

IELTS Coach Boost



Study Guide

- This short guide will help you
- understand the basic rules of
- participation and provides some
- technical guidance for using the
- Zoom Software.



SCAN ME



Booking Platform

To book IELTS Coach lessons, use:

- Our OBS app (search for 'British Council myClass' in the App Store (iOS) or Google Play Store (Android).
- Our OBS website <u>https://myclass.britishcouncil.org/</u>

Login Details

To log in, enter the below:

- Username: Your e-mail address
- Password: Password1234!



Book your lesson

- 1. Online Booking System Application
- Click on 'Booking'.
- Select a centre (Thailand Virtual).
- Select a class 'By date', 'By teacher', or 'By theme.'
- Select a class and click on 'Book now.'

| By date 23 Mar 2 | By teacher I | By theme | Information | |
|-----------------------|---------------------------|----------------|--|------------------------|
| 23 Mar : | | | | |
| | 2020 - 29 Mar 2020 | > | () 25 March 2020 (Wed) 10:00 - 11:30 | |
| N TUE WED | THU FRI | SAT SUN | Online | |
| 24 25 | 26 27 | 28 29 | © 1 | |
| | | IFLTS | 🚢 To be confirmed | |
| tening section 1: Tra | nscribing information | Coach | Lesson aim | |
| m completion and sum | mary completion familiari | isation and | Form completion and summary completion | tion familiarisati |
| 25 Mar 2020 (Wed) 10 | H00 - 11-30 | | and practice | |
| Online | | | | |
| To be confirmed | | | Lesson description | |
| 1 | | | By the end of the lesson you will be able | e to: |
| Available | | | predict information for completing gap | s on a form |
| Book now | Lesson details | 12 | transcribe words and numbers onto a understand compound nouns used to | torm name places in |
| | Lesson detans | 1-4 | town | |
| | | | understand the requirements of the IE | LTS Listening |
| ading: Understanding | paragraph topics | IELTS Coach | paper. | |

Cancellation policy: Classes must be cancelled within 24 hours. A credit will be returned. If you are absent or cancel a lesson less than 24 hours before it starts, no lesson credit will be returned.



2. Online Booking System Website

To book using the Class Calendar:

- Start from the **myDashboard**.
- Choose a centre (Thailand Virtual).
- Choose this week, or one of the following weeks.
- Browse the lessons organised by time and date.

| | myDashboard | myCourse | myProgress | myTeachers | myOnlineReso | urces 🕨 | ภาษาไทย / English |
|---|--------------|-------------------------------|--------------------|----------------|---------------|---|---|
| | | | | | | | |
| | | Gunnar, Lui | s (Dummy) | 8 🕸 | myLearning | myClass Virtu | ial Lesson |
| | | Lessons 5 | 20 | 40 60 | - | Available now my attend our Englis videoconferencin | yClass Virtual Lessons, h lessons via lg. Find out more |
| | YA | Attended Expiry 05 Septemb | er 2020 Lesson Cre | dit Balance -3 | | • | - |
| | | | | | | | |
| | Class Calend | ar Find a | Class myC | lassHistory | | | |
| | | | | The local | School & CTUD | | |
| - | | | | Thailand | | Jump to current week | < Week 14: March 2020 > |
| | Monday 30th | n Tuesday 3 | 1st Wednesday | y 1st Thursday | 2nd Friday | 3rd Saturda | ay 4th Sunday 5th |

To book using Find a Class:

- Start from the Dashboard.
- Choose which days and times you're available.
- Select the centre (Thailand Virtual).
- Browse the available classes and make your selection.





To book using **myCourse**:

- Access it from the menu bar.
- Explore the current themes across all four skills (Listening, Speaking, Reading Writing).
- Read each lesson's description.
- Book, or star to save a lesson for later.



When you're ready to make a booking:

- Click 'Book' / 'Book now.'
- If you want to save the lesson for later booking, click the star. It will appear under 'Find a Class.'
- Then, confirm your booking.



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To cancel a class:

• Go to the calendar and click on 'Cancel booking.'



Cancellation policy: Classes must be cancelled within 24 hours. A credit will be returned. If you are absent or cancel a lesson less than 24 hours before it starts, no lesson credit will be returned.





What you need to do

This short guide will help you understand the basic rules of participation and provides some technical guidance for using the Zoom software.

1. Be on "ZOOM" application

In order to attend IELTS Coach Boost lessons, you need to install and register your full-name on "**ZOOM**" application, make sure your name on the screen is the same as your name on the myClass app. When you log in to Zoom this will help the teacher take the register accurately and efficiently. If the name on the screen isn't correct, right-click and choose 'Rename'.

Sign-up for ZOOM please click here: <u>https://zoom.us/signup</u> Download ZOOM software please click here: <u>https://zoom.us/support/download</u>

2. Be on the register

As with all IELTS Coach Boost lessons, please make sure you have booked your lesson on the myClass OBS (Online Booking System).

3. Be seen and be heard

In IELTS Coach Boost lessons, you need to have a webcam or camera in order to participate fully. The experience is very similar as using Skype or any other video calling app. You should also use earphones or headphones with a built-in microphone as you will need to speak throughout the class. So, it is recommended to test your video and microphone before the lesson to make sure they work.

4. Be in a quiet place

The great advantage of IELTS Virtual lessons is that you can choose where you want to study. For the best experience, you need to be somewhere quiet where there will be no interruptions. It is also recommended that you use a desktop or laptop rather than phone or tablet so that you can see the screen clearly and access downloaded handouts.



Book now







5. Be properly connected

You are going to need a stable internet connection. A poor connection will mean people may find it hard to hear or see you, and for you to see and hear them. This can be frustrating for everyone and will result in a poor learning experience.

