

lingo  
art

 the  
language  
training experts



# **Individual German Courses**

**Face-to-face classes**

**Online courses**

**Lessons on the phone**

[www.lingo-art.de](http://www.lingo-art.de)

# Our German trainers



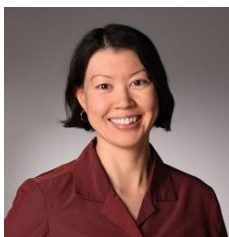
**Andrea Kleeberger**



**Ingrid Kraft**



**Karin Heigl**



**Naomi Wieland**



**Maria  
Schleindlsperger**



**Michael Danhardt**

## and other trainers

### What makes lingo art special

lingo art is one of the few language schools that mainly work with **permanently employed trainers**. This guarantees stability and flexibility, but also enables us to not only provide you with targeted support, but also to further educate our trainers in methodology and didactics in order to achieve the best results for you. Our trainers are native speakers or have near-native German skills. Many of them have **multiple qualifications** and come from different professional backgrounds. They know from their own experience how companies work and have been teaching for many years.

**Details about our team can be found [here](#).**

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## Our Course Types

### classic

**Face-to-face lessons**, individual course for you or a group of colleagues at lingo art or at your workplace.  
60 or 90 minutes per appointment.

### virtual

virtual lessons on Microsoft Teams or zoom.  
60 or 90 minutes per appointment.

### phone

Intensive one-to-one **training on the phone** to improve your listening comprehension and speaking skills.  
30 or 45 minutes per appointment.

### flexible

In **one-to-one lessons**, you can decide from lesson to lesson whether you want to meet your trainer in person, in a virtual meeting or talk to him or her on the phone. Just as you prefer.

30 minutes on the phone, 60 or 90 minutes virtually or classic.

### virtual open

**Virtual group lessons** with 3 to 6 participants per course. We will consider individual scheduling requests and organize the course in a way that suits everyone.  
60 or 90 minutes per appointment, once or twice a week.



## Our Services

### Initial consultation and level check

We will assess your German language skills referring to the CEF, discuss the course options and answer your questions. Subsequently, you will get a detailed course offer.

### Flexible combinations of course types

We redefine flexibility in a completely new way. For **one-to-one training**, you can choose or combine face-to-face, online lessons or lessons on the phone individually or you can decide from lesson to lesson, depending on your time. Meet your trainer face-to-face, online or just for a phone call.

### Course schedule

We are very flexible when it comes to planning your course schedule. For **individual lessons**, you choose the course day and time that suit you best.

For **virtual open courses**, we ask all participants about possible course days and times and choose the date that suits everyone.

We teach Monday to Friday between 07:30 am and 09:00 pm, if needed also on Saturday.

### Schedule changes and cancellations

You can cancel or postpone lessons free of charge up until 2:00 pm the day before or 2:00 pm on Friday for classes taking place on Monday.

### Course duration

We generally recommend **3 or 6 months** for a course. However, we are happy to meet your wishes.



## Our German Courses

### German courses from CEF A1 to C1

We will build up your German language skills according to the CEF. Participants will learn speaking, listening, reading and writing, plus the basics of grammar and pronunciation.

**Individual lessons** or for a **group** of colleagues.

### Improve your writing skills

Written communication at work, e-mails and correspondence with customers, business partners or authorities, documentation, minutes, specialist articles. You will learn how to phrase sentences in a stylistically correct way and improve your written communication.

**Individual lessons.**

### Improve your communication skills

Many learners often learn German quickly, but usually only concentrate on vocabulary, grammar, reading and writing. You train listening-comprehension and speaking intensively, and the topics are tailored to participants' needs and requirements.

Communicating at your place of work, making phone calls, explaining and arguing in meetings, presenting and negotiating - we will coach you **individually**.

### Individual exam preparation for telc German or Goethe Certificate

For telc German exams or Goethe Certificate B1, B2, C1, C2 and B1+ Beruf, B1-B2 Beruf, B2+ Beruf, B2-C1 Beruf as well as C1 Beruf exams.

We will prepare you in individual lessons for all telc exams. Our German trainers are certified examiners and know exactly what is required. We will support you individually in **one-to-one tuition** and get you ready for the exam.



## Further German Courses

### Specialist language coaching

In **individual tuition**, you choose the topics you need. We provide individual support or coaching in many specialist areas, e.g., sales, marketing, business management, finance, controlling or prepare important appointments and meetings with you in German.

### German for HR and Recruiting

Discuss current HR topics **in individual lessons** with your trainer, improve your communication with applicants and employees or discuss individual topics from Active Sourcing to Employer Branding. In this course, you will learn the active use of German in an HR context and further expand your specialist vocabulary.

### German for job applications and interviews

In **individual lessons**, optimize your application documents including CV and cover letter with individual tuition, translate your XING or LinkedIn profile in German or draft individual email templates for questions from or for recruiters. Practise your self-presentation, learn the appropriate answers to questions in the job interview. We support or coach you individually.



## Open Group Courses

### virtual open

only 3 to 6 participants per course

50 lessons of 45 minutes = 25 appointments  
2 appointments per week for CEF A1, A2 and B1 level  
and one appointment per week for CEF B2 and C1.  
60 or 90 minutes per lesson.

We will consider individual scheduling requests and organize the course in a way that suits everyone.

We start new courses regularly on all levels from CEF A1.1 to C1.2.

## Course Fees

The course fees depend on the topics, the level and your requirements concerning your trainer.

We will assess your German skills and discuss your requirements first and you will get a detailed course offer then.

We usually recommend a **minimum of 20 lessons** of 60 or 90 minutes each if you want to learn regularly.

If you prefer to get to know us and see if we can work well together, then register for **2 lessons** and decide then.



## **Check out what participants say:**

Check out our Google reviews.  
Our participants recommend us:

[Check reviews](#)

## **Do you have any questions, and would you like to talk to us in person?**

If you would like to talk to us personally or  
like individual support, you can get in touch with us  
and book a non-binding telephone or virtual appointment  
to discuss how we can best support you.

**Here, you can easily book an appointment with us:**

[Book a free consultation appointment](#)

**We look forward to talking to you.**

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