

ONLINE TEFL CERTIFICATE

# 100 HOUR BASIC PROGRAM

INSPIRING  
EDUCATION  
AND TRAVEL



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brochure

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# INTERNATIONAL TEACHER TRAINING ORGANIZATION

We are passionate about global education and believe that traveling, studying and working in foreign countries will provide an experience of a lifetime that every person in the world should be able to be part of.

Our organization is part of an Educational Group and has more than 40 years of teaching experience and teacher training understanding in the English Language teaching field. We are always involved in the TEFL world searching for new ideas to make teacher training the best experience possible.

We have trained thousands of teachers from around the world in both online and onsite courses, always providing assistance before, during and after getting certified. We have placed more than 4500+ teachers in more than 45 countries!

Our graduates are often hired before others in the industry because of ITTO's impeccable reputation. We welcome feedback in this ever-changing field of work and we want our students to come out of this course with not only competence, but also the confidence they need to be successful.

We believe in making a better world through a global education in which teachers spread the love for learning.

**Pursue your dream of travelling, studying, working and living abroad at the same time you encourage your students to see the world; Join the TEFL community, join us at ITTO!**



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# WHY TEACH ENGLISH ABROAD?

*Getting immersed into an entirely new culture will make you see the world from a different perspective.*

Working in a foreign country allows you to travel and see the world. It is a great opportunity to understand a different culture, meet people, share ideas, and forge lasting friendships.

Teachers in other countries are earning a living by educating students while they explore the local culture. In fact, a lot of teachers fall so in love with their new country that they even decide to stay there permanently.

**YOUR KNOWLEDGE WOULD OPEN UP MORE OPPORTUNITIES FOR YOU!**

*Teaching English abroad gives you the chance to build relationships with many people and shows that you are willing to take risks and help others.*

Your experience and knowledge abroad will make you more desirable to employers, because it clearly reflects someone who has put in a huge amount of time, resources, and commitment needed to master their language and customs.

As for job opportunities, it certainly would not hurt to have a certificate on your résumé; if you are certified in TEFL (teaching English as a foreign language) you will be more marketable and have more career choices than your non-certified counterpart.

Furthermore, teaching abroad gives you the chance to learn more about the field of education around the globe; you will notice how students in other countries are taught, will explore different teaching methods, and will achieve real experience most educators do not have.

You definitely will be in a much stronger position to apply for jobs as a certified English teacher! At the same time, you may also be helping the local people gain access to higher paying jobs. Now that's what we like to call a "win-win" situation.



100 HOURS OF TRAINING

# BASIC TEFL PROGRAM

ITTO's Internationally Recognized Online Teaching English as a Foreign Language Certificate Programs give you the training required by schools around the world in order to get a professional and well-paid job.

You will develop skills through a combination of informative lecture materials and activities that encourage practical use of the newly acquired abilities. Some of the activities you will perform include answering journal questions at the beginning of each unit, studying the course material, answering various quizzes, reading additional articles, participating in at least 4 discussion forums, as well as completing 8 tasks plus submitting a final project.

Our experienced tutors provide guidance, acute feedback, and assist throughout the course. They are required to have at least 5 years of teacher training experience, 10 years minimum of expertise in teaching English, and must hold a current EFL teaching position. Thus, they bring into play their exhaustive knowledge to present heightened advice.

course

# content

The course provides 100 hours of highly practical knowledge in the areas of methodology, classroom techniques, and language awareness to proficient users of the English language. By the end of the course, the trainees will be able to independently plan and successfully conduct a variety of lessons to adult learners whose native tongue is not English.

All graduates will receive the necessary skills, confidence, and ability to embark on their teaching careers and work in a professional manner. This teacher training program involves learning about the subject matter, managing classes, grammar, designing activities, observing videos for every learning style and planning lessons. ITTO's certification prepares you interactively to develop skills in the theoretical aspects of teaching.

## WHAT DOES TEFL INVOLVE?

1. Teaches you the principles of effective teaching.
2. Provides a range of practical skills for teaching English to adult learners.
3. Gives you hands-on teaching practice.

## Key facts

TEFL PROGRAM

### CONTENT HOURS

*100 hours*

### START DATES

*Any time*

### DURATION

*It must be completed  
in less than 1 year*

### MINIMUM AGE

*18 years old*

### ENTRY REQUIREMENTS

*400 word essay*

*- High School Diploma,  
University Degree or  
equivalent.*

*- Be a Native English  
Speaker or have an  
awareness  
of English language, both  
written and spoken.*

course

# Syllabus

## UNIT 1: THE TEACHING AND LEARNING PROCESS

### Lesson 1.1

*The English Language.*

### Lesson 1.2

*The Learner & Learning Styles.*

*Types of Learners.*

### Lesson 1.3

*Characteristics of an Effective Teacher.*

*The Roles of a Teacher.*

### Lesson 1.4

*Approaches & Teaching Methodologies.*

### Lesson 1.5

*Motivation.*

## UNIT 2: VOCABULARY

### Lesson 2.1

*Relationship Between Language Structure & Vocabulary.*

*The Role of Vocabulary.*

*Items that Constitute Vocabulary.*

### Lesson 2.2

*Strategies for Teaching Vocabulary.*

### Lesson 2.3

*Games & Activities to Teach Vocabulary.*

## UNIT 3: GRAMMAR

### Lesson 3.1

*Why Grammar?*

*Problems Teaching Grammar.*

*Advantages of Teaching Grammar.*

### Lesson 3.2

*Model: Introducing a New Language Structure.*

*Lead-in.*

*Elicitation.*

*Presentation.*

*Controlled Practice.*

*Freer Practice.*

### Lesson 3.3

*Identifying the Stages & Giving Comments.*

## UNIT 4: THE FOUR SKILLS

### Lesson 4.1

*Receptive Skills.*

*Strategies for Reading & Listening: Skimming Scanning, Prediction, Detailed Information, Deduction and Context Clues.*

### Lesson 4.2

*Ideas & Tasks for a Reading or Listening Activity*

*Create your own lesson plan based on this model.*

### Lesson 4.3

*Productive Skills (speaking and writing).*

*Characteristics of the Productive Skills.*

*Speaking Activities.*

*Writing Activities.*

## UNIT 5: CLASSROOM MANAGEMENT

### Lesson 5.1

*Essential Ingredients for an Effectively Planned Lesson.  
Pre-Lesson & Post-Lesson Check Lists.  
Evaluating a Lesson Plan.*

After successful completion, each applicant will receive the Internationally Recognized Certificate.

