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Dear ............................................................., (your name)

This Language Portfolio is your property. It has been designed to help you improve your language learning. It will accompany you throughout your school life and will help you document your learning both inside and outside the classroom. The Language Portfolio contains material which you can use and then keep as a record of your learning. In this portfolio you can also include any extra material given to you by your teacher throughout the course. However, the final decision about what to include in the Language Portfolio is completely up to you.

In practice, Language Portfolios may include a project or other examples of written work, computer diskettes (with some work or drawings completed inside or outside the class), video cassettes (with your favourite story or with performances of songs, school plays, etc), certificates, reports from your teachers, or even a collection of objects or pictures.

Here is a short explanation of each section in your Language Portfolio:

I Language Passport
This is an updated report of your progress in English language learning. You will include in this section any evidence of your formal qualifications (certificates, diplomas), tests, progress report cards, self-assessment cards, etc.

II Language Biography
This is an updated record of your personal language learning history which helps you evaluate your learning aims and reflect on your language learning and inter-cultural experiences.

III Dossier
This is a collection of your work which you have chosen to illustrate your language skills, experiences and achievements in the English language. In this section of your Language Portfolio there is some material you can use. You can also file any work you do inside or outside the classroom that you would like to keep as evidence of your work in English.

We hope you really enjoy doing these activities.

Virginia Evans    Jenny Dooley
How to organise your Language Portfolio

In your Language Portfolio you can include almost anything you have produced or collected that shows your progress in English. We suggest you keep your work in plastic envelopes so that it stays in good condition.

In practice, your Language Portfolio can be any shape or size according to the material you choose to store.

Your Language Portfolio can include any of the following:

- video cassettes
- posters
- cards
- tests
- drawings
- poems
- audio cassettes
- school reports
I. Language passport

Here you can record all your achievements in the English language. You can include certificates, diplomas, progress report cards, self-assessment forms, tests, etc. In general, you can include anything that is proof of your competence in English.

Every time you add something, record it on your Language Passport Chart.

<table>
<thead>
<tr>
<th>Date</th>
<th>Type of Material</th>
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</table>
II. Language Biography

All About Me!

Name: ___________________________ Date of birth: ___________________________

Age: ___________________________ Place of birth: ___________________________

I am in my ______________ year of English.

My English teacher’s name: ___________________________

Read and put a tick (✓) or a cross (✗).

Some members of my family speak English. ☐

Some members of my family are from an English-speaking country. ☐

I often read English books, magazines, etc. ☐

I often watch English TV programmes. ☐

I often listen to English songs. ☐

I have extra English lessons. ☐

There is someone at home who speaks English to me. ☐

I have contact with people from English-speaking countries. ☐

I have visited/lived in the following English-speaking countries:

..................................................................................................................................................................
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How I Learn!

Think about the easiest ways for you to learn something new. Read the sentences below and choose. You can choose more than one.

1. I understand words/sentences better if
   - A I listen to them on cassette/CD.
   - B I listen to my teacher saying them.
   - C I see them written.
   - D I see, listen and do something with them.
   - E other

2. I learn words/phrases better if
   - A I listen to them on cassette/CD.
   - B I listen to my classmates saying them.
   - C I read them.
   - D I write them.
   - E I repeat them.
   - F I act them out, sing them, etc.
   - G they are part of a video/DVD, etc.
   - H other

3. I can express myself well if
   - A I already know all the words I need to use.
   - B I know some of the words I need to use.
   - C I use mime, objects and pictures to help me.
   - D I already have some life experience on the subject.
   - E other

4. I learn best if I work
   - A on my own.
   - B in pairs.
   - C in groups/teams.
   - D other
5. I am more eager to learn if

A. I know why I’m doing an activity.
B. I know an activity will help me.
C. I am rewarded.
D. An activity will help me to find out more about the things I like.
E. other

6. I understand grammar rules better if

A. they are explained to me in my mother tongue.
B. I compare them with my mother tongue.
C. I get them from a text by exploring it.
D. other
## My World of English!

Make a note of what you do in English.

### The stories I know in English

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### The songs I can sing in English

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### The videos/DVDs/cartoons I’ve watched in English

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11
Now I Can ...!

Here is what you will be able to do in English at this level. Every now and then, for instance once a month, you will need to check your progress in the English language. For this reason you should use a pencil so that you can change and/or add things as you go along. You can use the following code:

| Very Well: ☑️️️ | OK: ☑️ | Not Very Well: ☑️ |

**LISTENING**

I can ...
- understand people talking about things familiar to me.
- understand people giving factual information.
- understand everyday conversations.
- understand programmes on TV and the radio.
- understand films, in which visuals and action carry much of the storyline.
- understand straightforward factual information about everyday or job related topics.
- understand other people when they speak clearly about everyday issues.
- understand short lectures and talks about familiar matters (e.g. the environment).
- understand most topics related to everyday life (e.g. family, hobbies and interests, work, travel, etc).
- understand information of recorded or broadcast audio material (e.g. TV advertisements, theatre recorded messages, etc).

