



English: First Additional Language

NQF 2



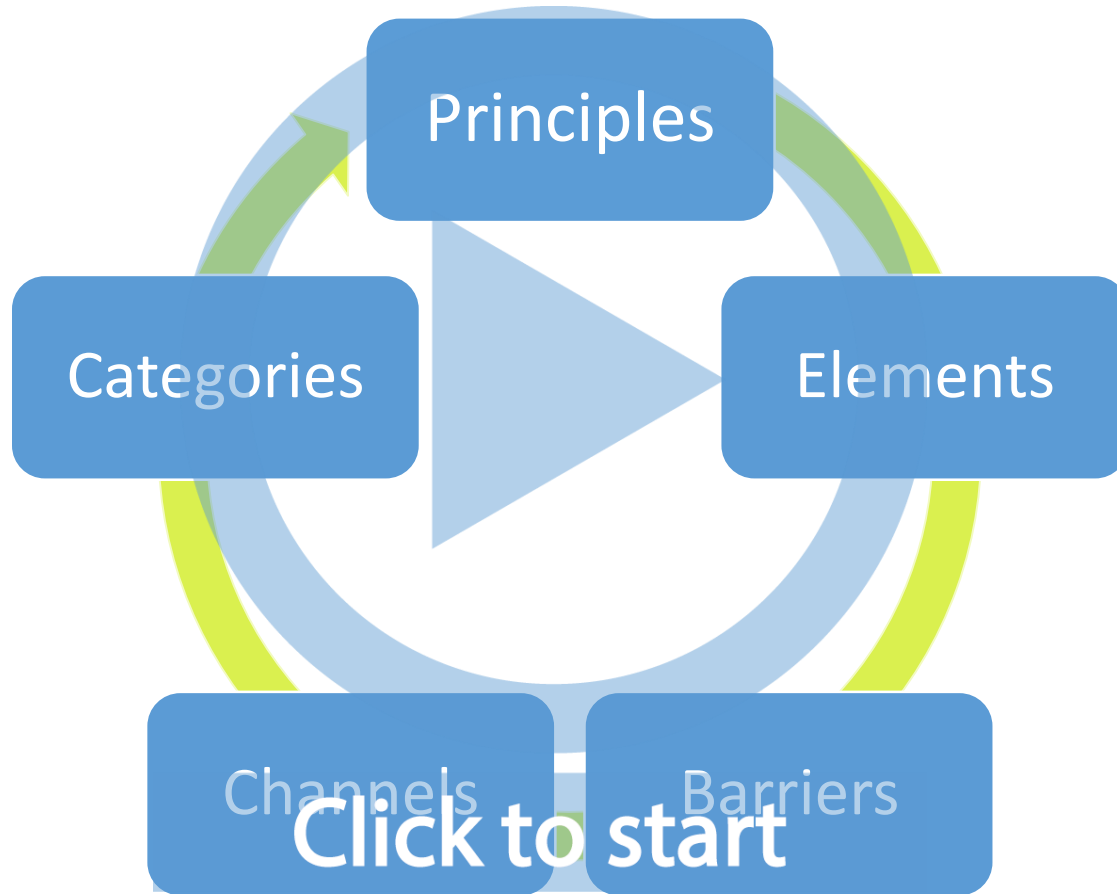
Revision

Module 12

Overview



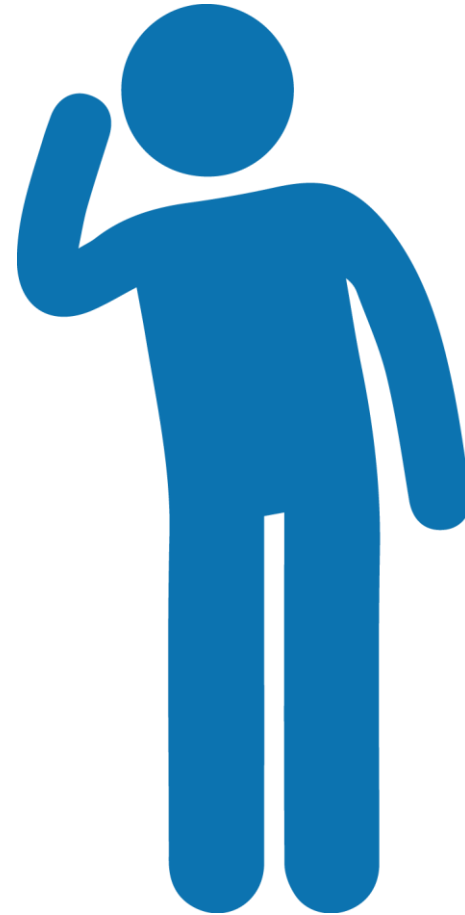
Theory of communication



Listening

Listen:

- For information
- In order to understand
- In order to take notes
- In order to learn
- In order to respond appropriately



Speaking

Speak:

- To convey or formally present information to others.
- To clarify others' understanding.
- To initiate and sustain conversations and interact with others.
- To express yourself.
- Non-verbal communication (use of voice and body language) conveys information in addition to the words you use.



