



GLOBAL STANDARD, LOCALLY DELIVERED

ASSESSMENT AND COURSES FOR ORGANISATIONS



**Cambridge Assessment
English**

Authorised Linguaskill Agent

Linguaskill 

from **Cambridge**

ENGLISHOLOGY.NET

ABOUT US

Englishology is an e-learning enterprise specialising in providing UK-standard English language courses, assessment and an internationally experienced faculty with the highest level of professional qualifications in English language teaching and extensive corporate exposure.

We help your staff learn workplace English, develop specific writing and speaking skills for the 21st-century corporate environment and prepare for English proficiency exams such as Linguaskill, IELTS, PTE and Cambridge English Business. We use the latest methodology and software developed for online teaching and our course materials have been developed by UK-qualified course writers with input from management experts.

Courses are scheduled according to the requirements of the client and content tailored for the unique communicative needs of the organisation and their staff. Printed course materials are couriered to the participants so that they can conveniently read on paper while interacting with the teacher and other participants on screen.

With our partner Cambridge Assessment English, we deliver Linguaskill which is a global assessment solution that tests language used at work, supports recruitment, and helps you understand where the English skills gaps are, enabling you to make training investment decisions.

We proudly administer

Linguaskill 
from Cambridge



UK-qualified teachers



Live online classes



Customised courses for every workplace

Printed course materials couriered to anywhere in Bangladesh



Online specialist curriculum



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ENGLISH LANGUAGE ASSESSMENT FOR ORGANISATIONS




Linguaskill is a quick and convenient online test from Cambridge Assessment English to help organisations check the English levels of individuals and groups of candidates. It tests all four language skills: speaking, writing, reading and listening.

It's fast and accurate, and can be easily administered and invigilated at your own venue at a time that suits you.

The Linguaskill test is modular. This gives you choice about the skills you want to assess.

The Reading and Listening module is adaptive: questions become easier or more difficult depending on an individual's previous answer.

There are also two test options, Business and General, so that you can test the type of English best suited for your organisation.

Test format	
	Reading and Listening (combined) 60–85 mins approx
	Writing 45 mins
	Speaking 15 mins approx

FIND OUT MORE

cambridgeenglish.org/linguaskill/test-format

WHY CHOOSE LINGUASKILL?



FAST ACCURATE RESULTS

Linguaskill generates individual test reports and group reports within 48 hours, with instant results for the Reading and Listening module.



RESULTS YOU CAN TRUST

Linguaskill has been extensively researched and trialed by Cambridge Assessment English. You can have complete confidence in the results.



IN-DEPTH REPORTING

You'll receive a test report showing a Cambridge English Scale score for each language skill, to help you easily make informed decisions and compare performance.



EASY TO ADMINISTER

Linguaskill doesn't have any set dates or venues; you can run and invigilate the test at your own site, whenever you want.



MODULAR

Linguaskill is a modular test which assesses reading, listening, writing and speaking. This gives you choice about the skills you want to assess.



ARTIFICIAL INTELLIGENCE

Linguaskill uses cutting-edge artificial intelligence technology for tailoring test content to individual candidates and for a high-tech automarking feature.

Authorised Linguaskill Agent

ACCURATE RESULTS AND DETAILED REPORTING

Gain insight into candidates' abilities with individual test reports, or compare a number of candidates using a group report. Results are generated within 48 hours, with instant results for Reading and Listening.

1


Results include an overall CEFR level and Cambridge English Scale score, as well as results for each of the skills tested. This enables you to see candidates' strengths and weaknesses at a glance, make informed decisions or identify areas for further development.

2

CEFR level descriptors tell you what candidates can be expected to do at their level.

3

Cambridge English Scale scores provide more detailed information about candidate performance, showing where they are within the CEFR levels.

Linguaskill 


Reference No.

