

GOING ONLINE WITH SALC

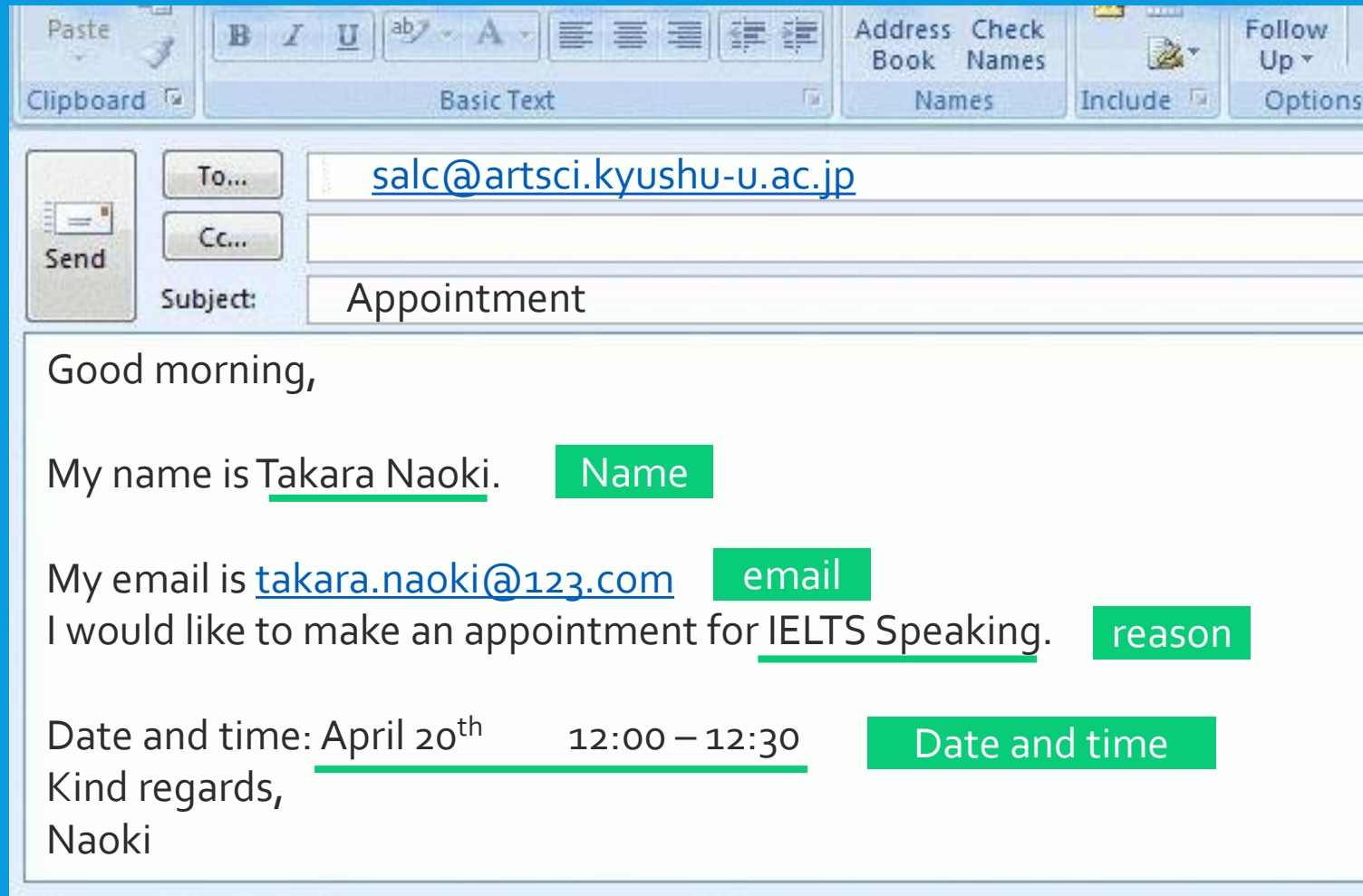
You Can Still Practice English
With Our Virtual Platform!

Getting started

1. SEND US AN EMAIL

Our email: salc@artsci.kyushu-u.ac.jp

2. STATE YOUR INFORMATION



The image shows a screenshot of an email client interface. The email is addressed to salc@artsci.kyushu-u.ac.jp with the subject "Appointment". The body of the email contains the following text:

Good morning,

My name is Takara Naoki. **Name**

My email is takara.naoki@123.com **email**

I would like to make an appointment for IELTS Speaking. **reason**

Date and time: April 20th 12:00 – 12:30 **Date and time**

Kind regards,
Naoki

3. WHAT DO YOU WANT TO PRACTICE?

- Here is a list of possible appointments and duration of each session

Reason	Session
IELTS Speaking	Up to 30 minutes
TOEFL iBT Speaking	Up to 60 minutes
Writing (IELTS, TOEFL iBT, CVs, essays, etc.)	Up to 60 minutes
1-on-1 conversation	Up to 30 minutes
Presentation practice	Up to 60 minutes

