

LESSON PLAN: Task Based Instruction (TBI) Format

Name: Aybüke Uzunca

Lesson topic: Writing a Postcard / Present Continuous Tense

Age: Adolescent

Context: Preparatory School Students (EFL Context)

Lesson Time/Date/Length: 135 min

Language Level: Elementary

Overall Objectives: At the end of the lesson, the students will be able to:

- be familiar with the format of post card writing
- describe what is going on around themselves by utilizing present continuous tense

	Time	Groups	Activities	Materials/ Resources	Specific Objectives
Pre-Task (Set the context and introduce the task.)	7 min		First, start the conversation by asking about their feelings and move to the topic of holiday plans of students: <ul style="list-style-type: none"> • How do they feel? • Do you feel bored? • Do you plan to go on a holiday? Where do you plan to go? 		Students will share their holiday preferences.
	10 min	Pair work	Collect the place names and one or two activities regarding each place from students. After brainstorming, tell the students they are going on a holiday to somewhere different this summer and you are going to write a post card to your friends when you are on your holiday. Show a sample post card. In this postcard, the sentences including present continuous tense are blank. Tell the students to complete the sentences by looking at the example in the paragraph in pairs in break out rooms. Provide them with separate worksheet on Google Docs so that you can follow each pair's progress in completing their postcards	Sample Postcard Google Docs	Students will complete the missing information in sample postcard by making use of the example provided for them in the task and judge their use of present continuous tense by comparing their
	7 min		After all the pairs complete their paragraphs with present continuous sentences and you call them back to the main session, provide them with the answer key to check their answers.	Postcard Answer Key	
			Inform the students that they are also going to write a similar postcard. And ask		

	6 min	Whole class	<p>the following questions regarding the format:</p> <ul style="list-style-type: none"> • How do I start the postcard? • How do I end the postcard? • Is it a formal or an informal writing? 	Sample Postcard	answers with the answer key.
Task + Plan (Sts prepare their task or plan to present it to the classroom.)	2 min	Pair work	<p>After talking about the format of postcard writing, assign some information cards to the pairs. In those cards, there is some information about the places where the students are on a holiday with their partners. They work with their partners, and they write a postcard referring to their holidays.</p>	Information cards on Google Docs	Students will write a postcard by completing the guidelines provided by their checklists.
	10 min	Whole class	<p>In this part, the students are provided with a checklist to guide them when they write their postcards. You can write the instructions on post cards as well. Ask them some instruction check question in this part. They can answer them by looking at their sheet. You can ask:</p> <ul style="list-style-type: none"> • Do we write or speak? • What are you going to write about? • Do you write alone or with your partner? • Which city are you on holiday right now? • What activities are you doing there? • Do you use Ving form or do/does form? Which one? • How much time do you have to complete the task? <p>The students look at their postcard instructions and checklist and answer your instruction check questions in this way.</p>	Postcard writing checklist and Information cards	
	25 min	Pair work	<p>You send them to their breakout rooms and they start writing and posting their postcards on padlet.</p>	Padlet	
Report (The students demonstrate their work in either oral or written way.)	5 min	Pair work	<p>The students start posting their postcards on Padlet.</p>	Padlet	Students will present their postcards on Padlet and summarize their holidays orally to their friends and the teacher.
	13 min	Whole class	<p><i>Within the light of the questions, you may want the students to give brief information about the place where they go on a holiday (This part could be optional).</i></p>		

SAMPLE POSTCARD



Dear Martina,

How are you doing? I hope you are fine, and you are also having fun right now.

Guess what? I am in Panama in Florida and I **am having** so much fun. I bought a postcard

yesterday, and I _____ (**write**) to you right now. I _____ (**lie**) on the beach and
_____ (**listen**) the sounds of waves while I _____ (**write**) these sentences to you.

The sun _____ (**shine**) , and a sweet breeze _____ (**blow**). The weather is very good
today, but it is sometimes very hot. It doesn't matter because I like hot weather. 😊

My holiday here is really awesome. We _____ (**meet**) locals, and trying different local meals.

They are delicious. I will bring you some local spices and souvenirs from here. By the way, I
_____ (**send**) you a Picture of our hotel's beach.

How about you? What _____ (**do**) ? _____ (**have**) fun too? Please do not forget to
write to me.

Love you so much! Kisses! :*

Aybüke

SAMPLE POSTCARD ANSWER KEY

Dear Martina,

How are you doing? I hope you are fine, and you are also having fun right now.

Guess what? I am in Panama in Florida and I **am having** so much fun. I bought a postcard yesterday, and I **am writing** to you right now. I **am lying** on the beach and **listening to** the sounds of waves while I **am writing** these sentences to you. The **sun is shining**, and a sweet breeze **is blowing**. The weather is very good today, but it is sometimes very hot. It doesn't matter because I like hot weather. 😊

My holiday here is really awesome. We **are meeting** locals, and trying different local meals.

They are delicious. I will bring you some local spices and souvenirs from here. By the way, I **am sending** you a Picture of our hotel's beach.


How about you? What **are you doing**? **Are you having** fun too? Please do not forget to write to me.

