



# WPL Preparatory Course (Writing)

## For Whom

WPL Preparatory Course (Writing) is designed for individuals preparing for the British Council Workplace Literacy (WPL) Writing Assessment who wish to improve their accuracy, range of language, and ability to use different writing registers for workplace-relevant tasks.

## Entry Requirement

Basic conversational English proficiency.

## Course Overview

A focused 4-hour preparatory workshop to equip students with the essential skills to achieve the best possible results on the WPL Writing Assessment, with a focus on grammatical accuracy, vocabulary use, and task fulfillment for formal and informal writing.

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## Course Content

W1 (Word-level Writing)  
W2 (Short Text Writing)  
W3 (Written Responses)  
W4 (Formal and Informal Writing)  
Integrated Practice  
Reflection & Final Q&A

## Course Duration

4 Hours

## Medium of Instruction

English

## Teaching Methodology

- Blended learning – Class Room Face to face Theory and Discussions

## Class Size

Recommended Class Size – Classroom: 20

- Min – 10
- Max – 20

## Key Person In-charge

Mr. Monish V (General Manager – Corporate Support Division)

## Funding & Claims:

NA

## Facilitator/Learner Ratio:

1:20

## Course Attendance Minimum:

100%

## Course Fee Inclusive of GST:

S\$ 90

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## Learning Environment:

- Interactive classroom with wifi

## Assessment Advice :

- Portfolio-based assessment on writing tasks, focusing on accuracy and word count adherence.

## Certification

- Based on the successful completion of the course and assessment, a certificate of achievement endorsed by Eversafe Academy Ltd., will be awarded to the trainee. E-cert available

## Course Venue

- No. 2, Kampong Kapor Road, Little India, Near Jalan Besar, MRT Station Exit B, Singapore - 208674

## Renewal Points for professionals

NA

## Registration Venue

No. 2, Kampong Kapor Road, Little India, Near Jalan Besar, MRT Station Exit B, Singapore - 208674

No. 3, Soon Lee Street, #04-14/16 & 17, Pioneer Junction, Singapore - 627606.

No. 2, Joo Koon Road, Singapore - 628966.

No. 2, Wan Lee Road, Singapore - 627934.



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