ESPERANZA CENTER

CATHOLIC CHARITIES IN ACTION

Guide for effectively using 2 hours of ESL class time

Prepared by UMBC Students

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A LESSON GUIDE IN SECTIONS

Activities for 2 hours of teaching; Simple activities for Grammar, Reading, Writing, Pronunciation and Oral Discussion

Perhaps one of the most efficient ways to go about teaching for two hours is by first organizing, and then dividing your lesson plan into different parts. Whether working with beginner level to intermediate level students, ensure that you have an organized layout of your lesson plan in order to make the most out of the two-hour instruction time.

1. Introduction : <u>(5-10 minutes)</u>

Do not jump straight into the lesson plan. Take the time to start off by introducing yourself to the student (giving them some general information), and then ask him/her to do the same.

Familiarize yourself with the student and ensure to ease him/her into the lesson plan. The students are coming from different cultural backgrounds and tend to have different patterns in assimilating - a suggestion is looking over the general background information prior to your 2 hour session if possible. This could sometimes give you an idea on how to approach your lesson.

For beginners introduction – basic small talk*

Guide the student into the activities after the introduction. This can be done by summarizing what topics and activities you have planned. Example: Grammar, Reading, Writing, Pronunciation etc.

Start the lesson!

2. Explanation of the Information (30 minutes)

- Start off with the basics – basic nouns, verbs, adjectives, adverbs, pronouns, prepositions, conjunctions.
- Grasping the basic parts of a sentence is an essential part of language learning. These should be touched upon before getting into anything more substantial as they are the building blocks of a language.
- Depending on the level of your student, this may be substituted for more advance exercises, such as grammar review.

Flash Cards: **Beginner**

Numbers

- 1 – 50 ; 50 – 100 **(5-10 minutes)** Pronunciation (1 – one , 9 – nine)
- Apart from flash cards, in addition you can use familiar things to help the learner comprehend and become content with the numbers and pronunciation. (Additional things that can be used – money, a watch, wall clock etc.) [counting things around the station]

Alphabet, Numbers - Sentences

- An easy way to follow-up on forming a simple sentence is to keep the "numbers" fresh on topic for beginner students – One, 1 and then introduce nouns and verbs.
- Very simple short sentences. Greetings, simple questions and conversational phrases are good starting points.
- After becoming a bit more accustomed to these simple short phrases add a verb; continue to use flash cards as a guide to help form simple sentences – I ate two pancakes for breakfast.
- Grammar Flash Cards: Intermediate: **(15 – 20 minutes)**
- A little more Complex approach to teaching for Intermediate 1 -2.
- Push learners for the proper uses of tenses – prepositions
- Have learner form sentences through Sequence cards or Flash Cards – then you may have them read , write or both – sentences.

3. Reading – Writing & Pronunciation

Beginner 1 – 2 **(30 minutes)**

- Start off with having the student read short simple sentences or "catch phrases" – have a picture / action guide to help assist : **Red, White Blue, Write a letter, Buy a New Car, Go to Work, Go to School , Clean the Room.**
- Find a topic / subject matter to work with which should be something that the student is familiar with.
- With beginner students, repetition is very important for information retention. Ask them go over the phrases and guide them into reading them.
- Writing – Take note of common phrases: English 1st and then Second Language if it will help them to understand how sentences are structured in English versus his/her language.

Intermediate **(30 Minutes)**

- Ask them to read scripts, pages in book or newspaper.
- If you hear a repeated problem – take note of it and go over it with the student. It is not necessary to hypercorrect every pronunciation, but go over the sounds that are repeatedly mispronounced and focus on only the words that are truly not comprehensible to the listener.
- After reading, take the time to go over what was read to check for actual comprehension of the text and not just the ability to read the words without understanding. Ask basic questions about the topic, theme, any series of events, etc.

4. Game – Fun Activity (20 - 35 minutes)

- Connector Matching / Puzzle Worksheets/ Memory Games
- Integrate things that was covered in lesson in the games – repetition
- The games and other activities are meant to supplement the lesson and to apply the knowledge covered in a simulated situation.

5. Recap (20 minutes)

- Quick review of what was covered.
- Ask the student if they can tell you what he/she learned.
- Take this time to go over things the student may have had difficulties with and use this time to help them set goals for improvement. – Grammatical, Writing, Pronunciation etc.
- Have time for an open discussion so that the student can ask you questions on things he/she may be interested in learning and how to apply it to their everyday life, like at his/her job, work, school, etc.

Wrap – Up – Discussion Closing the Lesson , Brief Discussion 5 – 10 minutes

Lesson Plan	Time
Introduction	10 minutes
The Basics/Grammar	25 minutes
Reading, Writing & Pronunciation	30 minutes
Game – Fun Activity	20 minutes
Recap	20 minutes

+ Discussion closing: 5-10 minutes **gives you a total of 2 hours**.

These times are not set in stone, but are general guides. Once you get a feel for your student, you will be able to tell if they need more time in a specific area and less in another, so adjust the time accordingly. Don't panic if you can't cover everything. The important thing is that they are able to understand what is gone over and use it effectively.