

Student Handbook

Manchester

2023/24

Welcome to English Path.

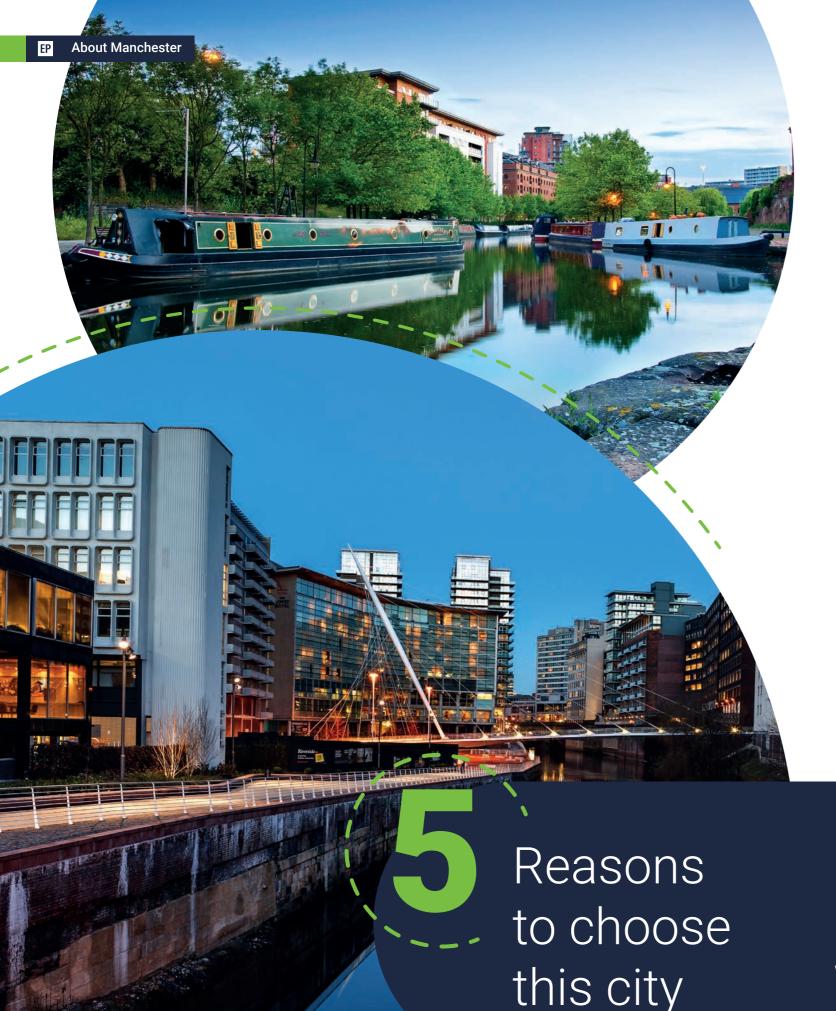
This guide will help you make the most of your experience at EP Manchester.

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About Manchester





Old Trafford, The Etihad Stadium, John Rylands Library, National Football Museum, Chetams Library, Manchester Cathedral, The Printworks, The Lowry, Salford Quays, Beetham Tower, Midland Hotel.



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City personality

 Historical, Artistic, Unique, Friendly, Industrial, Musical, Authentic, Open, Honest, Constantly Evolving, Fun, Laid back.

What makes this city unique?

• The fastest growing city outside of London, visually impressive with a mix of old and new architecture, it has a lot of unique places to explore. A great place for football fans, Manchester has 2 of the world's biggest teams and the national football museum. It is incredibly easy to travel around in Manchester thanks to how dense the city is, and it is incredibly easy to visit the rest of the UK from Manchester because of its central location in the UK and its good transport links.

One of the most diverse cities with many different cultures living together.



Rich with political, industrial, musical and sports history.

to do in the city centre all within walking distance of each other.



Transport within a 10-minute walk

Bus, Tram, Train, Hire bicycles.



Resturants within a 20-minute walk

 American, British, Chinese, Indian, Italian, Japanese, Mexican, Middle Eastern, Thai, Vegetarian, Spanish, Caribbean, Korean.



Alternative things to do

• Lots of musical gigs and music venues of all sizes, watch a football match, visit one of the many museums, tour the canals and learn about the industrial history of Manchester.



Lots of things



In the centre of the UK with good transport links to places all around the British Isles.