Love you so much! Kisses! :*

Aybüke

INFORMATION CARDS AND TASK CHECKLISTS

Pair A

<p>Bora Bora</p> 	<p>In French Polynesia Beach and adventure holiday</p> <ul style="list-style-type: none">• Buy souvenirs from Vaitape and eat in different meals• Swim in turquoise water of the island• Sunbathe on the beach• Go hiking to Mount Otemanu• Go surfing• Scuba-diving and explore the wildlife
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POSTCARD CHECKLIST

	CHECK
The postcard starts with a greeting.	
The postcard includes am/is/are+ Ving form.	
The postcard tells where you are.	
The postcard talks about minimum 6 activities you are doing during your holiday.	
The postcard ends with an appropriate ending.	

Pair B

London



In England


City break

- See the Tower of London
- Visit British Museum and Buckingham Palace and other historical places
- Go on a tour to the Harry Potter Studio
- Relax in Hyde Park
- Watch shows in London's West End Theater District
- Go shopping in Camden Town

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Pair C

<p>Paris</p> 	<p>In France City break</p> <ul style="list-style-type: none">• Climb to the Eiffel Tower and enjoy the scenery• Go shopping on Champ Elysees.• Eat macarons• Visit museums• Go sightseeing around the city and visit historical places such as Notre Dame Cathedral• Go on boat tours
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POSTCARD CHECKLIST

	CHECK
The postcard starts with a greeting.	
The postcard includes am/is/are+ Ving form.	
The postcard tells where you are.	
The postcard talks about minimum 6 activities you are doing during your holiday.	
The postcard ends with an appropriate ending.	

Pair D

Maui


In Hawaii
Beach and adventure holiday

- Explore the interesting wildlife
- Play golf along coastal fairways
- Go on helicopter tours
- Practice Hula dancing with the locals
- Travel to Road to Hana and explore the beautiful nature
- Go swimming

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The postcard talks about minimum 6 activities you are doing during your holiday.	
The postcard ends with an appropriate ending.	

SAMPLE PADLET ORGANIZATION

The screenshot shows a Padlet board titled "Writing a Postcard" by user aybüke Uzunca. The board is organized into five columns: "Sample", "Pair A", "Pair B", "Pair C", and "Pair D". Each column contains a postcard template with a holiday place and a link to a Google Docs document for writing the postcard. The "Sample" column shows a postcard from Florida. The "Pair A" column shows a postcard from Panama. The "Pair B" column shows a postcard from London. The "Pair C" column shows a postcard from the Harry Potter Studio. The "Pair D" column shows a postcard from the Tower of London. Each postcard has a "Add comment" button and a heart icon. The background of the board is a warm, orange-toned image of a sunset over a body of water.

Sample

aybüke Uzunca 2d

FLORIDA

Dear Martina,

How are you doing? I hope you are fine, and you are also having fun right now.

Guess what? I am in Panama in Florida and I **am having** so much fun. I bought a postcard yesterday, and I **am writing** to you right now. I **am lying** on the beach and **listening** to the sounds of waves while I **am writing** these sentences to you. The **sun is shining**, and a sweet breeze **is blowing**. The weather is very good today, but it is sometimes...

Pair A

aybüke Uzunca 2d

Pair A Holiday Place

<https://docs.google.com/document/d/16W8eC9vtPi1d1461rFvNypuMT1hDGncalKcqbysfUE/edit?usp=sharing>

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Add comment

Pair B

aybüke Uzunca 2d

Pair B Holiday Place

<https://docs.google.com/document/d/1R7let2P0pWDw4Su4fv69d7R5fKXc9y279oV5te-wCWI/edit?usp=sharing>

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1 comment

Nursu Celik 2d

Dear Irem, How are you doing? I hope you are fine and you are also having fun right now? My best friend and I are going to in London. We are seeing the Tower of London. We are visiting British Museums and Buckingham Palace and other historical places. I am going on a tour to the Harry Potter Studio. Do you wanna come too? See you again. Nursu

Pair C

aybüke Uzunca 2d

Pair C Holiday Place

https://docs.google.com/document/d/1kHvFM-jC1XXm3vqwkCUTEKDKMZGW_Sf08gWpBNJHReU/edit?usp=sharing

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Add comment

Pair D

aybüke Uzunca 2d

Pair D Holiday Place

<https://docs.google.com/document/d/1cmFOq9aJu1RBgXfnM3Ag0FCqZfKz-vghGVYc4vXan9Q/edit?usp=sharing>

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Add comment

ADD COLUMN

NEARPOD EXERCISES

Nearpod exercises adapted from the following resources:

- https://elt.oup.com/student/solutions/elementary/grammar/grammar_04_012e?cc=tr&selLanguage=en
- <https://www.perfect-english-grammar.com/present-simple-present-continuous-1.html>
- <https://agendaweb.org/exercises/verbs/present-continuous-progressive/forms>
- <https://agendaweb.org/exercises/verbs/present-continuous-progressive/wh-questions-write>
- <https://agendaweb.org/verbs/present-continuous/index.html>

SELF EVALUATION FORM ON GOOGLE DOCS

Self-Evaluation on Present Continuous Tense

Form description

I can understand incorrect sentences in present continuous tense easily. *

Don't agree 1 2 3 4 5 Agree

☐ ☐ ☐ ☐ ☐

I can create correct sentences in present continuous tense easily. *

Don't agree 1 2 3 4 5 Agree

☐ ☐ ☐ ☐ ☐

I know where or when to use present continuous tense. *

Don't agree 1 2 3 4 5 Agree

☐ ☐ ☐ ☐ ☐

Where/When do we use present continuous tense? *

- ☐ At the time of speaking / writing
- ☐ Actions happening right now
- ☐ Regular actions