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| Speaking Lesson Plan |
| **Topic: Applying for a job** |

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| Instructor:  Lim Joo Lee | Level:  Upper-intermediate | Students:  8 | Length:  40 Minutes |

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| Materials:  - Sketchbook (Different Job Words)  - Resume Worksheets (3 copies)  - Interviewer Questions Worksheets (4 copies)  - Pictures of job (3 pictures)  - White board, board markers  - Blank sheet of paper (3 copies) |

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| Aims:  Main aim- To enable students to improve their speaking skills by involving in the discussion of how to  apply for a job.  Secondary aim- Students will improve their speaking skills by letting students practicing their English  through the worksheets, role play and discussion  Personal aim- I want students to feel comfortable and confident applying for their future job. |

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| Language Skills:   * Listening: Ss will listen to the teacher’s demonstration and the conversation of classmates * Speaking: Ss will practice their speaking by having a job interview role play * Reading: Ss will read the worksheets * Writing: Ss will write down their answers and ideas on the worksheets |

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| Language Systems:   * Phonology: None to discuss * Lexis: New vocabulary used in describing person’s resume and various expected questions * Function: how to introduce yourself and how to reply in certain job interview * Grammar: None to discuss * Discourse: Practicing the role play |

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| Assumptions:  Students might already know:   * Most of students have been applied for a job * Students’ level is upper intermediate and they are aware with some vocabularies * Students would easily make their answers and express their ideas using the target language * how the class is set up and run * the teacher’s style of teaching and the pace of the course |

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| Anticipated Problems: Solutions:  -Students may have some words or expression that they don’t know 🡪 Explanation needed  -Students may not understand the instructions correctly 🡪 ICQ’s  -Students may need more time working on the worksheets 🡪 Cut answer checking shortly (Just asking to  a few students)  -Students may finish their tasks earlier 🡪 Ask to as many students as possible and share their answers of  job interview |

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| References:   * [www.google.com/images](http://www.google.com/images) * [www.coloring-pages-kids.com](http://www.coloring-pages-kids.com) * www.bestsamplequestions.com/interview |

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| **Lead-In** | | |
| Materials: N/A | | |
| Time | Set Up | **Procedure:**  Good morning everyone! How are you guys doing today?  So here, most of people had a job, before taking this TESOL course right?  What was it? Demonstration: For instance, I worked in an Art and Technology Institute before coming in this place. So how about you?  (Pick one or two students) |
| 2 min. | Whole Class |

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| **Pre-Activity** | | |
| Materials: Pictures, Idioms, Board, Board Markers, Sketchbook | | |
| Time | Set Up | **Procedure:**  *Eliciting*:  So what is the occupation that different person has for earning some money in their life?  (Ss: Job?)  Yes, correct!  (Put different kind of job pictures on the board)  Here are few kind of jobs that you can have! As you can see from the picture, who is she? (teacher) how about him? (pilot) and him? (postman/post officer) Good!  (Post the label for each occupation)  *CCQ*:  Is a job kind of work that you do for living? (Yes)  Is a job thing to eat? (No)  *Instructions*:  Since you guys know that there are plenty kind of jobs in the world, let’s play a speed game to guess the answer on the sketchbook.  Everyone comes out in the front and will stand in a line. First person will explain the word and the rest of you guys will guess the answer. Please, keep in mind that you shouldn’t say the famous person’s name and gesture is not allowed. Each person will take turn to explain. So, when the rest guessed the word, the first person will go at the end of line and next person will do it the same. All together, you guys should guess more than 10 answers and there will be a little prize for everyone! I’ll give you 3 minutes! Are you guys ready? Let’s start    *ICQ*:  -What are you going to do?  -Are you working individually? (No)  -How many minutes do you have?  Time is up!  Let’s check how many correct answers you’ve got!  Ok, now let’s get back to our seats. |
| 11  min. | Whole  Class |

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| **Main Activity** | | |
| Materials: Picture(Job Interview), Worksheets (Resume, Questions) | | |
| Time | Set Up | **Procedure**:  Now, can you guys guess what we have to do prior to get a job?  (Ss: Application? Job Interview?)  Yes! We definitely need to apply for a job and every accepted applicants should have a job interview.  (Put job interview picture)  Do you know how you call the person who will ask the questions?  How about the person who will answer the questions?  (Ss: Interviewer? Employee?)  Great this person is called interviewer and this person is employee (putting the label)  *CCQ*:  Does interviewer ask questions about yourself? (Yes)  Does interviewer stay doing nothing? (No)  *Instructions*:  First, I will divide you guys into pairs and one group of three. Then, divide again  (A to B, A to B and A,B to C)  A will be the employee and B,C will be the interviewers.  Choose one specific kind of job and write down about this job! All the A’s, write your own resume and all B and C’s, write your interview questions on the sheets that I will distribute to you! I will give you 7 minutes.  *Demonstration*:  Give example of questions! Write on the board.  *ICQ*:  -What are you going to do?  -Are you working individually?  -How much time do you have?  *Explicit ICQ* :  Don’t start until I finish giving out the worksheets!  Do we start right away? (No)  Do we start when I finish distributing the worksheets? (Yes)    Ok! Time is up! Let’s share two things about yourself for A’s and one question that you will ask in the interview for B and C’s.  Good!! |
| 14 min. | Whole  Class |

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| **Post Activity** | | |
| Materials: Worksheets, Blank sheet of Papers | | |
| Time | Set Up | **Procedure:**  **I.Free Production**  *Instructions*:  In this time, let’s have a role-play based on what you wrote on the worksheet.  Within this same group, let’s prepare a dialogue for a job interview about the job  that you chose! Ask three things about that person and this person will answer.  *ICQ*:  -What are you going to do?  -Are you working alone (No)  -How many minutes do you have?  Time is up! (Setting chairs-interview arrangement)  Now, let’s have a role-play in the front!  *Feedback*:  I didn’t hear any mistake so can you please unscramble this word?  (I will unscramble the word “interview”- etrinivew)  Can you guess this word?  (Ss will answer interview)  Very good! Everyone did an awesome job today!  **II.Conclude lesson**  Do you have any questions about today’s lesson? (No)  See you guys all tomorrow!  Have a wonderful time the rest of your day! |
| 13  min. | Whole  Class |
| **SOS Activities** | | |
| Materials: Blank sheet of paper | | |
| Time | Set Up | **Procedure**:  *Instructions*:  Think about three most important qualities that you need to apply for a job and list  them on the blank sheet of paper. I’ll give you \_\_ minutes!  *ICQ*:  -What are you going to do?  -Are you working into pairs?  -How much time do you have? |
| Depends on the time you have left for extra! | Whole Class |

Sample of common Interview Questions

1. Tell me something about you.
2. What are your strengths and weaknesses?
3. Why did you quit from your previous job?
4. Why do you want to join our organization?
5. How do you deal with stress in your work life?
6. What are your goals for becoming a member in our company?
7. What is your definition about the ideal job?
8. What are the major challenges that you have encountered so far in your career?
9. How has your education prepared you for a business career?
10. What motivates you to put forth your greatest effort? Describe a situation in which you did so?
11. Describe a situation in which you had to work with a difficult boss. How did you handle the situation?
12. Why did you decide to seek a position with our organization?