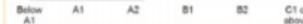
LinguaskillExample15005

To be quoted on all correspondence

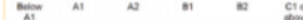
Test Report

Candidate name		Candidate number	
Example Candidate		123456	
Date of birth	Organisation		
08 December 2000	Example Organisation		

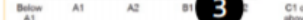
Average Score	154	CEFR Level	B1
			
Below A1	A1	A2	B1 B2 C1 or above

Skill	Test Date	Score	CEFR Level
Listening	26 February 2018	124	A2
			
Below A1	A1	A2	B1 B2 C1 or above


Can understand the main point of short, clear, sentence-length speech about daily life and work situations. Can recognise phrases and vocabulary closely related to their life, but is likely to rely on repetition, simplified speech, slow speech, or guessing to grasp meaning.

Skill	Test Date	Score	CEFR Level
Reading	26 February 2018	159	B1
			
Below A1	A1	A2	B1 B2 C1 or above

Can understand short, uncomplicated texts that use mainly everyday or work-related language. May have difficulty understanding long texts on abstract or unfamiliar topics. Comprehension may rely heavily on guessing, causing frequent misunderstandings.

Skill	Test Date	Score	CEFR Level
Speaking	26 February 2018	165	B2
			
Below A1	A1	A2	B1 B2 C1 or above

Can exchange views on familiar topics, accounting for and sustaining opinions. Can present clear, detailed descriptions on a wide range of topics with a degree of fluency and spontaneity.

Skill	Test Date	Score	CEFR Level
Writing	26 February 2018	166	B2
			
Below A1	A1	A2	B1 B2 C1 or above

Can write clear and detailed text on a range of subjects, which follow standard layout and paragraphing conventions.

 Cambridge Assessment
English

Linguaskill results are presented as a Test Report. Cambridge Assessment English reserves the right to amend the information given.

CHECKING REPORT VALIDITY

You can check the authenticity of a test report by visiting results.linguaskill.com/home

ADMINISTERING THE TEST

The Linguaskill test can be delivered in one of three ways:

- We deliver the test on your premises
- We deliver the test remotely
- We set you up as a venue and you administer the test internally

PRICING

Since the Linguaskill test is modular, the pricing depends on the modules assessed and the number of candidates. Please see the table below for a complete breakdown of costs. The pricing mentioned is for each candidate. All amounts are shown in BDT. A 5% VAT is applicable to all test purchases.

Modules	Fewer than 100 candidates	100 candidates or more
Writing	1950	1865
Speaking	1950	1865
Listening and Reading	1700	1600
Writing and Speaking	3400	3200
Writing, Listening and Reading	3400	3200
Speaking, Listening and Reading	3400	3200
All modules	5000	4800

CUSTOMISED ENGLISH FOR WORK COURSES

We understand that each organisation has its unique communicative contexts, needs and functions and use of English is not the same in any two companies. To address the unique needs of the staff of each organisation, we have designed the Customised English for Work courses. This allows us to tailor the topics, learning outcomes and length of English for Work courses according to the needs of each client and their staff.

On all of the courses the participants will:

- learn to communicate effectively and focus on using the right words and correct pronunciation
- develop confidence and fluency
- improve writing and speaking skills for better business correspondence and presentations
- get personal advice and feedback from trainers
- learn useful study skills to improve even more quickly.

Here is how the courses are put together, delivered and monitored.



Step 1 Level testing of participants



Step 2 Participants and their management select the learning outcomes from the set appropriate for the level of English of the participants



Step 3 Course outline, content and structure is drafted for review by client management



Step 4 Course finalised after feedback from client



Step 5 Course is delivered, mid-course and end of course assessment done, participant feedback collected



Step 6 End of course report on participants' progress, work, satisfaction and feedback submitted for review by client management

Customised English for Work courses cost BDT 400 (+VAT) per learning hour.

