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ANNEX II



Education and Culture DG

Lifelong Learning Programme

## ERASMUS INTENSIVE LANGUAGE COURSES 2011-12

**- ORGANISING INSTITUTION'S INFORMATION FORM -**

<b>INSTITUTION NAME:</b>	<b>CHARLES UNIVERSITY IN PRAGUE, INSTITUTE FOR LANGUAGE AND PREPARATORY STUDIES</b>	
<b>ADDRESS:</b>	<b>VRATISLAVOVA 10, 128 00 PRAGUE 2</b>	
<b>COUNTRY:</b>	<b>CZECH REPUBLIC</b>	
<b>EILC LANGUAGE</b>	<i>CZECH LANGUAGE</i>	
<b>LEVEL COURSES ORGANISED:</b>	<i>LEVEL I (BEGINNER) <input checked="" type="checkbox"/></i> <i>LEVEL II (INTERMEDIATE) <input checked="" type="checkbox"/></i> <i>NUMBER OF COURSES: 1</i> <i>DATES: 4.7.2011 - 29.7.2011</i>	
<b>WEB SITE</b>	<i>WWW.UJOP.CUNI.CZ</i>	

**PLEASE NOTE THAT ALL STUDENT EILC APPLICATION FOR OUR EILC SHOULD BE SENT BY E-MAIL TO THE FOLLOWING ADDRESS: [eilc@naep.cz](mailto:eilc@naep.cz)**

### STAFF

JOB TITLE / NAME	ADDRESS, TELEPHONE, FAX, E-MAIL
<p style="text-align: center;"><b>CONTACT PERSON</b></p> <p style="text-align: center;"><b>RESPONSIBLE PERSON FOR THE PROGRAMME</b></p> <p style="text-align: center;"><b>MGR. MAGDALENA MADĚROVÁ</b></p> <p>HEAD OF THE CZECH LANGUAGE SUMMER COURSES</p>	CHARLES UNIVERSITY INSTITUTE FOR LANGUAGE AND PREPARATORY STUDIES STUDY CENTRE PRAGUE HLOUBĚTÍN HLOUBĚTÍNSKÁ 78/ 26 TEL.: +420 281 866 658, FAX: +420 281 867 089 E-MAIL: MAGDALENA.MADEROVA@UJOP.CUNI.CZ

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## ***PART I: GENERAL INFORMATION***

### **• DESCRIPTION OF TOWN**

#### **- SHORT HISTORY AND LOCATION**

Prague is the Capital City of the Czech Republic. It is a natural centre of politics, international relations, education, culture and economy. Within the EU, the Capital City of Prague is considered as one of the most attractive historical European cities. Since 1992, its historical centre has been on Unesco's World Heritage List.

The beginnings of Prague could be put in the second half of the 9th century when the Prague Castle was founded and independent settlements began to develop under its protection in the surrounding area. These settlements grew to constituent independent towns of Prague: Staré Město (the Old Town) called the Head (caput regni), i.e. the capital of the Kingdom of Bohemia, as early as before 1280, Malá Strana (the Lesser or Little Quarter), Nové Město (the New Town), and Hradčany (the castle district). These four towns were joined into the town of Prague in 18<sup>th</sup> century, during 19<sup>th</sup> century other four towns were attached, respectively Josefov, Vyšehrad, Holešovice-Bubny, Libeň. During the 20<sup>th</sup> century the territory of Prague grew rapidly, the last territorial change happened in 1974, when 30 municipalities of the former Středočeský Region were attached to the city of Prague.

The area of the city is located in the central parts of Česká vysočina (the Bohemian Highlands). As for geomorphology, there is the flat relief of the high-raised areas on one hand, contrasting with the sharp valleys of the Vltava River and its tributaries on the other hand. The most broken topography originated on the left bank of the river. The highest point is the flattened landscape southwest of the Zličín town part (399 m above sea level), while the lowest point is the surface of the Vltava River at the north edge of the city in the Suchbátka town part where the River leaves the territory of Prague (177 m above sea level). Therefore, the maximum altitude difference exceeds 200 m within rather a small area.

From geographical point of view, Prague can be considered a centre of Europe. It lies almost in the centre of the Continent, approximately the same straight-line distance away from three seas: the Baltic Sea (365 km), the North Sea (495 km) and the Adriatic Sea (490 km).

