

2026-2027

BOATS for JETs Course Guide

Basic Online ALT Training System (BOATS) for JETs is a course for JET Programme ALTs that will help you gain the knowledge and skills set needed to effectively team-teach alongside Japanese teachers of English (JTEs).

JET PROGRAMME

Course Outline

◆Goal of the Course

The goal of this course is to give the necessary knowledge and skills to Assistant Language Teachers on the JET Programme (ALTs) to facilitate their smooth communication with Japanese Teachers of English (JTEs), from the lesson planning stage to preparations before class. Additionally, ALTs will gain an understanding of their basic responsibilities in the classroom, ensuring that effective team teaching can be accomplished so that the overall standard of English teaching can be raised. As this course contains material that may be useful to SEAs who mostly work in schools, it is also to be taken by SEAs who have newly arrived in Japan.

◆Eligible Applicants

ALTs and SEAs newly arrived in Japan on the JET Programme

◆Course Fees

All fees associated with this course shall be borne by the Council of Local Authorities for International Relations (CLAIR).

However, any data charges that arise from this course shall be borne by the individual participants of the course.

◆Course Period

First day of appointment through 31 March 2027.

◆Course Registration

JET Programme Participants are automatically enrolled from their first day of duty (no additional registration required). Participants will be able to access the course with a preset username sent in a welcome email (titled eNetlearn-Welcome).

◆Course Language

English

◆Course Structure

（1）**Module 1** 「**Teaching English in Japan**」 Approx. 4 hours
Units 1 - 2 「Basic knowledge for working at a Japanese school」
Units 3 - 4 「The role of the ALT」

（2）**Module 2** 「**Teaching English Vocabulary**」 Approx. 4 hours
Units 1 - 4 「Understanding methods of teaching new words and phrases」

（3）**Module 3** 「**Teaching Speaking**」 Approx. 4 hours
Units 1 - 4 「Understanding methods of teaching speaking skills」

Module Details

Module 1 「Teaching English in Japan」

In this module, you will learn about the following two topics:

◆ Units 1 - 2 「Basic knowledge for working at a Japanese school」

(Content)

This text will help you understand many aspects of Japanese schools, such as school culture, what a typical day might look like, interacting with teachers and students, and rules and regulations.

From a cross-cultural understanding perspective, we will examine how to build a good relationship and communicate effectively with your team teachers. We will also observe some characteristics unique to Japanese education and schools, as well as introduce cases where there may have been a clash of common sense and cultural values, and how those problems were resolved.

(Expected Learning Outcomes)

By the end of these units, you will have deepened your understanding of what is expected of you as a member of your school or organisation. You will have learned about building positive relationships with your fellow teachers and students, hopefully reducing some anxieties you may have about adapting to your new work environment.

◆ Units 3 - 4 「The role of the ALT」

(Content)

In these units, you will learn about the basic roles you will be expected to fulfil as an ALT, such as bringing the language to life for your students. This content will help you get into the mindset of team teaching and better understand the characteristics of English education in Japan.

(Expected Learning Outcomes)

By the end of these units, you will have learned more about English education in Japan, the general English ability of students, and the expectations placed on ALTs and their significance in schools. You will also have learned the essentials of effective team teaching.

Module 2「Teaching English Vocabulary」

In this module, you will learn about the following topics:

◆ Units 1 - 4 「Understanding methods of teaching new words and phrases」

(Content)

You will learn how to help students learn new words and phrases effectively from the outset of their learning journey, with support for teaching pronunciation and spelling. You will gain an understanding of student ability levels, what kind of speaking speed you should use during lessons, and the importance of choosing your words carefully when teaching.

(Expected Learning Outcomes)

By the end of these units, you will have learned what it actually means to 'teach new words,' create new opportunities for the language to come to life, and ensure that real communication is taking place inside your classroom.