The curriculum is mapped with the Cambridge English Scale (CES) and the Common European Framework of Reference for Languages (CEFR). Here is an overview of the different levels in a workplace context. For more detailed information, visit this Cambridge English site www.cambridgeenglish.org/exams-and-tests/cefr

LEVELS	LISTENING/SPEAKING	READING	WRITING
Level 6 CEFR C2 IELTS 8+ CES 200+	CAN advise on or talk about complex or sensitive issues, understanding colloquial references and dealing confidently with hostile questions.	CAN understand documents, correspondence and reports, including the finer points of complex texts.	CAN write letters on any subject and full notes of meetings or seminars with good expression and accuracy.
Level 5 CEFR C1 IELTS 7-8 CES 180-199	CAN contribute effectively to meetings and seminars within own area of work or keep up a casual conversation with a good degree of fluency, coping with abstract expressions.	CAN read quickly enough to cope with an academic course, to read the media for information or to understand non-standard correspondence.	CAN prepare/draft professional correspondence, take reasonably accurate notes in meetings or write an essay which shows an ability to communicate.
Level 4 CEFR B2 IELTS 5-6.5 CES 160-179	CAN follow or give a talk on a familiar topic or keep up a conversation on a fairly wide range of topics.	CAN scan texts for relevant information, and understand detailed instructions or advice.	CAN make notes while someone is talking or write a letter including non-standard requests.

LEVELS	LISTENING/SPEAKING	READING	WRITING
Level 3 CEFR B1 IELTS 4-5.5 CES 140-159	CAN express opinions on abstract/cultural matters in a limited way or offer advice within a known area, and understand instructions or public announcements.	CAN understand routine information and articles, and the general meaning of nonroutine information within a familiar area.	CAN write letters or make notes on familiar or predictable matters.
Level 2 CEFR A2 IELTS 3-4 CES 120-139	CAN express simple opinions or requirements in a familiar context.	CAN understand straightforward information within a known area, such as on products and signs and simple textbooks or reports on familiar matters.	CAN complete forms and write short simple letters or postcards related to personal information.
Level 1 CEFR A1 CES 100-129	CAN understand basic instructions or take part in a basic factual conversation on a predictable topic.	CAN understand basic notices, instructions or information.	CAN complete basic forms, and write notes including times, dates and places.

SPEAKING SKILLS FOR SPECIFIC PURPOSES

Our academic team, with input from management experts, have identified some specific areas of high stakes oral communication in the 21st-century workplace and built a modular course to help participants develop:

- awareness of key issues and how to overcome them.
- modern communicative strategies.
- confidence through practical activities.

The modules are standalone and appropriate for anyone with English level 3 (B1) and above. Each module is delivered over 16 hours of live online sessions. Printed course materials are couriered to your staff.

Speaking Skills courses cost BDT 6400 (+VAT) per participant.

ENGLISH PRONUNCIATION FOR PROFESSIONALS

This module looks at all aspects of standard English pronunciation, with a particular focus on problem areas for Bangla speakers in the corporate environment. Attendees will take part in a variety of pronunciation activities and receive feedback on their strengths and areas for development to ensure both immediate and long term improvement of their pronunciation.

Learning outcomes:

- Increased knowledge and physical awareness of English phonology
- Self-awareness of errors and confidence increased through drills and practice
- Understanding of practical strategies for speaking clearly



COMMUNICATION STYLES AND STRATEGIES FOR PROFESSIONALS

This module will help participants to develop the strategies they need to communicate effectively in the modern workplace. They will learn about communication styles and discover easy-to-use tools and techniques to help them build positive relationships and achieve their professional goals.

Learning outcomes:

- Understanding of own communication style and ability to adapt
- Building rapport with colleagues, clients and superiors to help them get things done
- Developing skills to improve a key relationship at the workplace



LANGUAGE FOR PRESENTATIONS FOR PROFESSIONALS

This module gives input on both language and soft skills required to give effective presentations and develop the participants' ability and confidence to give presentations in English.

