



A crash course in English grammar

A certificate of competence short course

Would you like to work on your grammar skills and improve your understanding of the inner workings of English? Join us in this course and take your communication skills up a notch.

What is the focus of this course?

If you are a professional who wants to be better understood, a second-language speaker who would like a reminder for when to use ‘that’ and when to use ‘which’, a writer who might be torn between two tenses, an editor who wants to gain a deeper understanding of their craft, or an English speaker who has questions about the language they use, then this course is just for you.

- You will improve your understanding of the structure of English to strengthen both your written and spoken communication.
- You will have the opportunity to develop confidence in your language use.
- Together, we will deconstruct sentences to explore all the ways in which parts of speech and tenses help us to engage meaningfully with others.

Who should attend and what are the career benefits?

This short course is aimed at people who may not speak English as a first language, but who function in a predominantly English working environment.

To ensure optimal learning, we limit the number of participants.

The live online sessions are complemented by online learning, and certain aspects of the course are assessed.

Any prerequisites?

You will need a computer and reliable web browser to run our online learning platforms (MS Teams and SUNOnline) and you need access to a stable internet connection to connect to the live online sessions.

You should be familiar with creating electronic documents.

When and how will this short course take place?

Our courses combine live online sessions, facilitated by the course presenter, with self-directed online learning.

The course opens before the first live online session and closes well after the last live online session. This allows enough time for you to activate your SUNOnline presence before the live sessions start.

	Live online sessions (10:00 to 12:00)	Course duration (opening and closing dates)	Apply by
Course 1:	19, 26 March, 2, 9 and 16 April	26 February to 30 April	26 February
Course 2:	13, 20, 27 August, 3 and 10 September	23 July to 24 September	23 July

During this course, you will spend your time as follows (this may vary for individuals):

- one live online session per week of two hours each
- about six hours per week of self-paced reading and completing tasks, quizzes, activities, and assignments

Who are the presenters?

Dani Favis is a teacher, teacher trainer, and learning material designer. She's happiest when she's facilitating language courses because it combines her favourite things: the ins and outs of communicating and supporting people in developing new skills. She's known for her ability to make complex concepts easy to grasp, and for creating an enjoyable and encouraging learning environment.



Cornelia Grobler is passionate about language and language learning and has experience in both academic and business environments. She is a presenter with a calm and methodical approach to learning.



What is the cost?

The course fee is R5 580, which includes course material, assessments, live online sessions with your presenter, and access to the online platforms. Please note that course fees are payable before the course starts and that we will present this course only if a minimum of ten paid candidates have confirmed attendance.

Click on [this link](#) if you are interested in doing this course and fill in the form. **We will send you a link to apply for the short course.**

Further questions?

Contact Michelle Pieters at michellep@sun.ac.za or 021 808 2812 for more details.

You could also discuss your specific short course and development needs with us. Enquire about our available short courses, course dates, and options for tailor-making a course.