

AGENT'S MANUAL



CENTRO FIORENZA ISLAND OF ELBA

57033 Marciana Marina, Island of Elba, Italy

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...ABOUT THE ISLAND



A green garden set in a blue sea". This is the unforgettable view one has when arriving on the island by ferry or plane. Located in Tuscany, only two hours away from Florence, Elba is the third largest island of Italy, following Sicily and Sardinia. Its 224 square km offer an astonishing variety of landscapes: rolling hills covered by a green carpet of vegetation the whole year round, climbing gently to Monte Capanne (1019 m). From this vantage point, which can be reached by cable-car, one may admire pine forests, ancient chestnut trees, oaks, eucalyptus and century plants right down to the sea shore. The island's 150 km. of sea shore, with its sandy bays and delightful coves and clean sea water teeming with life, are the ideal location for those who love to bathe and fish. The weather on Elba is mild all year and never unpleasantly hot in summer. Elba also has a rich and varied history that goes back to the Stone Age. It was known to the Greeks by the name of Aethalia, and in later times Etruscans and Romans settled there and exploited its rich mines full of minerals and iron. In more recent times, thanks to its strategic position, the island was contended between the Great Powers. Napoleon lived in exile here in 1814-15.

Reminders of its rich past are scattered here and there on the island and also in collections of Elba's interesting museums.

Leaving the beaches and taking a walk along the roads, one will immediately feel the atmosphere of peace that pervades fishing villages such as Marciana Marina and Porto Azzurro, or hill villages like Poggio, Marciana and Capoliveri. In the friendliness and simplicity of its inhabitants one can catch something of the old traditions.

Population: ca. 25.000 habitants

Size: 225 square kilometers (max. longitude: 27 km/ max. latitude: 18 km)

Region: Tuscany

Major industry

Tourism, fishing, agriculture

Climate/ average temperatures in ° Celsius

May: 23 – 25	July: 28 - 30	September: 25 - 27
June: 26 – 28	August: 29 – 30	October: 20 - 23

Electricity:

220 Volts/ AC system. Wall sockets and plugs may differ from those in students' home countries. Please inform your students about the possible need of an adaptor.





Piombino ↗

I Comuni dell'Isola d'Elba



HOW TO ARRIVE

By car:

Motorway Milano – Parma - La Spezia – Livorno - Roma or
Genoa - La Spezia – Livorno – Roma or
Milano – Bologna – Firenze – Livorno – Roma, **exit Rosignano**.
Then follow the highway, direction Grosseto till **the exit Piombino - Isola d'Elba**



We strongly advise to reserve a **ferry-boat-ticket for the car** before departing (especially during the high-season-months).

By air-plane:

Direct flight-connections to the island's airport in Marina di Campo (La Pila) from various European airports (eg Munich, Berne, Zurich)

Air-companies offering flights to Elba are for example:

Seagle Air: : www.blueairlines.it

Intersky: www.intersky.biz

Air Alps: www.airalps.at

Skyworks: www.skywork-airlines.ch

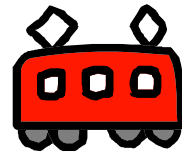


By train:

From Florence by the 'Freccia dell'Elba' – direct connection to the port of Piombino.

Other train-connections are available on the main 'Genoa-Pisa-Rome' – line, getting off in Campiglia Marittima.

From Campiglia Marittima to the port of Piombino by local train.



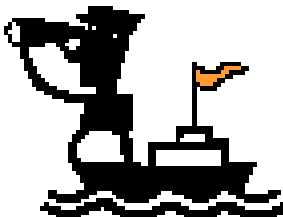
Website of the Italian train-system: www.trenitalia.it

A good ferry-service runs between Piombino (mainland) and Portoferraio (island), many times a day.

Website of the two main ferry-companies (Toremar and Moby Lines): www.toremar.it or www.mobylin.es.it



In order to get from **Portoferraio (port)** or **Marina di Campo (airport)** to **Marciana Marina** we advise to take a **taxi** (ca. EUR 20 from Marina di Campo – ca. EUR 30 from Portoferraio) - there are however also available public buses from both locations.



GENERAL INFORMATION

SCHOOL – PROFILE

Founding year: 1984

Location: Centro Fiorenza's branch on the Island of Elba is located in **Marciana Marina**, Elba's most exclusive town, a beautiful characteristic fishermen's village with a charming seafront promenade, a historic Saracen Tower of the 12th Century, colourful tiny shops, restaurants, banks, weekly markets, open-air-cinema during peak season, sand and pebble beach with transparent water, diving and sailing possibilities. Marciana Alta and Poggio are only a few minutes away for trekking or mountain-biking.

