

Class levels and content	Basic conversation
A. Beginners (first session)	
1. Introducing Yourself & Others	Practicing self-introductions and asking about others
2. Everyday Greetings & Polite Expressions	Engaging in casual conversations
3. Asking for and Giving Personal Information	Talking about name, age, job, country, etc.
4. Making Requests & Offering Help	Using polite expressions like "Can you help me?"
5. Ordering Food at a Restaurant	Role-playing customer and waiter
6. Shopping & Asking for Prices	Practicing real-world shopping dialogues
7. Asking for Directions & Giving Simple Instruction	Role-playing lost tourist situations
8. Talking About Daily Routines & Habits	Describing "A Day in My Life"
9. Making Simple Phone Calls & Appointments	Booking a doctor's visit or a hotel room
10. Talking About Likes, Dislikes & Hobbies	Expressing preferences
End of beginners' first session- moving to intermediate first (1st) session	
B. Intermediate and upper intermediate (first session)	Basic conversation
1. Small Talk: Weather, Hobbies, and Daily Life	Keeping conversations going
2. Expressing Opinions & Agreeing/Disagreeing	Debating fun topics (do you think)
3. Telling Personal Stories & Past Experience	Sharing travel/work experiences
4. Telling Personal Stories & Past Experiences	Sharing travel/work experiences
5. Making & Responding to Invitations	Planning social events
6. Giving Directions & Describing Places	Role-playing a tourist guide
7. Making Complaints & Giving Feedback	Talking about bad/good service
8. Explaining Problems & Asking for Help	"I lost my phone!" scenarios
9. Talking About Future Plans & Making Arrangements	Scheduling events
10. Apologizing & Making Excuses	Responding to difficult situations politely
11. Handling Social Situations:	Meeting New People & Networking
End of intermediate first session-moving to intermediate second (2nd) session	
1. Expressing and Defending Opinions	Role-playing debate club (do you think and others)
2. Handling Difficult Conversations & Disagreements	Giving constructive feedback
3. Advanced Storytelling & Describing Event	Making stories engaging
4. Persuasion & Negotiation Convincing	Convincing someone to agree with
5. Exploring Cultural Differences & Social Norms	Discussing global perspectives
6. Discussing Current Events & Social Issues	Role-playing news interviews
7. Giving and Responding to Advice	Solving real-life problems
8. Handling Job Interviews & Workplace	Communication Practicing mock interviews
9. Using Humour, Jokes, and Sarcasm in Conversations	Understanding tone & context
10. Public Speaking & Presentation Skills	Delivering a speech
To be continued	

Basic Japanese Conversation content for Beginners

1. Introducing Yourself & Others

- Practicing self-introductions (名前、国、年齢)
- Asking and answering basic questions about name, age, nationality, and job.

2. Everyday Greetings & Polite Expressions

- Greetings like こんにちは (Konnichiwa) / おはようございます (Ohayou gozaimasu)
- Polite expressions like ありがとうございます (Arigatou gozaimasu) / すみません (Sumimasen)

3. Asking for and Giving Personal Information

- Asking questions like どこから来ましたか？ (Where are you from?)
- Talking about your name, age, nationality, and job using 私の名前は [Name] です (My name is [Name]).

4. Making Requests & Offering Help

- Using polite requests: ください (Please) / 手伝ってくださいですか？ (Can you help me?)
- Offering help using どうぞ (Please) and どういたしまして (You're welcome).

5. Ordering Food at a Restaurant

- Role-playing a basic restaurant conversation: メニューをください (Please give me the menu), これをください (I'll have this).
- Learning food-related vocabulary and basic phrases for ordering.

6. Shopping & Asking for Prices

- Asking for prices: これはいくらですか？ (How much is this?)
- Practicing simple shopping conversations: これをください (I'll take this).

7. Asking for Directions & Giving Simple Instructions

- Role-playing asking for directions: トイレはどこですか？ (Where is the bathroom?)
- Giving simple directions: 右です (It's on the right), まっすぐ行ってください (Go straight).

8. Talking About Daily Routines & Habits

- Describing your daily activities: 朝ごはんを食べます (I eat breakfast), 学校に行きます (I go to school).
- Using simple verbs like 起きる (to wake up), 食べる (to eat), 寝る (to sleep).

9. Making Simple Phone Calls & Appointments

- Booking appointments or making simple requests: 予約をお願いします (I would like to)

make a reservation), 何時ですか？ (What time is it?)

- Using basic phone etiquette: もしもし (Hello on the phone), はい、こちらは [Name] です (Yes, this is [Name] speaking).

10. Talking About Likes, Dislikes & Hobbies

- Expressing likes/dislikes: 私は [hobby] が好きです (I like [hobby]), [hobby] は嫌いです (I dislike [hobby]).
- Talking about hobbies: 音楽を聞くのが好きです (I like listening to music).

