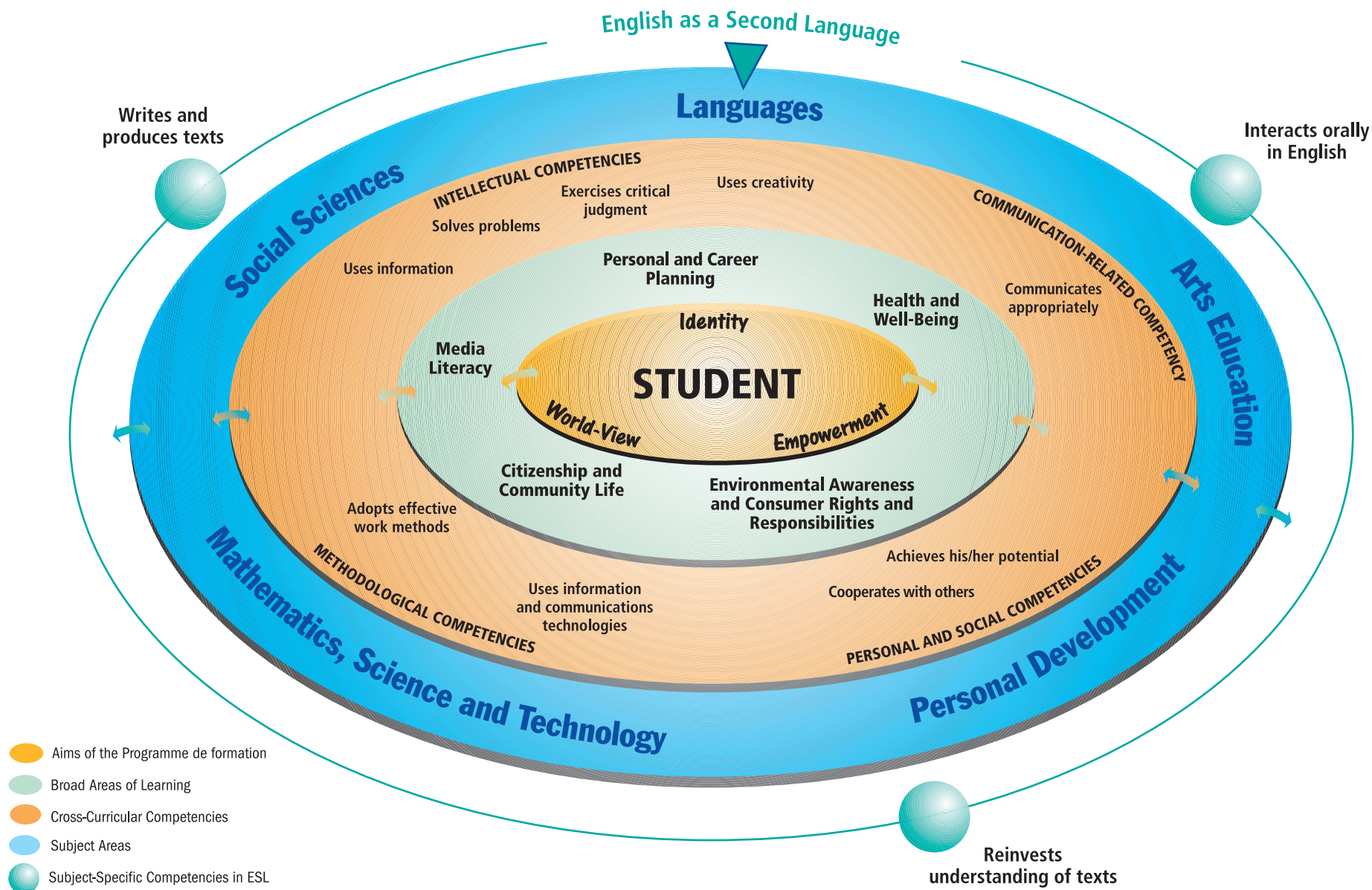




# English as a Second Language\*

\*This program is identical to the Secondary Cycle One program; therefore, the pagination and chapter references have not been modified.

Training Leading to a Semi-Skilled Trade







## Introduction to the English as a Second Language Core Program

For Québec students, learning English as a second language (ESL) enables them to communicate with people who speak English in Québec, in Canada and throughout the world. It also gives them access to the wealth of information and entertainment available in the English media: magazines, radio, television, as well as information and communications technologies (ICT). In the ESL classroom, students construct their identity by cooperating; sharing values, ideas and opinions; and reflecting on their learning. They are empowered by taking responsibility for their learning and by making decisions about issues to be investigated in class. Learning English provides them with opportunities to construct their world-view as they learn about other cultures and come to better understand English-speaking communities. At the same time, English gives students a vehicle to promote their own culture.

At the end of the ESL secondary school program, students will be able to communicate in English in order to meet their needs and pursue their interests in a rapidly evolving society. The Secondary Cycle One ESL program is a step towards the achievement of this goal.

The Secondary Cycle One ESL program builds on what students learned in the Elementary ESL program. It focuses on the students' development of the three competencies: *interacts orally in English*,\* *reinvests understanding of texts*,<sup>1</sup> and *writes and produces texts*. Students continue to develop these three competencies in Secondary Cycle One and progress from very guided second language learners to more autonomous and confident learners. As in the elementary school program, evaluation has a two-

fold purpose of support for learning and recognition of competencies. This program is based on the communicative approach, strategy-based learning, cooperative learning, cognitive approaches to language learning and the latest developments in second language acquisition.

In the previous secondary school objective-based program, listening, speaking, reading and writing skills were taught separately for specific purposes. This new ESL program goes beyond the sum of these skills: the three ESL competencies are developed in synergy in an interactive learning environment. When students are developing one competency, they constantly draw upon the other two. The competency *interacts orally in English* is the backdrop for the other competencies as English is the language of communication at all times. When developing *reinvests understanding of texts*, students explore various types of texts, construct the meaning/message of these texts with peers and the teacher, and reuse or adapt the knowledge they have acquired. This reinvestment is often carried out through the other two ESL competencies. In the competency *writes and produces texts*, students write and produce with a purpose and express themselves for an intended audience. They are guided by the teacher and receive help and feedback from both the teacher and their peers. In an atmosphere of respect, students are encouraged to take risks and develop their creativity.

\* Note: Italics are used in the text to highlight links to other aspects of the program.

1. In the ESL programs, the word 'text' refers to any form of communication—spoken, written or visual—involving the English language.

## Making Connections: ESL and the Other Dimensions of the Programme de formation de l'école québécoise

The Programme de formation de l'école québécoise (PFEQ) focuses on helping students construct their identity and world-view and on empowering them to become responsible citizens. The three dimensions of the PFEQ are the broad areas of learning (BAL), the cross-curricular competencies (CCC) and the subject areas.

The broad areas of learning deal with the important issues of contemporary life that students face in today's society. The ESL program is linked to all BAL in that language is a means for learning about and discussing these issues. For example, in *Citizenship and Community Life*, students are called upon to develop openness towards the world and respect for diversity. They develop this openness and respect as they discover other cultures and communicate with members of different communities through the use of English—a universal language of communication. An educational aim of another BAL, *Media Literacy*, is to enable students to exercise critical, ethical and aesthetic judgment with respect to the media. The ESL competency *reinvests understanding of texts* helps students to form opinions as they explore, respond to and produce diverse media texts.

