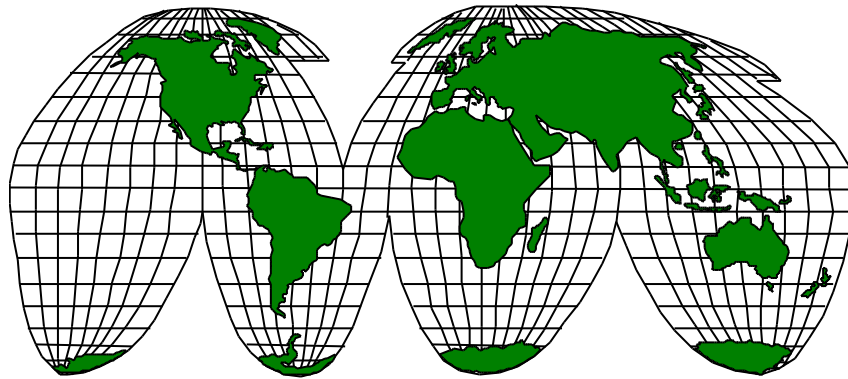




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International Partnerships in Education, LLC



**The
Summer Teaching Program in China
Orientation Handbook
2012**

3-Week Teaching Program
July 12, 2012 – August 9, 2012
(Dates subject to final confirmation)

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**SUMMER TEACHING PROGRAM IN CHINA
OVERVIEW
(2012)**

Program Structure:

“The Summer Teaching Program in China” is an approved project of the Guangdong Educational Bureau. International Partnerships in Education, LLC (Pennsylvania, USA) and Guangdong University of Foreign Studies (Guangzhou, China) are the respective facilitating organizations for this program.

The Program:

Our program offers US and Canadian educators, and student education majors, the unique opportunity to experience China as few foreigners have ever experienced. You will have the opportunity to teach your own Chinese students, meet local educators, and build friendships that will last a lifetime.

The 2012 summer camp program will be held on the campus of Guangdong University of Foreign Studies in Guangzhou, China. Guangzhou is one of China's most modern and affluent cities. It has been nicknamed the “Flower City” because fresh flowers are in perpetual bloom. Located along the Pearl River, the climate is sub-tropical.

The teaching program in Guangzhou, China is an 18-day teaching program over a 3-week period. Every teaching day will consist of five class periods, 45 minutes each, of instruction and activities. The three morning classes are designed to be instructional based while the two afternoon classes are designed to be activity based. Please refer to the schedule for additional information.

Each delegate will also be responsible for participation in three evening activities. Evening activities are casual. Evening activities will provide the opportunity to socialize with the Chinese teachers and administrators on campus and to serve as judges for student competitions.

Immediately following the teaching portion of the program, the delegation will embark on a 3-day cultural tour of Beijing. In addition to the cultural tour, an excursion day in Guangzhou is included which will allow time for exploring, shopping, and a Pearl River dinner cruise.

Program Objectives:

For a program to be considered successful in China it must benefit all of the individuals involved. “The Summer Teaching Program in China” has been designed to benefit both the Chinese students and the American or Canadian educators.

Through this program the Chinese students are expected to increase their overall English communication both in understanding and expression, increase their comfort level in using the English language, and increase their knowledge of US culture and customs.

The participating American or Canadian educators in this program are expected to experience the personal fulfillment of teaching in their own Chinese classrooms, increase their understanding of the Chinese educational system, and increase their overall knowledge of Chinese culture and customs.

Cross Cultural Expectations:

As a participant in this program you will be a bridge between the people of your country and people of China. Teaching is considered an honorable profession in China. Teachers have the respect of students, parents, and the community.

Expect to make many friends. The Chinese people are friendly and have a wonderful sense of humor. They have warm hearts and are tolerant of social mistakes by foreigners. They expect Americans and Canadians to be naturally friendly and open.

The Chinese have a well-established educational system. You will notice that the core values and customs of the Chinese are incorporated into the structure of their school system. Often their style and curriculum may run counter to your practices or even seem dated. Take the attitude that no one way is better. Do not criticize or try to change the Chinese ways. Learn from each other and respect each other's styles.

The Chinese believe in the good of the whole. They take great pride in their country and their culture. A compliment about the beauty of China or one of your favorite Chinese traditions would be received with delight.

The Successful Candidate:

The work is hard and the conditions are less than ideal. The successful candidate should have a rugged and adventurous spirit. They should appreciate cultural differences and similarities. They should be flexible and adaptable to change; there will be many unexpected changes throughout the program. Most of all, they should enjoy being a student as much as a teacher.

This is a stressful program for the educators. Teachers will arrive jet-lagged, class sizes are large, technology works sporadically, student levels vary widely, and classroom support is limited.