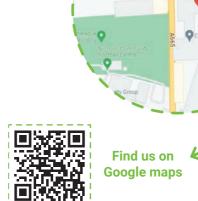


A huge variety of restaurants and food from all around the world.

Why choose to study in our **EP Manchester** school?

- · Part of a large modern school close to the **heart** of Manchester.
- · Friendly and dedicated staff.
- Walking distance to Manchester city centre.
- Social programme with at least 1 activity per day and weekend trips with smile adventures.
- **Experienced** Customer Service & Academic Team.





Address: Universal Square, Devonshire St N, Manchester M12 6JH At this address since: 2021



Phone: +44 759 841 4651 Emergency Phone: +44 759 841 4651

iiii Staff







- Staff on-site: Nicole Cawthorne: Student Services Assistant, Joss Carter: Accommodation Officer
- Languages spoken by staff: English, Turkish, French, Mandarin, Korean

Services & facilities

- Buildings: 1
- Floors: 4
- Total number of classrooms: 12
- · School facilities: Student lounge and dining area, cafeteria, library with self-study area, free Wi-Fi, elevator, modern & spacious classrooms with interactive whiteboards, AC/heating.
- Other services provided: Social activity programme, welfare clinic, study clinic, weekend trips with Smile Adventures.
- Levels of English offered: All levels.

The friendly Universal Square staff can direct you to the EP office and classrooms. A **Student Services** Officer and an Director of Studies will always be present to answer any questions you may have.

School holidays & London 🗯 public holidays

The school will be closed from December 25th 2023 to January 1st 2024. It will also be closed from 23th to 27th December 2024. Please make sure to book your course/accommodation accordingly. Course days that fall on a public holiday are not reimbursed.

Public holidays will be:

- 2023: January 2nd, April 7th, April 10th, May 1st, May 8th , May 29th , August 28th , December 25th, December 26th.
- 2024: January 1st, March 29th, April 1st, May 6th, May 27th, 26th August, December 25th, December 26th.

The above dates are observed as holidays in the year. If you arrive on a week where the Monday is a holiday, your first day of school will be a Tuesday.

EP



Our centrally located school is walking distance to:



Cafes & Restaurants 2 minutes



Supermarket 18 minutes



Bank 5 minutes



Gym 10 minutes



Manchester University 18 minutes

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Post Office 15 minutes



City Centre 15 minutes

Need help? Not satisfied? (? Have a problem?

At EP we believe that communication and an open-door policy is key to efficiently resolving any issue you might have. If you need help, are not satisfied with one of our services or you need advice, please talk to our staff at school. They will be able to help and assist guickly with any concerns you might have.

First Day at School

- Induction starts at 08:45 am.
- This includes a placement test, speaking test, induction presentations about the school and academic programmes and the distribution of class timetables.
- A tour of the school.
- Classes begin at 11:00 am.
- On your first day, you are expected to bring your passport and visas.

Your weekly class timetable

		*	
	Hours pw	What	Lesson times
Classic Morning	15	General English	09:15 - 12:30
Semi-Intensive Morning	18.75	Classic + 1 Elective	09:15 - 13:30
Classic Afternoon	15	General English	13:45 - 17:00
Semi-Intensive Afternoon	18.75	Classic + 1 Elective	12:45 - 17:00
Intensive	22.5	Classic + 2 Electives	09:15 - 14:30
Super Intensive	30	Classic Morning + Classic Afternoon	09:15 - 17:00
IELTS	15	IELTS Exam Preparation	09:15 - 12:30

Courses Classic 15 hours per week

- Semi-Intensive 18.75 hours per week
- Intensive 22.5 hours per week
- Super Intensive 30 hours per week
- IELTS 15 hours per week

One-To-One

Englist

Extracurricular activities

- Masterclass Programme
- Weekend trips during the Summer months
- Conversation clubs
- Outdoor activities
- Pub socials

12.45 - 13.30

13.45 - 14.30

- Museum and Monument exploring
- 4 weekly course tutorials
- 4 weekly skills test
- Study Clinics

Electives list

Mixed levels within classes. Each topic runs for 4 weeks. Employability runs in cycles 1-4.

