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5

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# Guidance for Teachers

These are some additional helpful tips and recommendations for teachers to cover the course efficiently and effectively.

## **Before starting a text**

A pre-reading activity is useful in securing the attention of the learners through activities that lead them to the text. Pre-reading activities should be interesting, relevant, and fun to do. For each text, a pre-reading section has been suggested. It should be used to lead a class discussion. Most pre-reading activities suggested are open-ended, i.e., they may not have a particular answer, but are useful for discussion that leads learners to the text.

Teachers may use any other interesting pre-reading activities with direct relevance to the text to be taught.

All the pre-reading activities contain a reading focus. The purpose of the pre-reading section is that learners read a text with that focus in mind.

## **Reading**

A carefully planned reading class will go a long way in creating a love for reading in the minds of the learners. Some techniques are suggested here to help learners proceed step-by-step in the class from guided reading to becoming independent readers.

## **Shadow reading**

For young learners, read aloud each sentence of the text slowly. Ask learners to follow the sentence with a finger and repeat after you. If a sentence is longer, break the sentence into meaningful parts. Take a clear pause at each break and at the end of each sentence.

Show action wherever possible to accompany your reading aloud.

Read a text aloud at least twice. Then, ask learners to read aloud. Help them with reading where necessary. All the texts should be taught in this manner. However, in later years, the concept of silent reading is to be introduced as well as it will help with independent learning and comprehension.

### **Chunk reading**

Instead of asking learners to read a whole text all together, for Classes 1–4, each text should be divided into reading chunks that can be better managed by learners. Each text has been divided into two/three reading chunks for the students to understand with ease. Use a focusing question/statement before each reading chunk. Ask one/two link questions when students have finished reading a chunk. The link question/statement can function as the focus for the next reading unit. This has been done for all the prose texts. Linking/reflecting and prediction questions/activities for the reading chunks are given to assist learners in dealing with the texts. Allow learners to guess answers before each reading chunk. It does not matter if their answers do not match the text.

Comprehension questions (factual, inferential, as well as extrapolative) are meant to be used to hold a class discussion leading towards better understanding of a text. They should not be used for rote learning and memorization of facts from a text.

Extra clues from the text/learning questions should be used during discussion to help learners grasp the context and the text better.

It is always a good idea to ask learners to go back to the text to find out the facts during a class discussion.

### **Comprehension of poems**

Poems for young learners reflect the rhythm of the language in a very obvious manner. Since poems are shorter in length, teachers should read aloud the

poetry texts with rhythm for learners to capture the natural pronunciation of English. All the poems here have been marked for their stress pattern, which creates the rhythm. Teachers should practice the rhythm by saying each poem aloud with appropriate stress several times before doing it in class.

For each poem, apart from the rhythm, a listening focus has also been provided. As learners listen, they try to get an answer for the listening focus.

Each poem should be read aloud by the teacher at least twice. Then, learners should be asked to repeat the poem after the teacher. This is an effective listening and pronunciation activity for English stress and rhythm.

When the listening is going on, the books must be kept closed. After the second listening, learners can look at the text and listen to the teacher at the same time.

Learners should then read the poem aloud, and then silently for better comprehension.

For older learners, the teacher should ask the students to keep their books closed and read the poem out to them. Then the teacher could ask a global question, elicit a response which connects to their world knowledge or ask for the theme of what has been read. See if the students can recall phrases and words.

### **Comprehension questions**

Comprehension questions should be done orally in a discussion mode and not in a question-answer mode.

Learners may write the answers after the oral work.

Classroom procedure (group and pair work)

Learners should be given enough opportunities to find answers in pairs and groups, and refer to the texts as many times as they want.

