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| **Minor Award Name** | **English as a Second Language** |
| **Minor Award Code** | **5N1632** |
| **Level** | **5** |

**Suggested resources to support delivery:**

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| **Theme/Topic** | **Type** | **Relevance** | **Author/Source** | **Web Link** |
| Culture and Society | Website | Living in Ireland is an easy-to-use, multipurpose resource. It provides general information on rights as well as exploring culture, language, history, society and participation in Ireland. | Cross Care Migrant Project | <http://www.livinginireland.ie/> |
| PDF | The activities lead students through a process of reflection on the values and structures of Irish society and Ireland’s relationship with the wider world, particularly in relation to cultural diversity and equality. | Pobal.ie | <https://www.pobal.ie/Publications/Documents/Changing%20Perspectives%20-%20City%20of%20Dublin%20VEC%20-%202002.pdf> |
| PDF | This booklet provides a general overview of Ireland’s political, economic and cultural life. | Department of Foreign Affairs | <https://www.dfa.ie/media/dfa/alldfawebsitemedia/newspress/publications/2013_ireland_in_brief.pdf> |
| Website | Guide covering country characteristics, the people, language, culture, etiquette, business protocol, communication styles | Commisceo Global | <http://www.commisceo-global.com/country-guides/ireland-guide> |
| Podcast | Interviews and discussion on various topics | RTE 1 | <https://www.rte.ie/radio1/ryan-tubridy/podcasts/> |
| Vocabulary | Book | *English Vocabulary in Use Upper Intermediate Book*  Helps students build their vocabulary with themed chapters and exercises | Michael McCarthy & Felicity O’Dell | <https://www.amazon.co.uk/English-Vocabulary-Upper-intermediate-Answers-CD-ROM/dp/1107600944/ref=sr_1_1?ie=UTF8&qid=1470047137&sr=8-1&keywords=english+vocabulary+in+use+upper+intermediate> |
|  | Website | Website has both free and paid for activities and readymade lesson plans that cover a wide variety of areas and themes | onestopenglish.com | <http://www.onestopenglish.com/> |
| Website | Ready to use worksheets covering a variety of topics including idioms, collocation, antonyms | Learnenglishfeelgood.com | <http://www.learnenglishfeelgood.com/vocabulary/> |
| Grammar | Book | *English Grammar in Use*  Covers all areas of grammar with easy to understand examples, practise exercises and revision tests | Raymond Murphy | <https://www.amazon.co.uk/English-Grammar-Use-Book-Answers/dp/0521189063/ref=sr_1_1?ie=UTF8&qid=1470070500&sr=8-1&keywords=english+grammar+in+use+raymond+murphy> |
| Website | Oxford University Press website based on English File Series offering interactive games and online practise of grammar and vocabulary including idioms and phrasal verbs | Oxford University Press | <https://elt.oup.com/student/englishfile/upperint/?cc=gb&selLanguage=en> |
| Website | 100% free website where teachers can download worksheets in both grammar and vocabulary to support learning. | Learnenglishfeelgood.com | <http://www.learnenglishfeelgood.com/> |
| Listening & Speaking Skills  General | Website | Provides students with listening practise covering a wide range of situations divided into levels and themes and topics including academic listening. Includes questions and activities based on the recordings | Randall’s Esl Cyber Listening Lab | <http://www.esl-lab.com/> |
| Website | RTE online streaming service provides students with the opportunity to listen to authentic Irish accents and real and fictional situations | RTE | <http://www.rte.ie/player/ie/> |
| Website | TV3 online streaming service allows learners to build their vocabulary and grammar in context | TV3 | <http://www.tv3.ie/3player> |
| Listening & Speaking Skills  Telephoning | PDF | American worksheets but can easily be adapted for use in classroom. This resource kit is designed to help ESL instructors plan lessons to meet their learners’ needs in the area of telephone skills. | Literacynet.org | [Telephone Skills Resource Kit - Literacynet.org](http://literacynet.org/esl/minigrants/telephoneskills/lessonplans.pdf) |
| PDF | 6 role-play scenarios for practicing **telephone skills**. Most scenarios are business-related. | English Current website | [Role-play Cards #2: Telephone Skills (Intermediate - Advanced ESL ...](http://www.englishcurrent.com/roleplays/roleplay-cards2-telephone/) |
| PDF | These role cards present a series of simple situations for pre-intermediate and intermediate-level learners, working in pairs. They could also be used for higher levels, who should be encouraged to elaborate on the conversations and make them more natural. | British Council | <https://www.teachingenglish.org.uk/article/telephone-role-plays> |
| MP3 | Students learn how to manage a phone conversation in English. | Liguahouse | <http://www.linguahouse.com/esl-lesson-plans/business-english/6470c8de-dbc9-8434-51c6-0dff1a61cbff/managing-a-phone-call.html> |
| Listening & Speaking Skills  Meetings | e-book | **Meetings Essentials** e-Book features MP3 audio, PDF study notes and online quizzes on essential Business English skills for conducting and participating in meetings in English. Sample activities are available to download | Businessenglishpod | <https://www.businessenglishpod.com/business-english-ebooks/english-meeting-essentials/> |
| Website | The module covers the language of meetings including: setting agendas, interruptions, agreeing and disagreeing and AOB | BBC | <http://www.bbc.co.uk/worldservice/learningenglish/business/talkingbusiness/unit2meetings/1agenda.shtml> |