	Elective Cycle 1		Elective Cycle 2		Elective Cycle 3		Elective Cycle 4	
	Jul, Nov, Mar		Aug, Dec, Apr		Sep, Jan, May		Oct, Feb, Jun	
	A1 - B1	B1+ - C1	A1 - B1	B1+ - C1	A1 - B1	B1+-C1	A1 - B1	B1+ - C1
Speaking								
Listening								
Reading								
Writing								
Vocabulary								
Grammar								
Idioms & Phrasal verbs								
Pronunciation								

	A1 - B1	B1+ - C1						
Everyday English								
Debate & Public Speaking								
Business English								
English for Hospitality								
Digital Marketing								
Personal Branding								
IELTS Preparation								
Academic Skills								
Employability Skills								



Teaching methodology

At English Path we use the communicative approach which means:

- A focus on speaking
- Interactive lessons
- Noticing students' gaps and reacting to them
- Going beyond the textbook
- English for real life outside the classroom
- Understanding each student's individual needs

All EP teachers are trained in this approach from their first day, so students have the same experience in all levels at all EP locations.

School material

Books: Empower (Cambridge) Language Hub (Macmillan), Ready for IELTS (Macmillan).

Additional material used: Audio, digital presentation material, authentic materials.

Students

Average number of students per class: 15 Minimum age of students: 18 Average age of students*: 27

Nationality mix*: Brazil, Colombia, Egypt, Turkey, Saudi Arabia, Bahrain, Spain, Libya, Mexico, Yemen, Kuwait, Ukraine, China, Portugal

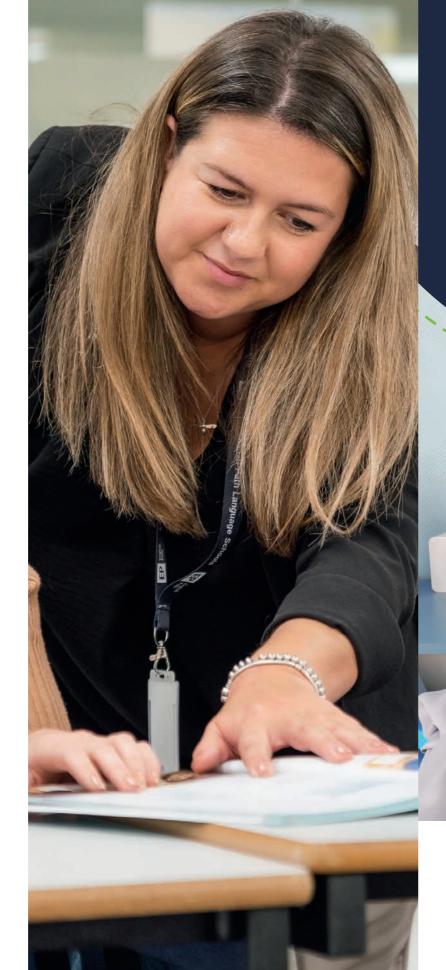
*As per 2023 stats. Nationality mix and age varies. Dependent on the time of year.

End of course certificate: You will receive a course certificate at the end of your course.

Take a look at our graduation ceremony



(i) @englishpathschools



Accommodation

Accommodation is a vital part of your experience in a new country. Your new home is an important part of your study experience. Each school has specially chosen options to help make the most out of your stay. Homestay and student residences offer different accommodation experiences, but always meet the highest standards.

Please make sure you check with your representative, as all accommodation options are based on availability.

What accommodation option should I choose?

The choice of accommodation depends on your preferences, needs, and budget. Below are some important factors you need to consider.



Immerse yourself in local culture & customs. Host assistance for queries. Towels, kitchen utensils, and more provided.

Host rules may apply It can be up to 75mins travel.

Booking Student Accommodation in 3 simple steps



You can indicate your preferred type of accommodation (homestay, shared apartment or residence) on the application form during your application for a course. Our Student Services team will record the preferred choice of accommodation.

EP will be able to secure the accommodation option once the invoice has been paid. Our team will send you the accommodation confirmation with further details on the selected option.

EP

Student Residence

Convenient location, typically close to campus. Easy access to good facilities and nearby amenities. 24h assistance.

Noise levels might be high. Might be sharing facilities with other students Might be expensive.

Step 2

Step 3

You will need to confirm your arrival and send your flight details to our team, as soon as the flight is booked and no later than one week before the flight date. Our team will be able to book and confirm your accommodation and/ or transfers and provide more details within the confirmation document.