The school's headquarter is at **Hotel Tamerici**, ca. 300 m from the beach, a pleasant three-star-superior hotel surrounded by a nice garden with swimming-pool and tennis-court.



In order to get the most out of Elba's mild climate, **classes, conducted by the same expert teachers of Florence, are usually held outdoors**, in secluded and shady spots.

Welcome-cocktail: on Saturday prior to the beginning of a new course (official starting-dates only) students are awaited **at 7.30 pm** at Hotel Tamerici for a welcome-cocktail and information on courses, classes and free-time-activities

Written and oral placement-tests: take place on Sunday afternoon, prior to the beginning of the courses, generally at around 4pm.

Students who **do not** arrive on official starting-dates are asked to contact our course-coordinator, once they have arrived at their accommodation in order to fix an appointment.

Mobile phone-number of our on-site-coordinator: (+ +39) 335 8 11 77 44

COURSES

Group- and combined courses

are structured in **2-week-sessions**, but it is of course possible to attend just part of a session (1 week) or to book more consecutive sessions.

Course-levels: all levels, from complete beginners to proficiency

Complete beginners can only start on the **official starting-dates**.

Students with previous knowledge of the language may start on any Monday.

Placement: all students (with the exception of complete beginners) undergo a written and oral placement-test **on Sunday** prior to the beginning of the course.

Course-duration: from 1 to 20 weeks (depending on the course)

Time-table:

classes are held in the morning. Students who attend courses with more than 4 hours of lesson per day have lessons both, in the mornings and in the afternoons.

Duration of one lesson: 50 minutes

Maximum number of students per class: 10

Average number of students per class: 4 - 6

School-books: are not included in the course-fee and can be bought directly on Elba.

Cost: approx. EUR 20



Individual courses (one-to-one or two-to-one)

are not bound to fixed starting-dates/ time-tables and can be started **at any date of the year**. Lessons can also be arranged, upon request, on **Saturday and Sunday**.

Before the beginning of the courses, students complete a questionnaire informing us about their needs for the preparation of the lessons.

Didactical material: included in the course-fee

TEACHING – METHOD/ TEACHING STAFF

Our **teaching method** consists of a communicative approach to the grammar structures with the aid of the school-books (Rete I – II – III, Guerra Editore). There is also a rich and various range of didactical material at the teachers' disposal in order to stimulate students to the oral and written production and comprehension.

All our teachers are **native speakers, university graduated** as well as **trained and specialized** in teaching Italian as a second language to foreigners. Our director of studies/ teachers are furthermore **IH-certified** and are regularly participating in seminars/ workshops in order to keep themselves updated about the most modern teaching-techniques.



COURSE TYPES

Group-course EG/40 (20 lessons/ week)

Time-table:

09.10 – 10.50 am + 11.10 am – 12.50 pm

Minimum duration: 1 week

Maximum duration: 20 weeks

Recognized as '**Bildungsurlaub**' (educational holiday) in Germany, if booked **in combination with the conversation-course EC/20.**



Combined Course EG+I/60 (20 group- and 10 individual lessons/ week)

Time-table group-lessons

09.10 – 10.50 am + 11.10 am – 12.50 pm

+10 individual lessons per week (fixed in the afternoon)

Minimum duration: 1 week

Maximum duration: 20 weeks

The individual part of the course gives the possibility to treat specific topics (bound to students' profession/ studies / special interests etc) and/or to resolve students' 'weak' points of the language with a personalized program

Recognized as '**Bildungsurlaub**' (educational holiday) in Germany



Conversation Course EC/20 (10 lessons/ week)

Time-table group-lessons

13.30 – 15.10 or 17.10 – 18.50

Minimum duration: 1 week

Maximum duration: 20 weeks

May only be booked in combination with another course (group- or individual-)

Recognized as '**Bildungsurlaub**' (educational holiday) in Germany if booked **in combination with the group-course EG/40.**



50 PLUS Course (15 language-lessons/ week + cultural program)

Time-table:

one week 09.10 – 10.50 am + 11.10 am – 12.00 pm or
10.00 – 10.50 am + 11.10 am – 12.50 pm

Duration: 2 weeks



Special programs for people **aged 50 or more** including 'nature- and vacation-activities'.

