



## English for the Workplace

### *A) Weekday Classes*

**When:** Term 1) March 19 to May 26, 2018  
Term 2) May 28 to August 11, 2018  
Term 3) August 13 to October 20, 2018

**What Time:** Mondays and Fridays from 5:30 p.m. to 7:30 p.m. (40 hours/ten weeks)

### *B) Weekend Classes*

**When:** Term 1) March 17 to May 19, 2018  
Term 2) May 26 to July 28, 2018  
Term 3) August 4 to October 6, 2018

**What Time:** Saturdays from 8:30 a.m. to 12:30 p.m. (40 hours/ten weeks)

**Cost:** \$500 per person

### **Target Audience:**

These courses are designed for newcomer professionals who speak English as a second/third language, and individuals who are eager to improve their English skills in both speaking and writing to a high level at their workplace.

### **What does the course cover?**

The course will help the participants to improve their English language skills, and help them to improve their communication and their writing skills at their workplace.

### **Outcome:**

At the end of the course, participants will be able to conduct presentation and writing monthly reports and e-correspondence at workplace.

*Note: This course is delivered in partnership with E-Star Winnipeg. Success Skills Centre is closed for all statutory holidays. At least six participants will be needed to start the course. Tutorial is available based on requests.*