

Contents

Introduction	4
Before the course	7
Introduction	7
B.1 Choosing your CertTESOL course	9
B.2 Applying for a course	12
B.3 What happens on a CertTESOL course?	14
B.4 Preparing for the workload	14
B.5 The pre-course preparation task	16
Review of Before the course	18
Unit 1: Understanding teaching practice	19
Introduction	19
1.1 Approaches to teaching	21
1.2 Lesson planning	24
1.3 Teaching skills and strategies	34
1.4 Post-lesson reflection	47
1.5 Guided Observation Journal	50
1.6 Final Summary	51
1.7 The Teaching Practice Portfolio	52
Review of Unit 1 – Understanding teaching practice	53
Unit 2: Understanding and teaching language and skills	54
Introduction	54
2.1 Grammar	58
2.2 Teaching grammar	65
2.3 Lexis	75
2.4 Teaching lexis	78
2.5 Pronunciation	84
2.6 Teaching pronunciation	92
2.7 Receptive skills (reading and listening)	96
2.8 Productive skills (speaking and writing)	103
2.9 Integrating skills	115
Review of Unit 2 – Understanding and teaching language and skills	117

Unit 3: Understanding learners	118
Introduction	118
3.1 Learner language and learners' languages	119
3.2 Learners' needs, priorities and motivation	124
3.3 Developing rapport with classes of learners	130
3.4 Differences between learners	133
3.5 Learner autonomy and learning strategies	137
3.6 The Learner Profile	138
Review of Unit 3 – Understanding learners	148
Unit 4: Understanding and using materials	149
Introduction	149
4.1 The role of materials in language learning	149
4.2 Coursebooks	150
4.3 The Materials Assignment	155
Review of Unit 4 – Understanding and using materials	165
Unit 5: Experiencing learning	166
Introduction	166
5.1 The Unknown Language Assignment	167
5.2 Continuing to learn languages	173
Review of Unit 5 – Experiencing learning	175
After the course	176
Introduction	176
A.1 Planning your next career moves	176
A.2 Finding your first job	178
A.3 The job interview	182
A.4 Starting work	186
A.5 Teaching qualifications and career paths	190
Review of After the course	195

The Knowledge	196
K.1 CertTESOL pass, fail and other outcomes explained	196
K.2 English language exams and tests	198
K.3 Lesson structures and paradigms	203
K.4 Learner needs analysis	205
K.5 Grammar reference	208
Pre-course preparation tasks	216
Answer Keys	220
Review Key	220
Pause for thought Key	221
Glossary	224
References	233
Index	236