

› **Berlitz Virtual Classroom**

Live conversational training via the internet.



"We wanted to provide a standard for live instruction to employees in countries in Europe. Berlitz Virtual Classroom delivers high quality, conversation-focused training with fixed schedules that guarantee progress and goal achievement. Without exception, our employees reacted very positively to the medium, the interactive possibilities and the comfort of online learning."

*Tracy Woodruff, Training Manager
Lilly Critical Care Europe, Switzerland*

What is the Berlitz Virtual Classroom?

The BVC is live conversational training delivered through the internet. Private or small group lessons are taught according to the famous Berlitz Method which uses only the target language and enables students to master conversation quickly and efficiently.

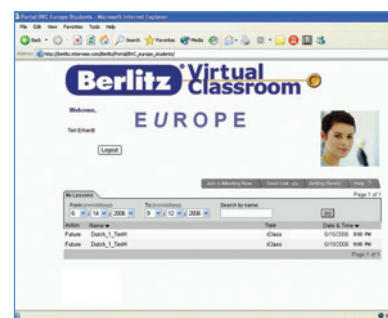
Students log on for scheduled lessons wherever there is internet connectivity. Conversations are based on stimulating course materials, with the additional possibility of students and instructor browsing the internet together to focus on the most up-to-date sources for particular topics of interest.

Students enroll in person, by telephone or internet. Our knowledgeable service representatives explain how the BVC works. Students receive clear and easy instructions on installation of software, connecting to a class, and playing back their recorded lessons. A live precourse briefing session helps familiarize students with the BVC so they feel comfortable during the first lesson.

Thousands of students have found studying in the BVC is convenient, effective and fun.

What does the BVC program include?

- BVC provides personalized live, conversation focused training at the appropriate level of proficiency
- An average of 20 sessions per Berlitz level for private students
- After enrollment, students are tested to determine their proficiency level
- Course materials support live training and may consist of books, audio CDs or CD-ROMs
- An orientation session is provided to familiarize students with program features before their first BVC lesson
- Each session is recorded so students can repeat and review their lessons
- Fixed schedules, targeted checks and final tests provide measurement of advancement
- Feedback and progress reports provide students and management with advice and guidance to optimize achievement



The Berlitz Virtual Classroom - The perfect solution to the challenges of time, location and budget

Time Savings

- Employees do not waste time traveling to or from their "classroom". They arrive with a click of their mouse. In fact, BVC can save nearly 50% of your employees' time compared to attending classes at traditional classroom locations.
- Programs can begin without delay even in remote locations or when unusual languages are needed.
- Return On Investment is high for employees because they do not waste time. ROI is greater for the company since there is no lost productivity due to employees commuting back and forth to classes.

Schedule Benefits

- Employees or groups of employees can learn before, during or after working hours even on weekends and holidays.
- Groups meet even when group members are traveling. No delays or postponements, the whole group progresses together.
- The full program can be scheduled in advance and you can be certain the training will be completed without interruption or delay.

Cost Savings

- The company can form groups with employees who work and live in different cities or countries. This allows the company to provide high quality training with the economies of small group tuition.
- Berlitz Virtual Classroom saves lost employee time/productivity. There is no commuting time or transit costs so the company and the employee save time and can be more productive.

Administrative Convenience

- One person can easily coordinate training for all company employees worldwide.
- Training can be standardized anywhere in the world even in remote regions.
- Schedules can be set so all students will complete the same training levels by a determined date.
- Standard tests and progress reports can be provided.
- Centralized billing and account management can save your company time, man power and cost.

Available languages and Berlitz levels

- BerlitzEnglish™ Functional, Intermediate, and Upper Intermediate: Levels 1-8
- Spanish Functional, Intermediate, and Upper Intermediate: Levels 1-8
- French Functional and Intermediate: Levels 1-8
- German Functional and Intermediate: Levels 1-8
- Italian Functional and Intermediate: Levels 1-4
- All Other: Functional and Intermediate: Levels 1-4

Other languages and levels upon request. Customized programs available.

Basic system requirements

- Headset – comprised of a microphone, headphones
- Reliable internet connection >64 K (recommended ADSL)
- Windows 98, 2000, XP
- Intel Pentium, 330 MHz, 64 MB RAM
- Microsoft Internet Explorer 5.x or 6.x

"Our company wanted to provide language training to employees in 8 countries and 35 different locations. Our budget required group instruction. Berlitz level tested more than 350 employees and organized 45 groups according to language to be studied, level of proficiency, and time zone. We now have 34 groups studying English using Berlitz Virtual Classroom."

*Deborah Delaney, Business Change Lead
Air Products Asia*

Discover the Virtual Classroom in 10 steps



1. Registration

Contact one of our 500 Berlitz centers or login to www.berlitz.com to register to our private or group programs.



2. Language Proficiency Test

Take our online Language Placement Test to test your current language abilities.



