



PORTFOLIO 2022-2023

# DEPARTAMENT D'ANGLÈS

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# Tasques realitzades amb l'alumnat



## **Tasca 1**

Escritura col·laborativa (carta de presentació).

## **Tasca 2**

Grabació d'un podcast sobre crim a la ciutat (mediació oral).

## **Tasca 3**

Lectura y producció d'un poster sobre "Black History Month".



# Tasques realitzades amb l'alumnat

## **Tasca 4**

'Your Language Passport', 'Your Language and Cultural Experiences'

## **Tasca 5**

Expressió escrita, 'an informal email'

## **Tasca 6**

'The Book Club'

# Escriptura col·laborativa



## Carta de presentació

- Nivell B2
- Llenguatge formal
- Producció escrita

## Descriptors

Escriure, en qualsevol format un CV detallat, junt amb una carta de motivació (per exemple, per a cursar estudis a l'estranger, o presentar-se per a un lloc de treball), detallant i ampliant la informació que es considera rellevant i ajustant-la al propòsit i destinatari específics.



**Tasca 1  
detallada**

# Esriptura Col·laborativa

## Tasca 1

### Descripció de la tasca

- Primerament, aprenem a diferenciar emails formals d'emails informals.
- Després treballem llenguatge formal, vocabulari, estructures impersonals de passiva i el format de les cartes/emails formals.
- Formem 5 grups de 3 alumnes i assignem una tasca (oferta de treball) per a cada grup.
- De manera rotatòria cada grup escriu una part de la carta formal que li correspon (application letter).
- Cada grup llig la carta formal que havia començat i es comenten les errades/millores/fortaleses.
- Finalment, l'alumnat escull la tasca que més li ha agradat per a pujar-la posteriorment a la plataforma.



# Escritura Col·laborativa

## Tasca 1

### Instrumentes d'avaluació i coavaluació, i materials utilitzats

- Correcció de les tasques grupals (professora i alumnat) a través d'una checklist prèviament el·laborada.
- Material d'escriptura, models d'emails i cartes (formals i informals).



A graphic of a white envelope with a grey border and a grey 'X' representing the flap. Inside the envelope, the text 'ESCRITURA COL-LABORATIVA' is written in bold black uppercase letters. At the bottom of the envelope, the text 'CARTA FORMAL' is written in bold cyan uppercase letters.

**ESCRITURA  
COL-LABORATIVA**

**CARTA FORMAL**

**Esriptura  
col-laborativa**

# E-Mail informal



## Mail informal

- Nivell B1
- Llenguatge informal.
- Producció escrita.

## Descriptors

- Escriure correspondència personal
- Participar en xats, fòrums i blogs, sobre temes quotidians, generals, d'actualitat, o del propi interès, i en els quals es demana o transmet informació; es narren històries; es descriuen, amb un cert detall, experiències, esdeveniments, siguin aquests reals o imaginats, sentiments, reaccions, desitjos i aspiracions; es justifiquen breument opinions i s'expliquen plans, fent veure els aspectes que es creen importants, preguntant sobre problemes o explicant-los amb raonable precisió.

**Tasca 5  
detallada**



# E-Mail informal

## Tasca 5

### Descripció de la tasca

- Primerament, aprenem l'estructura d'emails informals.
- Després treballarem llenguatge, vocabulari, expressions, i el format de les cartes/emails informals.
- Els alumnes fan les activitats del llibre per a aprendre l'estructura de aquest tipus de redacció.
- Les corregim.
- Els alumnes creen el seu propi email informal seguint l'estructura de l'exemple.




# E-Mail informal


## Tasca 5

### Instruments d'avaluació i coavaluació, i materials utilitzats

- Correcció de les tasques grupals (professora i alumnat) a través d'una checklist prèviament elaborada.
- Material d'escriptura, models d'emails informals

WRITE AN INFORMAL EMAIL 

2 AN INFORMAL EMAIL



From: Kasia <kasia\_new@redmail.com>  
To: Angela <angela1970@yahoo.com>  
Subject: Thanks

Hi Angela,

I'm really sorry for not writing earlier, but I've been very busy since I got back from the UK.