| Website | Upper intermediate worksheets to download in pdf format that allow students to practice the skills needed for meetings , discussions, presentations, problem solving and decision making | MacMillan Business | <http://www.businessenglishonline.net/resources/in-company-second-edition-resources/worksheets/in-company-upper-intermediate-worksheets/> |
| Listening & Speaking Skills  Interviews | YouTube video | Compiled by the Collins McNicholas Recruitment and HR Services Group; goes through the main issues in interviews like personal appearance and answering common and difficult questions | Collins McNicholas Recruitment and HR Services Group | <https://www.youtube.com/watch?v=NG6xktLmALg> |
| Website | Job interview questions with sample answers | Quintessential | <https://www.livecareer.com/quintessential/interview-question-database/interview-questions-1> |
| Listening & Speaking Skills  Presentations | Website | A compilation of worksheets that will help students develop their presentation skills | TEFLtastic blog | <https://tefltastic.wordpress.com/worksheets/presentations/> |
| Reading Skills  Authentic Material | PDF | A short guide produced by NERA explaining basic employment rights in Ireland including working hours, wages and wage slips, holiday entitlements etc. | NERA | <https://www.workplacerelations.ie/en/Publications_Forms/Guide_to_Employment_Rights_NERA_.pdf> |
| PDF | An information booklet that will give learners an overview of training and education options available for adults in Ireland | Aontas | <http://www.aontas.com/download/pdf/info_booklet_web_version.pdf> |
| PDF | This booklet gives a clear explanation of social welfare payments in Ireland | Welfare.ie | [Guide to Social Welfare Services - English - Welfare.ie](https://www.google.ie/url?sa=t&rct=j&q=&esrc=s&source=web&cd=6&ved=0ahUKEwiprIKpsaDOAhVJLsAKHR8-BK0QFgg8MAU&url=https%3A%2F%2Fm.welfare.ie%2Fen%2Fdownloads%2Fsw4.pdf&usg=AFQjCNGNfw7veBFK_EAUtic_SSbBTQ3irQ&bvm=bv.128617741,d.ZGg) |
| online  newspaper | Provides students with current news stories | Irish Independent | <http://www.independent.ie/> |
| Reading Strategies | Web page | 7 reading techniques from skimming to speed reading | Edu Note | <http://www.edunote.info/2013/04/reading-definition-techniques.html> |
| Website | Reading and summarising texts and reports are core skills in this programme. | BBC | <http://www.bbc.co.uk/skillswise/topic/reading-and-understanding> |
| Reading exercises | A list of exercises to practice skimming and scanning techniques. | UEFAP | <http://www.uefap.com/reading/exercise/menu_eff.htm> |
| Website | Easy to understand article on bias with definition and how to detect bias  Series of printable articles that help students understand what bias is and how to identify it as well as reading critically to evaluate information and compare information, ideas and opinions from different sources | Information fluency | <http://21cif.com/tutorials/micro/mm/bias/> |
| Skills Workshop | <http://www.skillsworkshop.org/category/literacy/reading/reading-text-focus-comprehension/use-reading-strategies/rtl25> |
| Writing Skills | PDF | Worksheet that helps students develop and improve their writing skills in a range of everyday, real-life contexts. | Collins | <http://www.collins.co.uk/file/AmtMhGb/Writing-B2-All-Documents.pdf> |
| Website | This exam practice website provides practise tests across all 4 skills including many different writing skills and techniques for a number of different exams (IELTS, Cambridge) | Exam English | <http://www.examenglish.com/> |
| e-book | *The Essential Handbook for Business Writing.*  A comprehensive guide; detailed and informative on a range of issues of business writing to include: language basics; how to write letters; emails and report writing | Author: Desmond A. Gilling  Publisher: Essential Business English. | <http://essentialbusinessenglish.com/EBE/the_EBE_method_files/TheHandbook-Sampler.pdf> |
| Website | The website has multiple worksheets on various writing styles as well as writing guides and models for students | Eslflow | <http://www.eslflow.com/LetterWriting.html> |
| Website | Free email writing practice that teachers can download and distribute to students | Macmillan English | <http://www.businessenglishonline.net/resources/email-english-worksheets/> |
| PDF | *Academic Writing*  *A Handbook for International Students Second edition*  A complete guide for students that covers all aspects of academic writing including proofreading, referencing and paraphrasing | Stephen Bailey | <https://www1.doshisha.ac.jp/~ji-iie/Bailey.Academic_Writing.pdf> |
| Website | This website offers free resources to help students master their writing skills with topics such a letter writing, CV writing and report writing covered | Purdue Online Writing Lab | <https://owl.english.purdue.edu/> |
| Discourse Markers | PDF | A printable worksheet where students must join sentences together using the words provides | Humbox | <http://humbox.ac.uk/1526/4/Microsoft_Word_-_Student_materials_Week_4.pdf> |
| Online exercises | Online practice in using the language of cause and result in writing | DC IELTS | <http://www.dcielts.com/ielts-vocabulary/key-ielts-vocabulary-cause-and-effect-1/> |
| PDF | A printable worksheet including teacher notes that increases students cause and effect vocabulary and improves writing skills | Onestopenglish | <http://www.onestopenglish.com/skills/writing/lesson-plans/pdf-content/writing-skills-cause-and-effect-lesson-plan/147393.article> |
| Website | A catalogue of discourse markers with examples. In order to download PDF version, users must sign in with Facebook or Google+ | Academia | <https://www.academia.edu/6888756/DISCOURSE_MARKERS_CONNECTORS_A_LIST_OF_DISCOURSE_MARKERS_WITH_EXAMPLES> |