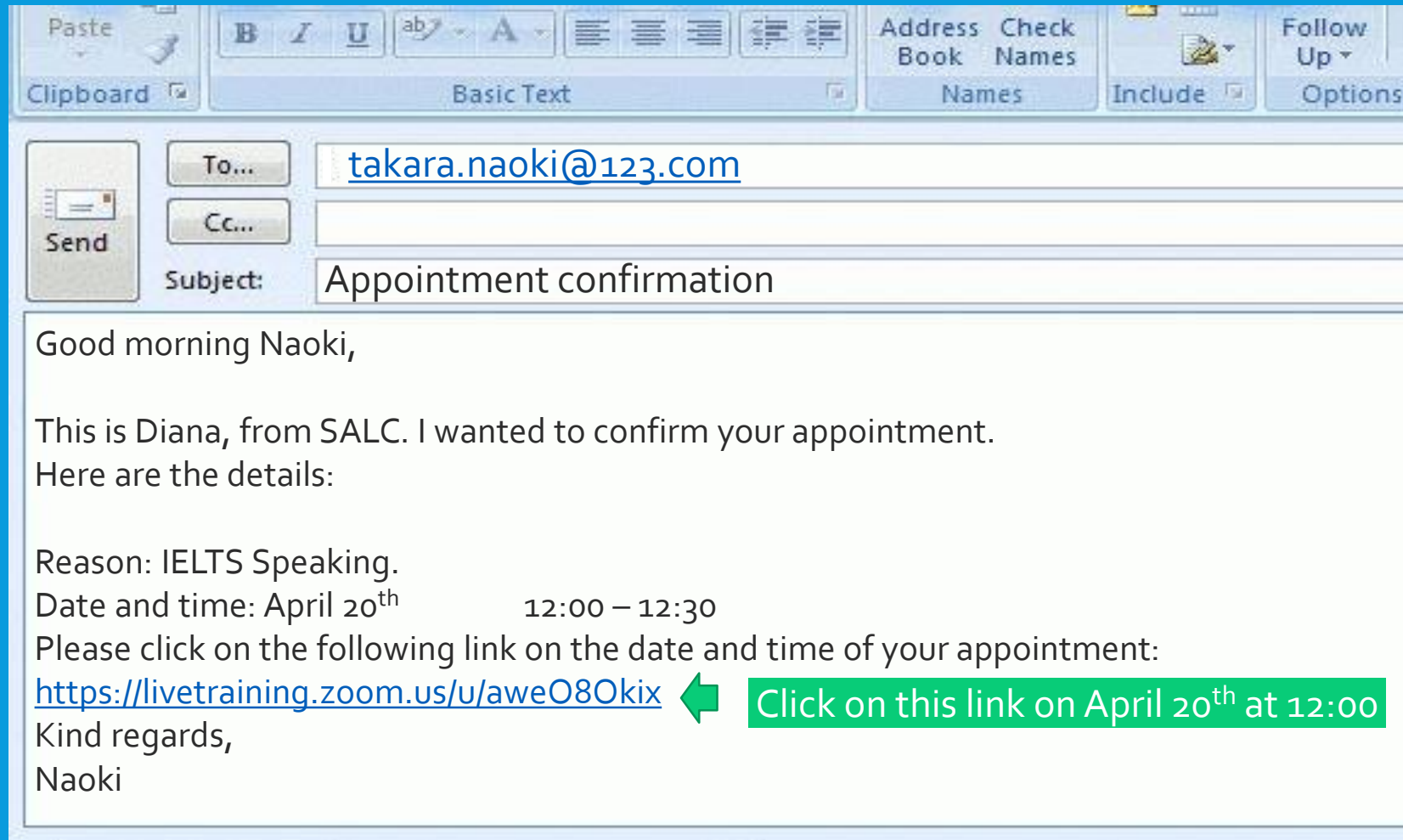
4. WHAT'S OUR APPOINTMENT SCHEDULE?

We will take appointments between the following hours:

Mon – Fri: 12:00 – 18:00

(The first possible appointment will **start** at 12:00, and the last possible appointment will **end** at 18:00)