I <sup>1.1</sup>TH <sup>1.2</sup>for a wonderful six months. I loved being in Chichester and I had a great time. Also, my English got a bit better... don't you think?

I really enjoyed looking <sup>1.3</sup>after <sup>1.4</sup>Mia and Billy. I thought they were adorable and we had a fantastic <sup>1.5</sup>time together. I have really good memories, for example, our trip to the top of Worthing and the zoo there! I've had several messages <sup>1.6</sup>from the children since I've been back! Please tell them from me that I <sup>1.7</sup>love them.

I've been a bit stressed for the last few weeks, because I've been working at a restaurant while I look for a permanent job. Being a waitress is very hard work, but I can now afford to rent a flat with <sup>1.8</sup>Sally and two other friends and I'm saving to buy a car! I've also been <sup>1.9</sup>reading a lot of time with my family - my brothers have changed so much over the past six months!

That's all for now. Thanks again for everything. And I hope you know you're welcome in Gdansk at any time - my family would love to meet you. Summer here is usually lovely.

Give my regards to Matt and <sup>1.10</sup>hope to hear from you soon.

Best <sup>1.11</sup>wishes,  
Kasia

PS I <sup>1.12</sup>attach a photo I took of me with the kids. I hope you like it!

**a** Kasia went to Britain and stayed for six months with a couple, Angela and Matt, working as an au pair. After going back to Poland, she sent them an email. Read the email and match what she says to paragraphs A-F.

She sends greetings to another member of the family.  
 She thanks Angela for her stay.  
 She talks about what she's been doing recently.  
 She apologises for not writing before.  
 She thanks them again and invites them to stay.  
 She talks about the nice things they did together when she was with them.

**b** Read the email again and complete gaps 1-8.

**c** Imagine you have some British friends in the UK, and you stayed with them for a week last month. Write an email to say thank you. Plan what you're going to say. Use A-F in a and the language from the Informal emails box to help you.

**d** Check your email for mistakes (grammar, vocabulary, punctuation, and spelling).

**Informal emails**  
Beginnings:  
Hi + name (or Dear + name if you want to be a bit more formal).  
(I'm really) sorry for not writing earlier, but...  
Thank you / Thanks (so much) for (your letter, having me to stay, etc.)...  
It was great to hear from you.  
Endings:  
That's all for now.  
Hope to hear from you soon. / Looking forward to hearing from you soon.  
(Give my) regards / love to...  
Best wishes / Love (from)  
PS (when you want to add a short message at the end).

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Hi Carlos!

I'm really sorry for not writing earlier, but <sup>1.1</sup>I've not had time because <sup>1.2</sup>I've been travel <sup>1.3</sup>to a lot of places.

Thanks for a happy week.

I remember <sup>1.4</sup>all the things we did for this week, for example, our visit to the prison museum was very <sup>1.5</sup>interesting. <sup>1.6</sup>When we went to the beach and we did scuba diving and saw <sup>1.7</sup>all the fish is <sup>1.8</sup>so wonderful, I haven't words for describe. This has been the best experience of my <sup>1.9</sup>life.

I've been very tired, because I've continued <sup>1.10</sup>with my travel. I've gone <sup>1.11</sup>to France, Italy, Germany and return <sup>1.12</sup>to Spain. I arrived in Spain <sup>1.13</sup>one week ago. I've seen all my family in a great meal. <sup>1.14</sup>Now, I return to the normally.

Thanks again for this experience. And <sup>1.15</sup>I hope see you soon.

Best wishes.

Ana

PS. I attach a photo with you. I hope you like it!

### Índex de comentaris

- 1.1 I haven't had time
- 1.2 I've been travelling
- 1.3 to a lot of places
- 1.4 all the things
- 1.5 when (no comma)
- 1.6 all the fish
- 1.7 interesting
- 1.8 was wonderful
- 1.9 life
- 1.10 I don't have words
- 1.11 to France...
- 1.12 I've continued travelling
- 1.13 to Spain
- 1.14 one week ago
- 1.15 I've gone back to normal
- 1.16 I hope to see you soon



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