



Methodology

≡ LISTENING COMPREHENSION ≡

1 Prepare to listen

Before listening → Anticipate the content

- Look at the images, the title and the context. 
- Draw on your knowledge of the topic. 
- Make some predictions about what you're going to hear.



Tip: Create three circles around the title : one for each listening session!

2 Identify the general meaning

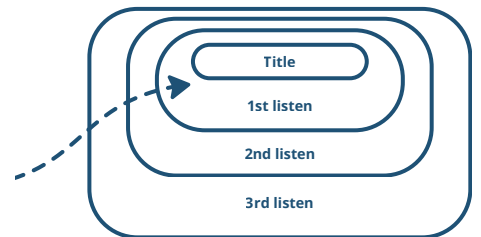
First listen → I understand the main points

Get the essentials: the circle around the document's title

- Who? → Identify the speakers (distinguish between voices, tones and intonations)
- What? → What is it about? Determine the nature of the document.
- Where? When? → Try to work out the situation using sounds, music, words you already know...



Tip: Don't focus on every single word; just pick up on the main ideas.



3 Going a step further

Second or third listen → Going a step further

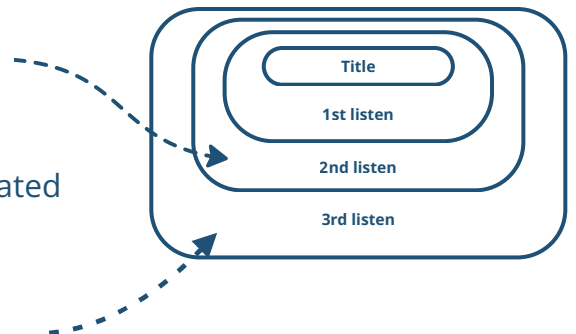
Examine the details: the other two circles

2nd listen:

- Write down the words you recognise
- Identify any words with accents or that are repeated
- Pay attention to intonation and tone

3rd listen:

- Make a note of any unfamiliar words and try to work out what they mean
- Link the information together
- Focus on the details to deepen your understanding



Methodology

READING COMPREHENSION



1

Anticipate the content

Before reading → Anticipate the content

- Look at the **title, subtitle, pictures** and **layout**. 
- Identify the **type of document** (article, blog post, advertisement, letter, extract...).
- Activate your **background knowledge**. 
- **Predict** what the text will be about.

2

Identify the main points

First reading → Get the essentials

- **Who?** → Identify the people involved. 
- **What?** → What is the text mainly about?
- **Where? When?** → Identify the setting if possible.
- **Why?** → What is the author's purpose? (inform, persuade, entertain, describe...)



Tip: Don't stop at every unknown word. Focus on the general meaning first.

3

Going a step further

Second reading → Examine the details

- Highlight **key words**. 
- Identify **linking words** (*however, because, therefore, although...*).
- Look for **dates, figures and important facts**.
- Notice **references** (pronouns, synonyms).



3

Deepen your understanding

- Infer the **meaning of unfamiliar words** from the context.
- Identify the author's **opinion or point of view**.
- Understand **implied ideas** (read between the lines).
- **Connect** the different parts of the text.
- **Summarise** the text in a few sentences.



Tip: Don't stop at every unknown word. Focus on the general meaning first.

Methodology

SPEAKING TASK



Presentation



1 Prepare your ideas

- Read the **instructions** carefully.
- **Brainstorm** ideas and vocabulary.
- **Organise** your speech into clear parts.
- Think of useful **linking words**.

2 Structure your presentation

Introduction

- *I'd like to talk about...*
- *Today, I'm going to present...*

Organise your ideas

- *To begin with...*
- *First(ly),...*
- *Then / Next,...*
- *Moreover / In addition,...*
- *On the one hand... On the other hand...*
- *However / Nevertheless,...*
- *For example / For instance,...*
- *As a result / Therefore,...*

Give your opinion

- *I think...*
- *In my opinion...*
- *Personally,...*
- *I believe that...*
- *It seems to me that...*

Conclude:

- *To sum up,...*
- *Overall,...*
- *In conclusion,...*
- *Finally,...*



Tip: Use linking words to make your presentation flow naturally.

3 Language and delivery

- Speak **loudly** and **clearly**.
- **Don't read** your notes.
- Make **eye contact**.
- Use **varied vocabulary**.
- Use **accurate grammar**.
- Check **pronunciation** and **word stress**.



Methodology

SPEAKING TASK



Interaction



1 Before interacting

- **Understand** the situation.
- **Think** about your role.
- **Recall** useful expressions.

2 During the interaction

Start the conversation

- Greet politely.
- Introduce the topic.

Keep the conversation going

- Ask questions.
- Answer fully.
- React to your partner's ideas.
- Ask for clarification if necessary.

End the conversation

- Reach a conclusion.
- Thank your partner if appropriate.

Useful expressions:

HELP!

