

Occupation

Submitted by Tompáné Lekner Emese on 2024. 11. 09., szo - 18:04

Type of plan

Óraterv

Sector

Pedagógia, oktatás

Topic, learning area

A munka világa

Vocational subjects

angol nyelv

Grade

10. évfolyam

Learning and development goals

A tanóra során a tanulók feldolgozzák a munka világa témakört. A feladatok elvégzésével fejlesztik szókincsüket az adott témakörben. Az óra végére képesek lesznek önállóan összefüggő gondolatokat megosztani a feltett kérdésekre vonatkozóan.

Concepts

hivatalos levél formai követelményeink gyakorlása

Required tools

Projektor, Solutions Pre-intermediate (3rd edt) tankönyv és munkafüzet, füzet, szótár füzet

Materials released before class or for a project

5. vizsgatétel

Work

My dream is to become an archeologist or an Egyptologist. I'd like to study ancient Egyptian history and culture: the Pyramids - the tombs of the pharaohs. I'd like to take part in excavations. To become an archeologist, you have to go on

to higher education and gain a university degree. Although I am still a student, I have some kind of work experience. I have had several summer jobs. There are a lot of job opportunities for students in the summer. For example, we can hand out flyers, sell ice-cream, pick fruit and vegetables, deliver newspapers, or work at fast food restaurants or in supermarkets. The advantages of working in the summer are that you can earn a little extra spending money, and you have a chance to gain real world experience and work experience. You can also learn a little bit about time and money management. The disadvantage is that you miss all of the summer fun - you can't meet your friends, you can't have a lie-in, you have to get up early even in the summer. Last summer I handed out flyers for a new café at the local shopping centre. I worked four hours a day. I tried to persuade passers-by to have a cup of coffee there. I liked this job. It was never boring and I met a lot of interesting people.

Introductory part and preparation of the lesson / project plan

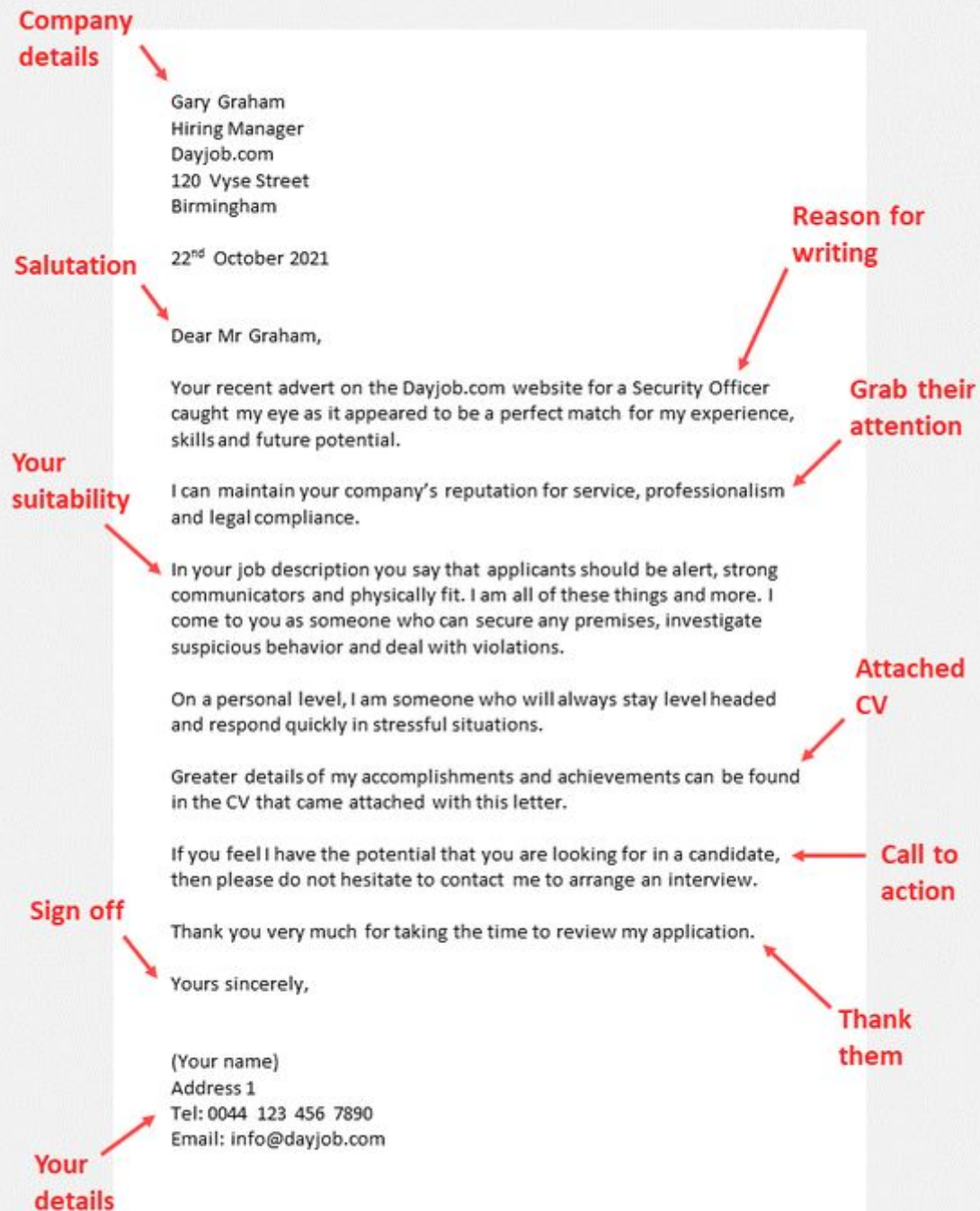
Az előző órán kiadott tétel feldolgozása.

