

## TRAINING DESCRIPTION FORM

**TITLE OF THE TRAINING ACTIVITY (in the language of tuition - Italian):**

Corso di formazione glottodidattica per insegnanti di Italiano L2/LS

**ENGLISH:**

Italian Language Teaching Methodology Course

### TYPE OF TRAINING ACTIVITY

**TRAINING AIMED AT PARTICIPANTS RECEIVING :**

- A GRUNDTVIG GRANT (ADULT EDUCATION)

**ORIGIN OF THE TRAINING :**

- OTHER COURSES NOT RESULTING FROM AN LLP OR PREVIOUS SOCRATES PROJECT

### THEMATIC FIELD OF THE TRAINING

**IN-SERVICE TRAINING IN THE FIELD OF FOREIGN LANGUAGES**

**THE TRAINING IS**

- IN LANGUAGE TEACHING METHODOLOGY
- Italian

### LANGUAGES USED FOR THE TRAINING

**MAIN LANGUAGE:**

Italian

**OTHER LANGUAGE/S USED DURING THE TRAINING:**

Italian;

**LANGUAGE VERSION(S) IN WHICH MATERIALS WILL BE PROVIDED:**

Italian;

### EDUCATION SECTOR OF THE TRAINING PARTICIPANTS

**ADULT EDUCATION**

- Adult education provider

### TARGET AUDIENCE

- Teachers (Pre-school, primary, secondary, vocational, adult, special needs)

### INSTITUTION ORGANISING THE TRAINING

**NAME OF THE ORGANISATION:**

Accademia Lingua Italiana Assisi

**STREET AND NUMBER:**

via Tiberio 10

**POSTCODE:**

06081 -

<b>TOWN / CITY:</b>	Assisi
<b>COUNTRY:</b>	Italy
<b>WEBSITE:</b>	www.aliassisi.it
<b><u>ORGANISER/S OF THE TRAINING:</u></b>	
<b>PERSON 1:</b>	Angelo Chiuchiù
<b>TEL NR:</b>	+ 39 075815281
<b>FAX NR:</b>	+ 39 075815281
<b>EMAIL:</b>	info@aliassisi.it
<b>PERSON 2:</b>	Gaia Chiuchiù
<b>TEL NR:</b>	+ 39 075815281
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<b>EMAIL:</b>	info@aliassisi.it

## FULL DESCRIPTION OF TRAINING CONTENTS

### *IN THE LANGUAGE OF THE TRAINING: (IT)*

- Preparation** All'inizio del corso i partecipanti vengono invitati a compilare un questionario per definire i bisogni e gli obiettivi. Durante il corso i formatori, oltre a sviluppare il programma stabilito, rispondono agli specifici bisogni dei partecipanti.
- Objectives**
1. Come sviluppare un'unità didattica coerente con i principi del Quadro Europeo di Riferimento
  2. Come selezionare materiale autentico e utilizzarlo in classe
  3. Come proporre nozioni o approfondimenti culturali (storia, alimentazione, regole di comportamento, cinema, musica, tradizioni, letteratura, ecc)
  4. Come creare materiali didattici coerenti con i principi del Quadro Europeo di Riferimento
  5. Come favorire l'autovalutazione
  6. Come sviluppare la consapevolezza interculturale
  7. Come preparare gli studenti agli esami di certificazione
- Methodology** Ricerca-azione e fasi della comunicazione:  
il corso è inteso come un dialogo in cui i formatori, in relazione al questionario iniziale, adeguano contenuti e velocità.  
Il corso offre basi teoriche e strumenti didattici situazionale-comunicativi pronti da usare. I seminari di livello C1/C2 aiutano i partecipanti a mantenere alto il proprio livello di competenza linguistica.
- Follow-up** I partecipanti valutano il corso con un questionario finale. L'ultima lezione è dedicata alle domande che i partecipanti vorranno rivolgere ai formatori, ma soprattutto allo scambio di idee fra colleghi. L'intento è di creare e promuovere una rete di scambio fra docenti, dove tutti possono dare e ricevere aiuto. Dopo la fine del corso, attraverso i canali dei social network, i formatori restano a disposizione dei partecipanti.  
L'Accademia Lingua Italiana Assisi (riconosciuta dal Ministero della Pubblica Istruzione, sede di esami di certificazione CILS e ente accreditato per la formazione della Regione dell'Umbria) rilascia ai partecipanti il certificato di frequenza.