Accommodation EP

Homestay

Half board homestay*	2 meals per day (breakfast, dinner). 14 meals per week. (Mon-Sun).			
Bed and breakfast*	1 meal per day (breakfast). 7 meals per week. (Mon-Sun).			
Self catering - Adult homestay*	No meals provided. Student will be able to cook in the kitchen.			

*Students that have chosen these options might not be allowed to cook in the kitchen. They will have to order meals from restaurants, etc.

Things students need to bring

Toiletries, personal items to make student's room feel like home, prescription medication, a small gift for the host (not required).

Meals provided

Yes (depends on booking type, please refer to the table at the top of the page).

Meals are usually eaten with the host unless otherwise arranged and special diets such as vegetarian, halal and other requirements can be catered for an additional fee. Please tell us if you have a special requirement when you request your accommodation.

Breakfast: Breakfast is usually a light meal consisting of cereal, fruit, toast, juice, or coffee. Hosts will usually ask you to prepare your own breakfast.

Lunch: You will be responsible for buying your own lunch at school, from a local restaurant. or the local shops.

Dinner: If you book Half Board, youwill usually eat dinner with your host, or occasionally you may prepare your own meal with food supplied by your host, please expect your host to set the dinner time and let them know if you are unable to arrive on time.



Services included

Bed linen, towels, telephone use for emergencies. Students need to make sure to discuss laundry with their host after you arrive as laundry facilities will depend on the individual homestay.

Extra cost of services: Some hosts might charge a fee for the use of kitchen if you want to prepare your own meals.

Will the Homestay arrange to pick up the student from the airport?

No, however, you can book your airport transfer with your EP school. The transfer to the accommodation will then be organised accordingly.

Transport to school

Your host will help you to find your way to and from school on your first day and will show you how to use public transport.

Where are the host families located?

Homestays are situated within 30-55 minutes of the city centre in different areas of the city.

VITA First Street

VITA First Street gives you a thriving and welcoming environment. With exciting facilities to keep you entertained every day, this will be your home away from home. Its central location means you can experience this famous city with ease.

- Studio room with fully equipped private kitchen and bathroom and air conditioning.
- 24-hour assistance and security available on-site.
- Spacious common areas with pool and table tennis.
- Laundry facilities (payable on-site).
- 32" smart TV and super-fast WiFi in each room.
- Free weekday breakfast available at residence.
- Coffee lounge with free tea and coffee available.
- Cinema room and gym on-site.

Address: Vita First Street.

13 Jack Rosenthal Street, Manchester, M15 4RB

About the residence

Accommodation types: Studio room with equipped bathroom and kitchen. Please consult us for up to date pricing.

Bedrooms: The bedroom contains the following: bed, pillow, bedding, chair, desk, window, closet.

Bed size: 3/4 size bed.

Bathroom: Private.

Kitchen: Includes Microwave oven, hob cutlery, cooking utensils, fridge freezer.

Extra cost facilities: Laundry room onsite: cost of the washing machine \$2 - Cost of the dryer \$2 (Prices might vary).

Visitors/guests: No overnight guests

Smoking: No smoking allowed anywhere in the residence.

Noise: You are required to respect all other residents and maintain a level of noise that does not disturb others. Quiet hours are 10pm-8am.

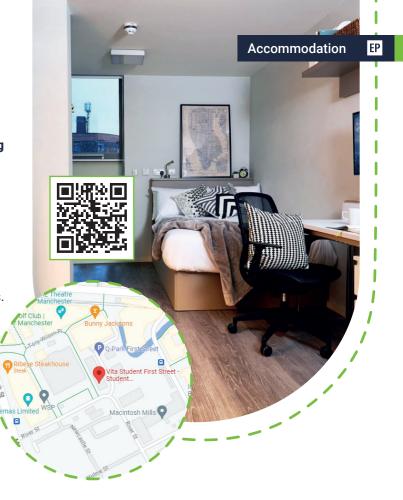
Neighbourhood: Restaurants and cafes a short distance. 10-minute walk to everything else you need in the city, including the Arndale shopping centre, the Printworks and the National Football Museum. 30 minutes' walk to school or a short walk to Piccadilly Gardens where you can catch a bus to school.

Reception/security desk: 24-hour reception and security on-site.

Cleaning service: Cleaning provided before check in and on check out. Change of bedding during your stay is not included. It is also your responsibility to maintain cleanliness in your room by washing their dishes, pans and cutlery after cooking.