**Useful Books:**

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| **Name** | **Contact Information** |
| face2face | [**http://www.cambridge.org/us/cambridgeenglish/catalog/adult-courses/face2face**](http://www.cambridge.org/us/cambridgeenglish/catalog/adult-courses/face2face) |
| English File | <https://elt.oup.com/student/englishfile/?cc=gb&selLanguage=en> |
| Learning English in Ireland | <http://learningenglishinireland.ie/> |

**Useful Websites:**

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| **Name** | **Contact Information** |
| Eslflow | <http://www.eslflow.com/> |
| The Guardian.com | <https://www.theguardian.com/education/series/learning-english> |
| The British Council | <http://learnenglish.britishcouncil.org/en/> |
| The BBC | <http://www.bbc.co.uk/learningenglish/> |

**Useful Organisations:**

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| **Name** | **Contact Information** |
| Further Education Support Service (FESS) | <http://www.fess.ie/> |
| Office for the Promotion of Migrant Integration | <http://www.integration.ie/website/omi/omiwebv6.nsf/page/infoformigrants-learningenglish-en> |
| Quality and Qualifications Ireland (QQI) | <http://www.qqi.ie/> |
| National Adult Literacy Agency (NALA) | <https://www.nala.ie/> |
| Citizens Information | <http://www.citizensinformation.ie/en/> |

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| **MOOCs (Massive Online Open Courses)** | |
| Free access to online courses  Search regularly for new courses and new start dates | <https://www.mooc-list.com/> |
| Linguasnet Website offering free online language classes (not only in English) an EU- sponsored language initiative. | <http://www.linguasnet.com/> |
| Alison.com online course in English grammar | <https://alison.com/courses/English-Grammar> |