### **ENGLISH:**

- Preparation** At the beginning of the course, participants fill a questionnaire to indicate needs and goals. During the course, trainers develop the established program and answer the participants' needs. A final discussion, at the end of the course, will allow teachers to answer possible questions according to participants' needs.
- Objectives**
1. How to develop a teaching unit according to the European Framework of Reference;
  2. How to select authentic material and use it in a classroom;
  3. How to convey cultural skills (history, meals, rules of politeness, cinema, music, tradition, literature)
  4. How to build teaching materials according to the European Framework of Reference
  5. How to develop self assessment skills
  6. How to develop intercultural awareness
  7. How to prepare students to a certification exam
- Methodology** Research-action and communication phases:  
  
the course is set as a communication act. With reference to the initial questionnaire we shape the content and speed of the course. The course offers a theoretical background and ready-made communicative teaching tools. C1/C2 level seminars are also offered to help participants to keep up with their high level of proficiency.

**Follow-up** Participants evaluate the course by filling a questionnaire. The final lesson leaves time to ask questions to the trainers and, above all, to exchange ideas with the colleagues. We promote the creation of a teachers net, where all the teachers can give and find help. After the end of the course trainers, through the social networks, will answer questions and share their classroom practice with the participants. Participants receive a certificate of attendance issued by Accademia Lingua Italiana Assisi (Academic agreement with Università per Stranieri di Siena - Italian language courses officially recognized by the Italian Ministry of Education - Under the high patronage of Assisi town council and Umbria Regional council).

## PROGRAMME OF THE TRAINING ACTIVITIES (DAY BY DAY)

### *IN THE LANGUAGE OF THE TRAINING:*

Programma

Prima settimana

Giorno 1 / L'unità didattica I

- questionario iniziale e interviste
- l'unità didattica: basi teoriche ed esempi di prassi didattica
- distribuzione di materiali di teorici di didattica e metodologia

Giorno 2 / L'unità didattica II

- l'unità didattica: basi teoriche ed esempi di prassi didattica
- bibliografia dei più recenti manuali

Giorno 3 / Assunti metodologici

- metodo della ricerca-azione (secondo l'approccio di Renzo Titone)
- definizione dei saperi (come definiti nel Quadro Globale di Riferimento) - evoluzione dell'approccio comunicativo: da micro a macro funzioni
- percorsi bibliografici per l'approfondimento teorico

Giorno 4 / Oltre l'unità didattica I

- focus sulle strategie per lo sviluppo delle abilità.
- Come migliorare la produzione scritta.

Giorno 5 / Oltre l'unità didattica II

- focus: la didattica della grammatica (teoria e materiali)
- seminario culturale livello C1/C2

Seconda settimana

Giorno 1 / Oltre l'unità didattica III

- Focus: conoscere e insegnare le preposizioni.
- seminario culturale livello C1/C2

Giorno 2 / Oltre l'unità didattica IV

- focus: presentare il testo letterario
- seminario culturale livello C1/C2

Giorno 3 / Oltre l'unità didattica V

- focus: valutazione e autovalutazione
- come preparare gli studenti agli esami di certificazione

Giorno 4 / Workshop I

- adattare la teoria al proprio contesto di classe (cosa è indispensabile e cosa è inutile)

- creare e simulare una lezione
- osservazione e tirocinio in una classe

#### Giorno 5 / Workshop I

- questionario finale
- rete di scambio fra formatori e docenti (social network per la condivisione di esperienze didattiche)
- discussione e conclusione dei lavori
- consegna dei diplomi

### **ENGLISH:**

#### 1ST WEEK

##### Day 1 / Didactic Unit I

- questionnaire and interviews
- didactic unit: theoretical basis and ready to use tools (text books and supports included)

##### Day 2 / Didactic Unit II

- didactic unit: theoretical basis and ready to use tools
- up to date bibliography of the most usefull teaching texts

##### Day 3 / Methodology

- research-action method (according to the Renzo Titone approach)
- definition of knowledge (as in the European Framework of Reference)
- the communicative approach: from micro to macro function
- up to date bibliography

##### Day 4 / Beyond the didactic unit I

- focus on strategies to develop each abiliy
- how to enhance writing skills

##### Day 5 / Beyond the didactic unit II

- focus: teaching the grammar (theory and materials)
- C1/C2 cultural lesson

#### 2nd WEEK

##### Day 1 / Beyond the didactic unit III

- focus: teaching prepositions (theory and materials)
- C1/C2 cultural lesson

##### Day 2 / Beyond the didactic unit IV

- focus: teach Italian language through litterature
- C1/C2 cultural lesson

##### Day 3 / Beyond the didactic unit V

- focus on assesment and self assessment
- how to prepare students to a certification exam
- training in a class

##### Day 4 / Workshop I

- reshape theory to the partecipants' teaching contexts
- bild a lesson
- training in a class

##### Day 5 / Workshop II

- final questionnaire
- parecipants' questions
- let's be in touch! Ask questions and share classroom practice through social network
- certificate of attendance

**TYPE OF CERTIFICATION OF ATTENDANCE AWARDED**

**IN THE LANGUAGE OF THE TRAINING:**

Certificato di frequenza con il programma svolto.