Learning outcomes:

- Improved accuracy of English commonly used in presentations
- Effectively structured presentations, organised content
- Language and content coherent and cohesive



PRESENTATIONS SKILLS FOR PROFESSIONALS

This module will show the participants how to prepare for, structure and deliver successful presentations. They will learn how to engage their audience, open and close their talk memorably and use their voice for maximum impact. They will develop and deliver their own case study presentation so that they receive feedback on how to improve their performance when they get back to work.

Learning outcomes:

- Plan and deliver presentations with more confidence
- Communicate key messages more clearly to the audience
- Use their presentations to get the results they want



WRITING FOR SPECIFIC PURPOSES

Our workplace writing courses, developed with input from management experts and delivered by internationally experienced trainers, help your staff master UK-standard use of written English in the 21st-century workplace. The courses help participants:

- become familiar with the format, language and conventions used in modern business writing.
- become aware of key issues in written communication and how to overcome them.
- develop strategies for communicating more effectively.

The modules are standalone and appropriate for anyone with English level 3 (B1) and above. Each module is delivered over 16 hours of live online sessions. Printed course materials are couriered to your staff.

Writing courses cost BDT 6400 (+VAT) per participant.

WRITING FOR PROFESSIONALS

This module provides participants with a thorough understanding of modern business writing. It helps them to write all kinds of documents more effectively and professionally. Through analysis and hands-on activities, they learn how to plan and edit a variety of documents. They also write a case study text and use the 5 Cs to progressively refine this throughout the workshop.

Learning outcomes:

- Feel more confident in the knowledge of modern business writing
- Communicate ideas effectively across all kinds of common workplace documents
- Use writing to enhance professional image at work



EMAILS FOR PROFESSIONALS

This module helps participants to develop the quality and effectiveness of their emails so that they can achieve their goals at work. They are introduced to the POWER writing process and the 6 Cs of professional email writing. They also write emails and receive feedback from the trainer and other course participants on how to improve.

Learning outcomes:

- Plan and organise email writing to fit the purpose
- Adapt emails to different audiences and situations
- Write and edit emails to make them clear, concise and easy to understand



REPORTS FOR PROFESSIONALS

This module guides participants through the essential skills for planning, structuring, writing and checking all of their reports at work. Throughout the course they will work on a case study, putting the skills they pick up into practice immediately.

Learning outcomes:

- Write reports which are clear, well-structured and convincing
- Edit your own reports and save yourself time
- Project a more professional image through your report writing



PROPOSALS FOR PROFESSIONALS

In this module participants produce proposals that address your readers' needs, flow logically and use language to convince key decision-makers. They work in groups and take part in discussions, exercises and interactive tasks. They write a case study proposal and receive feedback from the trainer and other participants on their strengths and areas for improvement.

Learning outcomes:

- Feel more confident in their ability to write persuasively
- Better understand readers and their expectations
- Sell their ideas to the people who matter



COMMUNICATION SKILLS FOR LEADERS

We understand the communicative demands in leadership positions and have developed a range of English for Specific Purposes courses that help the leaders in your organization master UK-standard use of English in the 21st-century workplace. The courses help participants:

- become familiar with advanced concepts of the format, language and conventions used in modern business writing.
- become aware of communicative challenges in written communication and how to overcome them.
- develop strategies for communicating in a way that sets examples for team members and drives vision and purpose.

The modules are standalone and appropriate for anyone with English level 3 (B1) and above. Each module is delivered over 16 hours of live online sessions. Printed course materials are couriered to your staff.

Communications Skills courses cost BDT 6400 (+VAT) per participant.

ADVANCED BUSINESS WRITING

This module develops the participants' skills in personalising writing to their audience in more complex and challenging areas. Covering a range of document types, they discover how to build lasting relationships, get others to do things and handle difficult messages. They do a range of fun and informative learning activities to apply the key concepts and techniques of the course to case studies relevant to their workplace.