Module 3「Teaching Speaking」

In this module, you will learn about the following topics:

◆ Units 1 - 4 「Understanding methods of teaching speaking skills」

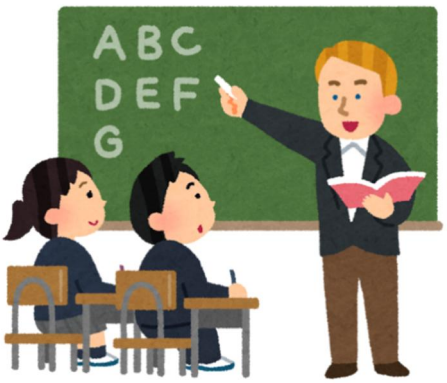
(Content)

You will learn how to teach the difference between speaking and writing, as well as better understand the ALTs role in the process of how JTEs teach speaking and what different types of speaking look like across the school levels in Japan. You will also learn to foster real communication in the classroom by concentrating on conversational exchange.

(Expected Learning Outcomes)

By the end of these units, you will have learned what 'speaking (conversational exchange)' means in the context of foreign language instruction. You will also have gained a better understanding of how to improve learner motivation.





Taking the Course

◆Recommended System Requirements

In order to ensure the best results when using the training course, we recommend the following settings. In addition, please enable the use of JavaScript, Flash, and cookies.

【PC】Recommended Browsers

Windows	Mac（Macintosh）
Microsoft Edge （Latest Version）	
Mozilla Firefox （Latest Version）	Safari （Latest Version）
Google Chrome （Latest Version ）	

【Smartphone, Tablet】Recommended Browsers

Android	iPhone	iPad
Google Chrome （Latest Version）	Safari （Latest Version）	Safari （Latest Version）

【ＰＣ】Recommended Operating Systems

Windows	Mac（Macintosh）
Windows 8 / 10	Mac OS 10.13 or later

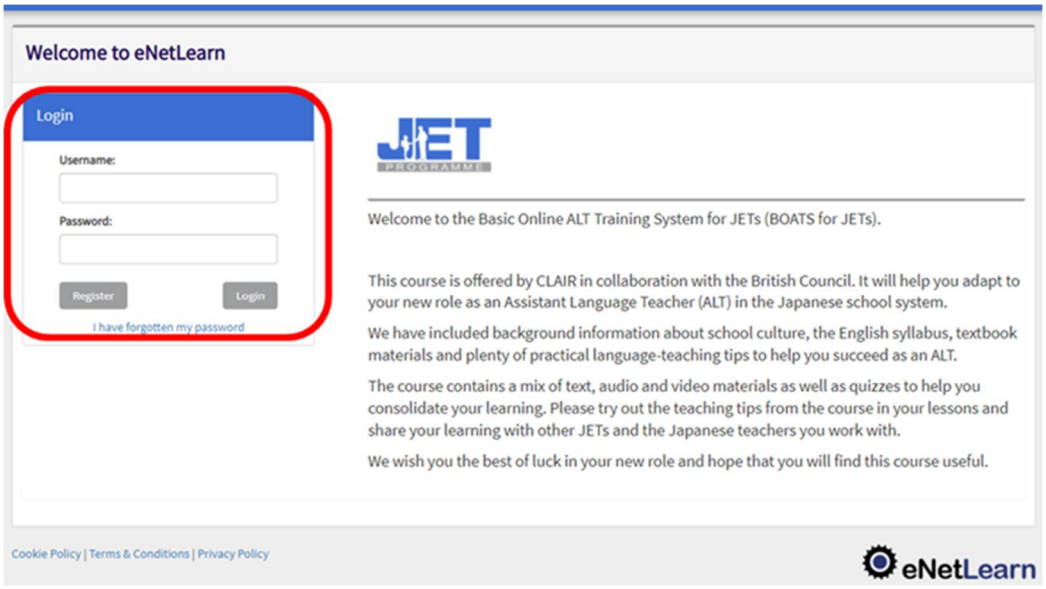
【Smartphone, Tablet】Recommended Operating Systems

