

Name of the educational establishment: Trio Akadeemia OÜ

Curriculum name	Preparatory course for the A2 level exam in Estonian
Study Group	Foreign languages and cultures, Estonian language as a foreign language
Learning outcomes	<p>Increases and uses the vocabulary learnt. Can listen to and read information and non-fiction texts in Estonian, take notes and write a personal letter. Uses basic Estonian grammatical structures, writing simple phrases and sentences, combining them with simple side words such as "and", "but" and "because". Writes a personal letter, a short information letter and presents his/her ideas in a short letter. Can understand phrases that are directly relevant to everyday situations (family, shopping, home, work). Can understand short, simple texts and personal letters, can find information in simple everyday texts (advertisements, job offers, menus, timetables). Can cope with typical everyday communication tasks, can communicate, describe his/her family and other people, living conditions, education, work and health, everyday life. Can explain what he/she likes and dislikes. Can outperform very short prepared messages on the topics studied.</p>
Conditions for starting studies	Adults who have taken the test on the Trio Akadeemia OÜ website and scored 8-16 points or those who have completed an A1 level course.
Total volume of study, including the proportion of classroom and independent study.	220 ac/h, of which 140 ac/h are lectures and 80 ac/h are independent study.
CONTENT OF THE STUDY	
1 Getting to know yourself Greetings, etiquette, introduction, simple self-references, questionnaire-data	
2. My day. Daily activities, day off.	
3. Different professions and professional skills Job advertisements, job interview, activities at work, describing the working day and introducing your job. CV. Personal qualities suitable for the job. What you like, what you don't like doing.	
4.	

Telephone conversations and forwarding of messages, letters and notifications, communication with colleagues and clients.	
5. Home and living. Apartment, house, home and home surroundings. Infrastructure.	
6. Travelling, transport, planning holidays, buying tickets. Asking for directions and guiding. Accommodation, booking a room. Sightseeing. Writing a postcard. Travel description.	
7. Health. Feelings and complaints. Registering to see a doctor. Pharmacy.	
8. Leisure, hobbies and entertainment Hobbies. Leisure preferences. Cinema, theatre, concerts and other cultural events. Sports. Holidays and holidays. Family traditions. Writing and responding to invitations	
9. Restaurant and café. National cuisine, understanding the menu, visa exemptions, booking a table.	
10. Services: beauty salon, bank, shopping centre, post office. Location, services, opening hours.	
GRAMMATICS	
Phrases, communication words. Present and past tense, imperative, conditional. Recension, plural formation. Numeral words: nouns and prefixes.	
Description of teaching methodology	Role-playing, group and pair work, tuning exercises, visualisation, visualisation, gallery method, presentation, interviewing, simulations, electronic worksheets.
Description of the learning environment	The training will take place at Pärnu mnt 67A, Tallinn. Access to the training rooms is guaranteed for people with reduced mobility, and there is a lift in the building. The classrooms are equipped with the necessary furniture, suitable desks and chairs and meet all health and safety requirements. The classrooms are equipped with fixed whiteboards, teaching equipment, teaching materials and the necessary audio and video equipment, and all classrooms are equipped with computers and internet access.
List of teaching materials	M. Simmul, I. Mangus textbook "Tere taas!" manuscripts L. Kingisepp, M.Ilves „Algaja õnn. Mänge ja ülesandeid eesti keele kõnelemisoscuse arendamiseks A2-tasemele” L. Kingisepp, M.Ilves „Algaja õnn. Mänge ja ülesandeid eesti keele lugemisoscuse arendamiseks A2-tasemele”. A2 level examination materials.

	www.keeleklikk.ee www.frepy.eu www.els.leveranse.com www.ut.ee/keeleweb2 web.meis.ee/vaegkuuljad
How learning outcomes are assessed	<p>At the end of the course, you will have to pass the A2 level exam, which covers all the skills: listening, reading, speaking and writing, according to the topics covered.</p> <p>Listening - can understand simple questions and the main points of the information heard.</p> <p>Reading - understands the content of simpler texts, recognises correct grammatical form when doing spacing exercises, understands unfamiliar words based on context.</p> <p>Talking - talks in simple sentences about yourself, your family, everyday life and work.</p> <p>Writing - can write a short letter or note, can form grammatically correct sentences.</p> <p>The exam is passed with 60 out of 100 points.</p>
Termination conditions and documents to be issued	<p>Once the learning outcomes have been acquired and assessed, and the trainee has attended at least 70% of the training, a certificate is issued.</p> <p>A certificate is issued to a trainee who has not taken part in the assessment or has failed the assessment.</p> <p>a certificate of attendance and of the subjects covered.</p>