



- Tianying Language Institute Beijing 2005-----2008  
Instructed students in Chinese language, including writing, reading comprehension, speaking, listening ,HSK and Business Chinese

### **Key Functions:**

- Developed Chinese courses plans in line: Planned Chinese courses to meet curriculum standards.
- Helped students understand, speak, read and write in Chinese.
- Delivered engaging, coherent lectures and motivating courses to students across all Key Stages. Utilized learning technology in the planning and delivery of courses.
- Modified assignments and activities to meet the learning needs of individual students.
- Classroom management: Prepared Chinese classroom and coursework materials, homework assignments, and handouts. Prepared course work, planned class sessions: Selected/integrated appropriate instructional materials for classroom instruction – Organized/delivered classroom lectures to students. Arranged extra-curricular activities and set targets for students.
- Evaluated the students' class work and assignments: Graded tests, essays, reports and other assignments – Regularly provided students with feedback in line with the faculty assessment systems.

### **Educational Background & Qualification**

- Native Chinese speaker
- BA in journalism literature