Learning outcomes:

- Adapt personal writing style to connect better with internal and external stakeholders
- Influence others to engage with you and take action
- Write diplomatically in a range of challenging situations



ADVANCED PRESENTATION SKILLS

This advanced workshop helps participants to create and deliver more powerful presentations. They explore techniques to enhance their skills as a presenter. They also receive comprehensive feedback to help take their presentations from good to great!

Learning outcomes:

- Feel more credible, confident and connected to the audience when presenting
- Know different ways to structure presentations according to audience needs
- Deliver more powerful presentations



DELIVERING TRAINING AND WORKSHOPS

In this module, our internationally experienced trainers share their experience and skills with your staff. Through a series of learner-centred activities, participants learn how to plan, prepare and deliver training sessions that meet the needs of their trainees and engage them from start to finish. They work in teams to prepare and deliver a training session and receive feedback on their performance.

Learning outcomes:

- Select the best methods and activities for the target group
- Deliver well-structured training sessions that achieve their aims
- Know how to engage trainees and keep them focused



EFFECTIVE PUBLIC SPEAKING

This module helps to build confidence and skills in giving speeches. Participants explore techniques for planning and delivering talks, as well as ways to engage their audience in a range of public speaking situations. During the workshop, they develop and deliver a speech on a topic of their choice. They also receive detailed feedback on their performance from the other course participants and the trainer.

Learning outcomes:

- Plan, structure and deliver short speeches
- Use speeches to engage, motivate and inspire others
- Give impromptu speeches at work when the situation demands it



STRATEGIC BUSINESS STORYTELLING

This module demonstrates the profound impact of storytelling on others as well as the uses and benefits of storytelling in a corporate environment. Participants learn how to prepare and structure their stories to communicate the main message clearly and with confidence. They tell their stories, and receive feedback on their strengths and areas for improvement as a storyteller.

Learning outcomes:

- Plan, structure and deliver an effective business story
- Match a suitable storytelling technique to its purpose
- Better engage the audience and inspire them to act

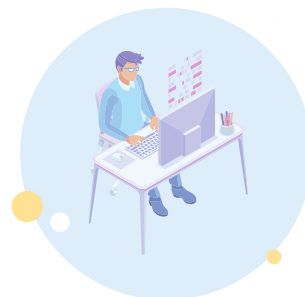


WRITING CHALLENGING EMAILS

In this module, participants learn how to write credible, sensitive, and diplomatic replies to emails to internal or external stakeholders. They do a range of fun and informative learning activities to help them apply the key concepts and techniques of the course to case studies relevant to the workplace.

Learning outcomes:

- Plan, structure, write and edit replies that are clear and sensitive to the reader
- Show empathy when refusing a request, apologising and replying to challenging stakeholders
- Maintain and build relationships through tactful written communication



OTHER COURSES

GENERAL ENGLISH

- Practical activities
- Pronunciation
- Personalised feedback



Our internationally experienced teachers help you rapidly develop your ability to use English confidently and accurately in everyday situations. The monthly programme lets you study with us when you can and as long as you need. Courses are delivered online so that you can learn from anywhere and with the best teachers around the world. We courier printed course materials to your home so that you can conveniently read on paper while interacting with the teacher and classmates on screen.

General English courses cost BDT 3975 (+VAT) per month for each participant.

IELTS PREPARATION

- Exam skills
- Mock tests
- Personalised feedback



We offer a unique set of modular courses that help you develop language skills and exam techniques at the same time and let you choose which papers of the IELTS exam to focus on and how intensively you want to study.

Courses are delivered online so that you can learn from anywhere and with the best teachers around the world. We courier course materials to your home so that you can conveniently read on paper while interacting with the teacher and classmates on screen.

IELTS Preparation courses cost BDT 3975 (+VAT) per module for each participant.

OUR PARTNERS



Authorised Linguaskill Agent



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