

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.

DATE	BRIEF SUMMARY OF SESSION CONTENT	NUMBER OF HOURS
Session 1 3 Feb 2021	How to introduce yourself – at a party, at a meeting, at a job interview	1
Session 2 10 Feb 2021	Conversation about shopping at the supermarket. Introduced some vocabulary and simple sentences.	1.5
Session 3 17 Feb 2021	Vocabulary and pronunciation by singing along with the lyrics - 'Sunshine On My Shoulder' by John Denver	1
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
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
Session 6 10 Mar 2021	Conversation about various topics that the learner wanted to talk about – fashion, food, religion	2
Session 7 17 Mar 2021	Vocabulary and conversation about the weather	1
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
Session 9 31 Mar 2021	Learner reads a short essay she has written on “My Bucket List”. Corrected her grammar and pronunciation.	1.5
Session 10 7 April 2021	How to read the menu and order food at a restaurant	1.5
Session 11 14 April 2021	Vocabulary and sentences relating to a visit to the doctor - symptoms, body parts	1.5
Session 12 21 April 2021	How to answer the phone	1.5
Session 13 28 April 2021	How to order food to be delivered	1.5
Session 14 5 May 2021	Renting an apartment – conversation about what to look for, who to contact, rights of a tenant	1
Session 15 12 May 2021	Talking about Covid-19 – how it has affected the learner, self-isolation, quarantine, vaccination	1
Session 16 19 May 2021	Exercises on grammar - conditionals	1