**ENGLISH:**

Certificate of attendance including description of training content.

**INFORMATION ON COURSE SESSION/S**

**SESSION 1**

**SESSION ID: 38336**

**DATE OF START:** 06/02/2012

**TIME OF START:** 09.00

**DATE OF END:** 17/02/2012

**TIME OF END:** 09.00

**Deadline for registration:** 15/09/2011

**HOST INSTITUTION EQUAL TO ORGANIZER INSTITUTION:**

**STREET AND NUMBER:**

via Tiberio 10

**NAME OF HOST INSTITUTION:**

Accademia Lingua Italiana Assisi

**POSTCODE:**

06081

**TOWN / CITY:**

Assisi

**COUNTRY:**

Italy

**Nearest big city:** Rome

**Distance:** 180km

**CONTACT PERSON FOR THIS COURSE SESSION, NAME AND TITLE:**

Gaia Chiuchiù

**TEL NR:**

+ 39 075 815281

**FAX NR:**

+ 39 075 815281

**EMAIL:**

info@aliassisi.it

**IDENTIFICATION OF THE TRAINER/S: NAME, PROFESSIONAL QUALIFICATION, ROLE DURING THE TRAINING:**

Angelo Chiuchiù

**MAXIMUM NUMBER OF PARTICIPANTS ENVISAGED:**

20

**FEE IN € FOR ACCOMMODATION AND MEALS :**

350.00

**COURSE FEE IN €  
(TUITION AND MATERIALS):**

800.00

**CANCELLATION FEE IN € (WHERE APPLICABLE):**

0

**PROVISION FOR SPECIAL NEEDS:**

No

**SPECIAL REMARKS:**

free wi fi connection available at the Accademia / reductions in selected restaurants / discount at the NUN Assisi Relais & Spa Museum (thermal path and wellness centre) / accommodation in fully equipped independent flats the historical center of Assisi

**SESSION 2**

**SESSION ID: 38976**

**DATE OF START:** 05/03/2012

**TIME OF START:** 9.00

**DATE OF END:** 16/03/2012

**TIME OF END:** 13.00

HOST INSTITUTION EQUAL TO ORGANIZER INSTITUTION:

STREET AND NUMBER:

NAME OF HOST INSTITUTION:

Accademia Lingua Italiana Assisi

POSTCODE:

06081

TOWN / CITY:

Assisi

COUNTRY:

Italy

Nearest big city: Rome

Distance: 180km

CONTACT PERSON FOR THIS COURSE SESSION, NAME AND TITLE:

Gaia Chiuchiù

TEL NR:

+ 39 075 815281

FAX NR:

+ 39 075 815281

EMAIL:

info@aliassisi.it

**IDENTIFICATION OF THE TRAINER/S: NAME, PROFESSIONAL QUALIFICATION, ROLE DURING THE TRAINING:**

Angelo Chiuchiù

**MAXIMUM NUMBER OF PARTICIPANTS ENVISAGED:**

20

**FEE IN € FOR ACCOMMODATION AND MEALS :**

350.00

**COURSE FEE IN €  
(TUITION AND MATERIALS):**

800.00

**CANCELLATION FEE IN € (WHERE APPLICABLE):**

0

**PROVISION FOR SPECIAL NEEDS:**

No

**SPECIAL REMARKS:**

free wi fi connection available at the Accademia / reductions in selected restaurants / discount at the NUN Assisi Relais & Spa Museum (thermal path and wellness centre) / accommodation in fully equipped independent flats the historical center of Assisi

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### SESSION 3

SESSION ID: 38977

DATE OF START: 16/04/2012

TIME OF START: 9.00

DATE OF END: 27/04/2012

TIME OF END: 13.00

Deadline for registration: 15/09/2011

HOST INSTITUTION EQUAL TO ORGANIZER INSTITUTION:

NAME OF HOST INSTITUTION:

Accademia Lingua Italiana Assisi

POSTCODE:

06081

TOWN / CITY:

Assisi

COUNTRY:

Italy

Nearest big city: Rome

Distance: 180km

CONTACT PERSON FOR THIS COURSE SESSION, NAME AND TITLE:

Gaia Chiuchiù

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+ 39 075 815281

EMAIL:

info@aliassisi.it

**IDENTIFICATION OF THE TRAINER/S: NAME, PROFESSIONAL QUALIFICATION, ROLE DURING THE TRAINING:**

Angelo Chiuchiù

**MAXIMUM NUMBER OF PARTICIPANTS ENVISAGED:**

15

<b>FEE IN € FOR ACCOMMODATION AND MEALS :</b>	350.00
<b>COURSE FEE IN € (TUITION AND MATERIALS):</b>	800.00
<b>CANCELLATION FEE IN € (WHERE APPLICABLE):</b>	0
<b>PROVISION FOR SPECIAL NEEDS:</b>	No