3. Consultation

Berlitz consultants will assist you in choosing the best program to reach your learning goals.



4. Installation

Follow the easy installation instructions you received in your program welcome email.



5. Orientation

Enter your scheduled online orientation session to learn how to use the virtual classroom tools.



6. Lessons

Enter your language lessons at the scheduled time from the Berlitz Virtual Classroom homepage.



7. Conversation

Converse with your instructor and other group members during the lessons using a computer headset with microphone.



8. Language skills

Improve your speaking, listening, reading and writing skills during your lessons by using the Berlitz Virtual Classroom tools.



9. Review

Record and playback your lessons, and use your program materials to review your lessons off-line for better and faster results.



10. Personal assistance

Contact the Berlitz Virtual Classroom for any requests, questions and feedback you have.

“Due to work demands I always have a very full appointment book; therefore I absolutely wanted to complete my foreign language tuition from the office. The Berlitz Virtual Classroom is ideally suited to this. The system runs with great stability and I received skilled assistance in the installation and user guidance from Berlitz right from the start. The communication with the instructor is very good as well, because most of the time you are really in an active dialogue. For me the most important thing is to increase my vocabulary and to learn to make myself understood in a new language in the shortest possible time. The Berlitz Virtual Classroom is a brilliant program for these purposes!”

*Daniel Warnholtz
Procter & Gamble Belgium*

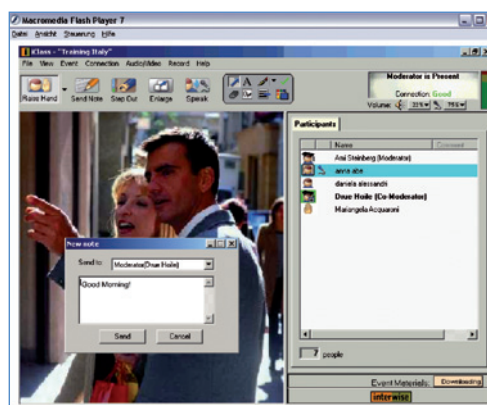


You should use the Berlitz Virtual Classroom when:

- Your employees need live language training with a focus on conversation skills.
- You don't wish to conduct training at your company locations.
- It is too difficult or time-consuming for employees to attend training at a Berlitz Language Center.
- Work schedules or workload make it difficult for employees to keep a regular study schedule.
- The employees you wish to train have to travel frequently or for long periods of time.
- Your training budget requires group training but candidates are in different offices or countries.
- It is vital to your business plan that employees reach their target proficiency level by a certain deadline.

Berlitz Virtual Classroom – The perfect solution!

- Live conversational training via the internet. Lessons begin instantly, with the click of a mouse.
- Berlitz Method – efficient, structured live training by native-fluent instructors anywhere and any time.
- No time is wasted commuting to or from a school – no cost, no inconvenience, and no lost productivity.
- Your employees can study in the comfort and privacy of their office, home or hotel room.
- Continuous progress – the BVC “travels” with your employee. Without interruption, they reach their goals.
- Form groups by combining students in different countries or locations saving time and money.
- Recorded training sessions can be played back for review and practice.
- You can establish training standards, schedules, proficiency goals/testing, central administration and billing from any location worldwide.



Berlitz locations worldwide

NORTH AMERICA

Canada

Brossard
Calgary
Laval
Mississauga
Montreal
Ottawa
Quebec
St. Lawrence
Toronto
Vancouver

USA

Arizona

Phoenix

California

Beverly Hills
Campbell
Costa Mesa
Orange
Pasadena
San Diego
San Francisco
Santa Barbara
Santa Monica
Torrance
Walnut Creek
Woodland Hills

Colorado

Denver

Connecticut

Stamford
Westport
West Hartford

Florida

Boca Raton
Coral Gables
Ft. Lauderdale
Miami
Orlando

Georgia

Atlanta

Idaho

Boise

Illinois

Chicago
Oak Brook
Schaumburg

Indiana

Indianapolis

Maryland

Baltimore
Odenton
Rockville

Massachusetts

Boston
Wellesley Hills

Michigan

Detroit

Minnesota

Minneapolis

Missouri

St. Louis

New Jersey

Princeton
Ridgewood
Summit

New York

Mineola
Rochester
Rockefeller Center
Wall Street
White Plains

North Carolina

Charlotte
Raleigh

Ohio

Cincinnati
Cleveland

Oregon

Portland

Pennsylvania

Philadelphia
Pittsburgh

South Carolina

Charleston

Texas

Austin
Dallas
Houston
San Antonio

Virginia

Tysons Corner

Washington

Bellevue

Washington, D.C.

