

## EJERCICIO 3-08-AL12

To: **Director** of German Language School, Bundessprachenamt, Hürth.

From: Cpt López

Subject: Suggestions to improve the English course.

Date: 08 October 2011

**Comentario [fred1]:** Definite article needed.

The purpose of this report is to evaluate the efficiency of the English course and recommend some actions that could improve the results.

### TIMETABLE

With reference to expert language teachers, they consider very important to study grammar at the same time practice is done by students. The current course timetable does not let pupils time to study in the afternoon, so the classes should take place only in the mornings.

**Comentario [fred2]:** The structure used is confusing. Suggestion: "at the same time as the students practise"

### PRACTICAL SESSIONS

It is a fact that speaking a foreign language requires a lot of practical sessions. I would suggest increase the number of speeches and discussions between pupils, moreover, visit public places and pubs would provide the students with real situations.

**Comentario [fred3]:** "does not give the time to pupils to study..."

**Comentario [fred4]:** "conversation practice"

**Comentario [fred5]:** "increasing"

**Comentario [fred6]:** "as well as visiting places and pubs which would place students in real situations".

### NUMBER OF STUDENTS

Usually, the number of students taking part in a class is over twenty; otherwise, it is believe that classes with less than ten pupils are more productive. The school should reduce the number of students per class by increasing the number of teachers.

**Comentario [fred7]:** Definite article needed.

**Comentario [fred8]:** "believed"

On the other hand, classrooms must be improved because they are in very bad conditions, moreover, audiovisual aids should be installed in order to provide better results.

If classes took place during the mornings, social events and visits to public places will take place in the afternoons.

**Comentario [fred9]:** "would"

If these recommendations are not implemented, I feel sure that the results will go worst, and students applying for the course will reduce in a few months.

**Comentario [fred10]:** "worsen"

**Comentario [fred11]:** "within"

### COMMENTS:

Few mistakes made. Please check comments and revise accordingly.