



IOLPS

Institute of
Official
Languages and
Professional
Studies

INSTITUTE OF OFFICIAL LANGUAGES NAD PROFESSIONAL STUDIES - IOLPS
CERTIFICATE IN ENGLISH AND EMPLOYABILITY DEVELOPMENT- CEED
BINGO SHEET

Module Code	Module Title	Type	Notional Hrs	Lec./Tut/Prac. (Hrs)	Self Study
CEED 001	Essential Career Skills	C	50	30	20
CEED 002	English Language Listening & Speaking Skills	C	100	50	50
CEED 003	English Language Reading & Writing Skills	C	100	50	50
CEED 004	Letter Writing (Formal & Informal)	C	50	20	30
CEED 005	Manage Workplace Communications	C	50	20	30
CEED 006	Manage Workplace Information	C	50	20	30
Total			400	190	210