

Lesson plan

level : 1Bac	Textbook: Gateway to English
Date : /10/2015	Time : 50 min
Unit: 1	Theme: Our Cultural Heritage
Lesson: Writing	Topic: An e-mail
Skills integrated: All skills	References/ Materials: Textbook, Teacher's notes, Chalkboard

Standards:	<u>Presentational communication</u>
	❖ Write an e-mail with correct punctuation and capitalization
Competencies:	❖ By the end of this session, students should be able to: <ul style="list-style-type: none"> • Study and identify punctuation marks and capitalization rules • Use the mechanisms correctly in writing an e-mail

Stages/ Timing	Lesson Procedures/ Activities	Techniques/ Materials	Mode of work
Warm-up (5min)	<ul style="list-style-type: none"> ➤ T greets Ss ➤ T asks Ss if they have ever written an email to someone and elicits answers 	<ul style="list-style-type: none"> ➤ Question 	T-S S-T
Personal link	<ul style="list-style-type: none"> ➤ T introduces the lesson of writing 	<ul style="list-style-type: none"> ➤ BB 	T-S
Pre-writing (10 min)	<ul style="list-style-type: none"> ➤ Ss are asked to go to p 18 ➤ T explains and elicits the role of punctuation and capitalization in writing ➤ Ss work in pairs and match the punctuation marks with their names ➤ Ss read the email in p 19 and rewrite it using correct punctuation and capitalization 	<ul style="list-style-type: none"> ➤ TB ➤ Explaining ➤ Eliciting ➤ Matching ➤ Model email 	S-T T-S S-T S-S S-S
While-writing (20 min)	<ul style="list-style-type: none"> ➤ Ss are asked to write a short email responding to Helen ➤ T tell Ss that they need to respect the mechanisms and use correct punctuation and capitalization ➤ T monitors and helps 	<ul style="list-style-type: none"> ➤ First draft 	Indiv.
Post-writing (15 min)	<ul style="list-style-type: none"> ➤ T invites Ss to exchange their emails with their peers and correct any punctuation or capitalization mistakes they come across ➤ Ss take back their writings and correct their mistakes ➤ Ss present their emails to the class 	<ul style="list-style-type: none"> ➤ Peer correction ➤ Self-editing ➤ Sharing 	Pair Whole class
Reflections			