Prague is the political and cultural centre of the Czech Republic and also the seat of Charles University and 7 public and 22 private universities covering all fields of study, which is advantageous for students who wish to study at some type of university. It is an attractive tourist centre in particular because it is a city whose beginnings go back to the 9<sup>th</sup> century and in which all styles of architecture are reflected. The historical centre of Prague is on the UNESCO cultural heritage list.

#### **- MAIN LOCAL/CULTURAL EVENTS**

Prague is a cultural centre not only of the Czech Republic, but there is also a lot of world known annual festivals and culture events (e. g. music festival Prague spring).

Interesting events during July could be found at

<http://www.pis.cz/en/prague/events>

#### **- HOW TO REACH TOWN (LINKS FROM THE NEAREST AIRPORT, TRAIN OR COACH STATIONS)**

Prague is the only city in the Czech Republic with air connections to all destinations in the world and it is linked up to a quality network of bus and rail transport.

Links to the centre of Prague (or to a dormitory for EILC students "HOSTIVARŮ") from the **PRAGUE AIRPORT "RUZYŇ", PRAGUE COACH STATION "FLORENC", PRAGUE MAIN RAILWAY STATION "HLAVNÍ NÁDRAŽÍ" or "HOLEŠOVICE"**

could be found at

<HTTP://JIZDNIRADY.IDNES.CZ/PRAHA/SPOJENI/>

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**- TRANSPORT IN TOWN (BRIEF INFORMATION ON THE MAIN MEANS OF TRANSPORT AVAILABLE)**

In Prague, there is a good public transport system. There are 3 metro lines, tram and bus transport in Prague. Maps of Prague public transport could be found at [http://www.ropid.cz/info/maps\\_s219x901.html](http://www.ropid.cz/info/maps_s219x901.html)

The Study Centre ALBERTOV is situated in the immediate vicinity of the historical centre and can be reached by all types of transport. Dormitory "HOSTIVÁŘ" could be reached by bus or tram (about 20 minutes from the city centre).

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## • SHORT DESCRIPTION OF THE ORGANISING INSTITUTION

EILC is held by HLOUBĚTÍN STUDY CENTRE, which is a part of **Institute for Language and Preparatory Studies (ILPS) of Charles University in Prague.**

ILPS is an institution with the longest tradition in **preparation of foreigners to study at Czech universities** in the Czech republic. ILPS has developed almost **fifty-year-long tradition in teaching Czech as a foreign language.**

Apart from preparatory courses for Czech universities ILPS also organises Czech as a foreign language intensive courses, individual courses, summer schools, courses for compatriots, on-line language courses etc. **for wide public.**

ILPS participates in many international programs. For the entire existence of ÚJOP its teachers have participated in teaching Czech abroad within the framework of international and inter-university agreements.

As the only institution in the Czech republic ILPS organizes **recognized certified exams of Czech as a foreign language** according to Common European Framework of Reference for Languages. ILPS is a member of ALTE (The Association of Language Testers in Europe).

The Hloubětín Study Centre in Prague is situated in the East part of the city, but **SUMMER EILC will be held in a central Prague, in a Charles university campus in ALBERTOV.** This campus is about 10minutes from the city centre, but it offers quiet and pleasant environment suitable for summer studies.

## • ACCOMMODATION

*- SHORT DESCRIPTION OF THE ACCOMMODATION OFFERED (HOTEL, APARTMENTS, STUDENT HALLS, OTHERS; IF THERE ARE COOKING FACILITIES) AND ON THE RENT TO BE PAID PER WEEK*

Students will be accommodated in **student dormitories HOSTIVÁŘ** which are **about 20 minutes from Albertov** study centre by tram. Dormitories are used by Charles university students during the university terms.

Accommodation facilities offer standard European student accommodation (**double room twin bed with its own toilet and shower**).

Cooking facilities: simple kitchen (cooker, oven, refrigerator) for all rooms on a floor. Kitchen is not equipped.

Linen: provided.

Internet connection in each room.

Washing: washing machine and drier machine to student's disposal.

**No meals are provided in dormitories.**

**Price: 140 CZK per person per day.**

## • MEALS

*- SHORT DESCRIPTION ON THE SERVICES OFFERED (UNIVERSITY CANTEENS, RESTAURANTS, BARS, OTHERS)*

In the school surroundings there are many small restaurants where there is possible to eat well and quickly for a price of 3 to 4 EUR per meal.

