

Appendix1: Workshop Exercises

Workshop Exercise 1: Differences Between Writing, Reading, Speaking and Listening

What are the differences between Speaking, Listening, Reading and Writing?

Tick the boxes to identify descriptors of Writing, Reading, Speaking and Listening.

(10 minutes)

	Writing	Reading	Speaking	Listening
Intake		✓		✓
Output	✓		✓	
Uses hands	✓			
Uses eyes	✓	✓		
Uses mouth			✓	
Uses ears				✓
Print medium	✓	✓		
Sound medium			✓	✓
Rapid response required			✓	✓
Plenty of response time	✓	✓		

Assign a number between 0 and 10: 0 = disagree 10 = completely agree

	Reading	Writing	Listening	Speaking
Easily assessed	10	10	3	2
Easy to display students' work	7	10	7	1
Used in everyday communication	4	2	10	10

Workshop Exercise 2: Which are the most commonly used forms of communication?

Which do we use most of – Listening, Speaking, Reading or Writing?

Think about your daily routines. Do you listen, speak, read or write most frequently?

	Listen	Speak	Read	Write
%	50	30	15	5

Workshop Exercise 3: Desirable Teaching Approaches and Techniques

Rank these reasons in order as good reasons to teach, using a given approach or technique. Place number 1 next to the most valid reason. Choose the second most valid reason and place number 2 next to it. Proceed down to number 10 as the least valid reason. Feel free to discuss this with other workshop participants. (10 minutes)

<i>Reason for using a certain approach or technique</i>	<i>Ranking 1-10</i>
I found this worksheet that looks interesting	9
This approach will help my students learn better	1
I am familiar with this approach	6
I am a busy teacher and do not have the time to prepare more thoroughly	10
This approach will keep students quiet, which helps with discipline	9
This lesson will produce some great display items	7
Using this activity will make it easy to assess student success	5
This approach is fun for the students	2
This approach is fun for the teacher	3
This technique is recommended in the textbook.	4