Basic Japanese Conversation content for Intermediate level

1. Small Talk: Weather, Hobbies, and Daily Life

- Keeping conversations going: 今日はいい天気ですね (It's nice weather today), どんな趣味がありますか？ (What are your hobbies?), 毎日何をしますか？ (What do you do every day?)

2. Expressing Opinions & Agreeing/Disagreeing

- Debating fun topics: あなたはどう思いますか？ (What do you think?), そうですね (I agree), でも、私はちょっと違うと思います (But I think it's a little different).

3. Telling Personal Stories & Past Experience

- Sharing travel/work experiences: 旅行に行ったことがありますか？ (Have you traveled?), 私は去年 [Place] に行きました (I went to [Place] last year).

4. Telling Personal Stories & Past Experiences

- Sharing travel/work experiences: 昨年、[Company] で働いていました (I worked at [Company] last year), あの時は楽しかったです (It was fun at that time).

5. Making & Responding to Invitations

- Planning social events: 一緒に映画を見に行きませんか？ (Shall we go to see a movie?), いいですね！ (Sounds good!), すみません、その日は忙しいです (Sorry, I'm busy that day).

6. Giving Directions & Describing Places

- Role-playing a tourist guide: この道をまっすぐ行ってください (Go straight on this road), 左に曲がってください (Turn left), あそこに大きな公園があります (There's a big park over there).

7. Making Complaints & Giving Feedback

- Talking about bad/good service: サービスが遅いです (The service is slow), すばらしいサービスですね (The service is excellent), もっと早くしてほしいです (I would like it to

be faster).

8. Explaining Problems & Asking for Help

- "I lost my phone!" scenarios: 電話をなくしました (I lost my phone), 助けてくれますか? (Can you help me?), 誰かに電話をかけてもらえますか? (Can you call someone for me?).

9. Talking About Future Plans & Making Arrangements

- Scheduling events: 来週の土曜日は空いていますか? (Are you free next Saturday?), その日はいかがですか? (How about that day?), 何時がいいですか? (What time is good for you?).

10. Apologizing & Making Excuses

- Responding to difficult situations politely: ごめんなさい、遅れました (I'm sorry, I'm late), すみません、手違いがありました (Sorry, there was a mistake), 申し訳ありません (I apologize).

11. Handling Social Situations: Meeting New People & Networking

- Making introductions and meeting new people: 初めまして、[Name] と申します (Nice to meet you, I'm [Name]), よろしくお願ひします (I look forward to working with you), どこから来ましたか? (Where are you from?)

To ensure the effectiveness of our online English and Japanese courses, we have established measurable objectives and assessment methods, as outlined below

Measurable objectives and their measurement methods

1. Each participant will learn and use at least **50** new words and phrases relevant to daily communication.

Measurement Method: Participants will maintain a vocabulary journal to document at least **50** new words and phrases. Instructors will assess the correct usage of new the words in discussions.

2. Each participant will engage in at least one role-play conversation per week, applying newly learned vocabulary and expressions.

Measurement Method: In each week, instructors will provide feedback on at least one role-play conversations per participant, assessing pronunciation, coherence, and use of new expressions. Participants can also receive feedback from peers.

3. At least **80%** of registered participants will attend a minimum of 6 out of the 8 sessions or classes held each month

Measurement Method: An attendance tracking sheet will be used to ensure that at least **80%** of participants meet the attendance requirement. It will also track participation in live discussions.

4. At least **60%** of mainly Japanese participants will engage with native or fluent English speakers. In addition, we will facilitate opportunities for foreigners to engage or interact with Japanese individuals, particularly retired volunteers, to enhance effective communication.

Measurement Method: Attendance tracking will focus on Japanese participants' interactions with native or fluent speakers during facilitated discussions. Instructors will monitor and document exchanges between Japanese participants and fluent English speakers, as well as between foreign and Japanese volunteers

5. **100%** of participants will receive individual reflection sheets from instructors to track their speaking and listening progress, while at least 70% will report increased confidence in speaking English or Japanese in everyday situations

Measurement Method: Participants will complete a self-assessment survey before and after the course, rating their confidence in speaking English/Japanese in everyday situations. Short recorded responses at the beginning, middle and end of the course will be used to assess fluency and confidence improvement.

Business English course

In addition to the general English program, we offer **extra Business English courses**. If you are interested, let us know so we can prepare a customized learning plan for you.

Business English Topics for Beginner to Intermediate Levels

1. Introductions
2. Work and leisure
3. Problems
4. Travel
5. Food and entertaining
6. Buying and selling
7. People
8. Advertising
9. Companies

10. Communication

11. Cultures

12. Jobs

We appreciate your commitment and look forward to supporting your language learning journey! **Register Now**

Contact us at 090-6317-1033 or office@kyokan-support.org