## • RECEPTION OF STUDENTS

*- MEETING POINT (PLACE, DATE AND TIME OF FIRST MEETING - FOR EACH COURSE WHERE DIFFERENT)*

Students are welcomed with an induction session on 4<sup>th</sup> July 2011. The meeting point is in UJOP building in Albertov. Students will meet their teachers, organizers of the course and they will have an opportunity to discuss any questions they will have.

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● **EXTRA MURAL ACTIVITIES**

- *SITE VISITS*

During the course we plan three guided tours around interesting places in Prague (e. g. centre of Prague – Old Town Square, cubist Prague).  
There are three weekend trips planned around interesting places out of Prague (e. g. castle Karlštejn, boat trip on Vltava river).

- *SPORTS FACILITIES (SWIMMING, TENNIS, GYMNASIUM; OPENING DAYS AND AVAILABLE INFORMATION)*

There is an open air swimming pool and tennis courts in Podolí (a part of Prague which is close to the buildings where the course will take place). The swimming pool is open every day from 6 am to 9:45 pm, website is <http://www.pspodoli.cz/>

Gymnasiums close to the school buildings can be found at <http://www.firmy.cz/Remesla-a-sluzby/Sportovni-sluzby/Sportovni-centra-a-sportoviste/Fitness/reg/praha-2>

The students will be offered a possibility of visiting a Rope centre <http://www.lanovecentrum.cz/eng/homepage.php>

- *ENTERTAINMENT (CINEMA, THEATRE, ETC.; BRIEF INFORMATION ON PLACES AND STUDENT FACILITIES)*

There will be three afternoon film shows during the course (Czech films with English subtitles) with some additional language activities.

The students will be offered interesting films, plays, concerts etc. from the website <http://www.pis.cz/en/prague/events>

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## ***PART II: COURSE(S) DESCRIPTION***

**COURSE NO: Czech Summer School (Prague) 2011**

**LEVEL:**

**I: Beginner course**

**II: Intermediate course**

	FROM...	To...
PERIOD:	4.7.2011	29.7.2011

• **LANGUAGE COMPONENT**

- **SHORT DESCRIPTION OF LANGUAGE COMPONENT: OBJECTIVES AND TEACHING METHODS**

• **Aims and objectives of the course/s:**

Aim and objectives of the course are to introduce students to Czech language as well as to Czech culture and way of life. The course has two components: morning language classes and afternoon additional culture programme. We want to help students to prepare for their study period in The Czech Republic as good as possible.

We aim to (during morning language classes):

- Develop students' practical knowledge of Czech language.
- Allow students to function in „everyday situations“ (i.e. restaurants, shops, train stations, etc.) so as to allow greater integration with Czech culture and society.
- Promote greater confidence in using Czech language.
- Provide the foundation necessary for gaining conversational ability (Czech pronunciation, vocabulary and grammar).
- Motivate students to join Erasmus language courses at their host universities in the Czech Republic.

During afternoon culture programme:

- Introduce Czech culture and way of life to students and help them to understand Czech mentality better.

• **Work Programme (beginner students):**

	TOPIC
WEEK 1	MEETING PEOPLE TOWN SHOPPING
WEEK 2	RESTAURANT DAILY ROUTINE HOBBIES
WEEK 3	FAMILY VISIT HOUSE/ FLAT
WEEK 4	WEATHER AT THE DOCTOR APPEARANCE

Textbooks to be used: Jitka Cvejnová. *Česky, prosím. Czech Express I., Czech Express II.*, Lída Holá. Internal materials (handouts, etc.)

- **Work programme for intermediate students** will be modified from our internal materials at the beginning of the course when intermediate students sit an entrance

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test and we will know what their real level is.

Textbooks to be used: Český krok za krokem, Lída Holá. Czech Step by Step, Lída Holá. Communicative Czech Elementary + Communicative Czech Intermediate, Ivana Rešková, Magdalena Pintarová. Internal materials (handouts, etc.).

• **Methodology, teaching methods**

Methodology of the course is based on modern methods of language teaching. We believe that these methods support learning practical language which student needs to act successfully in everyday situations in a foreign country.

We prefer combination of various methods of language teaching, such as Communicative teaching method, Direct method, Content-based method, Task-based method; participatory approaches, cooperative learning, multiple intelligences and active teaching methods.

Language and vocabulary will be presented to students in a context of every day situations. Our teachers help students to develop basic language skills – reading, writing, speaking and listening and students will develop these skills in a classroom interaction; they will communicate with each other and based on the use of language they will gradually learn the grammar structures as well.

