

GUIDELINES FOR PORTFOLIO TASK AND SELF –STUDY (10%)

1. Objectives

- To train students how to make decisions by selecting the topic that they would like to work on.
- To train them how to think critically by giving opinions or reflecting upon their ideas through language skill activities.
- To train them how to think creatively by expressing how they can apply what they've just learned from portfolio work in their real life.
- To train them how to become efficient learners by learning through language skills (e.g. reading, listening, speaking, and writing) and learning strategies (e.g. note-taking, summary writing, and self-studying etc.)

2. Task required

- 2.1 Two pieces of portfolio work are required individually.
- 2.2 Self-study will be done outside class.
- 2.3 Study can be done from different media required e.g. internet, library, films, radio, news, songs, talking to native speakers, books, magazines, newspapers, puzzles, interviews, e-mail, satellite television etc.
- 2.4 Topic selected should be relevant to your own pre-questions in the resourcing task.
- 2.5 Portfolio worksheet should be completed.
- 2.6 Study notes, a summary passage and a photocopy of the original text (written passage) or tape cassette or CD-ROM should be enclosed with the completed portfolio worksheet when submitting your work.

3. Length of materials

- 3.1 Reading
 - At least one A-4 page
- 3.2 Listening
 - At least one listening unit, or one piece of news, etc.

4. What to do

- 4.1 Choose the text that you would like to read/ listen to and don't forget that it should be relevant to your question(s) in the resourcing task.
- 4.2 Read/ listen by using reading and listening strategies you've learned.
- 4.3 Take notes to show what you understand from the text.
- 4.4 Write a summary from your notes.
- 4.5 Complete "Task Record Form".
- 4.6 Arrange the documents/handouts as follows:
 - 4.6.1 Task Record Form
 - 4.6.2 Study notes
 - 4.6.3 Summary of work done
 - 4.6.4 A photocopy of original text/ source.

Notes: Consultation will be given on the 1st draft of the first piece only, and marks will be given when the 2nd draft is submitted. For the 2nd piece, it can be submitted without teacher's consultation.

Task Record Form of LNG 102

Inside SALC

Outside SALC

Date : _____

No. _____

Topic/Unit : _____

Level : _____

Source : _____

After finishing your task, write down your reflection in paragraph(s):

Guided questions for each part

Introduction:

1. What's the title/topic of the text?
2. Where do I take it from?
3. Why do I choose it? (Giving the reason by explaining about your interests, your needs)

Body:

A summarized paragraph from your study notes

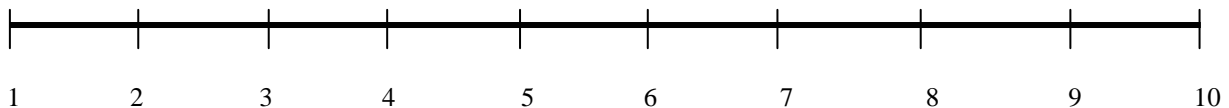
Conclusion:

1. What is the content, vocabulary, expression, or idiom that you've learned from this topic?
2. How do you apply this knowledge/ information to your real-life?

Comments on your work:

1. What do you think about the content or idea of the information/ story you've studied?
Do you agree or disagree with it?
2. Did you work well on your task? Why or why not?
3. Is it relevant to your ability/ proficiency? If not, what will you plan to do next time?
4. What skills do think you can improve from this work?
5. What skills do you think you should improve next time?

Self- evaluation:



Teacher's comment:

Excellent

Good

Fair

Need to do more work

Task Record Form of LNG 102

Inside SALC

Outside SALC

Date : _____

No. _____

Topic/Unit : _____ Level : _____

Source : _____

After finishing your task, write down your reflection in paragraph(s):

Introduction:

Body:

Conclusion:

Comments on your work:

Self- evaluation:



Teacher's comment:

Excellent Good Fair Need to do more work
