



Chinese for Professionals: Program Description

Chinese Now!

The goal of Chinese Now!'s Chinese for Professionals programs is to build on students' Chinese language proficiency in a highly personalized and supportive program. Classes are taught either as private lessons or in small groups of a maximum of six students, so students benefit from focused attention of their instructors. Students' language issues and learning styles vary, so it makes sense to keep class sizes small.

Levels of Chinese Proficiency. Students from Low Intermediate to Advanced levels can benefit from a program focused on Chinese for professional use. Students enrolling in the program must complete a placement test, and students' private lessons are designed with that level in mind – or students are placed in small groups with other students – who are working at a similar level of English proficiency. Students at a Beginner level of proficiency may also benefit from private lessons or small group classes, but they should typically study in a more intensive program as they establish their Chinese language skills. Also, Beginner-level students should not expect to be able to immediately use their Chinese in a professional setting (though we are excited when lower-level students are willing to try and always encourage students to do their best!).

Making Chinese Work for Your Schedule. Chinese Now! has found that the barriers to Chinese language learning for professionals are often time and convenience. In order to make Chinese language studies work for busy professionals, we typically encourage adults to enroll in a program that includes one classroom session of 75- or 90-minutes per week plus one or two shorter online private lessons, taught on a videoconferencing platform called GoToMeeting. These online sessions can be done from work or home, at more flexible hours, and typically last only 45 minutes – fitting more readily into the lives of busy professionals. Please note: we are very willing to arrange for classes that meet more than once weekly, face-to-face, and we appreciate the relationships that come about when studying in the classroom, but this is an option if it works better for your schedule. Note also that online sessions are taught by our instructors in the Washington, D.C. area, not by instructors in China.

Curriculum. During class, your instructors will explore all dimensions of language learning – speaking, listening, reading, and writing. Grammar topics are addressed, there is emphasis on expansion of active vocabulary, and conversation skills are developed. Our instructors in Chinese for Professionals may use textbooks including Business Chinese for Success (Peking University Press) and Functioning in Business (Beijing Foreign Language and Culture University Press), selecting the level of textbook appropriate to the student. Other texts are available as well. Each class session includes work from the chosen book. In addition, each class session includes review of one or two articles, drawn from online media, regarding current affairs in China or U.S.-China relations.

Supplemental Online Curriculum. In addition to formal work in the classroom, and homework in preparation for and review after class (which we definitely recommend), we suggest that students

work independently using ChinesePod (www.chinesepod.com). We recommend ChinesePod lessons at the correct level of proficiency, either by topic based on searches of “tag cloud” (e.g. trade, politics, business, education, etc.), or in the form of one of ChinesePod’s recommended “courses” (e.g. “Intermediate Business Chinese” or “Upper Intermediate Business Chinese”). Students benefit from reduced rates for ChinesePod subscriptions purchased through Chinese Now!

Homework. Homework is assigned after every class and reinforces the learning that takes place in the classroom. Students should review vocabulary or prepare readings, which will be discussed in class. However, Chinese Now! understands the busy lifestyles of most of its professional students, which is why we recommend ChinesePod – easy to listen to, on a smartphone when commuting, working out, or running errands – as an efficient way to increase your exposure to Chinese.

Assessment. After two weeks, and then at two-month intervals thereafter, instructors assess student progress and provide students with written feedback on their strengths and challenge areas.

Progress from Month-to-Month. Students enrolling in a Chinese for Professionals program enroll for eight weeks, and we encourage students to take an even longer-term view of their studies. We will ask you after six weeks if you would like to continue your studies.

Program Calendar & Schedule. We offer classes year round. Schedules do need to be coordinated with instructor availability. Schedules are most flexible at our school in Bethesda, but classes in downtown Washington, D.C. are available many days of the week. Online sessions are of course more flexible, and can reach you wherever you are – including if you are traveling on business and would otherwise miss a week of lessons. Students may also reschedule private lessons (but not group classes) for business trips or vacations. Students missing group classes may make up the classes online (or face-to-face) at the cost indicated below.

Sponsoring Organizations. We are very happy to work with organizations that have multiple Chinese students that would like to come together to study at their workplace. A class could be held at the workplace over lunch, with student online sessions held as private lessons, during the week.

Tuition and Fees. Registration Fee: \$40. Textbook available, at cost. Tuition is as follows:

Private Lessons (face-to-face) – Eight-week Term	75 minutes	90 minutes
-One/Week	\$400	\$480
-Two/Week	\$800	\$960

Semi-Private (two or three students) for Adults: \$28/hr/student (\$280/eight, 75-minute sessions)

Group Classes (four to six students) for Adults: \$20/hr/student (\$200/eight, 75-minute sessions)

Online Private Lessons – Eight-week Term	45 minutes
-One/Week	\$240
-Two/Week	\$480

With Questions or to Enroll. Visit us at the school in Bethesda, 4903 Montgomery Lane, Bethesda, MD 20814, online at www.chinese-now.com, email us at info@chinese-now.com, or call us at +1 301 785 3892. We look forward to meeting you and would be glad to have you take a proficiency test – with no cost and no commitment – to learn more about your language background and to enable us to talk to you about placement.