

CONTACT

To request an application pack or for further information,
please contact the CELTA Centre Administrator Mhairi Quinn.

CELTA course direct line:

+41 79 128 2972

celta@supercomm.ch

Supercomm centre telephone:

+41 21 310 0300

Supercomm CELTA webpage:

<http://www.supercomm.ch/uk/celta.php>

CAMBRIDGE CELTA COURSE ONLINE FAQ SHEET

// Always one innovation ahead

WELCOME!

FAQ SHEET

HOW DOES THE CELTA ONLINE COURSE WORK?

The Cambridge CELTA Online Course follows the same syllabus and leads to the same internationally recognized certificate as the face-to-face course. It also gives the same equal emphasis to theory and practical teaching. Instead of coming into the centre to do both input and teaching practice sessions, input sessions will be done online, working through multimedia materials, doing interactive tasks, discussing topics with other course participants and your tutors in forums and collaborating with other course participants in a virtual classroom. Teaching practice, feedback, supervised lesson planning and live observation will be done in the classroom.



STRUCTURE

HOW WILL THE ONLINE COMPONENT OF THE COURSE BE STRUCTURED ?

There is an orientation module and 30 units of online, interactive material based on the syllabus areas. Forum and “Live room” (virtual real-time classroom) tasks are integrated throughout the course. This means that although the number of times you need to come into the centre is reduced, there are still appointments (virtual or real) that you need to attend. Course participants work independently or collaboratively depending on the task with tutor support, evaluation and comment.

HOW WILL THE TEACHING PRACTICE (TP) BE STRUCTURED ?

Each candidate teaches for a total of 6 hours. When you are not teaching, you will observe your colleagues teach (peer observation).

HOW MUCH WORK WILL THERE BE ON THE COURSE ?

All CELTA courses are very intensive. On face-to-face courses there are 120 contact hours or more spent at the centre. However, trainees often spend at least this amount of time again reviewing input, preparing lessons and writing assignments. When considering the time necessary to complete the online course please be aware of this significant additional time on top of completing online units, observing classes and attending the face to face components.

TUTORS

THE CELTA TUTORS

There are two Online Course Tutors (OCTs) and Teaching Practice Tutors (TPTs). The Online Course Tutors, will be guiding you through the online material but will also have input into the practical side since they will be observing your teaching practice, giving you feedback and helping with lesson planning.

HOW WILL I COMMUNICATE WITH MY ONLINE TUTORS ?

While working through the online units, you will have contact with your OCTs through the forum and the Live room tasks. However, the Virtual Learning Environment (VLE) we use offers several means of communicating with your tutors directly.



CELTA COURSE ONLINE

WHAT ARE THE BENEFITS OF DOING THE CELTA ONLINE COURSE AS OPPOSED TO THE PART-TIME FACE-TO-FACE COURSE?

The online course allows you to:

- Study at your own pace
- Plan your study around work and other commitments
- Spend more time reflecting on and developing your language

HOW LONG DOES THE COURSE LAST?

This course lasts a total of 15 weeks including an online orientation course lasting 6 hours.

TECHNICAL REQUIREMENTS*

WHAT DO I NEED TO HAVE IN TERMS OF HARDWARE AND SOFTWARE?

Equipment:

- Computer monitor – we recommend a screen resolution of 1024 x768 pixels
- Internet connection – we recommend you use a reliable broadband-speed connection to be able to handle progressively downloaded videos and virtual classroom sessions with audio.
- A good quality USB headset with headphones and microphone built in.

Minimum Hardware Requirements

- Windows XP Home and Professional – 800MHz Processor with 256MB RAM
- All versions of Windows Vista – 1GHz processor with 1GB RAM
- All versions of Windows 7/8/10 – 1GHz processor with 1GB RAM
- Mac OSX 10.3 or higher – 1GHz processor with 1GB RAM

You may be able to run the course on machines with lower specification hardware although you may experience performance issues with media-rich activities. Please note: the course **will not** run on an iPad.

The download speed of the videos included in the course will depend both on your hardware configuration and the speed of your broadband connection. If the streaming stops after a short while then it is advisable to wait until the download is complete.

WEB BROWSER

You will need an up-to-date web browser to run the course. We recommend the following browsers for the Cambridge CELTA Course Online: Firefox 3 or higher / Safari / Internet Explorer 8 or higher. The course can also be run in other browsers. However, some features of the interface may exhibit bugs in non-recommended browsers. Please do NOT use the browser Chrome since some of the course features will not work in this browser.

Downloads of browsers:

- Firefox – <http://www.mozilla.com/en-US/firefox/new/>
- Safari – <http://www.apple.com/safari/download/>
- Internet Explorer for Windows XP
<http://www.microsoft.com/download/en/details.aspx?id=43>
- Internet Explorer for Windows 7
<http://windows.microsoft.com/en-GB/internet-explorer/products/ie/home>

MICROSOFT WORD

You will need Microsoft Word for the course (either PC or Mac version). Mac users who do not have a copy of Word installed may wish to use the open source (free) Libre office: <http://www.libreoffice.org> although not all course features will work as well as Microsoft Word.

REQUIRED PLUGINS

Your browser will require the following plugins to be installed and enabled:

- Adobe Flash Player 9 or higher – <http://get.adobe.com/flashplayer>
- The latest Java player – <http://www.java.com/en/download/index.jsp>
- The latest version of Adobe Acrobat Reader – <http://get.adobe.com/reader>

To check if you have the correct plugins installed, please click on the links above.

* Please note: The course will not run on an iPad or on the Google Chrome browser.

WHAT ELSE?

WILL I MEET THE OTHER COURSE PARTICIPANTS?

You will work with all the other course participants online and in the virtual classroom and will first meet them face-to-face when you come in for the “introduction to teaching practice” session. During face-to-face teaching practice, you will work most closely with your own teaching practice group.

HOW MANY COURSE PARTICIPANTS ARE THERE?

There will be a maximum of 12 course participants and these will be divided into two groups for TP.

WHERE DOES THE FACE-TO-FACE COMPONENT TAKE PLACE?

Supercomm Lausanne

Rue Centrale 7

1003 Lausanne