Android	iPhone	iPad
Android 9	iOS 13	iPadOS
Android 8	iOS 12	
Android 7		

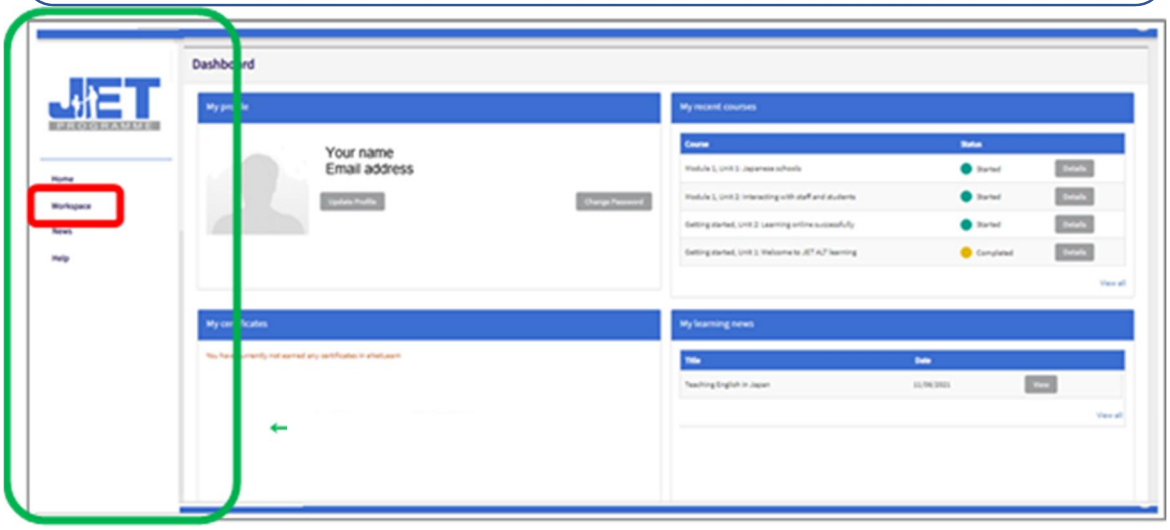
◆Course Flow

This E-learning system can be used 24 hours a day, 365 days a year. It can be used not only on PCs, but also on smartphones and tablets as well. After the completion of all modules, participants will be issued a Certificate of Completion.

Using the log-in information sent to your registered email address, log in using either a PC or smartphone.
(For security purposes, please change your password after logging in.)



After logging in, the Dashboard will appear. Next, select 'Workplace' in the left-hand menu. If the menu does not appear automatically, click the menu button ≡, and then select 'Workspace.'



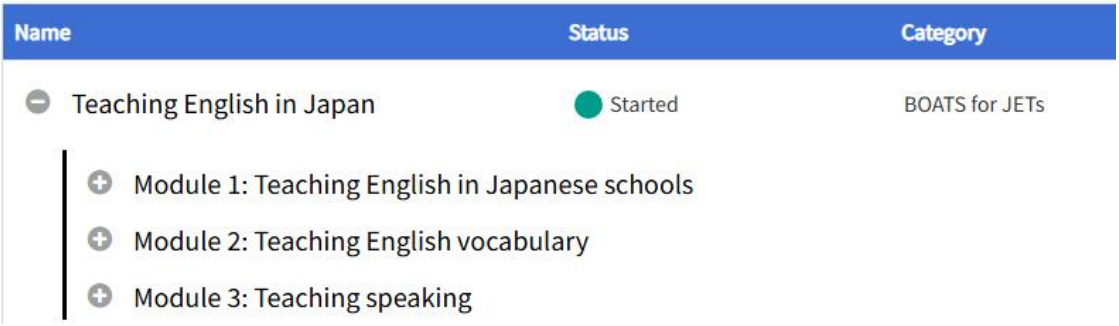
User Profile: Current course progress is displayed here.

My Certificates: Proof of course completion can be downloaded from here.