Reading

Read:

- In order to acquire information and to be informed on a variety of matters.
- For enjoyment.



Writing

Write:

- To express yourself.
- To convey information and knowledge in printed or electronic format.
- When a written response is required from someone.



Language in practice

Use language and grammar conventions:



For expressive purposes

Express yourself clearly and correctly according to the requirements of the language you are using

For receptive purposes

To be able to receive information (through reading and listening), with understanding and in order to learn and remember.

Click to start

Study method

Remember!

For EFAL, but also for all learning across the curriculum

- Use what you have learnt about the reading process as a **study method!**
- Remember that for many learners **reading is the foundation of most learning.**

The reading and learning process

1

Pre-reading = Pre-learning

2

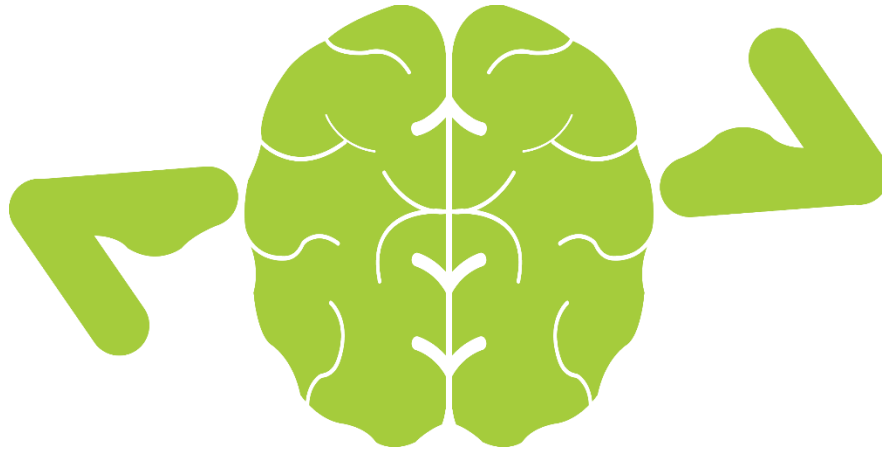
During reading = During learning

3

Post-reading = Post-learning

CLICK TO START

Pre-learning



- Let your brain know what you will be learning about (warm up and prepare your brain before you start to exercise it):
 - Skim through the section
 - Scan for specific information
 - Predict what you will be learning about

During learning



- Read intensively and with understanding.
- As you read, make a mind map of the topic and main ideas of the section of work you are learning.
- Follow the procedure for mind mapping that you learnt this year.
- To extract the main ideas while you read, turn the headings into questions.

During learning

Mnemonics refers to a learning aid, something that helps you remember information that you have to learn.

Use mnemonics to help you remember information.

Examples of mnemonics

Use the first letter of each word in a list of words or information to make a word:

For example:

- use the acronym **BODMAS** to help you remember the order of mathematical operations – **B**rackets; **O**rder; **D**ivision; **M**ultiplication; **A**ddition; **S**ubtraction

Examples of mnemonics

Use a word or association to help you remember the spelling of a difficult word:

For example:

- there is a *rat* in *separate*,
- **Roy G Biv** to remember the colours of the rainbow (red, orange, yellow, green, blue, indigo, violet)

Examples of mnemonics

Use music or visual representations.

For example:

- Music: Remember how you learnt the **ABC song** to help you learn the **alphabet**?
- Visual representations: **Mind maps, tree diagrams or flow charts** to help you remember.

During learning

Remember!

- Reading through notes or a textbook without doing anything else does not equal learning.
- Reading and mind mapping at the same time makes you an active learner.
- Creating and revising thorough, well-designed mind maps ensures that what you learn is stored in your long-term memory.
- Keep your mind maps neatly arranged in a file so that you can revise the information later.

Post-learning

- There are two post-learning steps:

1

Immediately after completing a section

2

Before writing tests and exams

Click to start

Post-learning

- Immediately after completing your mind map of a section:

RECITE

- That means visualising your mind map (being able to ‘see’ it and all the information it contains, in your head when your eyes are closed) and
- Saying out loud what you learnt without referring to your notes or mind map

Click to start

Post-learning

- Later, before tests or exams on that particular section of work

REVISE

- Go through your mind map again until you remember what you learnt
- Visualise and recite the information out loud again



Click to start



Now you are good to go.



Good luck!