After reading of the text is done, follow this sequence for the questions: i. comprehension, ii. vocabulary, and finally, iii. Pronunciation

# Sample Lesson Plan

1

## The message of forgiveness

<b>Week</b>	3	<b>Duration</b>	60 min
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<b>Learning Outcomes</b>	Upon completion of this lesson, students will be able to: <ul style="list-style-type: none"><li>• Comprehend text post reading</li><li>• Write composition</li><li>• Understand and use suffixes</li><li>• Comprehend texts</li><li>• Write answers to comprehension questions</li></ul>
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<b>Date and Time</b>	<b>Content and teacher activity</b>	<b>Formative assessment</b>
<b>Day 1:</b> 00/00/00  05 min	<b>Settling time:</b> As this is the second week of the term, students are still settling in. Help them out with their textbooks and notebooks. If there are any new students in the class, take the time to introduce them to their classmates and make them feel comfortable before moving on with the session.	Verbal response

Date and Time	Content and teacher activity	Formative assessment
10 min	<p><b>Starter:</b></p> <p>Recap through questioning. Ask students the questions to see how much they remember from the previous lesson. Ask the students who were present in the previous class to help them revise and through this activity the new students will get to know what was taught the week before. Try and gauge their speaking and listening skills as well.</p> <p>Keep in mind that some students may be shy to participate but may have excellent listening and speaking skills. Scaffold information and make them feel comfortable enough so they may participate.</p>	<p>Verbal response</p> <p>Recall</p> <p>Speaking and listening skills</p>
10 min	<p><b>Pre-reading:</b></p> <p>Ask the students the pre-reading question present with the text. Try to scaffold the information. Provide helpful hints and gauge if they are able to provide information on their own.</p> <p>Gently probe students and encourage them to participate.</p>	<p>Brainstorming</p> <p>Creative thinking</p>

Date and Time	Content and teacher activity	Formative assessment
10 min	<p><b>Think-pair-share activity</b></p> <p>Ask the students to read the story individually. While reading the text, students will try to track textual details to find the following:</p> <ul style="list-style-type: none"> <li>• Who are the main characters?</li> <li>• Where does the action take place?</li> <li>• What is the main idea of the text?</li> </ul> <p>Then, ask the students to highlight all details that point to the above-mentioned areas and share their answers with a partner. Next, ask the pairs to share their highlighted excerpts and discuss them with the class.</p>	<p>Reading skills</p> <p>Comprehension skills</p> <p>Silent reading skills</p> <p>Discussion skills</p> <p>Skim &amp; scan</p> <p>Focused reading</p>
10 min	<p><b>Focused [Group/Silent] Reading:</b></p> <p>After pairing the students into groups, write the following questions on the board ask the students to find out the answers after reading the chapter once.</p> <ol style="list-style-type: none"> <li>1. Is the trait of kindness a noble one?</li> <li>2. What kind of behaviour did Hazrat Muhammad ﷺ had with children?</li> <li>3. How many examples of Hazrat Muhammad (SAW)'s forgiving nature can be found?</li> <li>4. Which city did Hazrat Muhammad ﷺ go to preach Islam?</li> <li>5. What lesson do we learn from the life of Hazrat Muhammad ﷺ?</li> </ol>	

Date and Time	Content and teacher activity	Formative assessment
	<p><b>Class discussion:</b></p> <p>Write the above-mentioned questions on the board and ask the students to read through the text and try to find the answers to these questions. However, ask them to be mindful and not share the answers with anyone.</p> <p>After the entire class has read through the chapter and has successfully found all the answer then as a class discuss the answers and see how many pairs have found the correct answers.</p>	
10 min	<p><b>Teacher’s Resource: Answers</b></p> <ol style="list-style-type: none"> <li>1. Yes, the trait of kindness is a noble one.</li> <li>2. Hazrat Muhammad ﷺ was loving towards children.</li> <li>3. There are numerous examples of Hazrat Muhammad’s ﷺ forgiving nature.</li> <li>4. Hazrat Muhammad ﷺ went to the city of Taif to preach.</li> <li>5. We learn the lesson of kindness and being polite despite the circumstances.</li> </ol> <p><b>Feedback:</b></p> <p>Give feedback on responses.</p>	



