

Tell a Tale
tales to laugh at, tales to wonder at

www.tellatale.eu



ACTIVITY TEACHING PACK

Communication skills

ACTIVITY TEACHING PACK Communication Skills

Contents

HOW TO USE THIS ACTIVITY TEACHING PACK	3
COMMUNICATION SKILLS: What they are and why they matter	4
COMMUNICATION SKILLS: Analysing them.....	4
COMMUNICATION SKILLS: Practising them	4
Writing a skeleton.....	5
Re-telling Free Melons.....	5
Giving feedback – Glows and Grows:.....	5
COMMUNICATION SKILLS IN EVERYDAY LIFE	5
Why using communication skills may feel strange	5
Where are they MOST important.....	5
PHYSICAL PRACTICE	6
Taking the stage – the first sentence of a presentation.....	6
PARTNER STORYTELLING.....	6
FINAL ASSESSMENT	7
STUDENT MATERIALS (Copymaster).....	8
Worksheet 1 Communicating with gestures and facial expressions.....	8
Worksheet 2: skeleton “Why Cats live with Women”.....	9
Worksheet 3: skeleton “Nasruddin Looking for a Perfect Wife”	10
Practising paralanguage with your story.....	11
FOR THE TEACHER’S EYES ONLY	12
Links to the project videos.....	12

HOW TO USE THIS ACTIVITY TEACHING PACK

Dear Colleagues,

I am happy and proud to offer you this project that introduces COMMUNICATION SKILLS and provides your students with opportunities to practise them. It is aimed at teenagers and adults. They are designed for students studying English as a foreign language, from level A2+/B1. You are welcome to adapt the concept for other subjects and languages as well. The project can be taught in class or online.

The project is based on a series of 10 videos. Each video is a short explanation of that step in the project. It is recommended you view each video before showing it to your students.

Like all projects, the number of lessons involved will depend on your class and how they work. View the materials as a resource to be used flexibly rather than a framework to be followed rigidly. The project is based on my three decades of teaching in a German secondary school.

You might ask yourselves why the project does not offer you real-life stories from the reality of business communication in the first place. The answer is that I prefer focusing on communication and presentation skills first, before thinking of their purpose. The method is similar to tongue twisters, howling and wailing exercises in speaking-skills training. These tales are a perfect scaffolding tool for learners to tell each other about themselves. Being free from the constraints of world-of-work contexts can help your students unleash their potential.

Enjoy experimenting with this project,