It is important to note that the climate in Guangzhou is sub-tropical, hot and humid. The classrooms are air-conditioned but sometimes the equipment fails. There may be days when only a fan is available to cool the classroom.

It is expected that delegates will be psychological and physically fit to participate in the program. Delegates must be able to work under pressure, climb multiple flights of stairs, and walk several miles each day. If you have any doubts about your desire or abilities to participate in this program, please don't apply.

The Difference:

As an American or Canadian educator there are many summer camp opportunities available to you in China. Most of these programs will offer you a small salary, canteen meals, and on-campus accommodations. All summer camp programs require you to pay your own international air-fare. This type of arrangement often works best for college students.

Our program offers educators a more upscale experience. In lieu of the financial compensation for participation in the program, we provide an escorted experience, on-site support, lodging in 3-star or better hotels, off-campus restaurant dining, and post-program touring.

Our program is not suited to everyone. We urge you to compare programs and speak with previous program delegates before making application. The work is hard, but the experience is equally rewarding. If you think you have what it takes to be a successful candidate, we'd love to hear from you.

DURING THE PROGRAM

The Campus:

The summer camp will be held on the campus of Guangdong University of Foreign Studies (GDUFS) in Guangzhou, China. GDUFS has a well respected name and is considered to be one of the top universities in the province.

Classroom sizes will be large (up to 50 students in a class).

Classrooms are air-conditioned. However, sometimes the equipment fails.

Classrooms are equipped with a teacher computer (without internet access) and a data projector. However, sometimes the equipment fails.

A private office/classroom area will be available for the delegation's use while on campus. Internet access will be available to delegates in this office/classroom or in the campus computer lab.

Campus toilets are Asian style.

Laundry service is available on campus.

The Students:

The students, both male and female, are from elementary grade 5 through senior high school grade 12. These students are some of the most promising and affluent students that China has to offer.

The elementary students, because of their limited abilities, are expected to increase vocabulary by only a few words, phrases, or songs. More importantly the goal is to increase their interest in learning English while having fun and making new friends.

The junior high school students (US grades 7, 8, and 9) have low to moderate abilities. It is expected that they will increase their vocabulary and their confidence in using English as a foreign language. It is requested that you use teaching materials provided by the University for some of your classes.

The senior high school students (US grades 10, 11, and 12) have moderate to high abilities. Some of their focus will be on passing the National College Entrance Exams. It is requested that you use teaching materials provided by the University for some of your classes.

Some of the students attend the summer camp because of their strong desire to increase their English communication skills. Some students attend the summer camp because their parents have decided that is what they should do. Like any summer camp anywhere, some kids want to be there and others don't.

The Curriculum:

The goal is to increase student confidence in the use of their oral English. You may develop your own lesson plans, use plans provided by the University, or both. Wide latitude is extended in how you choose to develop your lesson plans. However, you are requested to avoid politically sensitive issues. Additionally, you are required to submit an overview of your lesson plans to **IPIE.US** for review 15 days prior to departure.

Curriculum Tips:

Educational technique in China is different than in the USA. Because of the extremely large class sizes (40-50), Chinese students are rote learners and rarely participate in group activities. You may be asking them to learn in a way that they have never experienced before. The first few days your students will be shy. The first few days your students won't trust your motives. The first few days your students will resist your efforts. To be successful you will want to design lesson plans that immediately engage them in interaction, participation, and laughter.

The Classroom Program:

The program will be structured as either one 20-day program or two 10-day programs. The university will decide on the 2012 schedule after the Chinese New Year holiday. Either way, you will teach a cycle of six days on and one day off (18 days total).

Although we try to limit classroom size to less than 40 students, teachers may be responsible for up to 50 students in each of their classes.

Previously, in the 20-day programs, each teacher has been responsible for two groups of students (A&B), which will alternate between the morning and afternoon class periods. With the exception of possible rotating activities, you will have these same students in your classes for the entire duration of the program.

The teaching day consists of three 45-minute morning class periods and two 45-minute afternoon periods. The lunch break is 2 ½ hours in length. Lunch is provided at an off-campus restaurant. After lunch, which you are not required to attend, you may return to your hotel, do some shopping, or return to the teacher lounge on campus.

At conclusion of the daily teaching program and activities, your time belongs to you. You are not required to act as dorm monitors for the students. During your free time, you are encouraged to explore your new surroundings.

All schedules are subject to change.

What to Expect:

The first week of the program you will feel tired and disorientated. You will be jet-lagged, you'll be awake when your body thinks it should sleep, your students will be unresponsive, your meals will be different than what you're used to eating, and your surroundings will be unfamiliar. This first week you will rely heavily on your escorts.