Date and Time	Content and teacher activity	Formative assessment
10 min	<p><b>Reading aloud:</b></p> <p>Have a reading session with the students. Focus on the words that they are having difficulty in and repeat until they can read the passage without any problem.</p> <p><b>HOMEWORK:</b></p> <p>Ask the students if they have ever encountered a situation where they have had to be control their emotions and be polite despite the situation? How did it feel?</p>	<p>Reading skills</p> <p>Comprehension skills</p>
<p><b>Day 2:</b> 00/00/00</p> <p>20 min</p>	<p><b>Class Work: Comprehension</b></p> <p>Attempt Exercise A in class.</p> <p><b>Feedback:</b></p> <p>Give feedback on responses and correct any answer if required.</p>	<p>Verbal response</p> <p>Brainstorm</p> <p>Creative thinking</p> <p>Prediction</p> <p>Foreshadowing</p>
20 min	<p><b>Activity: Working with words</b></p> <p>Introduce the concept of thesaurus. Teach the students how to use thesaurus in class.</p> <p><b>Class Work: Working with words:</b></p> <p>Attempt Exercise B.</p> <p><b>HOMEWORK:</b></p> <p>Practice using thesaurus.</p>	<p>Verbal Response</p> <p>Counting skills</p> <p>Writing skill</p> <p>Brainstorming</p> <p>Creative writing</p>

Date and Time	Content and teacher activity	Formative assessment
<p><b>Day 3:</b> 00/00/00</p> <p>15 min</p>	<p><b>Activity: Suffixes</b></p> <p>Before starting off with suffixes, revise prefixes.</p> <p><b>Revise Prefix:</b></p> <p>Write on the board some words, e.g. tidy, possible, equality, honest, and ask the students to add two or three letters to the beginning of each word to form a word with the opposite meaning. Write the new words on the board, (untidy, impossible, inequality, dishonest). Underline the prefixes and elicit the term prefix for a group of letters that is added to the beginning of a word to change its meaning.</p> <p><b>Suffix:</b></p> <p>Introduce the term suffix by writing another set of words on the board to which suffixes can be added, e.g. care, thought, beauty, etc. and ask the students if they can add letters to the ends of the words in order to form new words (careful, careless, thoughtful, thoughtless, beautiful, beautician, etc.) Write the words on the board, underline the suffixes and introduce the term suffix.</p> <p><b>Class Work:</b></p> <p>Attempt Exercise C in class.</p> <p><b>Feedback:</b></p> <p>Give feedback on responses and correct any answer if required.</p> <p><b>HOMEWORK:</b></p> <p>Complete any incomplete work.</p>	<p>Writing skill</p> <p>Brainstorming</p>

Date and Time	Content and teacher activity	Formative assessment
10 min	<p><b>Workbook Exercise:</b> Attempt workbook exercises.</p> <p><b>HOMEWORK:</b> Complete any incomplete work.</p>	Writing skill
<p><b>Day 4:</b> 00/00/00</p> <p>15 min</p>	<p><b>Activity: Listening and Speaking</b></p> <p><b>Speech making:</b> Ask the students to work in groups and make pointers. Take turns to explain and not to override their counter parts. Learn and practise the art of public speaking and present their ideas in front of the class as directed in the textbook.</p>	Verbal response
15 min	<p><b>Class Work: Speech</b> Students will present with their group. Attempt Ex: D</p> <p><b>Feedback:</b> Give feedback on responses and correct any answer if required.</p>	Verbal response

Date and Time	Content and teacher activity	Formative assessment
<p><b>Day 5:</b> 00/00/00</p> <p><b>20 min</b></p>	<p><b>Class Work: Composition</b></p> <p>Attempt Exercise E in class.</p> <p>Discuss the composition with the students and make sure that they understand the concept in detail. Provide them with everything that they may require and keep providing them assistance whenever required.</p> <p><b>Feedback:</b></p> <p>Give feedback on responses and correct any answer if required.</p>	<p>Verbal response</p> <p>Writing skills</p> <p>Reading skills</p> <p>Speaking skills</p> <p>Listening skills</p> <p>Composition skills</p>
<p><b>05 min</b></p>	<p><b>Plenary:</b> Ask the students the following questions: In pairs, answer the question set at the start on a 'post it' note. Stick on board and review – did class agree?</p>	<p>Brainstorm</p> <p>Verbal Response</p> <p>Discussion skills</p> <p>Cooperation skills</p>

<p><b>ASSESSMENT</b></p>	<p><b>REFLECTION</b></p>
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