

Tips for Planning

- Review the work you did at the last session.
- Plan more than necessary in case you decide to drop an activity and do something else.
- Make the session enjoyable.
- Ask yourself if you would be happy with the proposed lesson if you were the learner.
- Go from the known to the unknown.
- Remain flexible.
- At the end of each lesson, plan the next one while you have ideas in your mind.
- Tune into what your learner needs.
- Give variety and lots of practice in the session.

Remember to ask yourself

- Did new goals arise?
- Is material related to your learner's goals and objectives?
- Why are you using particular activities?
- What role does your learner play in planning sessions and selecting materials?

Homework helps your learner to

- practise
- try things on her own
- share her work with others
- maintain continuity between sessions

Although you cannot force your learner to do homework, you can stress that progress is more rapid with practice and review.