**READING**

I can ...
- understand texts on subjects I am interested in.
- understand personal letters expressing feelings.
- understand brochures and short, official documents.
- understand descriptions of events.
II. Language Biography

- understand argumentative texts that are written clearly.
- understand clear, straightforward instructions (e.g. how to send a text message).
- understand newspaper articles about things I know about.
- find and understand general information in everyday material (e.g. advertisements, posters, leaflets, etc).

**I can ...**

- describe things to people.
- give simple instructions and detailed directions.
- give reasons and explanations for opinions, plans and actions.
- describe personal experiences.
- describe my feelings (e.g. surprise, sadness, happiness, interest and indifference).
- talk about my dreams, hopes, wishes and ambitions.
- express my beliefs, opinions, agreement and disagreement politely.
- suggest solutions to problems.
- exchange information on topics that are familiar or of personal interest.
- interview people and be interviewed.

**Writing**

I can ...

- write a short narrative.
- describe the plot of a book or a film and describe my reactions.
- write personal letters, describing experiences, feelings and events in detail.
- take messages describing enquiries, problems, etc.
- describe dreams, hopes and ambitions.
- give basic details of an event, e.g. an accident.
- write brief reports and essays.
II. Language Biography

Future Plans!

What would you like to do in the future to improve your English? How can you learn more about other people and other countries? Choose and write. You can also use your own ideas.

I WOULD LIKE TO ...

- Read English stories, magazines, etc.
- Watch English films, TV programmes, etc.
- Listen to English songs.
- Talk to English people.
- Use the Internet.
- Write to people from other countries.
- Visit other countries.
- Find information about other countries and cultures.

Date

Date

Date

Date
In your Language Portfolio, you can include anything of your choosing to keep and show as evidence of your progress in the English language. Here are some activities you can do that can be included in your Language Portfolio, if you wish. Every time you do one of these activities, tick (✓) the relevant box.

<table>
<thead>
<tr>
<th>Page</th>
<th>Title of the activity</th>
<th>It can be done at the end of Unit ...</th>
</tr>
</thead>
<tbody>
<tr>
<td>19</td>
<td>TV CELEBRITIES</td>
<td>1</td>
</tr>
<tr>
<td>21</td>
<td>MY NEIGHBOUR</td>
<td>1</td>
</tr>
<tr>
<td>23</td>
<td>MY TOWN</td>
<td>2</td>
</tr>
<tr>
<td>25</td>
<td>GEOGRAPHY FACTS</td>
<td>2</td>
</tr>
<tr>
<td>27</td>
<td>THE ZOO</td>
<td>3</td>
</tr>
<tr>
<td>29</td>
<td>HELP US!</td>
<td>3</td>
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<tr>
<td>31</td>
<td>CLIMATE</td>
<td>4</td>
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<tr>
<td>33</td>
<td>GREETINGS FROM ...</td>
<td>4</td>
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<tr>
<td>35</td>
<td>FOR SALE</td>
<td>5</td>
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<tr>
<td>37</td>
<td>SOUVENIRS</td>
<td>5</td>
</tr>
<tr>
<td>39</td>
<td>A CELEBRATION</td>
<td>6</td>
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<tr>
<td>41</td>
<td>FESTIVALS THROUGHOUT THE YEAR</td>
<td>6</td>
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<tr>
<td>43</td>
<td>A SPECIAL MEAL</td>
<td>7</td>
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<td>45</td>
<td>RESTAURANT AD</td>
<td>7</td>
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<tr>
<td>47</td>
<td>SPORTS SURVEY</td>
<td>8</td>
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<tr>
<td>49</td>
<td>A SPORTS INJURY</td>
<td>8</td>
</tr>
<tr>
<td>51</td>
<td>SHOWTIME</td>
<td>9</td>
</tr>
<tr>
<td>53</td>
<td>MY HOPES AND DREAMS</td>
<td>9</td>
</tr>
<tr>
<td>55</td>
<td>TAKE A MESSAGE</td>
<td>10</td>
</tr>
<tr>
<td>57</td>
<td>YOUNG INVENTOR’S COMPETITION</td>
<td>10</td>
</tr>
</tbody>
</table>

How I Learn!
My Dossier

Name: 

School: 

Class: 

Level CEF: B1. 1 

Stick a photo of yourself here
Think of your favourite TV soap opera. Find pictures of the actors and stick them below. Under the pictures write their names, what they look like and what they are like.

(name of TV soap opera)
Write a description of your neighbour. Write about:

- his/her appearance
- his/her character
- whether you like/dislike him/her

Draw or stick a picture of him/her.

Describe your neighbour to the class. Record your presentation.
What is your town like? Stick pictures, then write a short description of it.

I live in ......................................... . There are .................................................................................................................................
✓ Collect information about your country, then write about:
  • the longest river
  • the highest mountain
  • the deepest lake
  • the biggest city etc in your country
You can stick pictures if you like.

The longest river in ........................................ is ................................................................. .
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Express Publishing © Photocopiable
✓ Find or draw a map of your favourite zoo. Mark where the animals are on the map.

✓ Use the map to present the zoo to the class. Record yourself.

How much did you like the activity?

Express Publishing © Photocopiable
✓ Collect information about five endangered animals around the world. Stick pictures, label them and write where they live and why each animal is endangered. Suggest three ways to protect them.

