

HOW TO TEACH SYSTEMS (VOCABULARY & GRAMMAR)

The Outline of the session

There will be a workshop on presenting, clarifying, checking the understanding and training new vocabulary and grammar. We'll also discuss how to avoid common teachers' mistakes, how to establish rapport with the students and will work on classroom management: giving clear instructions, monitoring and evaluating learner's progress. During the workshop, all participants will be given an opportunity to present the target language and practice new skills. You'll learn how to evaluate yourself and other teachers as well.

Steps to teaching vocabulary:

1 Focus on meaning

Clarify the meaning carefully by giving clear examples and grading your language in accordance with the level you're teaching, show pictures or realia whenever it's possible. You must be well prepared for this in order not to waste precious time during class and to avoid too many pauses and rambling in your explanations. Pay attention to the pace at which you present meaning - it has to be very clear, concise, coherent, illustrative, comprehensible and interesting. Maintain eye contact with your students.

2 Focus on Pronunciation

Model pronunciation and drill twice (Teacher models → Student repeats, Teacher models → Student repeats). If you work with a group: Choral drilling: Teacher models → Students repeat, Teacher models → Students repeat + Individual drilling: Teacher says the item once and encourages each student to pronounce it by using her hand. Be sure to drill vocabulary items with dependent prepositions when necessary.

3 Focus on Form

Provide your students with the written form of the target language and elicit the nuances.

4 Controlled Practice

Provide your students with the opportunity to produce the language accurately in a controlled way, correct errors on the spot.

5 Freer Practice

Provide your students with the opportunity to produce the language fluently without the teacher's intervention. Delayed error correction.

Steps to teaching grammar:

1 Focus on Meaning

Convey the meaning of the Target Language in **context**: a short story containing the TL, a model sentence (sentence you're going to use to highlight meaning), put the sentence on the board, draw a time line if it's a tense and elicit the meaning of the TL from Ss by asking CCQs (concept checking questions) - you must be well prepared for this in order not to waste precious time during class and to avoid too many pauses and rambling. Make sure that Ss have gotten the correct meaning by summarizing.

2 Focus on Form

Clean the board and provide the Ss with the form of the TL. Elicit it whenever possible, communicate with the class, don't explain everything by yourself. Your board work is important here - make sure it's appropriate and neat, think how you'll organize it beforehand.

3 Focus on Pronunciation

Model and drill. Use substitution drills whenever possible and back chaining. If you work with a group: 1) **Choral drilling** 2) **Individual drilling** - nominate those Ss who need more practice only if necessary.

4 Controlled practice

5 Freer practice