The cross-curricular competencies are a focal point in all subjects and school activities, and can be linked to the three ESL competencies. For example, while students *interact orally in English*, they have to *cooperate with others* so that effective interaction can take place. A connection between the ESL competency *reinvests understanding of texts* and the CCC *uses information and communications technologies* is evident when students use the Internet and CD-ROMs as sources of texts to research topics or when they use software to organize and develop their ideas throughout the writing or production processes. When

*writing and producing texts*, they reflect on the best way to carry out a task and use the necessary resources—a focus of the CCC *adopts effective work methods*.

The ESL program can also be linked to the other subjects in the PFEQ. Learning English allows students to construct knowledge and develop strategies that can be reinvested in other fields of study and areas of interest, both inside and outside the classroom. There is a clear connection between ESL and Français, langue d'enseignement: in both programs, students develop the ability to write texts, which permits the transfer of learning from one subject to the other. They produce media texts in ESL, while further developing the competency *creates media images* from the Visual Arts program. Students draw on the competency *uses mathematical reasoning* from the Mathematics program when, for example, they interpret the results of a survey carried out in the ESL class. Furthermore, in interdisciplinary projects, the English language becomes an additional medium through which students may access resources available in English. For example, they can do research on historical events in English, construct meaning of the texts they find, and then reinvest their understanding of these texts in the French language when developing competencies in the History and Citizenship Education program.

Other connections may be found in an example of an interdisciplinary learning and evaluation situation which follows the section on "Integrated Teaching-Learning-Evaluating Context."

## Integrated Teaching-Learning-Evaluating Context

All three competencies in the ESL program—*interacts orally in English*, *reinvests understanding of texts*, and *writes and produces texts*—are developed in synergy. To maximize their development, certain conditions must be put into place.

### A Community of Learners

Within a community of learners, relationships are established which allow students to construct values, beliefs and knowledge together. In the Secondary Cycle One ESL classroom, students and the teacher work as a community of learners to pursue the goal of developing communicative competence. Students build their knowledge with and through others. In an atmosphere of trust and respect, they are willing to take risks and help each other learn and grow. They interact in English within a learning environment that respects their individual differences and learning styles. Oral interaction is at the heart of all activities in the classroom: students use English to communicate with each other and the teacher to share their ideas while speaking, listening, reading, viewing, responding, writing and producing. The ESL class allows students to participate as active members of a community of learners as well as to work and reflect on their own.

The students' development of communicative competence in English is both an individual achievement and a community effort. They work with others in collaboration and cooperation. Collaboration involves any situation in which two or more students work together. They may collaborate with others to attain an individual goal or personal product such as writing an advertisement in the school newspaper. Cooperation involves two or more students working towards a common goal, for example, planning

a celebration together. Being active members of this community of learners provides opportunities for students to learn to respect the different views of peers, to express their own opinions with confidence and to use effective work methods.

### Resources for a Rich Learning Environment

Students must be immersed in a rich English environment: examples of the English language and culture such as posters of *functional language*, banks of expressions and teen magazines are present in the ESL classroom. Students may also contribute to creating this environment by displaying texts they have written and produced, and by selecting books or films that are used in class. Through exposure to various aspects of *culture* such as cinema, history and humour, students come to know and appreciate the culture of English speakers in Québec, in Canada and throughout the world.

For learning and evaluation, students must have access to a variety of material resources such as ICT, banks of expressions, checklists, models, dictionaries, thesauruses and grammar reference books. They also have access to human resources through support and feedback from their teacher and peers. Both inside and outside the classroom, students explore authentic<sup>2</sup> spoken, written and visual texts. Some examples of texts are illustrated books, newspapers, magazines, advertisements, radio broadcasts, television programs, videos, movies, the Internet and CD-ROMs. To enable students to write and produce texts, the appropriate technology must be made available (e.g. televisions, tape recorders, CD players, the Internet, presentation and publishing software and media-related computer equipment).

### Role of the Student

Students are at the centre of their language-learning experience. They are actively involved in their learning, for example, by participating in decisions about the content of learning and evaluation situations, the resources they will need to carry out a task or the format of a final product. The more students contribute to planning what goes on in the classroom, the more they will invest as responsible participants in their community of learners.

Students use English to communicate with their peers and the teacher. They develop fluency by experimenting with a *language repertoire* (*functional language*, *other vocabulary* and *language conventions*) in a variety of spontaneous conversations, planned situations and in the carrying out of tasks. While interacting, they use *communication strategies* to help them make up for their lack of knowledge of the language. The use of *learning strategies* enables them to reflect on their learning process, to manipulate language and to interact with others. Students explore the *response*, *writing* and *production processes* and are encouraged to experiment with the different elements in the phases of each process. They personalize the processes over time as they experiment with various texts, models, tools and resources and apply what works best for them in a given context.

Students are also active participants in evaluation, which is a planned and integral part of learning situations. They are encouraged to reflect on their language acquisition

2. 'Authentic texts' refer to materials that reflect natural speech or writing as used by native speakers. Teacher-made or adapted materials may qualify as authentic if they resemble real-world texts the students will encounter.

and their progress by using a variety of evaluation tools such as conferencing, self- or peer-evaluations and portfolios. They take into account feedback from the teacher and peers and make adjustments to their methods, their work and to the language they are learning.

## Role of the Teacher

ESL teachers have an active role in helping students learn English. They are responsible for establishing and nurturing a positive learning environment; they encourage students to take risks, to interact in English and to work with others. As facilitator, the teacher is an observant pedagogue ready to adjust to the proficiency levels, needs, interests and learning styles of the students. The teacher is committed to encouraging students to actively participate in their learning by connecting what they have learned to their world, which includes the academic, social and personal aspects of their lives. The teacher is a model and guide. S/he explicitly teaches strategies by modelling or through elicitation, a technique whereby s/he prompts students to find an answer for themselves. As students experiment with language, strategies and resources, the teacher helps them become increasingly confident second-language learners.

When students take risks to communicate, they may make errors, which are a natural part of the language acquisition process. Although the primary focus is on the meaning of the message, if such errors impede comprehension, the teacher focuses on form (*grammar*)<sup>3</sup> and uses corrective feedback techniques (e.g. *elicitation*, *clarification requests*, *metalinguistic feedback* and *repetition*) in order for students to notice and correct their errors.

## Evaluation: an Integral Part of Learning

The teacher supports the students' learning throughout the cycle and assesses the development of competencies. The

teacher evaluates the students' learning process as well as their final product. Students reflect on their own learning and progress and, when necessary, make the appropriate adjustments. For recognition of competencies, the teacher evaluates the degree to which students have developed a competency, generally at the end of the cycle.

## Evaluation Criteria

The evaluation criteria represent the important aspects of the competency that are to be observed in order to judge the development of this competency, both during the cycle and at the end of the cycle.

Criteria are used to create evaluation tools such as observation checklists and self-evaluation forms to gather information about the students' development of the three competencies. This information serves as a support for learning. It permits teachers to modify certain elements of their teaching in order to meet the needs of their students and helps students to improve their methods, work and language learning.

The evaluation criteria are generic in nature so that they may apply to diverse learning and evaluation situations. They are neither hierarchical nor cumulative. Teachers choose one or more criteria to observe and adapt them to the specific characteristics of the learning and evaluation situation, the period during the cycle, the students' prior learning, and the competencies and content targeted by the task. The evaluation criteria must be explained to the students in order for them to know what is expected in a particular learning and evaluation situation and to be able to make appropriate adjustments to their learning. In keeping with the students' role of participating in their learning, they could be more fully involved in the evaluation process by developing evaluation tools of their own for certain tasks.