Offered generally twice a year (in June and September)

For the attendance of this course we advise at **least an elementary level of Italian**.

Individual courses/ One-to-one (from 10 to 50 lessons/ week)

Time-table: flexible , according to students' needs

Lessons may also be arranged, upon request, during week-ends and before/ after the official Elba-dates (i.e. from October to April)

Minimum duration: 1 week

Maximum duration: not limited

Possibility to arrange **two-to-one-tuition** for 2 students at the **same level of Italian** and with the **same goals/ needs**.

Directed to students who need or wish to **treat specific topics** with a **personalised program** (for example bound to their profession/ studies) , flexible time-tables/ starting-dates and for those who need to **reach very quick results in a short time**.

Individual courses including **min. 30 lessons/ week** are recognized as '**Bildungsurlaub**' (educational holiday) in Germany.



CERTIFICATES OF ATTENDANCE

The school issues an attendance certificate, describing the type of course and number of hours attended by the student, the period of stay at Centro Fiorenza, and the level attained. These certificates are issued free of charge to students at the end of each course.



ACCOMMODATION

GENERAL INFORMATION

Elba is not a “last minute Island” and it is therefore highly recommended to book accommodation, especially single rooms, at least two months in advance. Rooms and apartments for August should be booked already in March!

Accommodation is available from **the Saturday** (generally from early afternoon) **prior to the beginning of the course**, till **the Saturday** (generally not later than 11 o' clock) **after the last day of the course**.

Different days of arrival/departure due to flight schedules, can be arranged upon request.

Double-rooms can only be confirmed for **two students travelling together**.

Double-rooms to be shared with other course-participants only upon request



[Hotel Tamerici]



[Residence St. Claire]



[Hotel Del Golfo]



[Hotel Gabbiano Azzurro 2]

ACCOMMODATION-POSSIBILITIES

HOTEL TAMERICI, a three star, superior, hotel. This hotel is located in the heart of the residential area, a stone's throw from the seafront promenade and the beach. All bedrooms are air-conditioned, have telephone, colour TV, balcony and internet access, private parking, swimming pool, tennis court.

Type of accommodation available: double / single rooms with half board

Prices vary from € 50 to € 100 per person/day according to the season (supplement for single room € 20 /day during all periods) . 5 % discount for 50 Plus students for EL/2 and EL/9.

Web: www.tamerici.it

HOTEL RESIDENCE SAINT CLAIRE: a three star modern hotel residential structure, located next to Hotel Tamerici. The apartments (studios and one-bedroom units) are fully furnished , have a kitchenette, telephone, TV, terrace or balcony, swimming pool, parking, breakfast room, etc. – Ideal also for families with children. Type of accommodation available: studios for 2 – 6 people

Prices for a studio for 2 people vary from € 360 / week to € 780 / week according to the season

www.hotelstclaire.com

HOTEL GABBIANO AZZURRO DUE: a 4-star hotel, “meublé” type offers rooms of different types, all air-conditioned with whirlpools, a rich self service breakfast buffet, outside and inside pools, fitness centre, etc. Hotel Gabbiano Azzurro is located next to Hotel Residence Saint Clair.

Type of accommodation available: Double rooms (Terrace Suite to Major Suite) with breakfast or half board.

Prices vary from € 50 to € 85 per person/day (Terrace suite with breakfast), € 75 - € 115 per person/day (Terrace Suite with half board) according to the season (supplement for single + 50 % for all periods)

Web: www.hotelgabbianoazzurrodue.it

HOTEL GABBIANO AZZURRO: this B & B is located in the same area as Hotel Tamerici, Hotel Residence St. Clair and Gabbiano Azzurro Due and offers double and single rooms with breakfast, TV, pool, etc.

Type of accommodation available: double / single rooms with breakfast

Prices vary from € 40 to € 70 per person/day in double room and from 45 to 105 in single room according to the season . Web www.hotelgabbianoazzurroelba.it

HOTEL DEL GOLFO, Procchio: This 4-star hotel is situated directly in the bay of Procchio overlooking the beautiful beach and offers private beach facilities, swimming-pool, tennis courts, restaurant, bar and large covered private parking. All rooms are air-conditioned. Type of accommodation available: single or double room with breakfast or halfboard of various categories. Prices for double-rooms, standard-category/ breakfast vary according to season from € 85 to € 165 per person/day. Web: www.hoteldelgolfo.it

PRIVATE APARTMENTS in Marciana Marina, Marciana Alta, Poggio and Procchio can be booked with the help of a specialized agency. Details upon request.



