



## GLOBAL LANGUAGE SOLUTIONS

### Language for all Levels and Locations

IOR's language training and translation services are **flexible** to meet the needs of today's dynamic global talent. All programs are **customized** to meet the student's needs based upon a **placement assessment** and the client's budget. IOR's experienced instructors can deliver language training at home, in the office or virtually.



Addressing your unique needs in

**70+ Countries**

**50 States**

**600+ Cities**

with

**1,000+ Language Trainers**

**& Translators**

**Worldwide**

### Being Heard for Global Success

Being able to effectively communicate across languages and cultures gives your talent a competitive advantage in today's global market. Whether meeting business associates abroad or taking care of everyday errands on an international assignment, the ability to communicate clearly is an essential skill. IOR can help advance your global talent through language training that is completely customized.

#### Language Training

IOR offers customized individual or group language lessons for all ages. We begin with a language assessment to ensure correct placement into a language training program. We offer instruction for expatriates and corporate employees covering a multitude of specialized topics such as **accent modification**, **business terminology**, **presentation skills** and **daily living vocabulary**. Some languages recently taught include:

- |            |            |           |            |
|------------|------------|-----------|------------|
| Afrikaans  | Arabic     | Bulgarian | Cantonese  |
| Dutch      | English    | Finnish   | French     |
| German     | Greek      | Hindi     | Hungarian  |
| Italian    | Japanese   | Kannada   | Korean     |
| Latin      | Macedonian | Mandarin  | Portuguese |
| Romanian   | Russian    | Spanish   | Swedish    |
| Tagalog    | Telegu     | Thai      | Ukrainian  |
| Vietnamese | Zulu       |           |            |

#### Language Translation

IOR provides accurate and speedy translations of documents associated with your global mobility needs. We translate **driver's licenses**, **school records**, **birth and marriage certificates**, **medical records** and other documents required for international assignments. Our knowledge of requirements of local foreign offices lifts the burden from HR and employees having to spend additional administration time to get settled. Documents are translated, verified and proofread by three different professionals. Rush turn around and notary services are also available.



## Customized Language Curriculum

to suit your needs and budget

*“... we are **very happy** for the support that our Language Trainer is providing. We tried the **virtual way of working, via internet (Skype, Google Talk, etc.) and it's working fine.**”*

Assignee - Global Industrial Company

**Speedy**

**Accurate**

**Secure**

**Translations**

### eLearning & Virtual Instruction

Online tools enrich face-to-face language training and offer students supplemental reinforcement activities to solidify what they've learned. IOR works with several eLearning suppliers such as Rosetta Stone and others to fulfill that need. IOR also offers **virtual instruction** through multiple learning platforms including Skype, WebEx, Wiz IQ and others. As global employees find it more and more difficult to schedule lessons into their busy lives, virtual learning can be an excellent solution to support the momentum of language learning.

### Qualified & Engaging Instructors

IOR has a **vast language instructor pool across the globe** who hold advanced degrees in teaching, have significant experience in individual and group instruction, and are fluent at a native-level in the languages they teach. IOR carefully screens each candidate for 'proof-of-performance' and on-boards instructors in our proprietary training program and policies. We know that success in learning a new language depends a great deal on the teacher-student relationship, and we aim to find the perfect match!

### Measurement & Reporting

Companies value metrics and want to see their employees' progress. IOR tracks the student's progress at regular intervals and can report it to the client. **We benchmark progress to internationally recognized assessment scales**, such as the Common European Framework of Reference (CEFR) scale. Instructors are also trained to administer assessments on the four major language skills: reading, writing, listening and speaking. Evaluations are also a key component to our philosophy of continuous improvement.

## Language Solutions—The IOR Advantage

- Consistently exceptional quality
- Superior trainer network
- Flexible and responsive
- Budget conscious
- Extensive global reach
- Customized, up-to-date reporting

**Call us today to discuss your global talent needs.**