## End-of-Cycle Outcomes

The end-of-cycle outcomes provide a global portrait of what a competent student is able to do by the end of the cycle. The outcomes are not merely the sum total of the results of evaluation activities that went on during the cycle. They describe how a student demonstrates competency, under what conditions and with what resources. The level of complexity of the outcome is determined by the task, by how the evaluation criteria are defined and by the range of resources that are used. Students must be familiar with the end-of-cycle outcomes and use them to guide their progress throughout the cycle. The outcomes serve to interpret students' results for the end-of-cycle progress report so that appropriate remedial or enrichment activities may be provided for the students in the next cycle.

## Learning and Evaluation Situations

The teacher, with contribution from the students, plans learning and evaluation situations that deal with issues drawn from the BAL; aspects of *culture*; the students' needs, interests or experiences; the CCC; or other subjects. Whether teacher-directed or student-initiated, these situations must be meaningful and interesting to the students and provide them with opportunities to interact in English, to cooperate and to collaborate. The greater the appeal and relevance of the issue to them, the more students will make an effort to participate and communicate their point of view. When students do not have the words or structures to accomplish the task, the teacher plans language-focus activities within the context of the situation. The teacher and students can use a variety of methods and tools (e.g. observation, conferencing, checklists and portfolios) in order to carry out self-, peer- or teacher-evaluation, an integral part of the learning situation.

3. See *Focus on Form (Grammar)* p. 188.

### Essential Characteristics of a Learning and Evaluation Situation:

- Maximizes opportunities for oral interaction
- Promotes cooperation and collaboration
- Is appropriate to student's age and level of language development
- Is relevant to the student
- Is connected to the real world
- Is purposeful
- Is challenging and motivating
- Exploits authentic texts
- Allows for differentiation
- Encourages reflection
- Provides opportunities for transfer

### Example of an Interdisciplinary Learning and Evaluation Situation: Earth Day

The following situation is only one example of how connections can be made among the components of the PFEQ. In this interdisciplinary learning and evaluation situation, the ESL teacher and teachers of other subjects collaborate to observe Earth Day, held in Canada on April 22.

<b>Broad Area of Learning</b>	<i>Environmental Awareness and Consumer Rights and Responsibilities</i> Focus of development of the BAL: <i>Awareness of his/her environment</i>
<b>Cross-Curricular Competencies</b>	<i>Uses information and communications technologies</i> <i>Uses information</i>
<b>English as a Second Language</b>	<i>Interacts orally in English</i> <i>Reinvests understanding of texts</i> <i>Writes and produces texts</i>
<b>Science and Technology</b>	<i>Seeks answers or solutions to scientific or technological problems</i>
<b>Geography</b>	<i>Interprets a territorial issue</i>
<b>Catholic Religious and Moral Instruction</b>	<i>Takes a reflective position on ethical issues</i>
<b>Protestant Moral and Religious Education</b>	<i>Takes a reflective position on situations involving an ethical issue</i>
<b>Moral Education</b>	<i>Takes a reflective position on ethical issues</i>

### Earth Day and the Broad Areas of Learning

Earth Day provides an occasion to explore issues drawn from the BAL *Environmental Awareness and Consumer Rights and Responsibilities*. As students do work relating to a learning and evaluation situation based on Earth Day, they are encouraged to develop an active relationship with their environment while maintaining a critical attitude towards consumption and the exploitation of the environment.

### Earth Day and the Cross-Curricular Competencies

The CCC *uses information and communications technologies* is targeted as students organize their Internet browsing techniques and their bookmarks and use appropriate search engines to consult specialized sites.

The CCC *uses information* is targeted because students encounter an abundance of information and conflicting points of view as they research different environmental concerns. While developing this competency, the student systematizes the information-gathering process, gathers information and puts information to use—all essential elements of efficient research. This competency can be evaluated through peer interviews, in which students discuss the sources of information explored, the pertinence of this information and, finally, how they would improve their research skills the next time they do a similar task.

### Earth Day and the ESL Competencies

Throughout the entire learning and evaluation situation, students interact orally in English to carry out different activities such as brainstorming, sharing information, writing and producing. Teacher and peer checklists may

be used to evaluate the students' level of participation in the various discussions and their ability to communicate their message.

Students can visit pertinent English Internet sites or do research in the library to get information about the pollutant they have selected. As they do the research, they can share their findings, as well as their reactions to this information. Finally, they can reinvest their understanding of the information they have gathered by making an illustration of the pollutant and its source. The teacher may analyze the students' illustrations to determine how appropriately they use information from their research and how well they are able to express their message.

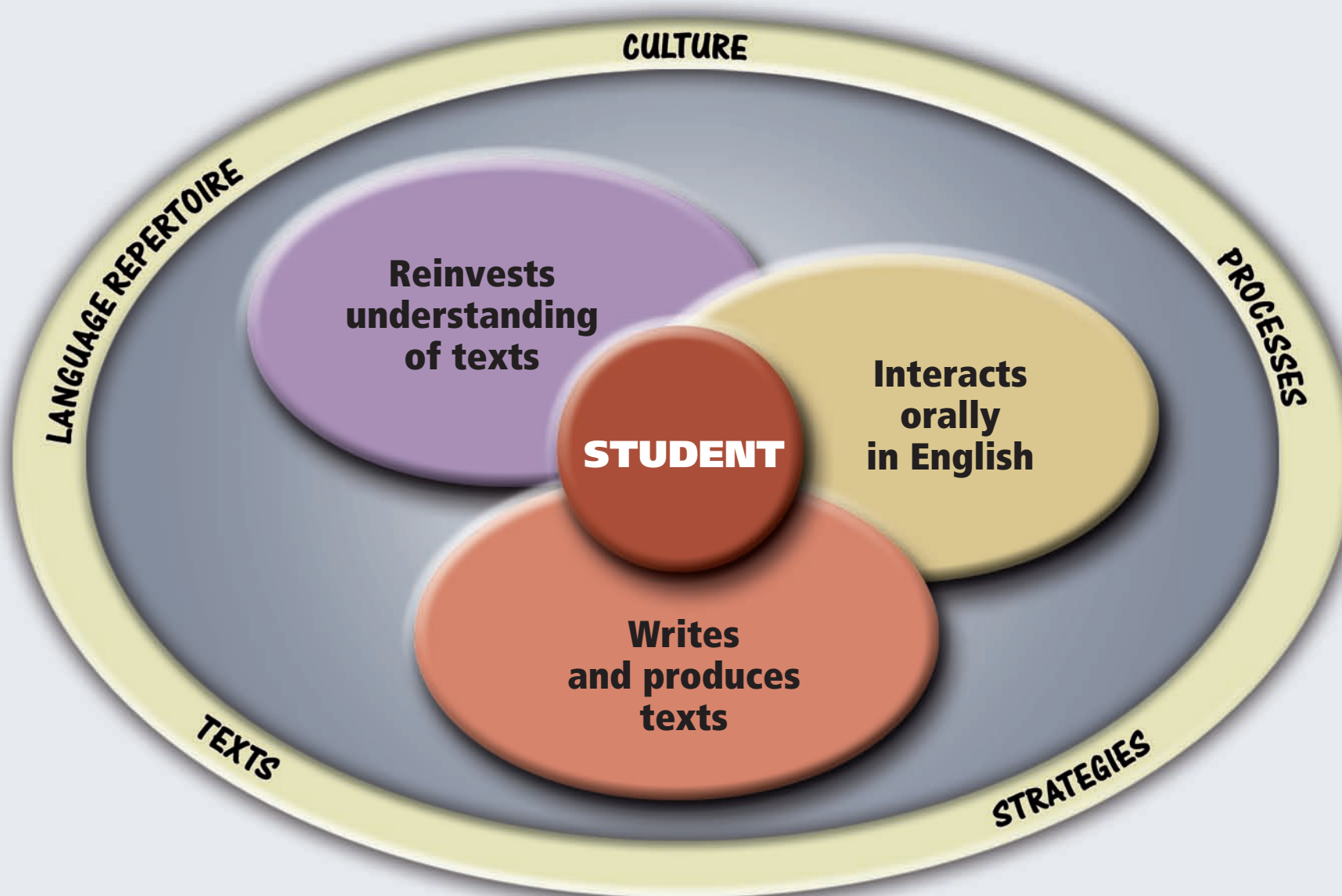
In the ESL class, students may exchange information through e-mail messages or write letters to environmental groups. They can present their research findings by producing an information brochure, a poster or a multimedia computer presentation. Students could use a peer-evaluation grid to give feedback on the pertinence of the message and on an error of form they have been making.