Beddings/towels: Fresh clean linen and bedding provided at check-in. You are responsible for cleaning after check-in. Towels not provided.

Minimum weeks requests: 2 weeks minimum stay. Booking from Saturday to Saturday or Sunday to Sunday.



Check-in/check-out: From 3pm/ before 10am.

Accommodation location: 10 minutes walk to everything you need in the city.



Social Programme

Manchester has experienced huge growth over the past few years and that means new things to experience are appearing every day.

There is a unique mix of history, sport, culture and pop culture in Manchester, so our social programme has something for every student.

Examples of social activities

- Language Exchange £1
- 5 a side football £7.50
- John Rylands Library Free
- Bowling £5
- Manchester Museum Free
- Museum of Science and Industry Free
- Salford Quays Free
- Snowboarding Lessons £35
- National Football Museum £12



Recommendations

Checklist & other useful information

Here are a few important items that you should bring with you:

- Passport
- Acceptance letter
- Accommodation letter
- Proof of health/medical insurance A bit of cash and credit/debit cards/
- Apple or Google Pay
- Weather-appropriate clothing
- Adaptor for electrical appliances
- Prescription medication and medical records
- Emergency information

Before you leave your country

Here are some important things you need to know to make your arrival as smooth as possible. Use our checklist to ensure you don't forget anything and are prepared for the exciting times ahead.



Recommend weekly budget: £150. This should cover expenses, laundry, local travel and activities. You will need additional money if you want to take weekend trips. Bring £100 with you in cash and a debit or credit card. You will need to check with your financial institution to make sure you will be able to withdraw money from a British ATM. Do not bring foreign currency. It is not wise to carry around large amounts of cash.





Most students dress casually for classes, but you should bring nice clothes for going out and sportswear for sports and outdoor activities. The weather in the UK can be very unpredictable and even in the Summer there can be times where it is cold and it rains. In the Summer it is best to prepare for all types of weather and the weather can change multiple times throughout the day. In Winter the UK can get very cold and it is important to have a thick Winter coat. Waterproof clothing is essential all year round.

Electrical current

Standard voltage in England is 230 volts; remember to bring an adaptor with you or buy one when you arrive.

School notifications

We encourage you to join the school WhatsApp group. This is also where we will post notification of any unexpected school closures: it is important you check this for any messages while you are attending the school, especially if there is severe weather in the area (e.g. snowstorm, flood, etc.). If the school cannot open or school opening will be delayed, we will post a message as soon as possible (the night before or in the morning) to advise you of this, along with information on how to get further updates and any alternate scheduling (if applicable).

We also encourage you to follow the school's Instagram account before you arrive and especially during your stay. This will give you an idea of what is happening at the school and help you connect with staff and students. Follow EP Manchester! @englishpathschools

When you arrive in Manchester

Arriving at the airport in a foreign country can be overwhelming. To better prepare yourself, make sure that you have read the information below about your arrival and how to get to your accommodation. If you get lost or confused upon arrival, don't be afraid to ask the airport staff for help as they will be happy to give assistance.

EP transfers

You should arrive at Manchester Airport. We request that you book your flights according to the starting date of your specific programme. You must arrive on the Saturday or Sunday prior to your course start date. If you have booked a transfer service, a driver will meet you outside the customs area and drive you to your homestay or residence. Please ensure you arrange and pay the transfer fee in advance.

Transfer service emergency contact details

If you have any flight changes, miss a connecting flight or need help meeting the transfer service, you should call one of the following emergency numbers. Please be prepared to tell them your name, school name (English Path) and location. You should only accept a transfer from a greeter with the official English Path signage.

Cransfer service emergency number:

+ 44 749 400 2815

Independent transfers

- Train to Manchester Piccadilly Cost: \$3.50, Journey time: 10 minutes
- Anybus day tickets Cost: £5
- Metrolink anytime 1-day travelcard all zones Cost: £7.10
- TAXI SERVICE

Cost: £20-40 , Journey time: 30 minutes - 1 hour depending on location of homestay/residence.