Jaguars live in Central and South America. They are hunted for their fur.

We should
✓ What is the weather like in your country? Stick or draw a map of your country, then write a short paragraph about its climate and its characteristics.

The climate in ............................................ is ...................................................... .
Winters are ........................................................................................................... .
Summers ................................................................................................................
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You are at a holiday resort. Write a postcard to your friend.

Write about: • where you are  • what you are doing  • how you like it there
✓ Imagine you want to sell something of yours. Write a short advert about it.

Write:
- what it is
- a short description of it
- how much you want to sell it for

You can stick a picture if you like.
✓ Think of three traditional souvenirs from your country. Write a short description of them saying where you can get them. Stick pictures.

When you visit ................................................................., don’t forget to buy .................................................................. It is made of ................................................................. .

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You can also ................................................................................................................................
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................................................................................................................................. They are all excellent presents.
✓ You are planning to have a fancy dress party. Send an e-mail inviting your friend. In your e-mail, write:

- the date
- the place
- the time
- activities
- food and drink
- directions to your house (e.g. bus number, bus stop, etc)

Hi! ...............................................................................................................

I’m having a .................................................................................................

It’s at ..........................................................................................................

We’re going to ..........................................................................................

Afterwards we’re going to ........................................................................

..................................................................................................................

..................................................................................................................

It will be great fun .......................................................................................

Please come! ...............................................................................................

..................................................................................................................
Festivals Throughout the Year

| Name: ................................ | Date: ................................ | Class: ................................ |

✓ What festivals are there in your country? Write the name and exact date. Write about the festivals. Stick or draw pictures to illustrate each.

<table>
<thead>
<tr>
<th>January</th>
<th>February</th>
<th>March</th>
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<th>September</th>
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✓ Present the festivals to your classmates. Record yourself.
✓ Your local newspaper has asked its readers to send in short stories entitled “A Special Meal to remember”. The best story will win a meal for two at Carlo’s restaurant. Write your story for the competition.

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✓ Read your story to the class. Record yourself.
✓ Imagine you work for an advertising agency. Think of an ad for a restaurant to put in a newspaper. Include:

- the name of the restaurant
- the address
- the phone number
- the opening hours
- some of the dishes
- any special offers

✓ Read your advertisement as if it is being broadcast on the radio. Record yourself.
✓ Ask your classmates what their favourite sport is. Then, write the results of your survey.

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<thead>
<tr>
<th>Name</th>
<th>Sport</th>
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Most of my classmates ................................................................................................................................
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Some ................................................................................................................................
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A few ................................................................................................................................
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Express Publishing © Photocopiable
A Sports Injury

✓ Write an e-mail to a friend telling him/her about an accident you had while playing sports. Write:
- where/when it happened
- what sport you were playing
- what part of your body was injured
- what action you took
- how you felt

How much did you like the activity?

Express Publishing © Photocopiable
Your school is organising a film festival. Decide on a film which can be shown and make a flyer advertising it. Write:

- the title of the film
- the time of the screening
- a short description of the film
- who the actors/actresses are
- your recommendation

............................................. is shown tonight at ............... and ...............  

The film, directed by ................................................................., is about ...............  

It stars ............................................................... as ............................................................... and ...............................................................  

Express Publishing © Photocopiable
✓ Write a short description of your hopes, dreams and ambitions for the future. Write about:

• what job you want to do
• where you want to live (e.g. in a big house, in the countryside, etc)
• what things you want to own (e.g. sports car, diamond ring, etc)
• how you feel about the future

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You work in an electrical repair shop and have the following telephone conversation with a customer. Leave a message for the engineer who will repair Mrs Green’s washing machine. In your note write:

- the name and address of the customer
- the type, make and model of the appliance

A: Fielding’s Repair Shop. How can I help you?
B: Hello. My name is Mrs Green and I’ve got a problem with my washing machine.
A: Right. What exactly is wrong with it?
B: Well, it’s making a terrible noise and there’s water leaking from the back of it.
A: I see. What make of machine is it?
B: It’s a Hotpoint WM A54.
A: I’ll send someone to look at it right away.
B: Thank you. That would be great.
A: What’s your address, please?
B: It’s 5, Park Road.
A: Someone should be there within the hour.
B: Thank you very much.
✓ Imagine you have invented a machine. Draw a picture of it. Then, write a short description of it. Write:

- its name
- what it is made of
- a short description
- its use

✓ Present your invention to the class. Record yourself.
IV. EXTRA ACTIVITIES

In this section you can include anything you do inside and outside the classroom which shows your work with the English language. You can also write some comments (why you like it, if you found it difficult/easy, etc) on the activity pages. It will be useful if you write the date you did this activity. Remember: the choice of activity is yours. Every time you include something new, record it in the table on the next page.
<table>
<thead>
<tr>
<th>Date</th>
<th>Type of Material</th>
<th>Content</th>
<th>Individual Work</th>
<th>Group Work</th>
<th>With corrections (from the teacher)</th>
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</table>
✓ You can use this page to write the titles of the activities you choose to file in your Language Portfolio.