### Earth Day and Connections to Other Subjects

In an interdisciplinary Earth Day project, connections to several subjects are possible. In the Science and Technology program, students may search for alternative ways to reduce waste. In the Geography program, they can determine the impact that these solutions would have on the local region. In the Catholic Religious and Moral Instruction, the Protestant Moral and Religious Education, or the Moral Education program, students could compare and contrast waste-related issues from different points of view (e.g. industry versus environment).



**ENGLISH AS A SECOND LANGUAGE, CORE PROGRAM**



## COMPETENCY 1 Interacts orally in English

### Focus of the Competency

The very nature of oral interaction requires students to work with others using the English language in order to learn the second language in context. Students learn to understand and speak the language most efficiently when they are given frequent opportunities to do so in an interactive environment. Therefore oral interaction is the backdrop for the Secondary Cycle One ESL program. English is the language of instruction and communication used in all student-student, student-teacher and teacher-student interaction.

At the elementary level, students were guided by the teacher who modelled the language for them as they communicated in English in situations that were centred around classroom life. In the Secondary Cycle One ESL program, the situations go beyond classroom life and become increasingly complex; students use English to begin to investigate issues related to their needs and interests, and their experiences outside the classroom. They explore concerns taken from the BAL, aspects of *culture*, the CCC, other subjects or themes proposed by the students themselves. Students are encouraged to take risks—an essential step in the language acquisition process—in a classroom which nurtures trust and respect.

To develop this competency, students interact orally in both structured activities, such as role-playing, jigsaw tasks, problem solving and discussions, as well as spontaneous conversation that may arise in the class. Students initiate interaction by using appropriate *functional language*. They use *learning strategies* such as listening attentively to recognize words and expressions they already know. They respond appropriately, either verbally or non-verbally. Students maintain conversation by making use of

their personal *language repertoire*.<sup>4</sup> As they interact, students take risks by experimenting with the language when they ask questions, give information, express ideas, thoughts and feelings, and share their point of view. If interaction breaks down, students exploit *communication strategies*, such as stalling for time, to make up for their lack of knowledge of the language. They end oral interaction appropriately. While students interact, they make a conscious effort to build on what they already know in order to expand a personal language repertoire of *functional language*, *other vocabulary* and *language conventions*. Their personal repertoire depends on their learning style, individual needs, and language experience and abilities. As students interact orally, they develop a certain level of fluency. They convey messages that are pertinent to the requirements of the task and articulate these messages using simple sentences. Students may make errors of form such as word order and choice of words, as well as errors of pronunciation and intonation. These errors of articulation, however, do not impede comprehension of the message by an English speaker and are normal at this stage of students' language development. Students also use material and human resources available to them both inside and outside the classroom.

4. A language repertoire is personal in that it reflects individual language experience and abilities.

## Key Features of Competency 1 (Core Program)

### **Initiates, reacts to, maintains and ends oral interaction**

Takes into account the other speaker(s) or audience

- Begins interaction
- Actively participates
- Listens attentively
- Reacts to what the other says
- Keeps the conversation going
- Ends appropriately
- Uses *communication* and *learning strategies*, and resources

### **Constructs meaning of the message**

Listens to the message • Grasps the meaning of the message • Validates personal understanding • Readjusts comprehension when necessary • Uses *communication* and *learning strategies*



### **Expands a personal language repertoire**

Uses *functional language*, *other vocabulary* and *language conventions* • Takes feedback into account • Pronounces words in an understandable way • Practises and reflects on newly acquired language and strategies

## Evaluation Criteria

- Participation in oral interaction
- Pertinence of the message
- Articulation of the message
- Use of *communication* and *learning strategies*
- Use of resources

## End-of-Cycle Outcomes

By the end of Secondary Cycle One, students initiate, react to, maintain and end oral interaction with peers and the teacher. They take risks in their use of English. Through structured oral interaction, students convey personal messages that correspond to the requirements of the task. They use *functional language* and *other vocabulary* to interact spontaneously in a variety of communicative situations related to classroom life, the students' interests, and the carrying out of tasks. They deliver messages in simple sentences. With support from peers and the teacher, they make use of *communication* and *learning strategies* with increasing confidence. They effectively exploit some material resources such as posters of *functional language* and banks of expressions. They seek help from peers and, when necessary, the teacher. Errors of articulation may be present and are normal at this stage of the students' language development. These errors, however, do not impede understanding.

## COMPETENCY 2 Reinvests understanding of texts

### Focus of the Competency

When developing this competency, students explore authentic texts which are sources of information and entertainment, and that bring the students into contact with the literature and culture of English-speaking communities in Québec, in Canada and around the world.

By the time students reach Secondary Cycle One, they are already familiar with a variety of texts in their mother tongue. In the Elementary ESL program, they were introduced to different text types: *popular*, *literary* and *information-based*, and they reinvested their understanding of some of these texts by carrying out very guided tasks and using explicit models. Students also learned to compare what is presented in texts with their own reality, and to express appreciation of texts. In the Secondary Cycle One ESL program, students listen to, read and view a variety of authentic texts that correspond to their age, interests and level of language development (e.g. lyrics of popular songs, young adult literature and magazines). Through the *response process*, they relate to the text at a deeper level than they did at elementary school. They research and choose texts themselves, respond to the text, participate in the planning of the reinvestment tasks and decide on what form this reinvestment will take. Throughout Secondary Cycle One, they become less dependent on teacher guidance and models.

To develop this competency, students first begin by preparing to listen to, read and/or view a text. They take into account the *key elements* of the text, such as the headline, photos and captions in an article from a magazine or an e-magazine. They use *learning strategies* such as anticipating the content of the text, activating prior knowledge of the topic or making predictions. While lis-

tening, reading and/or viewing, students pay attention to the overall message and/or to specific details. They accept not being able to understand all words and ideas. Students respond to the text, which means that they reflect on the text, establish a personal connection with it, and then go beyond their own reality to address the issues in the text at a broader level (see *response process*, p. 192). Throughout this process, students construct meaning with their peers and the teacher. Guided by the teacher, they share impressions, thoughts, feelings, opinions and interpretations of the text in order to arrive at a deeper understanding. Once the students have negotiated sufficient understanding of the text, they reinvest this understanding by carrying out meaningful tasks. They select, organize and adapt the information, all the while cooperating with their peers and using resources required by the task. To reinvest their understanding, students *interact orally in English* or *write and produce texts*, thus further reinforcing the interdependence of the three ESL competencies. Reinvestment tasks could include building a model of a scene, making a comic strip, retelling or dramatizing a story, or creating a multimedia computer presentation.



