

SUMMARY OF THE POINTS OF LESSON PLANNING

Selecting the items

- students aims/needs
- cultural considerations
- lesson as part of course
 - previous lesson
 - following lesson
- timing

Analysis of the item

- concept/form
- natural context of item
- use

Aids/Materials

- ✓ - blackboard/whiteboard/OHP
- ✓ - pics/flashcards
- textbook (suitable? enough material?)
- photocopying facilities
- ✓ - taperecorder - taped material

Stages of lesson

- warmer
- revision
- presentation
- controlled practice
- free practice/communicative activity
- balance of skills

Lexis/Vocabulary

- how much to introduce and when?
- how much is new?
- usefulness?

Phonology

- problems anticipated
- practice provided

Evaluation

- concept checking
- check of learning?

Anticipated difficulties

- identify likely problems
- ways of avoiding/dealing with problems

Flexibility

... a few changes in direction if necessary?