FREE-TIME ACTIVITIES



For every course the school organizes rich and various free-time-program.

On Saturday prior to the beginning of a new course-session, in occasion of the "welcome-cocktail", students are informed about the free-time activities for the current month.

The program generally includes: visit of the Napoleon Villas in San Martino and Portoferraio, Wine-tasting in a 'fattoria' near Porto Azzurro, boat trip, light-trekking-excursion, dinners etc.

Our course-coordinator keeps students furthermore informed about interesting events (concerts, festivals etc.) which take place during students' stay.



WHAT STUDENTS SAY ABOUT CENTRO FIORENZA

"We have just returned from Elba where we had a marvellous time. So good was it that we want to go back next year!"

Mel, over 50, British, group-course

"C'è probabilmente il più bello posto per studiare l'italiano. A ciò si aggiunge che le insegnanti sono molto simpatiche!"

Bruno, Swiss, group-course

"Siamo molto contenti de l'insegnamento e l'ambiente. Indubbiamente, ritorneremo! – We'll be back! It was an excellent experience all-round!"

Linda, British, group-course

"The teachers are encouraging, the material is useful and, above all, it is fun!"

Colin, British, group-course

"L'Isola d'Elba è un posto per staccare la spina e per riempire le batterie! Molto adatto!"

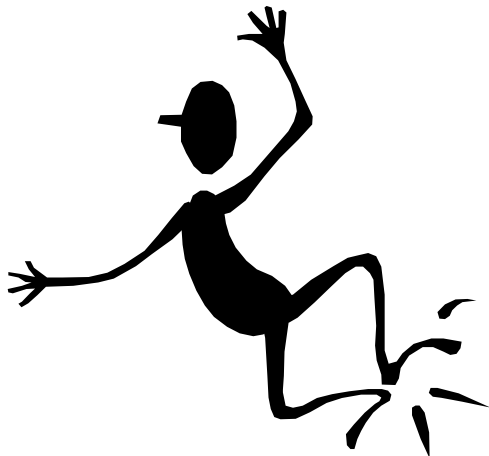
Nelly, Swiss, group-course

"E' un posto molto bello in cui si può imparare la lingua ma anche conoscere interessante persone e stare comoda in un albergo buona."

Agneta, Swedish, combined course

"I have recently, in July, spent 1 week on Elba doing your lessons and all I can say is that everything was fantastic. Andrea, the organiser, Angela, my teacher, Valentina, my conversation teacher, the very friendly and helpful staff at the Hotel, the location, the excursions and the lessons were great. I will definitely do it again and recommend it to other people."

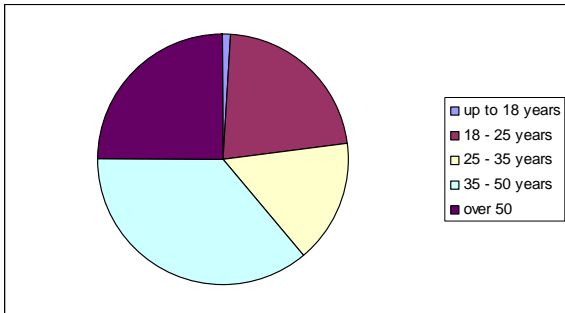
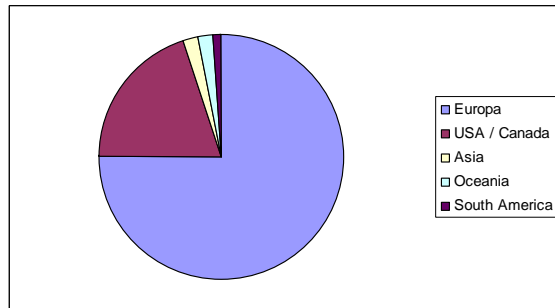
Jenny, British, group-course



STATISTICS

COUNTRIES OF ORIGIN/ NATIONALITIES:

Europa: 75%
USA/ Canada: 20%
Asia: 2%
Oceania: 2%
South America: 1%



AGE RANGE:

up to 18 years: 1%
between 18 and 25 years: 22%
between 25 and 35 years: 16%
between 35 and 50 years: 36%
over 50: 25%

SEX:

Female students: 70 %
Male students: 30 %