## Key Features of Competency 2 (Core Program)

### **Listens to, reads and/or views texts**

Explores a variety of *popular, literary and information-based texts* • Uses prior knowledge of topic, text and language • Receives input from others • Uses *communication and learning strategies*, and resources

### **Constructs meaning of the text**

Tolerates ambiguity • Takes into account *text type and components* • Negotiates meaning • Reacts to the text • Uses resources when necessary • Uses *communication and learning strategies*



### **Represents understanding of the text**

Selects, organizes and adapts the information and language through reinvestment tasks • Cooperates • Uses *communication and learning strategies*, and resources

## Evaluation Criteria

- Evidence of comprehension of texts
- Use of knowledge from texts appropriate to the task
- Use of *communication and learning strategies*
- Use of resources

## End-of-Cycle Outcomes

By the end of Secondary Cycle One, students demonstrate an understanding of various types of texts that correspond to their age, interests and level of language development. They show this understanding as they engage in the *response process* with the support of peers, prompts and teacher guidance. Students share their reactions as they explore texts, establish a personal connection to texts, and sometimes generalize beyond the texts. They use knowledge from texts such as the overall meaning, specific details and *key elements* when accomplishing various reinvestment tasks. With support from peers and the teacher, they make use of *communication and learning strategies* with increasing confidence. Students use material resources such as dictionaries and the Internet, with help. They seek assistance from peers and, when necessary, the teacher.

## COMPETENCY 3 Writes and produces texts

### Focus of the Competency

For Québec students, *writing and producing texts* in English provides them with the means to communicate with people from all over the world, for example, through e-mail messages and letters to pen pals. This authentic communication gives students a purpose to write and produce. Through the processes involved in this competency, students have the opportunity and the time they need to experiment with the language, to develop their creativity and individual style, to incorporate feedback from peers and the teacher, and to reflect on their learning. When they publish their work, students feel a sense of pride and receive recognition for what they have written or produced.

Students in Secondary Cycle One are familiar with the *writing process* through experience in elementary school both in Français, langue d'enseignement and ESL classes. In the Elementary ESL program, students, guided by the teacher, followed very explicit models and experimented with open-ended models in order to write their texts. In Secondary Cycle One, students are encouraged to personalize the writing and production processes<sup>5</sup> to create texts: over time, they experiment with various texts, models, tools (e.g. mind maps, outlines, checklists, storyboards) and other resources, then apply what works best for them in a given context. Students become less dependent on teacher guidance and models as they gain confidence in using the processes and expressing their creativity.

To develop this competency, students experiment with writing and producing a variety of texts through tasks which may range from changing a few words in a model to creating a completely original text. Writing and producing are recursive processes, therefore students may choose

to use any number of combinations of the different phases in these processes, or use certain phases more than once, in order to personalize their writing or production process. Certain writing, such as informal e-mail messages, may not require students to make use of all the phases in the *writing process*. For written texts such as note taking and journal writing, students do not use a *writing process*.

In the *writing process*, when students prepare to write, they determine the purpose for their writing, the target audience and the text type to best reach that intended audience. They may research a topic and incorporate their findings in their writing, thus *reinvesting* their *understanding of texts*. When they share those findings with their peers, they *interact orally in English*. Students also make use of their knowledge of texts, for example *text components*, when they write. They set down their ideas in a first draft and take into account feedback from peers and the teacher when revising their texts. Students use material resources such as dictionaries and grammar references to edit (e.g. correct spelling mistakes and other grammatical errors to improve the formulation of their text). They may then write a polished copy to present to an audience, which could include peers, parents or other students in their school. Throughout the *writing process*, students use their *language repertoire* and *communication and learning strategies* such as asking for help from their peers and the teacher.

In the *production process*, students express their ideas, thoughts, feelings or messages by creating media texts such as posters or Web pages. The *production process* involves three phases: *preproduction*, *production* and *postproduction*. By working through the process, students get an insight into the media from both a producer's and

consumer's perspective. This process relies on participation from the students as they cooperate with each other and the teacher, and reflect on their learning. Over time, students build a personal inventory of writing and production resources that are adapted to their individual needs. They experiment with a variety of examples from *popular, literary and information-based texts*. They use different writing and production tools, as well as *communication and learning strategies* such as self-monitoring.

5. Processes are personalized over time as students experiment with various texts, models, tools and other resources, then apply what works best for them in a given context.

## Key Features of Competency 3 (Core Program)

### **Uses a personalized writing process**

Adapts the process to the task • Prepares to write  
• Writes the draft(s) • Revises • Edits • Publishes  
• Shares and reflects on process and product • Uses *communication* and *learning strategies*, and resources

### **Uses a personalized production process**

Adapts the process to the task • Cooperates  
• Prepares to produce • Produces the media text  
• Adjusts and presents the media text • Shares and reflects on process and product • Uses *communication* and *learning strategies*, and resources



### **Builds a personal inventory of writing and production resources**

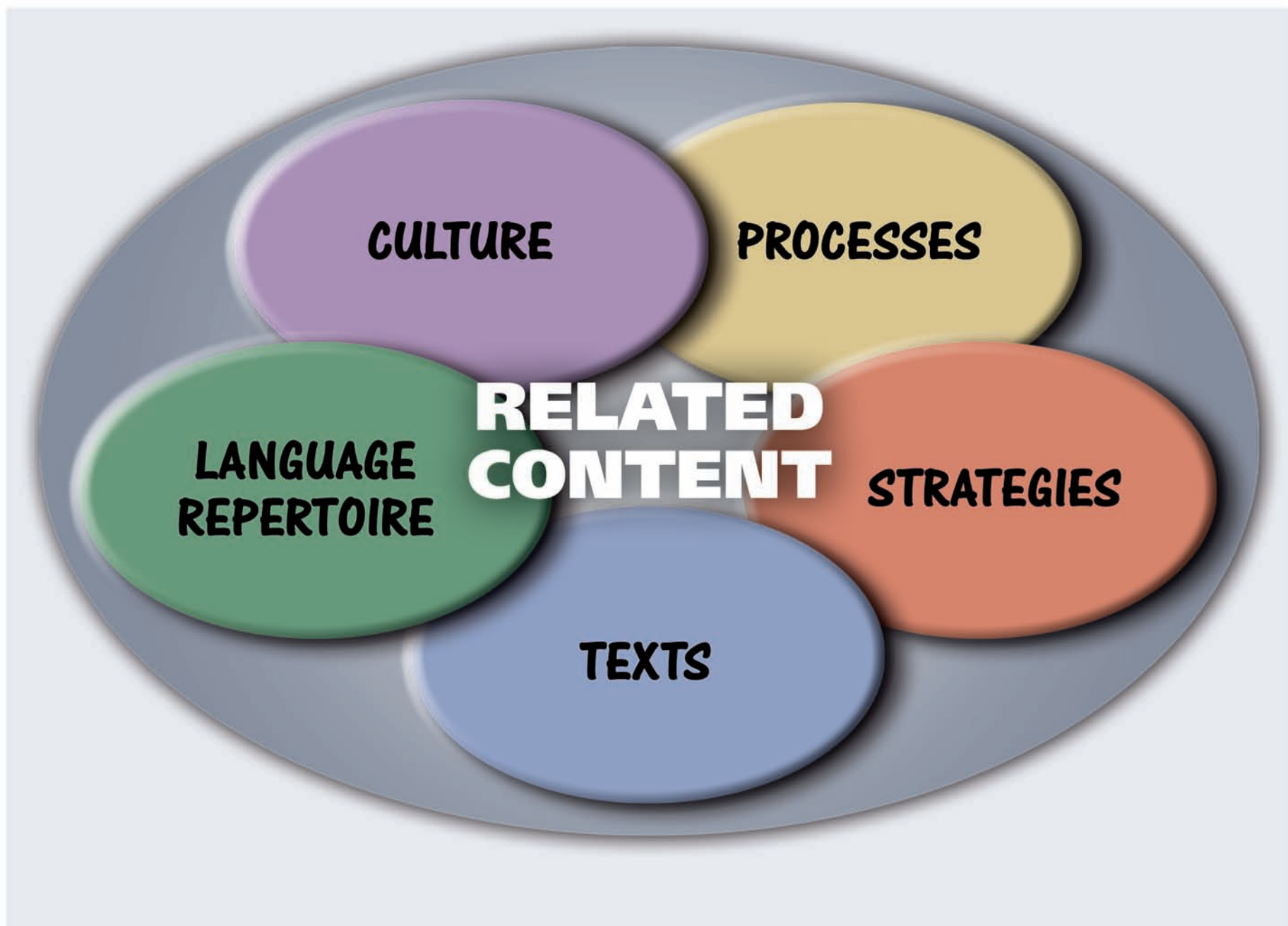
Experiments with a variety of *popular*, *literary* and *information-based* texts • Uses and adapts various text models • Uses a variety of writing and production tools  
• Uses *communication* and *learning strategies*