Wisconsin

Milwaukee

LATIN AMERICA

Argentina

Acaassuso
Buenos Aires

Brazil

Belo Horizonte
Brasilia
Curitiba
Fortaleza
Porto Alegre
Rio de Janeiro
Sao Paulo

Chile

Concepcion
Santiago
Viña del Mar

Colombia

Barranquilla
Bogota
Cali
Cartagena
Medellin

Costa Rica

San Jose

Dominican Republic

Santiago de los Caballeros
Santo Domingo

Ecuador

Guayaquil
Quito

El Salvador

San Salvador

Guatemala

Guatemala City

Mexico

Aguascalientes
Cd. Juarez
Cancun
Cuautitlán
Cuernavaca
Guadalajara
Leon
Merida
Metepac
Mexico City
Monterrey
Naucalpan
Oaxaca
Puebla
Queretaro
San Luis Potosí
Tampico
Tijuana
Toluca
Veracruz

Panama

Panama City

Paraguay

Asuncion

Peru

Lima

Puerto Rico

Caparra
Carolina/
Isla Verde
Hato Rey
Ponce

Uruguay

Montevideo

Venezuela

Caracas
Maracaibo
Puerto Ordaz
Valencia

ASIA/PACIFIC

Australia

Sydney

China

Beijing
Guangzhou
Shanghai

Shenyang

Hong Kong

Indonesia

Jakarta

Japan

Ashiya
Atsugi
Chiba
Fujisawa
Fukuoka
Hiroshima
Ichikawa
Kanagawa
Kawasaki
Kobe
Kyoto
Matsudo
Nagoya
Nishinomiya
Okayama
Omiya
Osaka
Sapporo
Sendai
Shizuoka
Tokyo
Yokohama

Korea

Seoul

Malaysia

Kuala Lumpur

Pakistan

Karachi

Philippines

Manila

Singapore

Taiwan

Hsinchu
Taipei

Thailand

Bangkok

EUROPE

Austria

Feldkirch
Graz
Innsbruck
Klagenfurt
Linz
Salzburg
Vienna
Wiener Neustadt

Belgium

Antwerp
Bruges
Brussels
Ghent
Hasselt
Kortrijk
Liege
Mouscron
Namur
Tienen

Tournai

Waterloo

Bulgaria

Plovdiv
Sofia
Varna

Croatia

Zagreb

Czech Republic

Brno
Prague

Denmark

Copenhagen

Finland

Helsinki

France

Bordeaux
Boulogne
Cergy-Pontoise
Evry
Lille
Lyon
Marne-La-Vallée
Marseille
Nantes
Nice
Paris
Rouen
Saint-Germain-en-Laye
Saint-Quentin-en-Yvelines
Strasbourg
Toulouse
Versailles
Villepinte

Germany

Aachen
Augsburg
Berlin
Bielefeld
Bonn
Braunschweig
Bremen
Darmstadt
Dortmund
Dresden
Duisburg
Düsseldorf
Erfurt
Eschborn
Essen
Flensburg
Frankfurt
Freiburg
Hamburg
Hanover
Heidelberg
Heilbronn
Hildesheim
Ingolstadt
Karlsruhe
Kassel
Kiel
Cologne

Krefeld

Leipzig

Lübeck

Magdeburg

Mainz

Mannheim

Mönchengladbach

Munich

Münster

Norderstedt

Nuremberg

Offenbach

Regensburg

Rosenheim

Rostock

Saarbrücken

Stuttgart

Ulm

Villingen-Schwenningen

Wiesbaden

Würzburg

Wuppertal

Greece

Athens

Hungary

Budapest

Ireland

Dublin

Italy

Milan
Rome

Latvia

Riga

Malta

St. Julians

Netherlands

Amsterdam
Maastricht

Norway

Oslo

Poland

Cracow
Gdansk
Katowice
Lodz
Poznan
Warsaw
Wroclaw

Portugal

Lisbon

Russia

Moscow

Serbia

Belgrade

Slovakia

Bratislava
Kosice

Slovenia

Ljubljana
Maribor

Spain

Barcelona
Madrid
Palma de Mallorca
Seville
Valencia

Sweden

Gothenburg
Stockholm

Switzerland

Basel
Bern
Geneva
Lausanne
Lucerne
Zurich

United Kingdom

Birmingham
Brighton
Bristol
Edinburgh
London
Manchester
Oxford

MIDDLE EAST

Algeria

Algier

Bahrain

Riyadh

Egypt

Cairo
Alexandria

Israel

Be'er Sheva
Haifa
Jerusalem
Ramat Gan
Rishon LeZion
Tel Aviv

Kuwait

Kuwait City

Lebanon

Beirut

Saudi Arabia

Jeddah
Madinah
Makkah
Riad
Taif

Syria

Damascus

Turkey

Istanbul

United Arab Emirates

Abu Dhabi
Dubai
Sharjah

> For more information about the Berlitz Virtual Classroom visit:

www.berlitz-europe.com

or

call toll free **00800 2255 2821 (00800 CALL BVC1)**.

This number is valid for most European countries.

