

II. Comprehending Instructions

- Understand short, simple, common instructions, commands, requests and directions related to immediate personal needs.


Task In a classroom, follow instructions to perform routine tasks.

Tool Checklist

The example could be an ongoing part of your class or a topic in a unit on Education. The tool is adaptable to various other listening and speaking tasks.

1. At the beginning of each class, assign a S to introduce the class by giving simple instructions such as: *Please open your portfolio (or binder); Please turn off your phone; Please speak English, etc.*
2. Use the checklist to assess the performance of one listener in the class, checking to see if the S responds correctly to the instructions. Repeat daily or weekly, assessing different Ss each time.
3. Collect the information from the checklist and decide what needs to be covered in the class in more detail.

LINC 2 Name: <u>Amir</u>	Date: <u>Jan. 15, 2015</u>		
CLB: <u>Listening 2-II Comprehending Instructions</u> Task: <u>Follow classroom instructions</u>			
	Yes	Needs help	Not Yet
Achieved Task	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Followed instructions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Correctly did classroom task	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Used strategies (e.g., asked for repetition)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments:			
<i>Ask your partner to repeat the instructions. Say, "Could you repeat that, please?"</i>			

 **Time saving tip:** Assess two competencies at once. Use a similar checklist for Speaking CLB 2-II: Giving Instructions, and observe the speaker as well as the listener.

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Followed instructions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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