The second week of the program you will be more settled into your surroundings. Your internal body clock will be on China time, your students will become more responsive, and you will venture out on your own by taxi.

The third week of the program you will be independent. You will have established trust and friendship with your students. Except for some possible translation, you will hardly need your escorts at all. Now, you will be confident in exploring the city via public bus and subway.

Summer Camp Environment:

The nature of the program is that of a summer camp. Schedules and activities change on a moments notice. The greatest challenge for most of our delegates has been the on-the-fly flexibility and adaptation required.

TRANSPORTATION AND ACCOMODATIONS

Travel Procedures/Customs:

All delegates will depart the USA together and arrive in China together. Independent side-trips are not allowed during the program. Delegates may only extend their stay in China after the program ends (at their own risk and expense) upon signing a release waiver prior to departing the USA.

Clearing customs in China is a simple procedure. You will depart your flight and precede to the immigration booths. You will provide your passport and visa to the immigration officer who will verify your visa and stamp your passport. You will then pick up your luggage and proceed to customs. Upon exiting customs you will be greeted by a representative from Guangdong University of Foreign Studies.

Unprocessed foods or agricultural products will NOT be allowed into China.

All liquids (either inbound or outbound) must be packed in your checked luggage.

Clearing customs back into in the US is basically the same.

Air Transportation:

Airline transportation will be on major commercial international and domestic airlines. All flights are non-smoking flights.

Accommodations in Guangzhou (Teaching Program):

Accommodations will be based on double occupancy in a 3-star or better hotel. Single rooms are available at additional cost upon request.

Guangzhou Excursion:

Time has been scheduled for exploring, shopping and a Pearl River cruise.

Accommodations in Beijing:

Accommodations will be based on double occupancy in a 3-star or better hotel. Single rooms are available at additional cost upon request.

Cultural Tour:

Our 3-day cultural tour of Beijing will be full of many spectacular sights, sounds, tastes, and surprises. Naturally, tours to the Great Wall, Forbidden City, Summer Palace, and Temple of Heaven are included!

This cultural tour is provided through a Beijing travel agency. The tour is scheduled and structured to provide a flavor for as many experiences as possible in a few short days. Some experiences you may wish lasted longer in duration and some you may wish were shorter. Something unexpected is always included; relax and enjoy.

Additional Expenses:

Three on-your-own days have been scheduled. On these days you will be responsible for your own meals and activities.

Delegates are responsible for tipping drivers and tour guides. An envelope will be passed for tipping purposes at the end of their service.

During the teaching program, delegates will have two personal drivers from the University. A minimum contribution of (US) \$5.00 per driver is requested. However, you may tip more as you see fitting.

The cultural tour in Beijing will be led by tour guides via a private bus. Tips are expected by the tour guides and bus drivers. A minimum contribution of (US) \$5.00 each is requested. However, you may tip more as you see fitting.

Tips for hotel bell-boys are included in the program cost.

BEFORE DEPARTURE

Passports and Visas:

If you have not done so, you should immediately apply for a passport. You can apply through your local Post Office or at an immigration office. It is a good idea to make photocopies of your passport (the page with your picture and passport number) and the visa page to carry in your luggage separate from your passport.

http://travel.state.gov/passport/passport_1738.html

You will need to apply for a visa. You will be applying for a Visitor Visa.

Do not apply for your visa until instructed!

<http://www.china-embassy.org/eng/hzqz/default.htm>

Health:

Bring an ample supply of any medications you are taking in their original containers. These items should be packed in your carry-on luggage. Although readily available, consider bringing over-the-counter items such as aspirin, anti-diarrhea medications, decongestants, antihistamines and vitamins.

Consult with your physician on any shots, vaccinations, or antibiotics that they may recommend for you. No immunizations are required to enter China.

<http://wwwn.cdc.gov/travel/destinationChina.aspx>

Consult with your major medical provider. Request a list of names and contact numbers for participating program hospitals in China.

Money:

Converting US currency into Yuan (RMB) can be done at kiosks at the airport terminals and most banks in China. Expect to spend at least 1-hour converting currency in a Chinese bank. The most convenient way to get cash is the bank ATM on campus. You may withdrawal the equivalent of (US) \$250 per day at most ATM's.

DO NOT bring Traveler's Checks.

Credit cards are becoming more widely accepted in China, especially in the larger government approved department stores. Personal checks will not be accepted anywhere.

Exchange rates fluctuate daily.

Currency converter: <http://www.xe.com/ucc/>

Weather:

The weather in Guangzhou (July-August) is sub-tropical; extremely hot and humid.

