

**GUIDELINES FOR ENGLISH AS A SECOND LANGUAGE LEARNERS  
EMERGENT LEVEL**

<i>Instructional Focus</i>	<i>Objectives</i>	<i>Materials</i>	<i>Strategies</i>
<b>Speaking &amp; Listening</b>	<ul style="list-style-type: none"> <li>• Can talk about very basic information of self and family, as well as: numbers, letters, days, months, time, adjectives, colors, weather, money, food. <i>(focus on 3 per session)</i></li> <li>• Describe people, places, things, likes/dislikes, daily routines. Learn some present tense verbs, affirmatives &amp; negatives such as: have, need, want, get up, sleep, drink, eat, “to be”, drive, work, study, teach, buy and wash</li> </ul>	<ul style="list-style-type: none"> <li>• English–No Problem Literacy Level</li> <li>• Picture Dictionary</li> <li>• Objects in the room</li> <li>• Picture cards/magazines</li> <li>• Alphabet/number flash cards</li> </ul>	<ul style="list-style-type: none"> <li>• Have learner say words and simple sentences connected to a picture</li> <li>• Role Playing</li> <li>• Memorizing simple dialogues</li> <li>• Repeat often!</li> </ul>
<b>Reading &amp; Comprehension</b>	<ul style="list-style-type: none"> <li>• Knows letters, some 3-5 letter words and simple basic sentences</li> <li>• Recognizes relevant sight words</li> <li>• Learns 5-10 new vocabulary words each week</li> </ul>	<ul style="list-style-type: none"> <li>• English–No Problem Literacy Level</li> <li>• Picture Dictionary</li> <li>• Flash cards of learned words</li> </ul>	<ul style="list-style-type: none"> <li>• Read Aloud/ Echo reading</li> <li>• Tutor writes words and sentences connected to pictures for reading</li> <li>• Review flash cards</li> </ul>
<b>Word Study &amp; Writing</b>	<ul style="list-style-type: none"> <li>• Can write name, family names, address, phone, numbers and other personal or family information</li> <li>• Can write letters, simple words and basic sentences</li> </ul>	<ul style="list-style-type: none"> <li>• Student book exercises</li> <li>• Pictures or objects to write words and simple sentences about</li> </ul>	<ul style="list-style-type: none"> <li>• Dictation of learned words and sentences</li> <li>• Copy letters and about 5-10 simple words and sentences each week connected to pictures</li> </ul>

**GUIDELINES FOR ENGLISH AS A SECOND LANGUAGE LEARNERS  
BEGINNING LEVEL**

<i>Instructional Focus</i>	<i>Objectives</i>	<i>Materials</i>	<i>Strategies</i>
<b>Speaking &amp; Listening</b>	<ul style="list-style-type: none"> <li>• Can talk in complete sentences about such things as: days, months, time, weather, colors, descriptions of family, people, places and things, food, work, hobbies, likes/dislikes</li> <li>• Describe daily routines and can talk about experiences happening right now in complete sentences and some in the past and future</li> <li>• Can ask simple questions</li> </ul>	<ul style="list-style-type: none"> <li>• Picture Dictionary</li> <li>• Picture cards &amp; magazines</li> <li>• Objects in the room</li> <li>• Talk of the Block Series</li> </ul>	<ul style="list-style-type: none"> <li>• Repeat and review information talked about &amp; by using pictures</li> <li>• Have simple conversation about daily life regularly</li> <li>• Role Playing</li> <li>• Memorizing simple dialogues</li> </ul>
<b>Reading &amp; Comprehension</b>	<ul style="list-style-type: none"> <li>• Student can give the main points of a reading about who, where, when, and what happened orally and written in about 4-6 sentences</li> </ul>	<ul style="list-style-type: none"> <li>• English–No Problem 1</li> <li>• Easy True Stories 1-2</li> <li>• Talk of the Block Series</li> <li>• Fast Track Phonics</li> </ul>	<ul style="list-style-type: none"> <li>• Read Aloud</li> <li>• Q &amp; A orally and from book</li> <li>• Review past chapters</li> </ul>
<b>Word Knowledge</b>	<ul style="list-style-type: none"> <li>• Learns 5-10 new vocabulary words each week</li> <li>• Work on grammar / spelling – basic verb tenses of present, past, future and progressives</li> <li>• Pronunciation – is working on difficult letter and vowel sounds</li> </ul>	<ul style="list-style-type: none"> <li>• Student book exercises</li> <li>• English-No Problem 1</li> <li>• Basic English Grammar</li> <li>• Pronunciation binder</li> </ul>	<ul style="list-style-type: none"> <li>• Make own sentences using new vocab words or verb tenses</li> <li>• Spelling /vocabulary quizzes</li> <li>• Make lists of words with similar difficult sounds to pronounce</li> </ul>
<b>Writing</b>	<ul style="list-style-type: none"> <li>• Can write simple sentences and notes in present, past, future and progressive tenses</li> <li>• Short paragraph on family and daily life experiences</li> </ul>	<ul style="list-style-type: none"> <li>• Student book exercises</li> <li>• Write It Down</li> </ul>	<ul style="list-style-type: none"> <li>• Copy sentences</li> <li>• Sentence writing created by self or with dictation</li> </ul>

