

*** Teach and recommend *** Everything you need to know about Spotlight products ***



Read



Practise



Listen



Teach

Elements in an optimal learning system

I would like to recommend Spotlight products. How can I do this?

Using the order list "Collective order for pupils" and "Collective order for language courses", school pupils and language course participants can get special rates for a one-year subscription.

The products and bill are sent directly to the pupil or course participant.

After the subscription period the subscription can be cancelled at any time.

For five recommendations and more you will receive a free subscription of your choice.

I would like to organize a class set subscription for everyone in my course / class. How do I proceed?

Using the subscription form "Class set", you can decide on the length of the subscription.

The bill and order both go to one address (school or private address).

You will receive a 20% discount for every five subscriptions you generate and 25% for more than 21 subscriptions.

I am looking for a specific topic. Is it possible to order a class set for back copies of a magazine?

We are happy to help you find material for specific topics you would like to cover in class. As long as the magazines are available, you can order back copies as a class set at a 50% discount.

For delivery of a single issue we charge € 4.50/SFR 14.50 postage and packing.

I am interested in obtaining the audio CDs. Where are these available?

The audio CD is not available through retail outlets. It can only be ordered through the publisher. Single copies cost € 10.00/SFR 17.00 (Business Spotlight: € 14.90/SFR 25.30). Alternatively, an audio subscription for 6 issues costs € 54.60/SFR 87.90; Business Spotlight € 82.20/SFR 141.00. You save 10% on the price for a single CD.

For single copies we charge € 3.00/SFR 4.00 for postage and packing. These costs are already contained within the subscription price (€ price for Germany and Austria; SFR prices for Switzerland). There is an audio CD available with all magazines except Spot on.

I am looking for additional grammar and vocabulary practice. How can I obtain the workbook?

The workbook is not available through retail outlets. You can order it only through the publisher. You can order either single copies for € 3.50/SFR 6.00 or get the workbook as part of your subscription for an additional € 3.00/SFR 5.10.

For single copies we charge € 2.00/SFR 2.50 for postage and packing. These costs are already contained within the subscription price (€ price for Germany/Austria; SFR prices for Switzerland). There is a workbook available with every magazine.

I would like to have regular free tips for teaching. How can I obtain the teaching supplement?

The teaching supplement is a free service available to teachers.

It includes didactic tips and suggestions for using material for lessons and appears with every issue of each magazine.

As a teacher subscribing to the magazine, you can receive the teaching supplement free of charge.

I would like to obtain the complete product range for the magazine. Do I get a discount?

Course trainers and teachers who order the complete product range (language magazine, workbook, audio CD, teaching supplement) can order a combination subscription for teachers.

This will expire automatically after one year. This package gives you a 25% discount on the workbook and audio CD.

Your contact:

Sabine Hahn,

Telephone +49(0)89/856 81-150, Fax +49(0)89/856 81-159

Email: lehrer@spotlight-verlag.de

Spotlight Verlag GmbH, Fraunhoferstraße 22, 82152 Planegg, Germany

Annual subscription with teaching supplement

Yes, I would like to take out an annual subscription that includes the free teaching supplement:

- Spotlight Business Spotlight Spot on
 Écoute ECOS ADESSO Deutsch *perfekt* (German as a foreign language)

I will receive the magazine for one year for the annual rate of:

Spotlight, ECOS, ADESSO, Écoute, Deutsch perfekt (12 issues):	€ 63,60/SFR 108,00
Business Spotlight (6 issues):	€ 53,40/SFR 92,70
Spot on (12 issues):	€ 40,80/SFR 70,20

After the first subscription period, I can cancel the subscription at any time – with a money-back guarantee for already paid for but not yet received issues. The € prices include postage and packing for Germany and Austria, and the SFR price for Switzerland. For delivery to other countries additional postage and packing costs will be charged.

Audio CD Mini-subscription

Yes, I would like to take out a mini-subscription for the audio CD as a supplement to the magazine:

- Spotlight Business Spotlight
 Écoute ECOS ADESSO Deutsch *perfekt* (German as a foreign language)

The mini-subscription includes 2 audio CDs for € 13.70/SFR 22.00. For Business Spotlight the price is € 20.60/SFR 35.30. I will cancel further issues of the audio CD within 10 days of receiving the second CD. If I do not contact Spotlight Verlag GmbH, I will receive the CD for the special annual rate of:

Spotlight, ECOS, ADESSO, Écoute, Deutsch perfekt (6 issues):	€ 54.60/SFR 87.90
Business Spotlight (6 issues):	€ 82.20/SFR 141.00

At the end of the first subscription period (mini-subscription plus 6 issues), I can cancel the subscription at any time – with a money-back guarantee for already paid for but not yet received issues. The € prices include postage and packing for Germany and Austria, and the SFR price for Switzerland. For delivery to other countries additional postage and packing costs will be charged.

Workbook

Yes, I would like to take out a supplementary subscription for the workbook that contains additional exercises and vocabulary:

- Spotlight Business Spotlight Spot on
 Écoute ECOS ADESSO Deutsch *perfekt* (German as a foreign language)

The workbook costs € 3.00/SFR 5.10. The supplementary subscription will continue until it is cancelled.

The teaching supplement

Yes, I would like to order the free teaching supplement with tips and ideas that can be used in the classroom.

- Spotlight Business Spotlight Spot on
 Écoute ECOS ADESSO Deutsch *perfekt* (German as a foreign language)

I work in a school in adult education Please insert the name of the school

Delivery and billing address:

Home address Business address

Name of the school/Institution

Surname, First name

Address (street, postal code/city, country)

Telephone (for queries)

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Date, signature

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Spotlight Verlag GmbH may call or email me about special offers. I can cancel this agreement anytime.

Right of withdrawal:

I can cancel this order within the next two weeks without giving a specific reason by writing to Spotlight Verlag GmbH, Fraunhoferstrasse 22, 82152 Planegg, Germany.

Order form by fax to +49 (0)89 / 8 56 81-119 or:
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