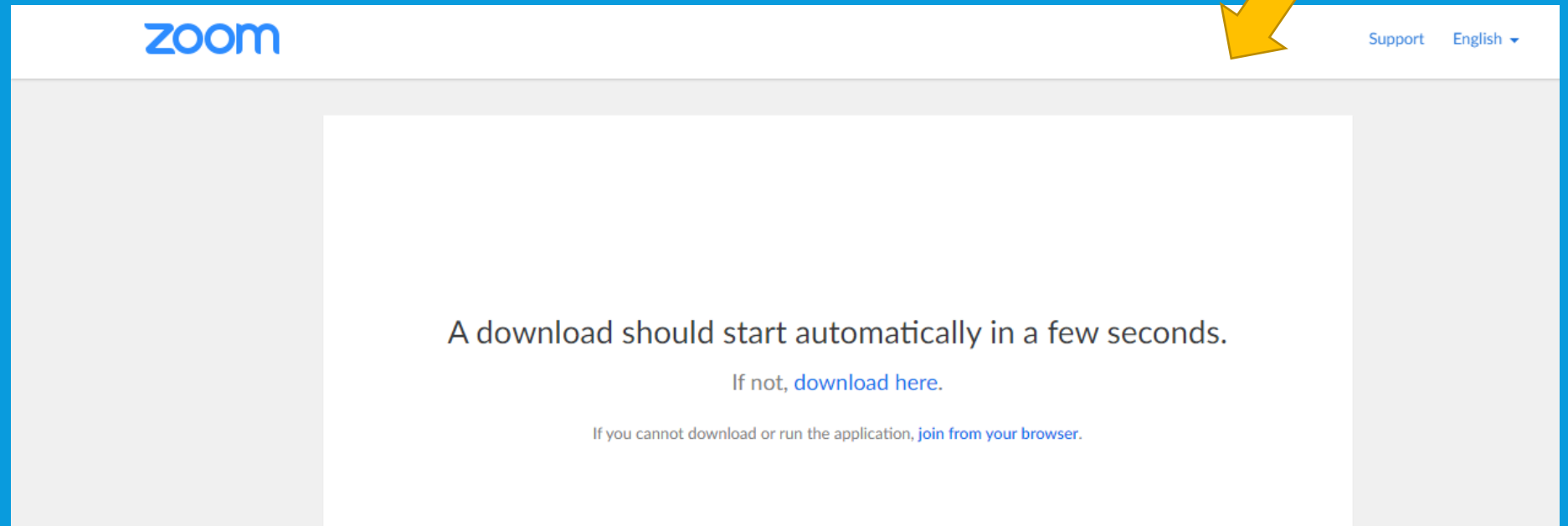
5. CONFIRMATION EMAIL



The platform

STEP 1: DOWNLOAD "ZOOM"

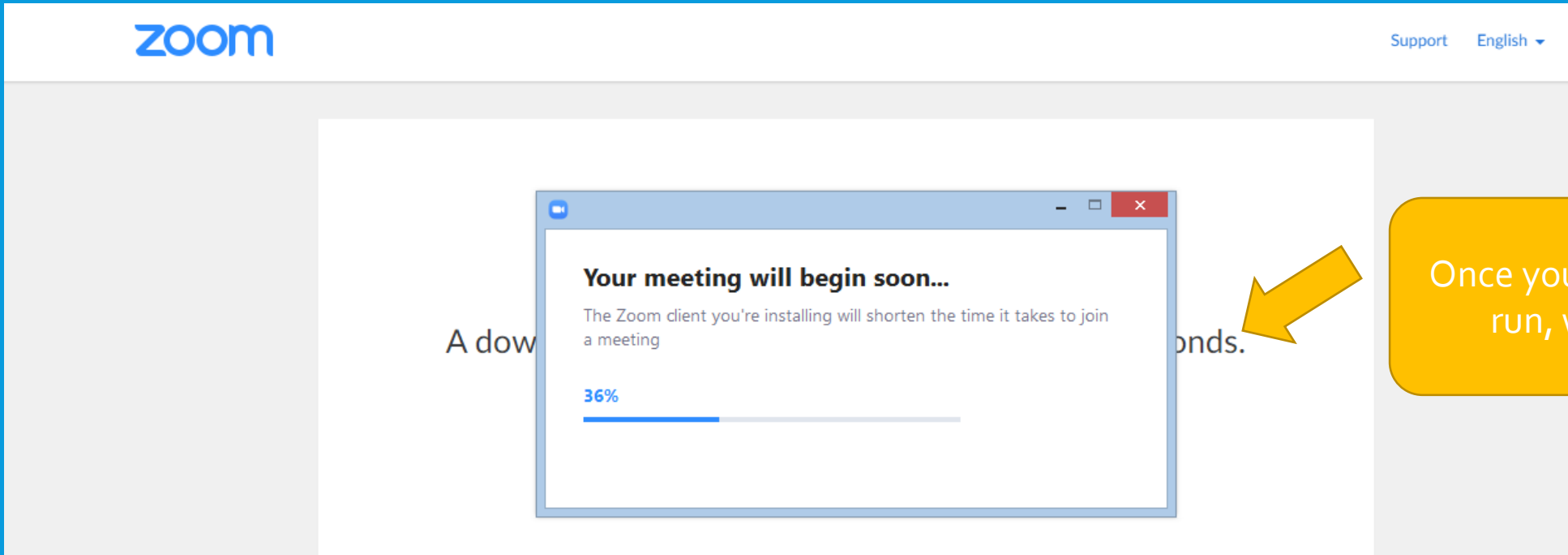
When you click on the link that you get in your email, you will get this screen



The "Zoom" platform will download to your computer

Click on the downloaded file that says "Zoom.exe" and run the program

STEP 2: WAIT A FEW SECONDS



Once you allow the program to run, wait a few seconds

STEP 3: CHAT!

Check your microphone and video. Are they working? If so, the appointment can start.

We can share our screens!
So if there's any audio or text we need to go over, we can do it together.