**SPECIAL REMARKS:**

free wi fi connection available at the Accademia / reductions in selected restaurants / discount at the NUN Assisi Relais & Spa Museum (thermal path and wellness centre) / accommodation in fully equiped independent flats the historical center of Assisi

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**DECLARATION BY THE TRAINING ORGANISER**

" I, the undersigned, hereby declare that the information contained in this training description form is correct to the best of my knowledge. I agree that the results of a separate on-line evaluation exercise by participants will be publicly available in the training database. I acknowledge that repeated negative results of the evaluation may lead to removal of the training activity from the database. "

Place:

Date:

Signature:

Name and title (position), in block capitals, of the signatory:

Surname:

First name:

Title (position):

Official stamp of the applicant body:

# DECLARATION OF COMPLIANCE

## MINIMUM OBLIGATIONS FOR PROVIDERS OF COMENIUS AND GRUNDTVIG TRAINING EVENTS

The declaration has to be provided for each training event to be included in the Comenius-Grundtvig Training Database

<b>Reference Number</b>	(to be filled by the National Agency)
<b>Title</b>	Corso di formazione glottodidattica per insegnanti di Italiano L2/LS
<b>Organising Institution</b>	Accademia Lingua Italiana Assisi

I, as the representative of the training provider institution, wish to publicise in the European Comenius and Grundtvig Training Database the above mentioned training event which will be organised according to the minimal requirements defined herein.

### 1. TRAINING CONTENT

#### We offer:

- a training event for adult or school education staff which is in line with the relevant annual Lifelong Learning Programme Call for Proposals;
- a training event with a strong European dimension in terms of subject matter and profile of trainers which will provide the participants with practical professional skills and knowledge to gain a broader understanding of school or adult education in Europe;
- a highly qualified team to ensure high quality of the training activity;

#### We provide our participants with

- a suitable pre-departure programme (e.g. suggested reading material, support documents, questionnaires, etc.);
- a range of follow-up activities which will allow participants to get maximum benefit from the training (e.g. distance learning activities, self-assessment of lessons taught after training, peer networking);
- a certificate of attendance of the training activity. The certificate will clearly specify the name of the participant, dates of the activity and the training content followed by the participant, and it will be distributed at the end of the training activity (before participants' departure). If possible, we will use the Europass Mobility certificate.

#### We confirm that

- where a structured course or a seminar/conference is targeted at Comenius grant holders, it is the result of a previous Socrates project or an LLP Multilateral Project or a Network.

### 2. COMPOSITION OF THE GROUP

#### We confirm that

- the specific target group/s (Comenius or Grundtvig) for the event is clearly specified;
- the participants should come from at least three countries participating in the LLP;
- one nationality should normally constitute maximum 30% of all participants of the course, and we will make every effort to reach this target.

### 3. ORGANISATIONAL ASPECTS

#### We confirm that

- the training activity is held in a *country participating in the LLP* (see the list in the annual Call for Proposals);
- the IST activity can last *maximum 6 weeks*;
- a structured course must last *at least 5 working days* (excluding travel time);
- a detailed *day by day programme* with clear start and end time of training activities has been provided in the Comenius and Grundtvig Training Database and it corresponds to the training that will be realised;
- we will not charge the participants *any pre-registration fees*;
- in case we need to cancel the training event, we will not charge the participants with any costs and we will reimburse promptly any course fees paid by the participants;
- we provide detailed rules concerning cancellation. We guarantee free cancellation until 4 weeks before the training;
- in case we have more than one group per session we provide information on how we build the groups;
- we organise an evaluation session at the end of the training activity;
- we guarantee that the information given in the Comenius and Grundtvig Training Database is up to date and binding for the training offered.

### 4. TRAINING PROVIDER INSTITUTION

#### We declare that our organisation

- comes from one of the countries participating in the LLP (see the list in the annual Call for Proposals);
- has a legal status and experience in the field of in-service training provision specifically for the school or adult education sectors;
- is experienced in working with multinational groups;
- has the financial and technical capacity to successfully offer the proposed training activities.

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" I, the undersigned, hereby guarantee that our organisation fulfils the above requirements and that we respect the information included in *Instructions for course providers*. I recognize that the relevant National Agency may verify if these demands are being fulfilled. Should the training event no longer comply with the rules stated herein, I will inform the National Agency accordingly. In case of breach of the declaration our organisation will be excluded from the Comenius and Grundtvig Training Database. "

Place:

Date:

Signature:

Name and title (position), in block capitals, of the signatory:

Surname:

First name:

Title (position):

Official stamp of the applicant body: