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9:15 – 10:45	Preparation for the Writing paper  Week 1 and 2 focuses on Writing task 1 which is to describe some visual information such as a graph, table, chart or diagram).  Week 3 and 4 focuses on task 2 which is to discuss a point of view, argument or problem.
10:45-11:00	Break
11:00-12:30	Preparation for the Listening paper  Week 1 and 2 focuses on Listening part 1 and 2 which deal with everyday situations.  Week 3 and 4 focuses on Listening part 3 and 4 which deal with educational and training situations.
12:30 - 13:15	Lunch
13:15-14:15	Preparation for the Speaking paper  Week 1 and 2 focuses on Speaking part 1 and 2 which is the Introduction, interview and short talk.  Week 3 focuses on Speaking part 3 which is the two-way discussion.  Week 4 will be an overview and practice of all the Speaking parts.
14:15-14:30	Lunch
14:30-15:30	Preparation for the Reading paper  Each week the course covers these key reading skills: reading for the general sense of a passage, reading for the main ideas, reading for detail, understanding inferences and implied meaning, recognising a writer's opinions, attitudes and purpose, following the development of an argument.
15:30-17:30	Self study and Exam practice

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