	Self-study	N/A	6 June - 6 September	N/A	06-Sep	Recommended for learners with 250+ hours of study experience.	This is a 4-hour self-study course, where you will learn the foundations for writing effectively at the United Nations over the course of 4 lessons focused on purpose and audience, organization, style and tone.
UN III Advanced	LMS-6756-4	Exploring the United Nations	Self-study	N/A	6 June - 6 September	N/A	06-Sep	Recommended for learners with 150-250 hours of study experience.	This is a 12-hour self-study course, where you will learn about the history and work of the United Nations by completing self-paced lessons focused on reading, listening and vocabulary.

# FRENCH

Please visit <https://hr.un.org/page/placement-test> for PLACEMENT TEST INFORMATION

UN LEVEL	LMS CODE	COURSE TITLE	LEARNING MODALITIES (see Glossary in page)	DAY(S) AND TIME (NEW YORK TIME)	START AND END DATE	NUMBER OF WEEKS	LAST DATE TO ENROLL	PREREQUISITES	DESCRIPTION
SELF-STUDY COURSES									
UN I Basic	3058-16	First Contact	Self-study	N/A	6 Jun - 6 Sept	N/A	6-Sep	None	4-hour self-study course. Learn French basics and develop listening skills. To get access to the course materials go to “My learning”, click either on the launch button or on the course title to view “Notes and Attachments”, after registering on Inspira (internal learners) or elearning (external learners).
UN III Advanced	7042-2	La rédaction stratégique à l'ONU	Self-study	N/A	6 Jun - 6 Sept	N/A	6-Sep	Recommended for learners with 250+ hours of study experience.	6-hour self-study course. This self-study training is designed to equip staff members with strategies, techniques, tools, and resources to help them write various types of writing more effectively in the UN professional context. To get access to the course materials go to “My learning”, click either on the launch button or on the course title to view “Notes and Attachments”, after registering on Inspira (internal learners) or elearning (external learners).

# RUSSIAN

Please visit <https://hr.un.org/page/placement-test> for PLACEMENT TEST INFORMATION

UN LEVEL	LMS CODE	COURSE TITLE	LEARNING MODALITIES (see Glossary on page 2)	DAY(S) AND TIME (NEW YORK TIME)	START AND END DATE	NUMBER OF WEEKS	LAST DATE TO ENROLL	PREREQUISITES	DESCRIPTION
<b>SELF-STUDY COURSES</b>									
UN IV Expert	6397-3	Using Gender-inclusive Language in Russian	Individual learning activities: Online	Self-study	6 June - 6 Sep	3	6-Sep	Near-native or native mastery of Russian	4-hour self-paced course. Learn and apply the UN Guidelines for using gender-inclusive language in Russian.



# SPANISH

Please visit <https://hr.un.org/page/placement-test> for PLACEMENT TEST INFORMATION

UN LEVEL	LMS CODE	COURSE TITLE	LEARNING MODALITIES (see Glossary in page 2)	DAY(S) AND TIME (NEW YORK TIME)	START AND END DATE	NUMBER OF WEEKS	LAST DATE TO ENROLL	PREREQUISITES	DESCRIPTION
SPECIALIZED COURSES									
UN I Basic	7106-1	Hablar de gustos y tiempo libre UN I	Group live session: Online	Wednesday 03-Aug 9:00 am - 10.30 am (fully online)	03-Aug	N/A	1-Aug	Spanish 1 UN I or approx. 30h classroom hours is recommended.	2-hour webinar focusing on how to show likes, interests and how to make suggestions about free time activities.
UN II Interm.	6245-10	Sensibilización al uso del español inclusivo en cuanto al género	Group live session: Online	Friday, 15 July 8:30am-10:00am (fully online)	15-Jul	N/A	13-Jul	Spanish 1 UN II (approx. 180 classroom hours).	1.5-hour webinar (+30' post webinar) with a teacher. Raise awareness and learn how to apply the UN Guidelines for gender-inclusive language in any communication. Understand what gender-inclusive language means and the difference is between "making gender visible" and "keeping it gender-neutral" in Spanish.
UN III Advanced	4014-13	Formación de Formadores (ToT): Capacitación para el personal para organizar un taller sobre el español inclusivo en cuanto al género	Group live session: Online	Monday, 11 July 8.30am-10am (fully online)	11-Jul	N/A	9-Jul	Advanced speakers of Spanish (UN III) and "Expert, native or near native speakers of Spanish (UN IV)	2h webinar for advanced/native Spanish speakers. Participants will learn how to organize and facilitate a workshop to raise awareness on what gender-inclusive language is and how to integrate related UN recommendations.
SELF-STUDY COURSES									
UN I Basic	6215-11	First Contact with Spanish	Self-study	N/A	6 June-6 Sept	N/A	6-Sep	None	2-hour self-study course. Identify oral and written Spanish texts, recognize and pronounce Spanish words and build sentences in formal and informal situations at beginners level in basic topics. To get access to the course materials go to "My learning", click either on the launch button or on the course title to view "Notes and Attachments", after registering on Inspira (internal learners) or elearning (external learners).
UN I Basic	7102-1	Gramática y vocabulario: Gustos y tiempo libre UN I	Self-study	N/A	6 June-6 Sept	N/A	6-Sep	Spanish 1 UN I or approx. 30h classroom hours is recommended.	4-hour self-study course on how to show likes, interests and how to make suggestions for basic level students to be completed at their own pace. To get access to the course materials go to "My learning", click either on the launch button or on the course title to view "Notes and Attachments", after registering on Inspira (internal learners) or elearning (external learners).

UN II Interm.	3036-13	Introducción a la terminología económica	Self-study	N/A	6 June-6 Sept	N/A	6-Sep	Spanish 1 UN II approx. 180 classroom hours is recommended.	2-hour self-study course. Learn to use the correct and most appropriate terms when talking about Economics. To get access to the course materials go to “My learning”, click either on the launch button or on the course title to view “Notes and Attachments”, after registering on Inspira (internal learners) or elearning (external learners).
UN II Interm.	3034-14	Cómo usar el gerundio en español	Self-study	N/A	6 June-6 Sept	N/A	6-Sep	Spanish 1 UN II or approx. 180 classroom hours is recommended.	1-hour self-study course. Learn how to use the -ing form in Spanish: 3 clear rules. To get access to the course materials go to “My learning”, click either on the launch button or on the course title to view “Notes and Attachments”, after registering on Inspira (internal learners) or elearning (external learners).