

# Learning tips

## Learning in classroom: Make the most of it!

- Look at the board and take notes.
- Listen carefully to your teacher and the CD.
- Ask your teacher when you don't understand.
- Speak in English as much as possible.
- Take part in pair and group work activities.

## Learning outside the classroom: See how far you can go!

- Read the dialogues and texts from your book and listen to them.
- Read the dialogues and texts aloud and sometimes record yourself.
- Study the vocabulary and grammar and then do your homework.
- Read selected texts from magazines and newspapers in English.
- Search websites in English.
- Listen to songs in English.
- Watch TV programmes and DVDs in English.

## Learning vocabulary: Look up, expand!

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| <ul style="list-style-type: none"> <li>• Write down new words in a notebook. Together with the English word:             <ul style="list-style-type: none"> <li>- write the translation in your language.</li> <li>- write an example sentence.</li> </ul> </li> <li>• Put words in groups or use diagrams.</li> <li>• Learn whole phrases (e.g. verb+noun) not just isolated words.</li> <li>• Learn new words in context (in sentences describing situations). This way, it is easier to remember them.</li> <li>• When you learn new words, you must remember if they are verbs, nouns, adjectives, etc.</li> <li>• When you learn new words, it's a good idea to learn any synonyms and/or opposites.</li> <li>• Some words are very similar in meaning and can easily be confused. Try to remember the context where they are usually used.</li> </ul> | <ul style="list-style-type: none"> <li>• Pay attention to cognates and false friends. Cognates are English words which are similar in form and meaning to words in your language. False friends are English words which have a similar form to words in your language, but they have a different meaning.</li> <li>• Refer to the Word List.</li> <li>• Practise the spelling and pronunciation of new words.</li> <li>• Look up unknown words in a dictionary. There, you can find a lot of useful information about a word: pronunciation, word class (noun, verb, etc.), meaning and example sentences.</li> <li>• Regularly revise words you have learnt.</li> <li>• Try to use words you have recently learnt when you speak or write.</li> </ul> |
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## Learning grammar: Making sense of it!

- Refer to the Grammar Reference.
- Use grammar tables.
- Have a grammar notebook. In it write:
  - tips and/or rules in your language.
  - example sentences.
  - important grammatical points e.g. irregular verbs.
- Make a note of grammatical errors that you often make.

## Speaking: Let's talk about it!

- Before you speak, make sure you understand the task and how you should use the prompts.
- Look at the example and use the prompts given.
- Use the language you have learnt.
- Speak only in English.
- Speak clearly.
- Don't worry if you make a mistake. Correct yourself if you can, otherwise continue speaking.
- If you can't remember a word, don't stop. Try to use other words.
- When talking to another person, listen carefully to what he/she is saying so that you can respond appropriately. Also, remember that a good way to maintain the conversation is by asking Wh-questions to find out about certain details. Avoid asking Yes/No questions.
- When expressing your opinion, always try to give reasons. Don't worry if you disagree with someone else. Remember, no answer is right or wrong as long as it is justified.
- Keep in mind that your tone of voice can help enhance what you are saying. You can show concern, surprise, admiration, enthusiasm, anger, disappointment, etc.
- When discussing something with someone, listen carefully. If you haven't understood something, ask them to repeat or clarify what they are saying (Could you please repeat that?, What do you mean?).
- When you need more time to think about what to say, use phrases like: 'Well, let's see now' or 'Well, let me think'.
- When talking in pairs or groups, help each other if one of you gets stuck, by asking a question, for instance.

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## Reading: It's all about understanding!

- Before you read, try to predict what the text is about with the help of the title and the pictures.
- Look for key words in the text to understand the main ideas.
- Try to understand which of the words in the text are really important. Try to guess the meaning of as many of these words as possible from the context. Use the following strategies:
  - Read the words before and after the unknown word and think of the context.
  - Try to figure out what part of speech the unknown word is.
  - See if the unknown word is similar to other words in English or in your language.
- Read the text quickly to understand the main idea.
- Read the text carefully to understand specific details.
- Read the whole text before you do an exercise. Sometimes the answers require overall understanding.
- Decide in which part of the text you can find the information you need.
- Make sure you understand who or what the pronouns (he, it, this, them, etc.) and the adverbs (here, there, etc.) refer to in the text.
- Don't rely on your general knowledge to answer questions. Check your answers with the information given in the text.
- When answering multiple choice questions, read each question carefully to get an idea of what you are looking for and underline the section in the text where the answer is found. Also, make sure you have chosen the correct answer by eliminating the wrong options.

## Listening: Getting the message!

- Before you listen, read the rubric carefully and look at the pictures. Try to predict what the speakers are going to talk about.
- Before you listen, read the statements or questions carefully. This will give you an idea of what to listen for.
- While listening for gist, try to understand the general idea, not every single word.
- Listen for key words to understand the main ideas.
- While listening, don't assume that an answer is correct just because the speakers mention a word that is in the activity. Listen carefully before you answer.
- When completing sentences, make sure that your answers make sense with the rest of the sentence.
- Don't be in a hurry to answer a multiple choice question. Listen carefully till the end and check all the options before your final decision.
- Pay attention to the speakers' tone of voice to understand how they are feeling.

# Learning tips

## Writing: Putting words on paper!

- Make sure you write what the rubric asks you to. Don't include irrelevant information.
- Before you start writing, think about the topic carefully and try to come up with ideas which are relevant to it. Make notes of the information you want to include. You can also make a mind map to come up with ideas as well as organise them.
- Plan your paragraphs. Before you start, think of the ideas you are going to include in each paragraph.
- Group relevant information together and put it in the same paragraph.
- Use linking words/phrases (*and, but, so, because, also, What's more, etc.*) to join your ideas and make your writing flow.
- Use time linkers (*first, then, after that, when, while, as soon as, etc.*) to show the order in which events happen.
- Use a variety of adjectives (e.g. *fantastic, wonderful, terrible, awful*) and adverbs/adverbial phrases (e.g. *luckily, all of a sudden*) in your writing to make it more interesting for the reader.
- Use words like *he, she, it, them, there, etc.* to avoid repeating the same words.
- When you are asked to write a letter or an email, try to understand why you are writing (to give news, to invite, etc.). Also, think carefully about your relationship with the person you are writing to (is he/she a friend, a stranger, etc.?) and write in an appropriate style (formal or informal). Remember to use set phrases in the opening and closing paragraph.
- Write neatly.
- Write your first draft and correct it. Then write your final draft.
- Edit your writing. Check punctuation, capital letters, word order, spelling, grammar, vocabulary and linking words.