

Regular Courses

Beginner (level 1) to advanced (level 9). These courses will be from **9 January** to **31 March 2017**.

COURSE	SCHEDULE OPTIONS		CEFR	INSPIRA	SECTION
Levels 1 & 2: Reading and Grammar	Mon	1:30-3:30pm	A1	LMS-1582	
Levels 1 & 2: Listening and Pronunciation	Wed	1:30-3:30pm	A1	LMS-1581	
Levels 1 & 2: Conversation and Vocabulary	Fri	1:30-3:30pm	A1	LMS-1583	
English—Level 3	Mon/Wed	12:00-1:30pm	A2	LMS-1203	
English—Level 4	Mon/Wed	1:30-3:00pm	B1	LMS-1204	
English—Level 5	Wed/Fri	1:30-3:00pm	B1	LMS-1205	
English—Level 6	Tue/Thu	12:00-1:30pm	B1	LMS-1206	
English—Level 7	Tue/Thu	1:30-3:00pm	B2	LMS-1207	
English—Level 8	Tue/Thu	1:30-3:00pm	B2	LMS-1208	
English—Level 9	Tue/Thu	1:30-3:00pm	B2/C1	LMS-1209	

Online Courses*

Available to Global UN staff via WebEx. **Times listed are for New York**, so convert to your time zone.

COURSE	DESCRIPTION	DAY-TIME	CEFR	INSPIRA	SECTION
English Guided Self Study via WebEx	With a study plan prepared and monitored by a teacher, develop your English skills.	Only 3 group lessons 18 Jan, 1 Feb, 15 Feb Wed 7:00-7:30am	A2-B1	LMS-2432	
Advanced Grammar Part 1	Topics include: passive voice, relative clauses, and modals	23 Jan-27 Feb Mon 7:00-9:00am	B2	LMS-2213	
Advanced Grammar Part 2	Topics include: phrasal verbs, past perfect, and reported speech	1 Feb-8 March Wed 7:00-9:00am	B2	LMS-2328	
E-mail Etiquette Workshop	Improve your e-mail style	12 & 19 January Thu 6:00-8:00am	B2	LMS-2214	5
		24 Feb & 3 March Fri 9:00-11:00am			6
Presentation Skills Workshop for Online Presentations	After taking a self-paced course, learn and practice how to present online.	23 Feb-30 March Thu 6:30-8:00am	B2-C2	LMS-2278	
Summary Writing Intensive	Learn how to write clear and accurate UN summaries	4-25 January Wed 9:00-11:00am	C1/C2	LMS-1811	16
		14 Feb-7 March Tue 6:00-8:00am			17
Writing for the Web	Learn how to write more effectively for websites, blogs and social media	26 Jan-16 March Thu 7:00-9:00am	B2-C1	LMS-1171	
Writing Presentation Slides	Learn how to prepare more effective presentation slides	14-28 March Tue 6:30-8:00	B2-C2	LMS-2435	

Specialized Courses

We offer specialized courses to develop specific cultural and professional skills.

COURSE	DESCRIPTION	DAY-TIME	CEFR	INSPIRA	SECTION
Intermediate English Conversation	Improve your fluency and pronunciation	11 Jan-1 March Wed 5:30-7:00pm	A2-B1	LMS-1584	
Intermediate English Grammar	Improve your English grammar	10 Jan-28 Feb Tue 1:30-3:00pm	A2-B1	LMS-2136	
Introduction to English Writing	Write effective sentences, paragraphs and short texts	12 Jan-9 March Thu 1:30-3:30pm	A2-B1	LMS-2134	
Intermediate English Writing	Improve your writing skills	20 Jan-24 March Fri 12:00-1:30pm	B1	LMS-2224	
English Intermediate Vocabulary	Learn and practice new words as you develop your fluency	7 - 28 Feb Tue 1:30-3:00pm	B1	LMS-2433	1
		8 - 29 March Wed 5:30- 7:00pm			2
English Through Songs	Enrich your vocabulary and grammar through songs	30 Jan - 20 March Mon 1:30-3:00pm	B1	LMS-2133	
Reading the News in English	Develop your English skills by reading the news	23 Jan-27 Feb Mon 1:30-3:30pm	B1	LMS-1856	
English through Cinema	Improve listening and expand vocabulary through films	10 Jan-28 March Tue 5:30-7:30pm	B2	LMS-1168	
Advanced English Conversation	Discuss current events, expand vocabulary & increase fluency	18 Jan-8 March Wed 1:30-3:00pm	B2	LMS-1176	
Pronunciation Skills, Part I	Become better understood in English	9 Jan-29 March M/W 5:30-7:00pm	B2	LMS-1166	
Advanced English Grammar	Improve your knowledge and use of English grammar	31 Jan-21 March Tue 3:30-5:00pm	B2	LMS-1167	
Exploring the UN	Learn more about the UN as you improve your English skills	5 Jan-23 March Thu 6:00-8:00pm	B1-B2	LMS-1396	
Discourse Strategies 1	Become more polite and effective in formal meetings	9 Jan-27 March Mon 6:00-8:00pm	B2	LMS-1169	
English Writing Skills Workshop	Fundamentals of good writing in English at the UN	31 Jan-7 March Tue 1:30-3:30pm	B2-C1	LMS-1586	
Correspondence Writing	Write better email, letters & memos for the UN	19 Jan-23 March Thu 3:30-5:30pm	B2-C1	LMS-1398	
Summary Writing	Write more clear and accurate UN summaries	18 Jan-8 March Wed 11:30-1:30pm	B2-C1	LMS-1399	
Report Writing	Write clear, concise and effective reports	11 Jan-15 Feb Wed 9:00-11:00am	B2-C2	LMS-1172	

***WebEx Practice Sessions (LMS-2434)** 3 January to 22 February 2017

Practice using WebEx as a participant or as a presenter in any of these "drop-in" sessions :

Tuesdays: 9:00-10:30am (New York Time) OR **Wednesdays: 4:00-5:30am** (New York Time)