- Bottle of water: £1.50
- Coffee: £3
- Can of coke: £1
- Meal out for two: £50
- Takeaway pizza: £15
- Sandwich: £2 £5
- Local bus ticket: £2
- Local tram ticket: £3
- Bike rental: £6 per hour
- Cinema ticket: £10

Local customs

- Women in the UK are equal to men and should always be treated fairly.
- In Manchester it is not uncommon for strangers to start conversations with you, this is a great way to meet new people and practice English, but you should not give out your address and telephone number, or accept inappropriate invitations.
- "Please" and "thank you" are very important words! Always use them if you ask someone to do something for you, or if they help you or give you information.
- The UK is a culturally diverse nation where people of all ethnic backgrounds are treated equally.
- Queueing is very important in the UK and if you are waiting at a shop or for a service you should always join the back of the queue if there are other people waiting.

Health and safety

- **Medical insurance:** If you are studying in the UK for less than 6 months, you should take out private health insurance before coming to the UK.
 - If you need to see a doctor, you may go to one of the walk-in centres. To find the walk-in centres nearby you visit: clch.nhs.uk/services/walk-in-centres.
- If you get sick: If you get sick while in the UK you should visit a doctor. To do this you will need to register as a temporary patient, which we recommend you do at the start of your stay. You can ask the Student Services team or your host family where the nearest doctor is. If you have a minor illness you can ask staff at a local pharmacist for advice. Remember to bring any relevant insurance or medical documentation with you.
- **Protecting your belongings:** We strongly recommend you take out insurance for your personal belongings, especially cameras, music players, mobile phones and laptops. Personal items cannot be covered by English Path homestay or residence insurance.

- **Prescription medication:** Remember to bring enough of your prescribed medication with you as UK pharmacists will not dispense a foreign prescription International customs agents may ask you questions about your medication upon your departure or arrival, so be sure to pack it carefully. Bring any important medical records (blood type, prescriptions, x-rays) that might be useful for medical care abroad as well as contact information for your health care providers at home.
- Staying safe at school: If you or another student has an accident or needs urgent medical attention, please come to student services office where the First Aider is located.
- Fire safety: Fire safety: If you discover a fire, press the fire alarm button on the nearest alarm. Leave the building immediately via the fire exit. Make sure you tell a member of EP staff exactly what happened so they can call 999. If you hear the fire alarm, leave the building immediately. Do not run, do not use the lift and do not stop to collect your belongings. EP staff will guide you to the fire exit. Go to the assembly point. Follow any instructions given by a member of EP staff and do not go back into the building until you are told to do so by EP staff.
- Personal safety and looking after valuables: Manchester is generally a safe place but as with a lot of big cities, you should always be alert. Some tips are: Be alert when you are walking alone at night. Avoid carrying large amounts of cash. Do not leave your belongings unattended. Be aware of pickpockets in crowded city areas. Do not stop and talk to people trying to sell things on the street.



Emergency services

- Call 999 in case of fire, a medical emergency or if you need the police.
- Call 101 if you need the Police and it is not an emergency.
- Call 111 if you need medical and it isn't an emergency.



 Healthcare in the UK is free and you only have to pay for medicine. Private healthcare and insurance is available if you do not want to use the NHS. We recommend that you check your cover on the NHS website or at https://www.nhs.uk/nhs-services/ visiting-or-moving-to-england/

🔟 Laws

- No one under the age of 18 in the UK may buy or consume tobacco or alcohol, including beer and wine. If you are under 18, it's against the law for someone to sell you alcohol, to buy or try to buy alcohol, and for an adult to try to buy alcohol for you.
- For drivers, you must drive on the left hand side, observe all speed limits and signs, give way to emergency vehicles, obey all directions given by police, stop at red traffic lights, and must wear a seatbelt.
- Driving under the influence of alcohol is a very serious crime and police make regular random checks.
- You will need international ID to enter bars, clubs or pubs (e.g. Passport, ID card, driving license).
- Buying, selling and using drugs is illegal.

Student code of conduct

- You must attend all classes. If you do not attend your classes your representative will be informed.
- If you do not then improve your attendance you may not be able to continue your course. 85% attendance is needed to be able to receive a certificate of completion.
- Be on time for all your lessons.
- Always tell English Path if you are going to be absent from school for any reason and tell your host if you are going away overnight.
- If you commit a criminal offence or have to be severely disciplined you will be sent home. We will also inform the immigration authorities.
- Be respectful, polite and open to different cultures.