On top of that, a letter of recommendation is included with details of the candidate's performance and achievement during the course.

On completion, successful candidates graded as follows:

- A1 - Distinction**
- A2 - Excellent**
- B1 - Very good**
- B2 - Good**
- C - Pass**





INVEST WITH CONFIDENCE  
ONLINE TEFL **PROGRAM**

# TUITION

**\$225 USD\***

## **INCLUDES:**

Internationally recognized certification  
Interactive Videos  
Job Contacts Worldwide  
Direct Job offers

## **COURSE DESCRIPTION**

5 units that deal with relevant topics on English teaching.  
5 practice tasks which are reviewed by a personal tutor.  
Self reflection journals.  
Discussion forums.

*\*ask for current promotions*

# MEET THE TRAINERS

WHO WE ARE

SHEILA CORWIN

She received her MA degree in Teaching English to Students of Other Language from the Monterey Institute of International Studies and holds an accredited TESL certificate. She has worked as the academic director and principal trainer for a teacher training center in Florence, Italy and has taught English language courses at the university level in the state of Oaxaca, Mexico; and in private language schools in Florence, Italy and in her home state, California, USA.

MARY ANN MOORE

She is originally from Michigan, USA and has a Master's Degree in TESOL from the University of Leicester. She obtained her Cambridge CELTA teaching certificate in 2006 and her Cambridge DELTA diploma for teaching English to Adults in 2008. She specializes in business English, ESP and has over 10 years experience in the ESL field. Mary Ann has lived abroad for over 13 years and has taught in Brazil, Hungary, England, and Germany.



# JOB OFFER PROGRAM\*

*As an ITTO Graduate you will have many advantages and benefits such as lifelong job guidance and job contacts worldwide.*

We work with many schools around the world and will provide you with job contacts at the end of your program. We also have partner schools in China, France, Mexico, Japan, South Korea, Spain, Thailand as well as virtual schools online, so you can get direct job offers upon successful completion.

For some job offers, you can earn up to \$25 USD an hour, have paid vacations, medical insurance, and have your flight reimbursed! Through the Job Offer program you will be introduced to different private, public or language schools and we will assist you in the whole hiring process

***\*To qualify for the Job Offer program, you must attend the Advanced 140 Hour Online TEFL TESOL Program.***





job placement in

# Mexico

- Salary ranging from \$700 USD to \$1,200 USD a month
- Housing Assistance
- Paid vacation & all Public Holidays
- Medical insurance



job placement in

# Thailand

- Salary ranging from \$700 USD to \$1,000 USD a month
- Medical insurance
- 1-2 weeks paid vacation
- Accommodation and Visa assistance
- Paid Thai government holidays (13-15 days).





job placement in

# China

- Salary ranging from \$800 USD to \$2,300 USD a month
- Housing Assistance
- Airfare assistance
- Medical insurance
- Free Chinese Lessons



job placement in

# South Korea

- Salary ranging from \$1,800 to \$2,500 USD a month
- Round trip airfare
- Furnished Housing
- Paid vacation & all Public Holidays
- Medical insurance





job placement in

# France

- Salary ranging from 10 to 20 Euros per hour.
- Flexible hours (5 to 20 hours per week)
- Accommodation and Visa assistance
- French health insurance
- Continuous training program and innovative teaching method.



job placement in

# Saudi Arabia

- Salary ranging from \$2,400 to \$3,400 USD a month
- Round trip airfare
- Furnished Housing
- Paid vacation
- 1 Year Contract



job placement in

# Spain

- Salary ranging from €300 to 600 Euros per month.
- Part time job: Teach from 15-25 hours a week.
- Accommodation assistance



job placement

# Online

- Salary ranging from \$10 USD to \$12 USD an hour. It will be increased depending on performance and improvement.
- 20 to 30 hours of classes per month or 4-5 hours a day.
- All teaching materials will be provided.
- You can choose your own schedule.



application process

# HOW TO GET STARTED

The first step is to submit your application through our website.

Once your deposit is received, you will get the access to your program and will receive an official letter of acceptance by email.

Upon completion of your program, we will send a hard copy of your certificate through regular mail and a digital copy through email.

## STEP ONE

### **Submit your application**

- Apply through our website
- Indicate your TEFL program
- Provide your personal information
- Pay the full fee or first installment to cover your tuition

## STEP TWO

### **Finish your course**

- Complete your program
- Receive your certificate
- Contact an ITTO advisor for job guidance and potential employers



# KEEP IN TOUCH!

**Email:** [info@tefl-online.com](mailto:info@tefl-online.com)

**International Tel:** (52)-33-3614-4886

**Monday - Friday:** 9:00 a.m. - 5:30 p.m.

Saturday: 10:00 a.m. - 2:00 p.m. Central Time

**- Call us Toll Free from -**

**USA:** 1-866-514 7479

**New Zealand:** 0-800-441 330

**Canada:** 1-877-442 0843

**Australia:** 01-800-603 827

**United Kingdom:** 01-800-404 9800





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