

## ***WSLC GENERAL PROGRAMS***

### ***ENGLISH (Beginning, Intermediate, Advanced)***

- Integrated Skills Approach
- Listening, Speaking, Reading, Writing
- Focus on Grammar
- Computer—aided Learning
- English Conversation Club

### ***ENGLISH FOR ACADEMIC SUCCESS***

- Preparation for training and/or college
- Translation & evaluation of credentials evaluation

### ***EMPLOYMENT-FOCUSED ENGLISH***

#### ***COMPUTER SKILLS***

- Windows XP 2003
- Office 2003 in Word, Excel, PowerPoint, Internet
- Keyboarding

### ***CROSS-CULTURAL CONNECTIONS***

Seminars tailored to diverse workplace settings; learn strategies for using 'plain language' and expand your cultural competencies.

#### ***JOB Link!***

- Interviewing Skills
- Resume Writing
- Worksite visits
- Workplace English
- Workplace Literacy
- Workplace Cultures

#### ***WSLC HOURS***

Monday-Wednesday-Friday

8:30 am -4:00 pm

Tuesday-Thursday

8:30 am - 8:30 pm

**VESOL Trainings are funded by  
the NYS Office of Temporary and  
Disability Assistance  
and the Syracuse City School District**

Postage

West Side Learning Center  
422 Gifford Street  
Syracuse, NY 13204

## **WEST SIDE LEARNING CENTER**

**422 Gifford Street  
Syracuse, NY 13204  
Phone: (315) 435-4013**



## **VESOL Training Program**

Syracuse City



School District

## ***VESOL TRAINING PROGRAM***

Vocational English for Speakers of Other Language (VESOL) Training Programs provide adult learners with intensive vocational English instruction, professional skill development, practical experience and job search assistance. These training options prepare learners for careers as office assistants or teaching assistants and educate providers. The trainings provide learners with four months of classroom instruction, two months of workplace internships, and on-going support for employment and foreign credential evaluation.

### ***ELIGIBILITY REQUIREMENTS***

- *18 years old and up*
- *English as a Second Language Learner*
- *High School Diploma or GED*
- *High Intermediate/ Advanced English Skills in Reading, Writing, Listening and Speaking*
- *Motivated adult*



### ***TRAINING FORMAT***

- 16 weeks of VESOL Training classes
- 8 week internship + English classes
- Job Search
- Monday through Friday, 9:00 am - 3:30 pm
- Small class size

### ***TRAINING BENEFITS***

- Hands-on learning
- Internship experience
- Effective communication skills
- Computer skills
- Team work and research skills
- Career exploration

### ***REGISTRATIONS***

Call WSLC and set up  
an appointment with  
**Carol Eckermann for TA**  
or  
**Kennia Delafe for OFT**  
at  
**(315) 435 - 4013**



## ***OFFICE TECHNOLOGY TRAINING***

### ***Detailed description***

#### ***THEORY***

- Computer terminology
- Internet
- Keyboarding
- Microsoft Word
- Microsoft Power Point
- Microsoft Excel
- Intermediate/ Advanced English class

#### ***INTERNSHIP***

- Workplace environment
- Advanced English class
- Internship seminar
- Job search
- Higher Education

### ***TEACHING ASSISTANT PREPARATION***

### ***Detailed description***

#### ***THEORY***

- Stages of human growth & development
- Learning theories
- Behavior management
- Assessment techniques
- Instructional strategies
- Interpersonal, thinking, presentation skills
- Computer skills
- Key skills and methods central to reading achievement and English skills

#### ***INTERNSHIP***

- Workplace environment
- Advanced English class
- Internship seminar
- Job search
- Higher Education