

## LAVOR IT

### COURSE FACT SHEET – LEVEL A2

#### **Territories: Bologna, Forlì-Cesena, Reggio Emilia, Parma, Modena, Ravenna, Rimini**

This course is designed for women who already have a basic knowledge of Italian and wish to communicate with greater confidence in everyday life and at work. It will help you expand your vocabulary and use more complete sentences in recurring situations. During the course you will learn to understand and use Italian to talk about yourself, your work and your experiences, read simple texts and write basic messages and emails. You will work on listening and reading comprehension and on producing clear and correct sentences, useful for managing everyday and work-related activities. The course will help you become more autonomous in using Italian and strengthen your path of social and work integration.

#### **Course organisation**

The course will be organised in the following areas: Bologna, Forlì-Cesena, Reggio Emilia, Parma, Modena, Ravenna and Rimini.

#### **Duration: 80 hours**

#### **Mode: in-person (with the possibility of online delivery)**

During the registration process you will be asked to upload the following documents:

- copy of identity card
- copy of updated CV
- tax identification number

**Participation is open to all individuals who have completed compulsory education and the right/duty to education and training, and who are resident or domiciled in Emilia-Romagna prior to enrolment in the course, regardless of employment status.**

To take part in the course, an individual orientation interview is required, including a language test to assess your Italian level and ensure correct placement. The interview also helps to understand your training needs and objectives.

If applications exceed the available places, enrolment will follow the chronological order of registration. Applicants not admitted may be directed to other courses or contacted in case of availability.

#### **What you will learn**

During the Italian language course – level A2 you will learn to communicate more confidently in common everyday and work situations. You will be able to understand and use frequently used expressions, take part in simple conversations on familiar topics and describe personal and work experiences. You will learn to read and understand short texts such as emails, messages and announcements, write functional communications, complete forms and interact more independently in services and at work.

**Certificate** At the end of the course, a certificate of attendance will be issued to participants who attend at least 70% of the lessons.

Participants will also have access to the exam to obtain an official Italian language certification recognised by accredited certifying bodies.

**Cost** The course is free of charge, as it is co-financed by the European Social Fund Plus 2021–2027 and the Emilia-Romagna Region.

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## Course programme and contents (A2 – 80 hours)

### 1. Vocabulary and grammar for functional communication – 25 hours

- Revision and expansion of basic language structures
- Main verb tenses (present, past simple, simple future)
- Prepositions and pronouns
- Vocabulary for everyday life and simple work-related contexts

### 2. Written comprehension and production in recurring work contexts – 20 hours

- Understanding short and structured texts related to everyday life and work:
  - internal communications
  - notices, messages and job advertisements
- Producing simple and functional texts:
  - emails and short messages
  - short descriptive texts
  - forms and basic written documentation

### **3. Oral interaction and production in familiar situations – 20 hours**

- Understanding spoken messages on familiar everyday and work-related topics
- Interaction with colleagues, supervisors and other interlocutors
- Description of personal, everyday and work experiences
- Role plays of recurring work and everyday life situations

### **4. Consolidation, assessment and orientation – 15 hours**

- Consolidation of skills
- Exam simulations
- Vocabulary and comprehension exercises

**Total hours A2: 80**