

### III. Getting Things Done

- Make and respond to an expanding range of simple requests related to everyday activities.

**Task** Ask and answer some basic questions in a sales situation to make a decision about a purchase.

**Tool** Questionnaire and Self-Observation

This example is based on a Shopping & Consumerism unit in which Ss perform and record a role-play involving a customer asking a sales clerk some polite questions about an item. The task could be adapted for other units (e.g., asking about recreation activities; asking the landlord to do a minor repair, etc.) and the tool can be adapted to suit different themes.

1. Play a model dialogue for Ss and have them identify polite requests used in the model and complete some written and spoken drills using the target phrases.
2. Decide how you will record the conversations. Try digital voice recorders or a web-based application such as Vocaroo.
3. Tell Ss that they need to perform a role-play using the target language and that they will be recording their performances for the purpose of self-observation.
4. Allow Ss a few rehearsals before they record their conversation. Have them record several attempts and choose the best one, adding yet another element of self-assessment.
5. After each pair is satisfied with their recording, instruct them to do a more focused listening using the worksheets, which the instructor can collect or take up in a whole class feedback session.
6. As a possible follow-up, have Ss create a listening test based on their recording and have them swap these with other pairs.

<b>LINC 2</b>	<b>Role Play Self-Observation: Partner A</b>	<b>Date:</b> _____
<b>Your Name:</b> _____	<b>Your Partner's Name:</b> _____	
<b>CLB:</b> 🗣️ 2-III Getting Things Done	<b>Task:</b> Shopping Role Play	
<b>🔄 Circle 1 word for each sentence.</b>		
1. I said "Excuse me."	Yes	No
2. I asked for the price.	Yes	No
3. I asked for a different size.	Yes	No
4. I said "Thank you."	Yes	No
5. I understood my partner.	All	Some
6. If I didn't understand, I asked a question.	Yes	No
7. The task was _____.	Easy	Okay    Difficult
8. Write one thing you want to improve. How will you practice it?		

<b>LINC 2</b>	<b>Role Play Self-Observation: Partner B</b>	<b>Date:</b> _____
<b>Your Name:</b> _____	<b>Your Partner's Name:</b> _____	
<b>CLB:</b> 🗣️ 2-III Getting Things Done	<b>Task:</b> Shopping Role Play	
<b>🔄 Circle 1 word for each sentence.</b>		
1. I said "Excuse me."	Yes	No
2. I asked for the price.	Yes	No
3. I asked for a different size.	Yes	No
4. I said "Thank you."	Yes	No
5. I understood my partner.	All	Some
6. If I didn't understand, I asked a question.	Yes	No
7. The task was _____.	Easy	Okay    Difficult
8. Write one thing you want to improve. How will you practice it?		