

Teacher **Onboarding**

Onboarding Training

Congratulations! You just completed the 20 hour EF teacher onboarding training course.

Throughout the programme, you covered a range of topics. This document summarises the top tips from each session. Don't forget to check out ef-teachers.com for additional videos on sessions related to these and other topics.

Exploring Materials

Teachers at EF have a range of resources available to them, including prepared lesson plans, internet access, dictionaries and more

Adapting lesson plans

The first time you teach a lesson you should follow the lesson plan. Later, if you choose to adapt a lesson, ask yourself:

- Will this help learners achieve the lesson aim?
- Will it enhance the learning experience for the learners?

What's expected of you at EF

There are 8 competencies that teachers at EF are expected to demonstrate

- Building relations
- Entrepreneurial Orientation
- Customer Orientation
- Effective communication
- Results Orientation
- Managing Performance
- Fostering Teamwork
- Developing others



Engaging Learners

Learners do better when they are engaged. To ensure that your classes are engaging:

- Make them relevant to learners
- Make them lively
- Use a variety of activities
- Make learners feel comfortable and at ease



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Helping Learners Learn

Feedback is necessary to help learners improve.

Accuracy based tasks

- Ensure that learners are using the language without errors
- Immediate error correction is best here

Fluency based tasks

- Ensure that learners are using the language in a natural way
- Delayed error correction is best here

Helping Learners Understand

We can help learners by grading our language and giving clear instructions

Grading Language

- Pitch to i+1
- Use gestures, pictures, actions
- Check understanding with concept and instruction checking questions (CCQs & ICQs)

Giving Instructions

- Get attention
- Give graded instruction
- Do a demonstration
- Ask ICQs
- Arrange groups and provide handouts/ materials

Chinese Learners

There are some differences between Chinese and Western learners due to differences in culture and education systems. Chinese learners may:

- Be accustomed to learning by rote
- Be used to “teacher-led” classrooms
- Have difficulty with aspects of pronunciation (e.g. stress timed pronunciation)
- Have difficulty with aspects of grammar (e.g. past tense, third person)
- Have difficulty with aspects of lexis (e.g. false equivalents, ‘small verbs’)

Intercultural Communication

Be aware of the difference in communication style across cultures. To be a successful intercultural communicator, you should:

- Find things in common with people from other cultures
- Don't jump to conclusions about a person's behavior – try to think about alternative reasons for it
- Find out more about the communication style of the other culture
- Ask questions to check that you understand and are understood

