

Sample Proforma A - Beginners' course

Ways of gathering and recording information from learners

Please complete the following questions, to enable us to meet your individual needs and ensure that you gain the most from your course.

Name:

Title of course:

1. Have you ever studied this language before, however long ago? Please give details:

2. Do you know any other languages? Please give details:

3. What are your reasons for learning this language? Please tick one or more below and give as much detail as possible:

family ☐ business or career ☐ general interest ☐ other (please specify) ☐

4. Are there any topics in particular that you would like to cover during the course?

5. What particular aspects of the course will be most helpful to you? Please tick them:

listening ☐ speaking ☐ reading ☐ writing ☐ grammar ☐

6. What do you hope to be able to do by the end of the course?

7. We want you to make good progress and achieve as much as possible on your course. Do you need any learning support, resources or equipment to assist you?