Our teachers are encouraged to use only Czech in a classroom; vocabulary is taught with a help of visual aids or pictures and more abstract vocabulary is explained with the help of synonyms, context, etc.

We encourage our teachers to teach grammar inductively; students learn the grammar structures through the use of language. Students are instructed to learn proper pronunciation.

Some elements of "Task based learning" will be used as well; e. g. students will be asked to prepare small "presentations" based on the afternoon activities.

- **SUBJECT-SPECIFIC LANGUAGE ELEMENTS**

YES  NO

(e.g. special modules for students in particular disciplines)

IF YES, SPECIFY:

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- **DURATION**

TOTAL NUMBER OF CLASSES	140 h. per 45 min.
HOURS IN CLASSROOM	100 h. per 45 min.
HOURS OF PRACTICE CONVERSATION/LANGUAGE LABORATORY	INCLUDED IN HOURS ABOVE.
OTHER (LANGUAGE OUTDOOR ACTIVITIES, ETC.)	40 h. per 45 min.

- **ASSESSMENT (SPECIFY IF THE ASSESSMENT IS MADE BY WRITTEN/ORAL EXAMINATION, ASSIGNMENT, ETC.)**

Students will sit a half-course **written test** and a final written test. These tests contain reading, listening, writing and vocabulary testing parts. Grammar will be tested only in a context of these activities. Tests will be assessed by a class teacher.

A part of a final test is also a short **oral presentation**. Student will prepare a short talk about himself/ herself and his/ her family and his/ her life in Prague.

Oral presentation will be assessed by a class teacher.

Grade from a final test + final oral presentation will be stated on a certificate of achievement.

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• **Arrangements for providing participants with ECTS:**

At the end of the course, students will receive

- **Certificate of attendance**, which will confirm their participation in the course (there will be stated how many hours of teaching and culture programme activities student participated in)
- **Certificate of achievement**, which will state student's grade from a final test and a grade from their work through the course.

Students will not get credits from our institution, but our certificates could serve as a base for obtaining up to 10 credits from their home university depending on its academic rules.

• **COURSE FACILITIES**

- **TEACHING AIDS**

<input checked="" type="checkbox"/> <b>AUDIO/VIDEO MATERIALS</b>
<input type="checkbox"/> <b>COMPUTER/SOFTWARE</b>
<input checked="" type="checkbox"/> <b>HANDOUTS/PRINTED TEXTS</b>
<input checked="" type="checkbox"/> <b>TRANSPARENCIES</b>
<input type="checkbox"/> <b>OTHER : (SPECIFY)</b>

- **LIBRARY**

YES  NO

**IF YES, SPECIFY:**

TIMES	
OPENING DAYS	
ADDRESS	

- **LANGUAGE LABORATORY**

YES  NO

**IF YES, SPECIFY:**

TIMES	
OPENING DAYS	
ADDRESS	
COST	

• **CULTURAL COMPONENT**

- **SHORT DESCRIPTION OF THE CULTURAL ELEMENTS INCLUDED IN THE COURSE: OBJECTIVES AND TEACHING METHODS**

• **Cultural component of the course/s:**

Culture activities correspond with the morning language programme, but students should practise and experience the "real use of language". These afternoon activities should also help students to understand Czech mentality better. The culture programme has three parts: film screening with an additional programme (language activities based on films), life in Prague (activities in Prague; students will be asked to prepare small "projects" based on those activities) and weekend trips to some places close to Prague.

	TOPICS
WEEK 1	INVITATION BY EILC TUTOR FILM SCREENING (+ ACTIVITIES) LIFE IN PRAGUE (1) – ORIENTATION IN PRAGUE WEEKEND TRIP

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WEEK 2	FILM SCREENING (+ ACTIVITIES) LIFE IN PRAGUE (2) - PICNIC WEEKEND TRIP	
WEEK 3	FILM SCREENING (+ ACTIVITIES) LIFE IN PRAGUE (3) - CULTURE EVENT WEEKEND TRIP	
WEEK 4	FINAL PRESENTATIONS LIFE IN PRAGUE (4) - FINAL PARTY	

**- DURATION**

TOTAL HOURS OF ACTIVITIES	30 HOURS
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**• TEACHERS AND SUPPORT STAFF**

	NUMBER OF...:
<input checked="" type="checkbox"/> TEACHERS	2
<input checked="" type="checkbox"/> ADMINISTRATORS	1
<input type="checkbox"/> STUDENTS	