## Evaluation Criteria

- Pertinence of the text
- Formulation of the text
- Use of *communication* and *learning strategies*
- Use of resources

## End-of-Cycle Outcomes

By the end of Secondary Cycle One, students write or produce different types of texts by using a personalized *writing* and/or *production process*. The texts begin to reflect students' creativity. They write or produce texts that correspond to the requirements of the task or to their personal intention. They use simple sentences, and they apply the *language conventions* required by the task that correspond to their level of language development. Errors of formulation may be present and are normal at this stage of the students' language development. These errors, however, do not impede understanding. Students consult their peers and the teacher, and take their feedback into account. With support from peers and the teacher, they make use of *communication* and *learning strategies* with increasing confidence. Students use material resources such as models, dictionaries and grammar references, and request assistance with these resources, when necessary.





## Related Content

The elements of this section are considered essential to the development of the three Secondary Cycle One ESL competencies. Students explore different aspects of the culture of English speakers. They experiment with and expand their personal language repertoire as well as their use of communication and learning strategies. Students use processes to respond to different texts and to write and produce texts, and to broaden their understanding of text types and text components.

### Culture

When selecting and discussing aspects of culture, it is essential to consider the students' needs, interests and abilities. Incorporating aspects of English culture into the ESL program greatly contributes to the development of the students' world-view and to a better understanding of their own culture. It is important to incorporate references to English-language culture within Québec and Canada, to other English-language cultures (American, Irish, Scottish, Australian, etc.), and to cultures that use English as a second language.

The subcategories of each aspect of culture do not exclude other possibilities.

#### The Aesthetic Aspect of Culture

- *Cinema\** (e.g. movie trailers, science-fiction, action, romantic and comedy films)
- *Literature* (e.g. folktales, myths and legends, poems, short stories, novels, biographies, autobiographies, young adult literature)
- *Music* (e.g. campfire songs, traditional folk music and songs, contemporary English songs, music videos)

- *Media* (e.g. radio shows, newspapers, teen magazines, various types of television programs: situation comedies, cartoons, soap operas, news programs, commercials)

#### The Sociological Aspect of Culture

- *Organization and nature of family* (e.g. values, beliefs, authority figures, roles, chores)
- *Interpersonal relations* (e.g. friendship, sports, games and other hobbies)
- *Customs* (e.g. food and meal traditions from around the world, holiday celebrations)
- *Material conditions* (e.g. clothing, housing)
- *Heroes and idols*
- *History* (e.g. historical sites, historical events, museums)
- *Geographical features* (e.g. natural and artificial features)

#### The Sociolinguistic Aspect of Culture

- *Social skills* (e.g. taking turns, disagreeing politely)
- *Paralinguistic skills* (e.g. gestures, facial expressions)
- *Language code* (e.g. dialects, accents, idiomatic expressions)
- *Humour* (e.g. jokes, riddles, puns, tall tales)

### Language Repertoire

The language repertoire contains elements essential to the students' development of communicative competence in English. Over time, students assemble a personal language repertoire that reflects individual language experience and abilities. They expand and begin to refine their repertoire while developing the three ESL competencies.

### Functional Language

- Social conventions (e.g. *Pleased to meet you. How are you? Hello! I'm..., Hi, this is my friend...*)
- Identification (e.g. *This is..., She's my partner.*)
- Telephone talk, voice mail, e-mail talk (e.g. *May I speak to...? Is Peter there? I'll get back to you later.*)
- Fillers (e.g. *You see..., So..., Well..., Let me think..., Give me a second...*)
- Apologies (e.g. *I'm sorry, I apologize for..., Excuse me.*)
- Rejoinders, connectors (e.g. *What about you? Are you sure? What do you think? Is this clear?*)
- Warnings (e.g. *Pay attention! Be careful! Watch out!*)
- Politely interrupting a conversation (e.g. *Sorry to interrupt. Excuse me.*)
- Agreement, disagreement, opinions (e.g. *I think you're right, I disagree, They believe..., We agree..., I don't think so.*)
- Capabilities (e.g. *They can..., He can't..., She is able to..., I'm sure we can.*)
- Feelings, interests, tastes, preferences (e.g. *He loves..., They like..., I hate..., She prefers..., He enjoys..., I'm happy..., She is sad.*)
- Decision/indecision (e.g. *They've decided that..., I'm not sure about that. We choose this one.*)
- Permission (e.g. *May I...? Can you...?*)
- Advice (e.g. *Should I...? Do you think...? I think that..., Is this the right thing to do?*)
- Instructions and classroom routines (e.g. *Write this down. Whose turn is it? We have 15 minutes to do it.*)
- Offers of assistance, needs (e.g. *Let me help you. Can I give you a hand? Do you need help? Can I help you?*)

\* Note: Italics are used in the Related Content to highlight suggestions and examples.

- Requests for help (e.g. *How do you say ...? What does... mean? Could you help me? How do you write...? How do we do this? Is this right?*)
- Requests for information (e.g. *Where can I find...? Do you have...? Who...?, Why...?, What...?*)
- Suggestions, invitations (e.g. *Let's do/go..., Would you like to...? How about...? Do you want to join our team? Maybe we could write about...*)
- Teamwork and encouragement (e.g. *Good work! Let's put our heads together. We're almost finished. You're the team secretary. We're doing well. Good point! We're the best!*)
- Discourse markers (e.g. *So..., Then..., Next..., Finally..., Also..., For example, ...*)
- Leave-taking (e.g. *I have to go. See you soon! Bye for now. Take care! That's all I have to say.*)

### Other Vocabulary

- Vocabulary related to participating in the immediate environment (e.g. *classroom, school premises, school staff, home*)
- Vocabulary related to the students' interests and needs (e.g. *leisure activities, relationships, fashion, music, sports, careers*)
- Vocabulary related to the broad areas of learning
- Vocabulary related to the development of the cross-curricular competencies
- Vocabulary related to the communication and learning strategies
- Vocabulary related to the response, writing and production processes

### Language Conventions

For Secondary Cycle One ESL students, language conventions refer to intonation and pronunciation, as well as focus on form (grammar), which can include word order, agreement, word choice, spelling, capitalization and punctuation.

Students develop their knowledge and use of language conventions as they take risks, experiment with English in a variety of meaningful situations, receive appropriate feedback and adjust their language accordingly. They also benefit from language-focus activities that correspond to their immediate needs and are presented within the context of learning and evaluation situations. Errors are a normal part of language learning. Students will often overuse newly learned elements, use them at inappropriate times and may even temporarily regress in their learning. This is all part of developing second language knowledge.