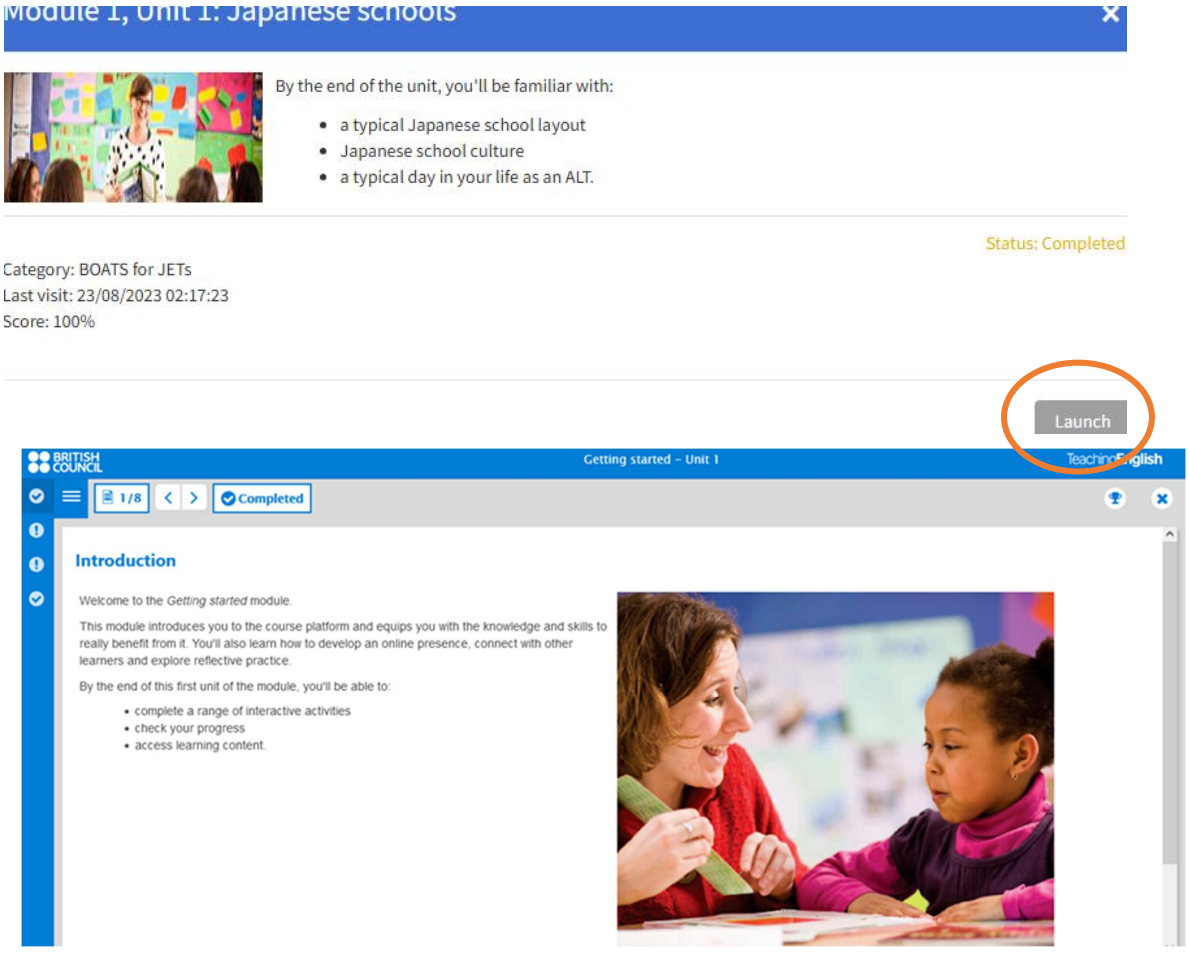
My Recent Courses: Progress of current and previous courses are displayed here.

My Learning News: News and articles related to the course can be viewed here.

Clicking on 'Teaching English in Japan' reveals the various modules.



