



Dear learners,

welcome to your course! Below you will find important information about our lessons.

The **concept** of our lessons is...

- **action-oriented:** We prepare you to communicate in real life situations.
- **communicative:** We often offer you an opportunity to speak in class.
- **learner-oriented:** We adapt our lessons to your individual interests and needs as far as possible.

Pronunciation training and **cultural studies** are also an integral part of our lessons. To promote your intercultural competence, we create learning situations that enable you to gain experience with a foreign culture through empathy and critical tolerance.

Your **book** is based on the Common European Framework of Reference for Languages. It defines which productive (speaking, writing) and receptive (listening, reading) competencies you should master at the end of the course.

Your teachers will inform you in each lesson about the **learning goals** to be achieved. You will be regularly informed about your **learning progress**, i.e. which learning goals you have already achieved.

If you attend at least 70% of the lessons, you will receive a **confirmation of participation**. On this confirmation of participation there will be an evaluation. This evaluation will be based to 60% on your portfolio, to 30% on your test and to 10% on your effort (see rules and rituals):

- 87-100% "Participated with outstanding success"
- 73-86% "Participated with good success"
- 60-72% "Participated with satisfactory success"
- 0-59% "Participated"

Regardless, you have the opportunity to take an exam with us to obtain an internationally recognized, unlimitedly valid **Goethe-Zertifikat** to prove your German language competencies. Course participants who have started a German course at a Goethe-Institut or Goethe-Language Centre within the last 6 months before the exam can get a discount on the exam fee. We also offer exam preparation courses.

Feel free to direct any **questions or suggestions** to our teachers and staff at any time or leave them anonymously in our suggestion box: <http://shenyang-goetheslz.mikecrm.com/Xy4tSNZ>

*"Language cannot be taught, but only be awakened in the mind.
It can only be given the threads, by which it develops on its own."*
Wilhelm von Humboldt (1767-1835)



Our **rules and rituals**...

Behavior: In order to create a class climate without fear, which promotes learning, feels relaxed and positive, course participants contribute to the learning atmosphere by behaving in a cooperative, supportive, collegial, respectful, helpful and friendly manner.

Staying informed: In order to always be informed about course progress and -content, course participants reliably read all messages in their WeChat-group as well as all information on QQ-docs.

Coming and going on time: In order for the lessons to be carried out as planned by the teacher, course participants enter and leave the course room at the beginning and at the end of the lesson, as well as the breaks, on time. Course participants announce absences as early as possible in the WeChat-group. Course participants have the responsibility to inform themselves about what they have missed (exercises, homework, etc.) and to inform other course participants as well. The teacher does not use the lessons to inform individual course participants who came late or leave early. Lessons start and end on time regardless.

Saying hello and goodbye: In order to learn the usual greetings and goodbyes, course participants and teachers welcome each other at the beginning of the lesson and say goodbye to each other at the end of the lesson in German. In order to promote a sense of community, all course participants briefly switch on their cameras in online courses to greet and say goodbye. It may also be necessary to turn on the cameras on other occasions, such as portfolio tasks. However, it is forbidden to make recordings of the lessons.

Speaking German: In order to improve their German, course participants who repeatedly use other languages than German will read a text, appropriate to the lesson, and share it as a recording in the WeChat-group as a homework.

Speaking loudly: If course participants speak quietly, the teacher can neither hear nor help them to improve (especially their pronunciation). Also, other course participants cannot practice their listening skills. Therefore, other course participants and the teacher remind course participants when they speak too quietly.

Working diligently: In order to improve their German and to enable the teacher to carry out the lessons as planned, course participants work diligently and show their interest by thinking along, speaking up and making an effort (during questions of the teacher to all course participants, during group work, during mutual correction, etc.).

No disruptions: Playing with your phone, talking about other things, distracting other people, etc. makes it hard for the course participants to learn German and for the teacher to carry out the lessons as planned. Therefore, course participants refrain from activities which have nothing to do with the lessons.

Doing homework: In order to improve their German, course participants justify homework which they did not hand in on time in German. Absence is not an excuse.