### Focus on Form (Grammar)

#### What does 'focus on form' mean?

'Focus on form' refers to communicative teaching that draws the students' attention to the forms and structures of the English language within the context of the interactive classroom. Throughout the Secondary Cycle One ESL program, students continue to experiment with language in order to develop fluency and accuracy in English. Although the primary focus of student communication is on the meaning of the message, students should become aware of errors in form that impede the comprehension of their message and, with help, try to correct these errors.

#### How do students focus on form?

Students must be at an appropriate stage in their language development to benefit from correction of specific language conventions. Errors are drawn to the students' attention by the teacher who uses different feedback techniques (e.g. *elicitation, clarification requests, metalinguistic feedback and repetition*)<sup>6</sup> to point out those errors. Students become aware of their errors and attempt to correct them. If they need help in finding the correction, they can use resources, including the teacher and peers.

As students progress in their language development, they make a conscious effort to use the correct form in future communication.

#### How does a teacher focus on form?

The teacher offers students individual corrective feedback for errors that impede understanding of their message. When s/he sees that several students are making the same errors of form while speaking or writing, s/he can design language-focus activities that deal specifically with these errors. For students to retain the correct form, it is essential that these activities be based on errors they committed and be presented in context. The teacher ensures that all students feel comfortable taking risks and are supported when errors occur.

6. **Elicitation** refers to techniques used to directly elicit the correct form from students. The teacher elicits completion of her/his own utterance by strategically pausing to allow students to fill in the blank (e.g. *It's a...*), uses questions to elicit correct forms (e.g. *"How do we say X in English?"*) or asks students to reformulate what they said or wrote (e.g. *"Could you say/write that another way?"*).

**Clarification Requests** indicate to students that their utterances have either been misunderstood or are ill-formed in some way and that a repetition or reformulation is required (e.g. *"Pardon me..."*, *"What do you mean by...?"*, etc.).

**Metalinguistic Feedback** contains comments, information or questions related to the well-formedness of what students say/write without explicitly providing the correct form. This feedback generally indicates that there is an error somewhere. Also, it provides some grammatical metalanguage that refers to the nature of the error (e.g. *I didn't understand your verb. How do we say that verb in the past tense?*).

**Repetition** refers to the teacher's repetition in isolation of student errors. In most cases the teacher adjusts her/his intonation in order to highlight the error (e.g. *She sleep* ♯ ?).

N.B. The above corrective feedback techniques are taken from Lyster and Ranta (1997).

## Strategies

Strategies are specific actions, behaviours or techniques used to solve problems and improve learning. They help students become aware of how they learn most effectively and the ways in which they can transfer that learning to new situations. Strategies enable students to take responsibility for their learning, thus increasing motivation and building self-esteem. They are taught explicitly by the teacher through elicitation or by modelling. The teacher also needs to support the students' efforts and encourage them to reflect on the effectiveness of the strategies used. Students can share strategies that were successful with others. The suggested communication and learning strategies listed below have been proven effective for most second language learners.

**Communication strategies** are used by the learner with the intention to solve problems related to participating in and sustaining interaction.

- Gesture (make physical actions that convey or support messages)
- Recast (restate what someone else has just said to verify comprehension)
- Rephrase (express in an alternative way)
- Stall for time (buy time to think out a response)
- Substitute (use less precise expressions or words [circumlocution]) to replace more precise but unknown ones)

**Learning strategies** may be grouped into the following categories: metacognitive, cognitive and social/affective.

**Metacognitive strategies** involve thinking about and planning for learning as well as monitoring the learning task and evaluating how well one has learned.

- Direct attention (decide to pay attention to the task and avoid irrelevant distractors)
- Pay selective attention (decide in advance to notice particular details)

- Plan (foresee the necessary elements to achieve a goal)
- Self-evaluate (reflect on what has been learned)
- Self-monitor (check and correct one's own language)

**Cognitive strategies** involve manipulating and interacting with the material to be learned, or applying a specific technique to assist learning.

- Activate prior knowledge (link new information to what is already known)
- Compare (note significant similarities and differences)
- Delay speaking (take time to listen and speak when comfortable)
- Infer (make intelligent guesses based on prior knowledge of available cues such as context, cognates, words and expressions, visual clues, contextual cues, intonation or patterns)
- Practise (reuse language in authentic situations)
- Predict (make hypotheses based on prior knowledge, topic, task at hand, title, pictures, glancing through a text)
- Recombine (put together smaller meaningful elements in a new way)
- Scan (look for specific information in a text)
- Skim (read through a text quickly to get a general overview)
- Take notes (write down relevant information)
- Use semantic mapping (group ideas into meaningful clusters)

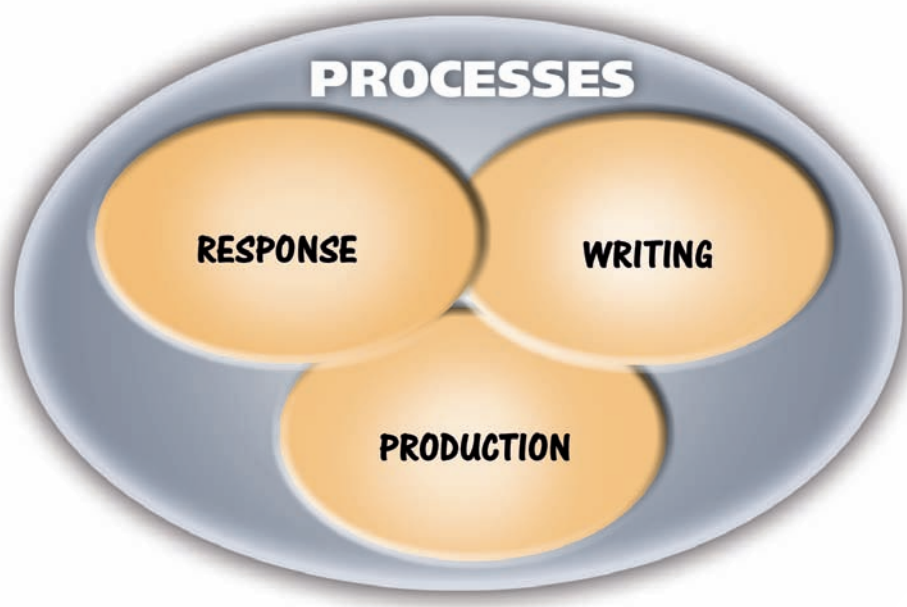
**Social/affective strategies** involve interacting with another person or using affective control to assist learning.

- Ask for help, repetition, clarification, confirmation (request assistance, reiteration, precision and reinforcement)
- Cooperate (work with others to achieve a common goal while giving and receiving feedback)
- Encourage self and others (congratulate or reward self or others)

- Lower anxiety (reduce stress through relaxation techniques or laughter, or by reminding self of goals, progress made and resources available)
- Take risks (experiment with language without fear of making mistakes)

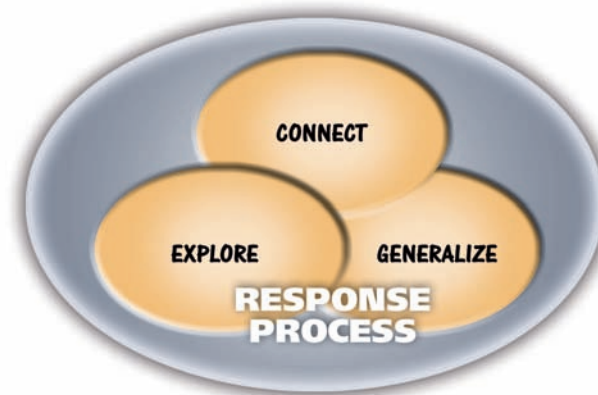
## Processes

Processes are frameworks that help students learn, reflect and improve on their efforts to respond, write and produce. A process consists of a series of phases and each phase includes several elements. The phases of the response, writing and production processes are recursive—students are free to go back and forth between phases. They may also choose the elements they wish to focus on. In the writing process, for example, students may return to the preparing to write phase a second time in order to do more research. Over time, students personalize the processes in that they apply what works best for them in a given context.