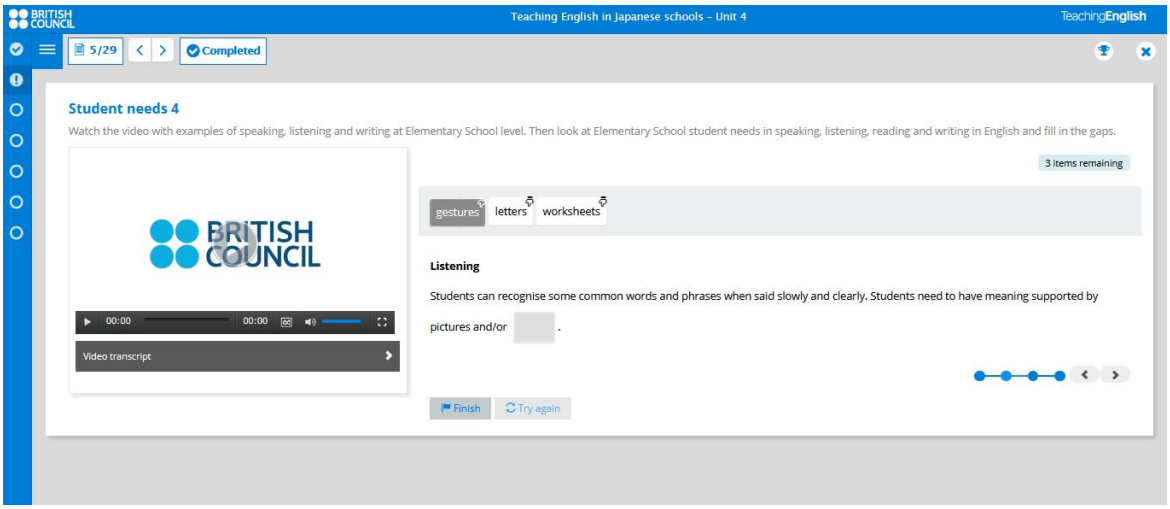
Next, click 'Launch' to begin.



Every unit has a quiz and comprehension test.

These quizzes and tests contain fill in the blank, free answer, and word order/sorting questions.

The answers to these questions will appear immediately after responding to them.



Each unit also contains audio and video files.

Before listening and watching this content, please adjust the volume on your device.



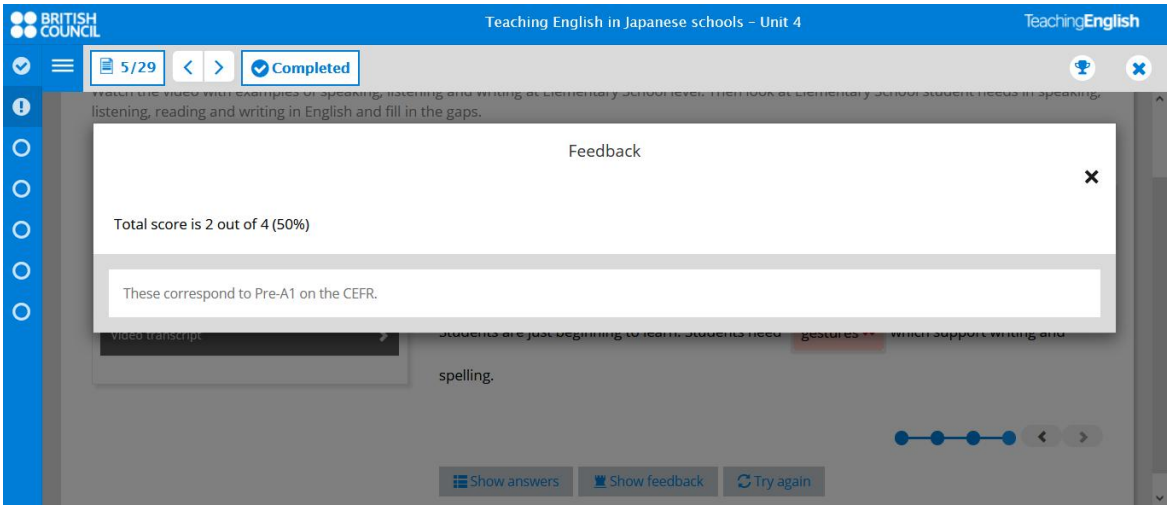
When encountering technical problems, you can enquire with the British Council Technical Support Team by clicking 'Help' at the bottom of the left-hand menu. If the menu does not appear automatically, click the menu button ≡, and then select 'Help.'



