

# Manningham U3A - Migrant English Program

## Record of Tutoring Sessions (EXAMPLE)

Name of Tutor		Name of Learner	
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**Note:** Travel time and lesson preparation time are excluded from the number of hours.

**Location:** Online meeting, private home or public place

DATE	BRIEF SUMMARY OF SESSION CONTENT	NUMBER OF HOURS	LOCATION & LEARNER'S INITIALS
Session 1 3 Feb 2021	How to introduce yourself – at a party, at a meeting, at a job interview	1	Public place
Session 2 10 Feb 2021	Conversation about shopping at the supermarket. Introduced some vocabulary and simple sentences.	1.5	Public place
Session 3 17 Feb 2021	Vocabulary and pronunciation by singing along with the lyrics - 'Sunshine On My Shoulder' by John Denver	1	Online meeting
Session 4 24 Feb 2021	Pronunciation: How “on” is pronounced when found at the beginning or end of words, e.g. online, London, reason, reaction, decision.	1.5	Private home
Session 5 3 Mar 2021	Vocabulary: 13 English Idioms for DOUBT & UNCERTAINTY, e.g. toing and froing, in two minds, sleep on it, on the fence	1	Online meeting
Session 6 10 Mar 2021	Conversation about various topics that the learner wanted to talk about – fashion, food, religion	2	Public place
Session 7 17 Mar 2021	Vocabulary and conversation about the weather	1	Private home
Session 8 24 Mar 2021	Watched a video of an English lesson on Australian slang and discussed when and where it would be inappropriate to use slang	1	Online meeting
Session 9 31 Mar 2021	Learner reads a short essay she has written on “My Bucket List”. Corrected her grammar and pronunciation.	1.5	Online meeting
Session 10 7 April 2021	How to read the menu and order food at a restaurant	1.5	Public place
Session 11 14 April 2021	Vocabulary and sentences relating to a visit to the doctor - symptoms, body parts	1.5	Private home
Session 12 21 April 2021	How to answer the phone	1.5	Online meeting
Session 13 28 April 2021	How to order food to be delivered	1.5	Online meeting
Session 14 5 May 2021	Renting an apartment – conversation about what to look for, who to contact, rights of a tenant	1	Public place
Session 15 12 May 2021	Talking about Covid-19 – how it has affected the learner, self-isolation, quarantine, vaccination	1	Online meeting
Session 16 19 May 2021	Exercises on grammar - conditionals	1	Private home