## Response Process

In a response process, students as listeners, readers or viewers construct meaning of a text by interacting with peers and the teacher. The students make personal links to the text and share thoughts, feelings and opinions about the text in order to arrive at a deeper, more meaningful understanding.



N.B. Students may respond to certain texts without exploiting the full range of the process. The examples provide prompts to help students respond to texts.

### How do students use a response process?

When **exploring the text**, students identify what attracts their attention in the text and share their impressions.

(e.g. *I noticed that...*, *I learned that...*, *I find ... very interesting*, *The author says...*)

When **establishing a personal connection with the text**, students make a link to the text through their own or someone else's experience, and share this connection with others. (e.g. *I have the same problem as ...*, *I also went to...*, *I can ... like this character*, *I like to ... just like this character*, *That part makes me feel...*, *I was (happy/sad/etc.) that...*, *This reminds me of...*)

When **generalizing beyond the text**, students address the issues of the text at a broader level.

(e.g. *I wish we all could...*, *I think that we should...*, *If this happened in our community...*)



## Writing Process

In a writing process, students express themselves in a coherent, organized fashion. This process establishes a connection between writing, thinking and reading. Writing is a recursive process in that students may go back and forth between the phases—preparing to write, writing, revising, editing—depending on the topic, purpose and type of written text chosen. A writing process relies on collaboration and discussion involving the student, peers and the teacher. Reflecting occurs throughout the writing process as well as after the product has been completed.



Publishing is an optional phase: sometimes students will make a polished copy and share it with the intended audience. Students personalize a writing process over time as they experiment with various texts, models, tools and resources, then apply what works best for them in a given context.

N.B. Certain writing, such as informal e-mail messages, may not require students to make use of all the phases in the writing process. For written texts such as notetaking and journal writing, students do not use a writing process.

## How do students use a writing process?

### Preparing to Write

Before beginning to write, students determine the purpose of writing, the target audience, the intended effect on the audience as well as the appropriate text type. They may:

- brainstorm with others about ideas and topics
- activate prior knowledge of the language to be used and of the chosen topic
- draw upon ideas and personal memories
- construct an outline of the text
- research the topic
- use various resources

### Writing the Draft(s)

Students begin to write and focus on the meaning of the message. They may:

- set down ideas, opinions, thoughts, needs and feelings
- leave space to make adjustments
- refer to their outline while writing
- confer with others whenever possible

### Revising

The students read what they have written to clarify the meaning of their text and improve the organization of their ideas. They may:

- rethink what has been written
- focus on how well they have conveyed meaning and ideas as well as on organization and word choice
- share their writing with classmates
- take feedback into account
- use strategies for revising
- add, substitute, delete and rearrange ideas and words
- rework their drafts

### Editing

Students focus on technical errors including spelling, capitalization, punctuation, sentence structure and language usage. They may:

- use paper or digital resources such as written models, dictionaries, thesauruses, grammar references
- consult peers and the teacher

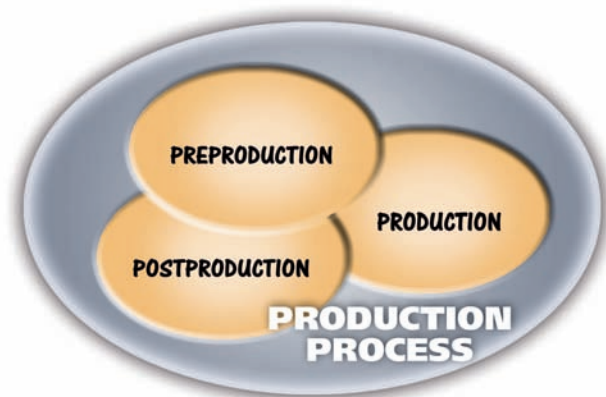
### Publishing

If the students decide to publish a text, they may:

- choose a suitable format for the product (e.g. a class newspaper or Web page)
- make a polished copy
- share it with the intended audience

## Production Process

In a production process, students express themselves by creating media texts (e.g. posters, photo stories, videos, multimedia computer presentations or Web pages). Producing a media text is a recursive process that involves three phases: preproduction, production and postproduction.



It relies on cooperation and discussion involving the students, peers and the teacher. Students do not need to complete the whole process for each media text: some texts may only be taken through the planning stage while others may be taken through to postproduction. Reflection occurs throughout the production process. Students personalize a production process over time as they experiment with various media texts, models, tools and resources, then apply what works best for them in a given context.

## How do students use a production process?

### Preproduction

Before producing a media text, students may:

- brainstorm with others to find a topic
- select a media text type to produce
- write a focus sentence such as: “We are going to create a poster that we will display near the entrances of public buildings in the neighbourhood, inviting others to help us carry out our class project to clean up the local park.” This sentence guides the group throughout the task
- activate prior knowledge of the chosen topic, language, type of media text(s) and past experiences
- research the topic using resources from various media
- clarify, reshape or confirm the meaning a media text holds for them
- create a script or storyboard (the storyboard includes elements such as *determining the purpose, context and target audience; arranging the sequence of events; deciding on the content; taking the length of the production into account; using and determining roles and responsibilities within the group*)
- validate the media text by doing a practice-run with a sample audience
- make adjustments according to feedback (in the production process, the term ‘editing’ refers to any adjustments made.)

### Production

In the production phase, students may:

- create the media text using resources and taking into account the elements decided upon during the preproduction stage
- include elements of the media text type such as images, symbols and narration
- use a writing process according to the task at hand

### Postproduction

In the postproduction phase, students may:

- edit, add final touches and make further adjustments, taking feedback into account
- present the media text to the intended audience

## Texts

The term 'text' refers to any form of communication—spoken, written and visual—involving the English language. Students listen to/read/view a variety of popular, literary and information-based texts that correspond to their age, interests and English language development.

### Types

- **Popular** texts include popular culture and everyday life (e.g. audio books, cartoons, comic strips, e-mails, greeting cards, invitations, letters, postcards, posters, riddles, songs, stories on video, teen magazines, texts on cassettes, related Web sites)
- **Literary** texts include children's and young adult literature (e.g. adventure books, biographies, drama, fantasy, fiction, illustrated books, journals and diaries, legends, multi-genre texts, mystery books, myths, novels, poetry, science fiction, short stories, teen plays and scripts, related Web sites)
- **Information-based** texts are non-fiction texts (e.g. advertisements, announcements, applications, atlases, dictionaries, directions, directories, documentaries, e-dictionaries, encyclopedias, forms, 'how to' books, instructions, labels, magazines, manuals, maps, memos, menus, messages, newspapers, multimedia presentations, questionnaires, reports, schedules, signs, summaries, surveys, timelines, related Web sites)

### Components

- **Contextual cues** refer to the format and structure of a text. They can include: *table of contents, index, titles, subtitles, illustrations, key words, key sentences, paragraphs.*
- **Key elements** related to texts such as:

Short Stories
character, setting, storyline
Newspaper Articles
headline, byline, lead, photos, captions
Atlases
maps, graphs, legends
Songs
verse, chorus, meter, rhyme
Web sites
URL, <sup>7</sup> frames, hyperlinks
Advertisements
photos, graphics, slogan, music, logo

7. URL (Uniform Resource Locator) is the Web address or location of a document, file or resource on the World Wide Web.

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