Guangzhou:

http://www.weather.com/outlook/travel/businesstraveler/local/CHXX0037?from=search_city

Clothing/Packing:

The nature of the teaching part of the program is a summer camp. Therefore, dress in comfortable summer clothes.

You will be on your feet most of the time, bring comfortable shoes.

There may be a swimming pool available at your hotel, bring your bathing suit.

Quickly passing rain showers do occur this time of year. Bring a portable umbrella to protect you from both the rain and the sun.

Sunglasses and sunscreen lotion are recommended.

For touring, you will want to dress comfortably. Bring tennis/sport shoes.

Although readily available, bring your own basic personal hygiene products. Toothbrush and toothpaste, razor, shaving cream, feminine products, and hand sanitizer type products are recommended as appropriate. Public bathrooms in China often lack toilet paper so it is a good idea to bring some packets of Kleenex.

Cameras and Video:

Cameras and video equipment should be packed with your carry-on luggage. You can freely take pictures throughout China, with a few exceptions. When in doubt, ask.

Luggage:

Your luggage allowance, for this program, is one checked bag at 50-lbs. maximum, 1 carry-on bag at 20-lbs. maximum, and one carry-on personal item. (Subject to airline policy revisions, check with your domestic and international carriers prior to arriving in the airport.)

Carry-on luggage should contain:

- Passport/Visa
- Tickets
- All prescription medications
- Basic personal hygiene products
- Fresh set of clothes
- Camera/Video equipment
- A good book

From past experience, we have noticed that delegates tend to bring more than they need and more than they want to carry. In China, you will be able to purchase anything that you have forgotten, need or want at a very good price.

Gifts/Prizes:

Exchanging gifts is part of the Chinese culture. Although your experience will be informal, you may want to bring some small gifts for your classroom aides or for classroom activity/game prizes. It is recommended that your gifts/prizes be non-gender items and that they represent something about America. Souvenirs relating to your local sports teams are always a favorite. Items from your school such as pencils, book covers, and folders make great gifts. Stamps or coins work well too.

Internet/Phone:

You will have some limited internet access on-campus during the teaching part of the program for emailing home.

Most of the hotels we book have internet access in the room, but there may be a charge of approximately (US) \$10/day to use the service. You will be responsible for all charges to your room. Additionally, most hotels have a business center with internet access available.

Phones will be available in your hotel room, but you will be expected to pay for any charges. Experience has taught us that a prepaid calling card or SKYPE is the easiest and cheapest way to call home. Prepaid calling cards are easily purchased near your hotel or campus.

Shopping:

Shopping in China is a fun adventure! Bargain hard with the store merchants and always with the street vendors. Mark-ups can be high as 800% or more, depending where you shop. Be prepared to make your best offer, turn and leave. You may or may not be called back and your offer accepted. If your offer is rejected, you will always have the opportunity to purchase the same thing elsewhere. For large purchases (jewelry, jade, pearls) please consult your escorts.

Food:

During your stay you will be served a variety of foods. The foods served will be the best quality available. Feel comfortable trying all of it.

Chinese meals are served Lazy Susan style. It can be considered impolite to ask what something is before you taste it. Start with a small amount of each item. When you discover something tasty, feel free to go back for more.

Should you find yourself home-sick for American fast food, don't worry. MacDonald's, KFC, and Pizza Hut all have a visible presence throughout China.

Diary:

By the end of your trip everything will be a blur. It is recommended that you take a diary with you and spend a little time writing about your experiences every day. This will ensure you a lifetime of memories that might otherwise be forgotten.

Helpful Websites:

US American Embassy in Beijing
<http://beijing.usembassy-china.org.cn/>

US Consulate Office–Guangzhou
<http://guangzhou.usconsulate.gov/>

US Customs Office (for information on your maximum exemption or what may be brought back to the USA duty free)
<http://www.cbp.gov/>

China Daily Newspaper (On-Line)
<http://www.chinadaily.com.cn>

Group Dynamics:

Each participant brings their own experience and expertise to the group. It is the group energy and enthusiasm that will ignite the minds, imaginations, and hearts of the people you meet.

Teamwork is part of the Chinese value system. When you leave China, how you functioned as a group will be an impression that you will leave behind.

Conclusion:

Our program's success depends upon your success. We will be available to support your efforts every step of the way. Hopefully, this handbook has provided an insight into what you can anticipate throughout your participation in the program. What this handbook can't do is to prepare you for the unexpected. China is not the USA or Canada and your flexibility will dictate your experience. We appreciate your energy and enthusiasm. We count on your feedback to make continued improvements in the program.

We are confident that your participation in the "Summer Teaching Program in China" project will be a memorable experience. We are convinced that the people of both our great nations will benefit through this exchange. We are certain that the friendships made this summer will last a lifetime.