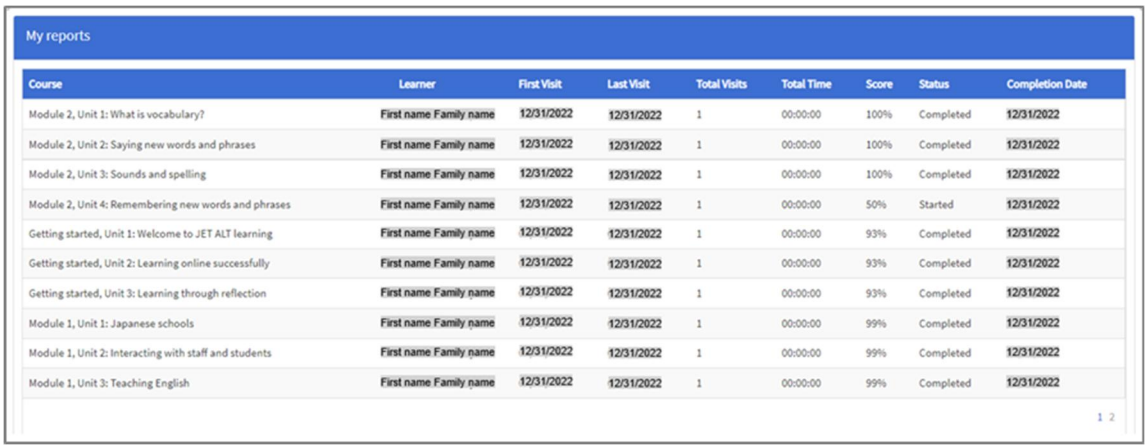
Click on 'Show feedback' and feedback will be displayed for your answer to the question.

<u>Only the percentage of correct answers will be displayed.</u>

<u>If you click on 'Try again' you will be able to answer the questions again.</u>



Your state of progress can be confirmed in the ‘My reports’ section of ‘Workspace.’



My reports

Course	Learner	First Visit	Last Visit	Total Visits	Total Time	Score	Status	Completion Date
Module 2, Unit 1: What is vocabulary?	First name Family name	12/31/2022	12/31/2022	1	00:00:00	100%	Completed	12/31/2022
Module 2, Unit 2: Saying new words and phrases	First name Family name	12/31/2022	12/31/2022	1	00:00:00	100%	Completed	12/31/2022
Module 2, Unit 3: Sounds and spelling	First name Family name	12/31/2022	12/31/2022	1	00:00:00	100%	Completed	12/31/2022
Module 2, Unit 4: Remembering new words and phrases	First name Family name	12/31/2022	12/31/2022	1	00:00:00	50%	Started	12/31/2022
Getting started, Unit 1: Welcome to JET ALT learning	First name Family name	12/31/2022	12/31/2022	1	00:00:00	93%	Completed	12/31/2022
Getting started, Unit 2: Learning online successfully	First name Family name	12/31/2022	12/31/2022	1	00:00:00	93%	Completed	12/31/2022
Getting started, Unit 3: Learning through reflection	First name Family name	12/31/2022	12/31/2022	1	00:00:00	93%	Completed	12/31/2022
Module 1, Unit 1: Japanese schools	First name Family name	12/31/2022	12/31/2022	1	00:00:00	99%	Completed	12/31/2022
Module 1, Unit 2: Interacting with staff and students	First name Family name	12/31/2022	12/31/2022	1	00:00:00	99%	Completed	12/31/2022
Module 1, Unit 3: Teaching English	First name Family name	12/31/2022	12/31/2022	1	00:00:00	99%	Completed	12/31/2022

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Learning Effectively

◆ **Staying motivated:**

When taking online courses, it is important to stay motivated. To help you achieve this, we have included periodic review sessions in each module along with appropriate feedback. We have made it possible to repeat content as many times as you wish by using the 'Try again' feature to review.

