



FREEDOM ENGLISH ACADEMY
COACHING FOR PROFESSIONAL JOBS

STM 5- Book 4, Part 2

Duration: 2 Days

v10.10.19

Objectives:

- To train the participants in the last 26 lessons (159-184)
- To train the participants to conduct MOOC 3

STM 5 - Book 4, Part 2

Day 1

Timing	Objective	Activity / Tool	Trainer's/Trainees' Action
9:00-9:15 AM	<ul style="list-style-type: none"> To make the trainees comfortable Meanwhile, trainer to mark attendance 	Ice - breaker	<ul style="list-style-type: none"> Trainer's choice (Appendix 1)
9:15-9:30 AM	<ul style="list-style-type: none"> Experience of Book 4 Part 1 		<ul style="list-style-type: none"> Trainer to give an overview of Part 2 lessons
9:30-9:45 AM	<ul style="list-style-type: none"> Essential agreements for presentation Certification criteria Appointing cops (Grammar, pronunciation, discussion detective, time management etc.) 	Whiteboard	<ul style="list-style-type: none"> Trainer to share expectations of an effective presentation (lesson plan/mind map, introduction to the lesson, relevancy of questions asked, board usage, workbook usage) Trainer to share rating (3-5) criteria (minimum 3 to certify) Trainer to appoint cops and write their names on the board
9:45-10:30 AM	<ul style="list-style-type: none"> Lesson Allocation & planning Meanwhile, trainer to make LMS batch and mark attendance on LMS 	Chart paper, colours, and other stationery	<ul style="list-style-type: none"> Trainer to allot the lessons in pairs keeping the experience and strength of the trainees in mind Trainer to share that presentations will be given in pairs and out of two, anybody would be asked to do any step Trainees to read the reference in FHB and watch A/V related to the lesson along with the lesson planning Trainer to assist and guide trainees in case of any confusion
10:30-11:00 AM	<ul style="list-style-type: none"> Presentations (Lesson 159) 20 minutes of presentation (10 minutes each trainee), 10 minutes feedback session, 15 minutes 		<ul style="list-style-type: none"> Trainer and trainees to observe and note down the feedback for the presenter, mentioning areas of strength and improvement. Trainees to share ideas along with the feedback to make

	discussion on lesson content and objectives		<p>lessons more effective, if required.</p> <ul style="list-style-type: none"> Trainer to give feedback and guide as per the requirement of the trainee
11:00-11:15 AM	Tea Break		
11:15-11:45 PM	<ul style="list-style-type: none"> Continue with lesson 159 		
11:45-12:45 PM	<ul style="list-style-type: none"> Presentation (Lesson 160) 		<ul style="list-style-type: none"> The following exercises to be discussed by the trainer as trainees might find it difficult to understand: Lesson 160: exercise D (common responses to conflict)
12:45-1:00 PM	<ul style="list-style-type: none"> Discussion (Lesson 161) <p><i>Note: lesson 162 & 163 to be discussed later</i></p>		
01:00-01:45 PM	Lunch		
01:45-02:00 PM	Energizer		
02:00-04:00 PM	<ul style="list-style-type: none"> Presentation (Lesson 164 & 167; lesson 165 to be discussed) <p><i>Note: lesson 166 to be discussed later</i></p>		
04:00-04:15 PM	Tea Break		
04:15-05:50 PM	<ul style="list-style-type: none"> Presentation (Lesson 171 & 172) 		<ul style="list-style-type: none"> Trainer to discuss Run-on sentences
05:50-06:00 PM	<ul style="list-style-type: none"> Assigning lessons for Day 2 if any 		<ul style="list-style-type: none"> Trainer to assign the remaining lessons in pairs or individually (Trainer's choice) keeping the strength and weakness of the trainees in mind.

Day 2

Timing	Objective	Activity / Tool	Trainer's/Trainees' Action
9:00-11:00 AM	<ul style="list-style-type: none"> Presentation (173 & 175) <p><i>Note: lesson 174 (pre-evaluation) to be discussed later</i></p>		<ul style="list-style-type: none"> Lesson 175: Trainer to discuss the relevance of ex. A with the lesson
11:00-11:15 AM	Tea Break		
11:15-12:00 PM	<ul style="list-style-type: none"> Individual presentation (lesson 178 or any other lesson of trainer's choice, if required) 		<ul style="list-style-type: none"> Trainer to ask any of the struggling trainees to present individually, if required
12:00-1:00 PM	<ul style="list-style-type: none"> Discussion (lesson 162, 163, 166, 168) 		<ul style="list-style-type: none"> Note for the trainer: Lesson 163: In exercise C, Facilitators are supposed to discuss the regular or basic usage of May, Might, Must and not as per the tense
01:00-01:45 PM	Lunch Break		
1:45-2:00 PM	Energizer		
2:00-4:00 PM	<ul style="list-style-type: none"> Discussion (lesson 169, 170, 174, 176, 177, 180) 		
4:00-4:15 PM	Tea Break		
4:15-5:30 PM	<ul style="list-style-type: none"> Discussion (lesson 179, 181, 182, 183 & 184) 		<ul style="list-style-type: none"> Trainer to conduct grit test for trainees
5:30-6:00 PM	<ul style="list-style-type: none"> Declaring result Closure 		<ul style="list-style-type: none"> Trainer to share the result of the training by holding one on one conversation with trainees Meanwhile, trainees to share learning from the training as an exit pass. Or Trainees to write learning from the training on the slips and paste them on the wall.