Implementation of the lesson / project plan

Bevezetés: az 5-ös számú vizsgatétel feldolgozása

1. feladat: képleírási gyakorlat a tankönyv 52. oldalán található képek segítségével.
2. feladat: hallás utáni értés: tk. 52/4, majd az ismeretlen kifejezések kigyűjtése, lefordítása
3. feladat: work activities: párosítás mf. 52/2
4. feladat: frontális munkában a kivetített hivatalos levél formai követelményeinek áttekintése, a legfontosabb kifejezések kigyűjtése, használatára vonatkozó szabályok megfigyelése

Structure of a Cover Letter



1.

1. feladat: gap filling. A hiányzó elemek visszaillesztése a hivatalos levélbe.

Name _____ Date _____
 Section _____ Score _____



WRITING A FORMAL LETTER – JOB APPLICATION

Formal Letters
 Read the advertisement for a job.
 Penelope is interested in the job. Read the information about her and complete her letter.

Name: Penelope Smith
 Age: 27
 Address: 6 Botley Road, Oxford OX6 5PP
 Present Job: Tourist Guide
 Last Job: Hotel Receptionist
 Languages: French, Spanish




Study the organization of Penelope's letter.

<p>The name and address of the person you are writing to go here.</p> <p>The date goes here.</p> <p>We begin all letters, both formal and informal, with Dear...</p> <p>We use Ms, Mss, or Mrs for a woman. We use Mr for a man.</p> <p>We do not use short forms (I'm, he's, it's, they're) in formal letters.</p>	<p>Mary Gilmer Director The Oxford International School 16 College (2) _____ Oxford OX2 7PT</p> <p style="text-align: right;">6 Botley (1) _____ Oxford OX6 5PP</p> <p>August 24</p> <p>Dear Ms. Gilmer</p> <p>I am interested in the job of _____ (3) in your school. I _____ (4) years old and I _____ (5) in Oxford. At the moment I _____ (6) guide, but last year I _____ (7) a hotel receptionist. I _____ (8) working with people very much and I _____ (9) speak two _____ (10), French and Spanish. I can also _____ (11) a computer. I _____ (12) born in Oxford, so I know it very well.</p> <p>I look forward to hearing from you.</p> <p>Yours sincerely  Penelope Smith</p>	<p>Paragraph 1 Introduction</p> <p>Paragraph 2 The main part of the letter</p> <p>Paragraph 3 Ending</p>
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We end formal letters with Yours sincerely.

• Look at the advertisement for another job and write a similar letter on the third page.



Sign the letter and print your name.

HAPPY HOLIDAYS
 want **TOURIST GUIDE**

- Are you over 18?
- Do you like talking to people?
- Do you know your town well?
- Can you speak English...
- Are you free from July to September?

Happy Holidays



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Evaluation plan

Óra végi szóbeli értékelés.

Homework, project task

Álláshirdetésre való jelentkező levél megfogalmazása 80-100 szó terjedelemben a megtanult szabályok figyelembevételével.

General subject(s)

idegen nyelv