

Schools

Scheme of Work – Beginner & Elementary Classes – Information Page

The scheme of work for Beginner and Elementary classes is a syllabus for a 10 week ESL (English as a Second Language) course. It could also be used just as easily for an EFL (English as a Foreign Language) or ESOL (English for Speakers of Other Languages) course.

The course is split into ten weekly sections with a different topic each week, e.g. in week 2 it's "My friends and my family". There are different grammar and vocabulary topics each week, and different social themes are explored. The grammar, vocabulary and social themes are intended to complement one another. For example, in week 3 one of the grammar topics is "prepositions of time" and one of the vocabulary topics is "telling the time", while students could practise this topic by using one of the social English (communicative) topics such as "booking a flight online" or "asking 'What's the time?'".

The scheme of work is structured so that many of the most useful and common themes covered in ESL courses are encountered over the ten weeks. The document is flexible and you can alter, add, or subtract from the topics as you wish. For example, if you wish to cover "adverbs of frequency" in week 3 rather than week 5 – bring it on!

This document is intended to be a starting point and it's up to you to make it workable for your classes and your situation. For example, you may be teaching a 30 week course, in which case you will have longer to cover all the topics in the three areas (grammar, vocabulary and Social English), and you may want to add more of your own topics. The reverse is also true. If you are teaching a shorter course, you may want to radically prune this scheme of work so that just the basics/key topics remain. It's up to you, and you are able to rewrite to your heart's content by adapting the Word .doc version of the scheme of work included in this pack. You can even remove our logo and copyright info in the header and footer and insert your school's logo or your own.

A Note on the Levels:

We thought about writing a separate scheme of work for Beginner and Elementary levels, but thought against it as most of the same topics will be covered in both levels, but in different ways. A Beginners' course will focus more on survival English and look at each topic in less detail than an Elementary course, whereas during an Elementary course the focus will be on consolidating knowledge and vocabulary already discovered and preparing the ground for students to be able to encounter more complex tenses and language structures.