We have attempted to include a variety of materials in addition to simple text, such as videos, illustrations, and sound recordings to help make learning more enjoyable.

◆ **Remember that you are not alone in your learning:**

Although you will be studying on your own using a PC or smartphone, as a newly arrived ALT, putting yourself in a supportive environment is very important to integrate smoothly into your school and understand your role when planning lessons.

Being able to communicate well with your team teacher(s) and students will depend greatly on your ability to take what you learn in these modules and apply them in real life.

CLAIR is actively encouraging contracting organisations to reach out to ALTs and stay updated on their progress in the course in order to help ensure that you are being given the opportunity to apply its contents to your actual lessons.

◆ **Printing your certificate of completion and reviewing content:**

Learners who complete all course modules will be able to receive a certificate of completion for their hard work. This not only certifies that you completed the necessary coursework, but also serves as proof of the knowledge gained along the way. It is our hope that you can take this certificate into any classroom in the future and effectively apply the knowledge gained along with it.

CLAIR and the British Council do not wish for newly arrived ALTs to simply complete the coursework once and be done with it; indeed, we hope that you will continue to refer to the course from time to time to review concepts, and support you in your future learning endeavors as an ALT.

Important Points

◆ When taking the E-learning Training Course, please keep the following points in mind.

☛ Please ensure that you have a device and a working connection set up (either wired or wireless).

☛ The BOATS course is designed by CLAIR and the British Council to support your work as an ALT. Talk to your supervisor about setting aside time to complete the course. If you are taking the course at your work place and the network settings at your school block the video content, please consult with your supervisor about the best workarounds.

☛ To bring the classroom techniques to life, the BOATS course contains many useful videos, which should be viewed with the sound on. If watching these videos at your place of work, please be considerate of your coworkers. Either use headphones or secure a quiet room where you can listen without disturbing others.

☛ Consider making a learning schedule. In order to finish all of the modules by the deadline, make sure to devote some time each week to your learning. If you study the material all at once, it can be quite difficult to retain, so take the opportunity to periodically review.

☛ Try some of what you learned in the classroom. Share what you have learned with your JTE and attempt to use it in the classroom. You can share different ideas with JTEs and other ALTS and try different teaching techniques in the classroom. The goal of the JET ALT Training Course is to improve your own teaching skills and give you tools to enact in the classroom. No one will be perfect at first but try to work together with your JTE and come up with a plan that works for your classes using the skills you have learned.

General Enquiries

◆ If you have an enquiry…

For questions related to the e-learning system, please follow this flowchart, beginning with the 'Help' button.



◆ For host prefectures, designated cities or contracting organisations who have an enquiry, please refer to the following contact information:

CLAIR Support Desk

Council of Local Authorities for International Relations（CLAIR）
Department of JET Programme Management,
Training and Counselling Division (English, Japanese)
E-mail：gyomu@clair.or.jp
TEL：03-5213-1728
Hours：Mon-Fri (closed weekends and holidays)　9：00～17：45

Please send any enquiries, whether general or specific in nature, to CLAIR via the above contact information. CLAIR will confirm the contents of your enquiry with the British Council and reply as soon as possible.

◆ Approximate wait time for responses:

①Notification of receipt: In principle, you will be notified within three business days that your request has been received.

②Response to your enquiry: Depending on the nature of your issue, you should receive a response to your enquiry around five to 10 business days following the notification of receipt.

※ In the event that you do not receive a response within two weeks of the notification of receipt, please contact one of the addresses above.

◆ System maintenance or malfunction:

The e-learning system may become unavailable at some times.

In the event that this happens, the British Council will notify CLAIR, who will forward this notice to contracting organisations via their host prefectures or designated cities.