6. Behave

It may be obvious but do remember to behave the way you would in any other IELTS Coach Boost lesson. Although you may be at home, it's important to remember that normal classroom rules still apply. (Please note that students are not allowed to record any visual, video, or audio during the lesson.)

7. Be ready 15 minutes before the start of the lesson

A '**Join Now**' button on selected class card will be pop-up 15 minutes before the class begins.

8. Be aware

You may be asked to leave the class in the following case below;

- Your name is not on the register.
- The environment you are in is unsuitable and you cannot change it.
- The teacher cannot see or hear you.
- Your internet connection is not good enough.









What you need to have to learn IELTS Coach Boost สิ่งที่ผู้เรียนต้องเตรียมเพื่อเรียน IELTS Coach Boost

We use Zoom for our IELTS Coach Boost Virtual lessons. Zoom is a web-conferencing software, which is free for you to use. To join a class, you will need:

- 1. a computer
- 2. a broadband speed internet connection
- 3. earphones or headphones
- 4. a built-in or standalone microphone
- 5. a webcam
- 6. to download Zoom App to your desktop, and create a free Zoom Account
- 7. access to the myClass OBS (Online Booking System)

ผู้เรียนจำเป็นต้องมีโปรแกรม Zoom ซึ่งเป็น web conferencing software (คล้าย Skype และ FaceTime) สามารถ download ได้ฟรี และสิ่งที่ผู้เรียนต้องมีเพื่อเรียน myClass Virtual มีดังนี้

- 1. คอมพิวเตอร์
- 2. อินเตอร์เนต
- หูฟัง
- 4. ไมโครโฟน (สามารถใช้ไมโครโฟนที่มาพร้อมกับหูฟังได้)
- 5. กล้อง webcam
- 6. ผู้เรียนต้อง download โปรแกรม Zoom และสร้าง free account
- 7. ระบบการจองคลาสออนไลน์ myClass Online Booking System



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How to use Zoom วิธีการใช้งาน Zoom

15 minutes before the class starts a '**Join Now**' button will appear on the OBS in the classroom field. Click this button and you will go into the Waiting Room. While you are waiting, you can test the computer audio. The teacher will allow you to enter the Zoom classroom at the start of the lesson.

15 นาที ก่อนคลาสเริ่ม ให้ผู้เรียนคลิกเลือกบทเรียนที่จองไปแล้ว และเลือกเมนู Join Now หลังจากนั้นโปรแกรม Zoom จะปรากฏขึ้นมาอัตโนมัติ และผู้เรียนจะถูกเชื่อมต่อไปยัง Waiting Room ในขณะที่รอ ผู้เรียนสามารถทดสอบระบบเสียง ของคอมพิวเตอร์ เมื่อถึงเวลาเริ่มของคลาส ผู้สอนจะเชื่อมต่อผู้เรียนเข้าสู่ Zoom classroom



> TIP - It is good practice to put your Zoom account in English. Not only does this give you real authentic exposure to the language, it will help the teacher troubleshoot any minor technical problems you may have.

When you are in the Zoom classroom, you will see the controls at the bottom of the screeเมื่อ ผู้เรียนเข้ามาอยู่ใน Zoom classroom ผู้เรียนจะเห็นแถบควบคุมที่ด้านล่างหน้าจอ





The teacher will ask you to join a Breakout Room during the lesson so you can work with a partner or in groups. If you see the prompt below, click 'Join':

ผู้สอนอาจจะให้ผู้เรียนเข้า Breakout Room ระหว่างเรียน เพื่อที่ผู้เรียนจะได้สนทนากับผู้เรียนคนอื่นๆ ถ้าผู้เรียนเห็น หน้าต่างด่านล่างปรากฏขึ้น ให้เลือก Join



When you are in the Breakout Room, use the 'Ask for help' button if you need to ask the teacher a question. The teacher will then join you in the Breakout Room:



เมื่อผู้เรียนอยู่ใน Breakout Room ผู้เรียนสามารถคลิก Ask for help ถ้าต้องการถามคำถามกับผู้สอน จากนั้นผู้สอนจะ เข้ามาอยู่ใน Breakout Room กับผู้เรียน

| Breakout Rooms | \times | The te Break |
|---|----------|---------------------------|
| Breakout Rooms will close in 60 seconds | | you b Session scree |
| You will be returned to the main session automatically. | | finish worki |
| Return to Main Session | | |

The teacher will close the Breakout Room and bring you back to the Main Session. When you see this screen, you have 1 minute to finish the activity you are working on:

ผู้สอนจะปิด Breakout Room และนำท่านกลับไปสู่หน้าหลัก ถ้าผู้เรียนเห็นหน้าต่างด้านล่าง ผู้เรียนจะมีเวลา 1 นาทีในการ ทำกิจกรรมที่ผู้เรียนทำอยู่ให้เสร็จ



| Notes |
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Support for Zoom

The below websites are in English. To change the language, simply go to the bottom of the webpage.

- For more information on getting started with Zoom, go to Zoom Video Tutorials.
- To test your audio, go to Testing Computer or Device Audio.
- To check your video, go to How do I test my video?.
- For more help with Zoom, go to the Zoom Help Center.

CONTACT US

Siam Square: 063-237-9480, 064-935-4721 Ladprao: 064-934-8685, 064-934-8582, 064-935-0429 Pinklao: 063-265-2105, 064-935-1855, 064-935-2722, 064-935-0758 Changwattana: 064-934-8344, 064-934-8055 Srinakarin: 063-265-3620, 064-936-6137, 063-237-9513 Chiangmai: 064-935-3848

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