

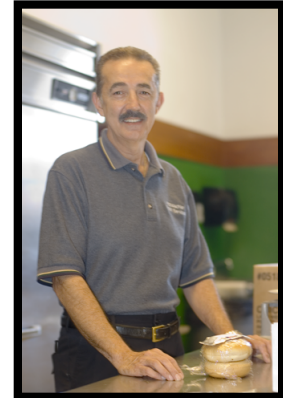


Viewing Guide

ESL in the Workplace

BEFORE YOU VIEW: Here are some key questions and ideas you may want to think about and/or discuss with a colleague or mentor:

- How would employers benefit from implementing an ESL class at their workplace?
- How would students/employees benefit from learning English in the workplace and at home?
- How does good communication affect production in the workplace?



WHILE YOU VIEW: As you view the video look for answers to the following questions:

1. What can you do to meet the specific needs of your students in the workplace?
2. When starting an ESL program in the workplace, who should be included in the needs analysis?
3. How can you ensure that your classroom is learner-centered?
4. How can the students' diverse cultural backgrounds provide a rich learning environment?

AFTER YOU VIEW: Answer these questions. Whenever possible, discuss your answers with a colleague or mentor.

1. What are the differences between formal and informal assessment?
2. How effective is journaling for learning?
3. How does conducting a needs analysis determine curriculum development?

ACTION PLAN: Develop a plan for implementing ideas from this video.

1. What are you going to do? (Objective)
2. How?
3. What steps will you take to make this happen?
4. What problems do you anticipate? How could the problems be solved?
5. What resources will you need? (Include mentor/coach, materials, etc.)
6. Develop a timeline for implementing your plan.
7. How will you evaluate your success?

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