**EJERCICIO 3. Informe**

To: Director of English Course, BUNDESSPRACHENAMT, Hürth.

From: Captain Luis López, English Language student.

Subject: Report for improving the next year’s course.

Date: 6 October 2011.

The purpose of this report is to let Director of English Course advised about students’ perspective in certain Course aspects that can be significantly improved for next year.

Having being required to give some feedback regarding the subject; in quality of former student, I have taken the liberty of remarking, in my view, two relevant faults found along the last English Course.

Firstly, the size of classrooms is not big enough for the amount of attendees. Therefore, here, the atmosphere is unhealthy and either taught to stand it. Scarcely can students focus on their own tasks if they really feel uncomfortable for hours.

Secondly, audiovisual lab is in a poor condition since equipment turns obsolete. Such a situation leads that all Computer-Based-Training works to result far degraded. Additionally, many flaws in headphone sets become the interaction with computers a frustrating work.

For all above, two short-term proposals are implicit in the facts exposition: On one hand, the number of students per classroom should be decreased to the half, in accordance with European Union recommendations. And on the other hand, it would be desirable the School to develop an upgrade project for every outdated material that currently does not meet the CBT requirements.

Since it is well-known that the School is continuously searching the excellence, hopefully these points will be taken into consideration.

Very respectfully,

Capt. López.