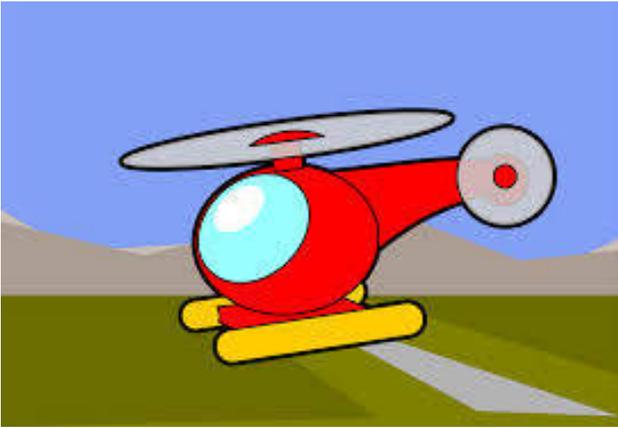


# Learner Training

With colleagues discuss the following:

- How the Portfolio can help students in research and using the web in English
- How the Portfolio encourages a reflective approach to learning, self-correction, taking charge of the final version
- How a Trinity (type) feedback form could help ALL types of learning
- How this type of feedback encourages learner autonomy, responsibility, self-confidence, question interpretation skills, self-evaluation

# The helicopter view

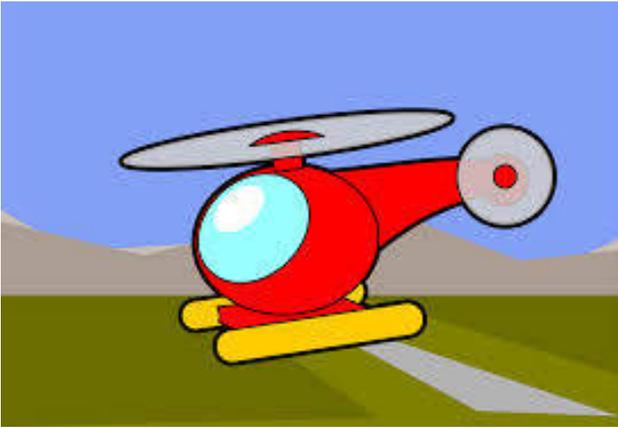


1. The task/question/sub-tasks  
audience, word count, genre (email etc),  
time available

2. Brainstorming – quantity not quality,  
linking similar ideas, brain dump,  
delete repeat ideas, irrelevance, not  
showing language of level

3. Planning – sequence of argument, counter argument,  
evidence, data, thoughts, opinions, appropriate/specialist  
vocab, where does paragraph end, one main idea per paragraph  
Bullet points, graphic organisers etc

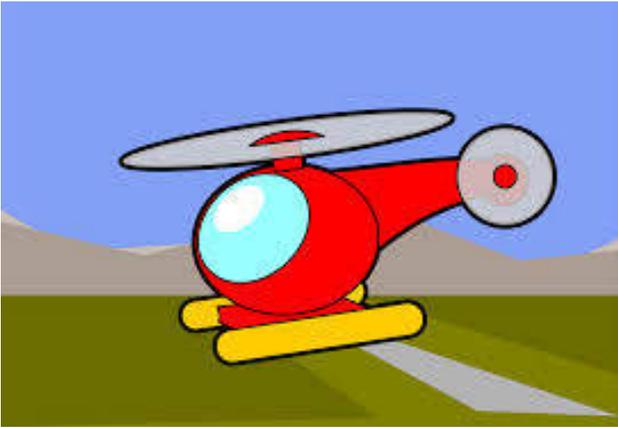
# The helicopter view (2)



4) Get down to writing – genre correct? topic sentence, develop arguments, linking words, punctuation, spelling, grammar, length of sentences, repetition of ideas? ambiguity and vagueness, sequencers, does Topic Sentence deliver its promise? What %ages to intro, body, conclusion? Register? Is my answer on track?

5. conclusion, summary, reference back to task set, not repetition of question, formality/informality, have I answered (all) the question?

# The helicopter view (3)



6) Proofreading – time to let piece ‘age’, eliminate stupid ‘typos’, obvious grammar and spelling mistakes, verb/subject agreements, observed all rules of a good paragraph, within word count (+/- 10%), layout, paragraphing, handwriting, better to type it? answered (all) the question? Does it capture reader’s attention and hold it?

7. Process learning – proofreading and self correction as valuable and vital skill, keep and value previous work, do I continue to make same mistakes?

# The helicopter view



By taking all these steps, I should be able to avoid this!

# And finally .....

Bringing it all together:

prepare a short 'sell' with your neighbour

about the virtues of all the points discussed this  
session