

Pre-Intermediate – Be polite

Aim: to make students aware of appropriate and polite behaviour when interacting with other people

Lead-in: Write the following column-headings on the board: always, usually, often, sometimes, never. Go over meaning with students and the differences between them.

Put students into pairs. Write the following actions on the board and ask students to classify them based on how frequently they do them:

- help someone
- talk on your phone when you are with other people
- ask someone to help you
- borrow something
- say sorry
- talk in the library

Ask students to put the actions into two groups: *It's OK to ...*, and *It's not OK to ...*. Ask when some actions are OK, and when they are not (e.g., it's OK to talk on your phone when you are with your friends. It's not OK to talk on your phone in the middle of a class).

Ask students which of the things in the *It's not OK to ...* list they do, and elicit possible solutions to help them stop their bad habits (e.g., turn my phone off when I am in class). Encourage students to think of ways that they can be polite and help people.

Choose A Scenario: Ask students to work in pairs and choose one of the three scenarios (A–C). Ask them to read through their scenario and check understanding.

Encourage pairs to identify the main issue in the scenario they chose and other factors that are important in making a decision about how to behave and what to say (e.g., in A, you really need to speak to your friend, but you are eating with your family. It's not polite to use a phone when you are eating. Also, your grandparents don't live near you, so they don't often see you, so you want to take advantage of the time you have with them.

Ask pairs to write some ideas of solutions for the issue they identified in their scenario. Ask the questions:

- How can you be polite?
- How can you think of other people?
- What can you say or do?

Monitor and help with language where necessary. Encourage students to look at the Reflection Point while doing the task.

Reflection Point: Explain to students that a polite person thinks of other people and helps them. It's nice to use polite language when we speak to other people and ask for things. Other people will feel respected and happy.

Class discussion: Ask each pair to work with another pair who chose the same scenario and to compare the solutions they suggested.

Encourage them to identify differences and similarities in their solutions to their scenarios. Write the questions below on the board. Allow groups time to discuss their answers before holding a whole-class discussion:

To be polite and think of other people:

- What can you do today in class?
- What can your classmates do?
- What good things can happen when you are polite?
- What bad things can happen when you are not polite?

Work alone: Ask students to work alone and choose a second scenario (A–C) and follow the same steps to identify the issue and think of possible solutions.

Once they have finished, invite volunteers to present their scenario to the class and explain what their possible solutions are.

Extension: Ask students to think of how they can be more polite and think of other people at home or school. Ask them to write five things they can do and say to be more polite and to help their parents, grandparents, brothers, sisters, etc.