## GUIDELINES FOR ENGLISH AS A SECOND LANGUAGE LEARNERS INTERMEDIATE LEVEL

<i>Instructional Focus</i>	<i>Objectives</i>	<i>Materials</i>	<i>Strategies</i>
<b>Speaking &amp; Listening</b>	<ul style="list-style-type: none"> <li>• Can talk about situations in daily life, use progressive tenses, past and future</li> <li>• Compare/contrast jobs, culture, living situation, country. Talk about personal interests and give opinions with brief explanations</li> <li>• Can ask questions to keep a conversation going</li> <li>• <u>Developing discussion somewhat</u>: describe experiences using idioms and more diverse grammar such as present perfect, modals, adjective clauses, connectors and time clauses</li> </ul>	<ul style="list-style-type: none"> <li>• TV / news / part of a movie</li> <li>• Life experiences in community, family or work</li> </ul>	<ul style="list-style-type: none"> <li>• Have conversations on topics using various tenses</li> <li>• Student makes 1-2 minute presentations on a person, place or thing. Repeat regularly to develop fluency</li> <li>• Role Playing</li> <li>• Memorizing dialogues</li> </ul>
<b>Reading &amp; Comprehension</b>	<ul style="list-style-type: none"> <li>• Can summarize a reading in about 7-10 sentences</li> <li>• Can compare/contrast different stories or characters in a reading and give opinion</li> </ul>	<ul style="list-style-type: none"> <li>• True Stories 3-4</li> <li>• ESL Intermediate Readers</li> <li>• News for You/Local Newspapers</li> <li>• Modern Dramas 1-2</li> </ul>	<ul style="list-style-type: none"> <li>• Student and tutor alternate reading parts and student summarizes orally</li> <li>• Q &amp; A orally and written from book</li> <li>• Review past chapters</li> </ul>
<b>Word Knowledge</b>	<ul style="list-style-type: none"> <li>• Learns 5-10 new vocabulary words each week</li> <li>• Grammar- understands present perfect, time clauses, connectors, many prepositions, some modals and gerunds &amp; infinitives</li> <li>• Pronunciation – is improving on difficult letter and vowel sounds, as well as some stress &amp; intonation</li> </ul>	<ul style="list-style-type: none"> <li>• Student book exercises</li> <li>• Fundamentals of English Grammar</li> <li>• Clear Speech</li> <li>• Pronunciation Binder</li> </ul>	<ul style="list-style-type: none"> <li>• Make own sentences using new vocab words &amp; verb tenses</li> <li>• Spelling/ vocabulary quizzes orally and written</li> <li>• Make lists of words with similar difficult sounds to pronounce, use in a sentence with intonation</li> </ul>
<b>Writing (primarily as homework)</b>	<ul style="list-style-type: none"> <li>• Can write some complex sentences and use in a paragraph writing on one topic</li> <li>• Write summaries of stories in 7-10 sentences</li> <li>• Journal writing/creative writing</li> </ul>	<ul style="list-style-type: none"> <li>• Student Book Exercises</li> <li>• Write It Down</li> <li>• Graphic Organizers</li> <li>• Get Ready to Write</li> </ul>	<ul style="list-style-type: none"> <li>• Focus on 2 areas of mistakes in writings. Circle mistakes, student corrects and rewrites</li> </ul>

**GUIDELINES FOR ENGLISH AS A SECOND LANGUAGE LEARNERS  
ADVANCED LEVEL**

<i>Instructional Focus</i>	<i>Objectives</i>	<i>Materials</i>	<i>Strategies</i>
<b>Speaking &amp; Listening</b>	<ul style="list-style-type: none"> <li>• Summarize/discuss something seen on TV or experienced, give opinion on current topics, cause/effect, beliefs, idioms, compare/contrast</li> <li>• <u>Developing discussion</u>: describe experiences with more grammar using present perfect, modals, adjective clauses and some passive</li> </ul>	<ul style="list-style-type: none"> <li>• TV / News / Movies</li> <li>• Life experiences in community, family or work</li> </ul>	<ul style="list-style-type: none"> <li>• Student makes 1-2 minute presentations. Repeat regularly using intonation practices</li> </ul>
<b>Reading &amp; Comprehension</b>	<ul style="list-style-type: none"> <li>• Can summarize articles read in their own words</li> <li>• Can do Q &amp; A orally for comprehension</li> </ul>	<ul style="list-style-type: none"> <li>• True Stories 5-6</li> <li>• ESL Intermediate Readers</li> <li>• News for You/ Newspapers</li> <li>• Modern Dramas 3-4</li> </ul>	<ul style="list-style-type: none"> <li>• Student and tutor alternate reading parts and student summarizes orally</li> <li>• Do student book comprehension exercises &amp; review parts</li> </ul>
<b>Word Knowledge</b>	<ul style="list-style-type: none"> <li>• Learn 5-10 new vocabulary words each week</li> <li>• Grammar - more practice on present perfect, adjective clauses, connectors, prepositions, gerunds &amp; infinitives, modals and some passive</li> <li>• Pronunciation – intonation practice</li> </ul>	<ul style="list-style-type: none"> <li>• Student book</li> <li>• Fundamentals of English Grammar</li> <li>• Clear Speech</li> <li>• Pronunciation Binder</li> <li>• Focus on Pronunciation</li> </ul>	<ul style="list-style-type: none"> <li>• Define, explain and use new vocabulary in sentences of their own</li> <li>• Conjugate verbs and make sentences with learned grammar</li> <li>• Review and quiz vocabulary words orally and in writing</li> </ul>
<b>Writing (as homework)</b>	<ul style="list-style-type: none"> <li>• Can write some complex sentences and use in a paragraph writing or composition on one topic</li> <li>• Journal writing/Creative writing</li> <li>• Summaries of things read or viewed in 6-8 sentences</li> </ul>	<ul style="list-style-type: none"> <li>• Student Book</li> <li>• Graphic Organizers</li> <li>• Ready to Write</li> </ul>	<ul style="list-style-type: none"> <li>• Focus on 2-3 areas of mistakes in writings. Circle mistakes, student corrects and rewrites</li> </ul>