Open bank account

- Main banks in the UK are HSBC, Barclays, Natwest, Nationwide and Santander. To open a bank account, the following documents may be needed:
 - Passport or EU ID
 - A valid visa
 - A school letter
- You can get the school letter from Student Services to take to the bank. For online banks, you may open your account online without the letter from us.

A Places of worship

Baptist

Coverdale Baptist Church Coverdale Cres, Manchester M12 4FG

Buddhist

Manchester Buddhist Centre 16-20 Turner St, Manchester M4 1DZ

Church of England

Holy Name Church 339 Oxford Rd, Manchester M13 9PG

Hindu

Gita Bhavan Hindu Temple 231 Withington Rd, Manchester M16 8LU

Jewish

Manchester Reform Synagogue Jackson's Row, Manchester M2 5NH

Methodist

Central Buildings, Oldham St, Manchester M1 1JQ.

Muslim

Manchester Central Mosque 20 Upper Park Rd, Manchester M14 5RU

Roman Catholic

St Joseph's Roman The Catholic Church Presbytery, Portland Cres Manchester M13 0BU

Further Education Advice



• IELTS - English Path

The IELTS Preparation course is for students who want to take the IELTS Academic Exam. This course is designed to prepare students at Intermediate levels and above for the IELTS Exam. It aims to develop your English skills and improve your exam technique.

• Further study in the UK

If you are looking to attend university or study in the UK, you can ask the Student Services or Academic Team for advice. We are here to provide advice and options on further study or higher education. Our partner school GBS also offers a range of further and higher education courses.



EP



Study Tips

Study skills

Study skills are how we can organise and improve our learning. For example, what do we do when we learn a new word? Do we make notes? How? It's very important that we are organised in the way we learn, so that we have much better chance of remembering the language and can use it correctly in the future.We would like to teach you some ways to keep learning and improving your English skills. If you practice these Study Skills, it will help you to continue your English language learning wherever you are.

Using a dictionary

Dictionaries are a useful resource for researching different meanings, collocations, examples of use and standard pronounciation. Use a mono-lingual dictionary and focus on understanding the meaning rather than the translation of individual words. Translating individual words can often lead to misunderstandings. A great big paper mono-lingual dictionary is best but Cambridge, for example, has an advanced learners' dictionary at www.dictionary.cambridge.org, which is easy to use and provides examples of word use.

Learning vocabulary

When you record vocabulary, you should also include longer phrases like phrasal verbs (e.g. get away with), multi-word expressions (e.g. How's it going?), idioms (e.g. raining cats and dogs), and collocations (e.g. take a chance). Please see the language bank, irregular verbs and phonemic chart in appendix 1 and 2.

Tracking your progress

As well as placement, weekly and monthly testing, there will be a group study skills session every four weeks where your teacher will give feedback to the class and tips about how to improve in the areas you need help with.

• Useful links:

bbclearningenglish.com englishclub.com lyricstraining.com ted.com voscreen.com



Listening - What to listen to?

Try to listen to as many different types of spoken English as possible, to improve your listening. You can find lots on the internet:

- Music and songs
- TV shows, the news and films
- Speeches and interviews
- Audiobooks

Writing - What to write?

Getting the new language you've learnt on paper can really help to consolidate your learning. Think about the language you've learnt that week and try the following:

- Write an email to a friend/teacher
- Write a diary/journal
- Write a shopping list

Reading - What to read?

There's so much you can read to practice your skills; it doesn't have to be a book. You can read signs, newspapers, or even the back of food packets!

- Find an interesting article online?
- Choose a book you've read in your own language and get reading!

Find an e-book and read it on your daily commute. This site has lots of free ones: gutenberg.org

Library and study area

We have a bright and welcoming Library and Study Centre available for students, which provides a fantastic opportunity to help you get more out of your studies. There are open study areas for group work and quiet areas for focused self-study, as well as bookable study rooms. There are also a range of books and computers available for you to use and a Library Assistant will be available to help you find anything you need.



Manchester Airport

Mode	Line or number	Cost	Duration (to the city centre)
Tram	Victoria Line	£4.50	50 minutes
Train	Manchester Central Line	£6.20	30 minutes

- If you choose to book an airport transfer, your flight details should be sent to us 4 weeks in advance to ensure we will be able to provide you an airport transfer.
- A driver will meet you after you come through the customs area and drive you to your accommodation.

*Students under 18 years old must book homestay breakfast and dinner & return airport transfers



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