- Opinion: *In my opinion...* / *I think...* / *Personally...*
- Agree / Disagree : *I agree.* / *You're right.* / *I'm not sure I agree.* / *I see your point, but...*
- Ask for an opinion: *What do you think?* / *Do you agree?* / *How about you?*
- Clarification: *Could you repeat that, please?* / *Sorry, I didn't catch that.* / *What do you mean?*
- Thinking time: *Let me think...* / *That's an interesting question.* / *Well...*

3 Communication strategies

- **Listen actively.**
- **Take turns** naturally.
- Don't panic if you forget a word:
 - explain it,
 - give an example,
 - reformulate.



Methodology

WRITING TASK

Article

E-Mail



1 Plan your ideas

- Read the **instructions** carefully.
- Identify the **purpose**, the **audience** and the **format**.
- **Brainstorm** your ideas and organise them into a simple plan.



2 Organise your text

Introduction

- **Introduce** the topic.
- State the **purpose** of your message (e-mail) or **catch the reader's attention** (article).

Development

- Develop **one main idea per paragraph**.
- **Explain** and **justify** your ideas.
- Give **examples** when appropriate.

Conclusion

- **Summarise** your message.
- **End appropriately** depending on the task.

HELP!

Useful expressions:

- Organise ideas: *First(ly),... / Moreover,... / However,... / Finally,...*
- Give examples: *For example,... / For instance,...*
- Express an opinion: *I think that... / In my opinion,...*
- E-mail register:
 - Formal: *Dear Mr./ Mrs./ Sir / Madam, / I am writing to... / Yours faithfully, / Kind regards,*
 - Informal: *Hi... / Hello... / I'm writing to... / Best wishes, / Take care,*



Tip: Adapt your language and level of formality to your reader.

3 Check your work



- Grammar & spelling
- Vocabulary
- Linking words
- Paragraphs
- Word count



Methodology

WRITING TASK



Story



1

Plan your story

- Identify the **characters**, **setting** and **time**.
- Think about the **problem** and the **ending**.
- **Organise** the events in chronological order.



2

Build your story

Beginning

- Introduce the **setting** and the **characters**.

Middle

- Develop the **events**.
- Build **suspense**.
- Describe **actions**, **thoughts** and **feelings**.

Ending

- **Resolve** the problem.
- **Finish** the story naturally.

Useful expressions:

- Start the story: One day,... / It all started with...
- Sequence events: Then,... / Meanwhile,...
- Describe feelings: He/She felt... / To his/her surprise,...
- End the story: In the end,... / Finally,... / Suddenly,... / Eventually,...

3

Check your work



- Past tenses
- Sequencing
- Paragraphs
- Descriptive vocabulary
- Grammar
- Spelling



Methodology

ENGLISH REVISION



1 Get organised

- Gather your **notes** and **materials**.
- Decide **what** you are revising (vocabulary, grammar, literature...).
- Set yourself a clear **goal**.
- **Remove distractions**.

2 Learn actively

Understand



- **Read** the lesson carefully.
- **Highlight** the key ideas.
- Make a **summary** or a **mind map**.

Memorise

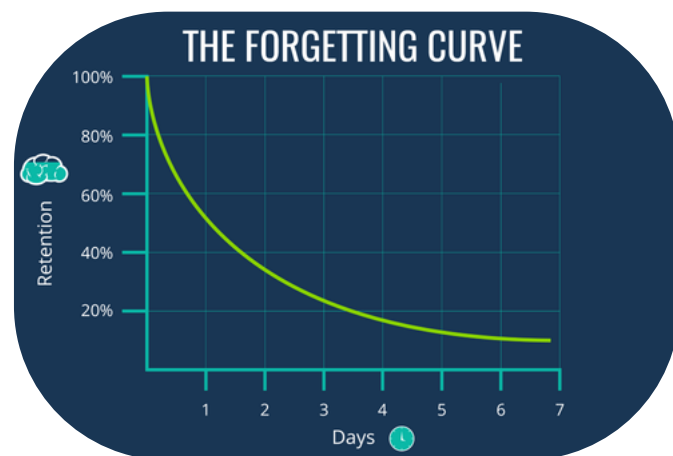


- Learn **little by little**.
- **Repeat** information regularly.
- **Explain it** aloud or to someone else.

Practise



- **Test yourself** without looking at your notes.
- Do **exercises**.
- Use new vocabulary in sentences.



Ebbinghaus's Forgetting Curve:
Information is lost over time when there is no attempt to retain it

Revision toolbox:

- Vocabulary: learn by **theme**, learn **expressions**, not just words, make **flashcards**.
 - Grammar: **learn** the rule, **study** one example, **practise** with exercises.
 - Memory: **test** yourself, use **mind maps** and **flashcards**, revise **little and often**.
- **Avoid**: reading your notes passively, learning everything the night before, revising for hours without a break, memorising words without context.

3 Check your learning



- Cover your notes and **recall** what you remember.
- **Correct** your mistakes.
- **Focus** on **difficult points**.
- **Plan** your next revision session.



**YOU
CAN
DO IT!**