

## II. Comprehending instructions

- Understand very short, simple instructions for common, familiar everyday situations.

**Task** Read and follow instructions on worksheets.

**Tool** Individual record sheets

The ability to understand and follow written instructions is an important milestone towards becoming an autonomous and self-directed learner. Day-by-day, observe and record Ss' performance in this area.

1. Prepare individual record sheets with Ss' names, the competency, and dates.
2. Have Ss keep their record sheets in their binders/portfolios. The record sheets will be filled out over time.
3. Introduce classroom instructions gradually, supporting Ss' understanding with consistent use of familiar images and gestures. Ensure that Ss acquire instructions orally. Encourage Ss to use picture clues, gestures, and first letter sounds to guess common classroom instructions in print.
4. When Ss receive a worksheet, do not immediately give them verbal instructions; allow time for Ss to try to read simple instructions on their own (e.g., circle, write, say.)
5. Observe the Ss: Do they read the instructions? Are they able to follow what is being asked on the paper? Afterwards, be sure to model the instructions on the worksheet. Encourage Ss to find and touch the target word.
6. When you observe Ss demonstrate that they can read and understand written instructions, note it on their record sheets.
7. When Ss demonstrate ability to read and understand the instructions on the record sheet, use the same template for self-assessment, or peer-assessment.
8. Instruct Ss to work individually to review all their class worksheets and find at least one example for each instruction. They can then check with a partner and check off the instructions on the record sheet.

★ **Language development outside the classroom:**

Create a simple template for Ss with instructions/signs commonly found in the neighbourhood/their building/community.

Encourage them to take a walk in the neighbourhood or explore their building a nearby grocery store/walk-in clinic/drug store to locate and check off the instructions/signs on the template.

Debrief in class.

Record sheet example:

Name: Joy Chin

 CLB 1L-II. Comprehending Instructions

**I can read and understand instructions.**

| Date                  | <b>Circle</b> | <b><u>underline</u></b> | <del>cross out</del> | check off<br><input checked="" type="checkbox"/> |
|-----------------------|---------------|-------------------------|----------------------|--|
| <i>Sept. 10, 2015</i> | ✓             |                         |                      |  |
| <i>Sept. 14, 2015</i> |               |                         |                      | ✓  |
| <i>Sept. 23, 2015</i> |               |                         | ✓                    |  |
| <i>Sept 30, 2015</i>  | ✓             | ✓                       |                      |  |



**Time saving tip!** Print extra copies of the blank record sheets to keep in the classroom for new Ss. Have Ss copy their own name and date.

Name: \_\_\_\_\_

 **CLB 1L-II. Comprehending Instructions**

**I can read and understand instructions.**

| Date: | circle | <u>underline</u> | <del>cross out</del> | check off<br><input checked="" type="checkbox"/> |
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