

Tools and Didactic Aids

Open an online dictionary (see weblinks) whenever you do a reading task. Open the thesaurus whenever you practise writing. Click on the links to open them.

Encyclopaedias

- **Britannica:** <http://www.britannica.com/>
- **Bibliomania :** <http://www.bibliomania.com/>
- **Encyclopaedia :** <http://www.encyclopedia.com/>
- **Encyclopaedia smithsonian:** <http://www.si.edu/resource/faq/>
- **International Financial Encyclopaedia:**
http://www.euro.net/innovation/Finance_Base/Fin_encyc.html

Just for fun (puns, language play) <http://www.webenglishteacher.com/fun.html>

Reading Materials

Reading non-fiction

<http://www.onlinenewspapers.com/>
<http://www.newspaperlinks.com/home.cfm>
<http://newlink.org>
<http://whyfiles.org/teach/>
<http://www.bellenglish.com/>
www.english-to-go.com

Journalism Resources <http://www.webenglishteacher.com/journ.html>

Magazines

<http://www.mediauk.com/> (Media directory)
<http://www.radiotimes.co.uk> (The Radio Times)
<http://www.nme.com> (Pop magazine)
<http://www.economist.com/> (The Economist)
<http://www.nationalgeographic.com/> (National Geographical)

Business

<http://www.economist.com/> (The Economist)
<http://www.ft.com> (the Financial Times)
<http://www.europages.com> (Europages)
<http://www.lydbury.co.uk/> (BESIG)
<http://www.hm-treasury.gov.uk> (HM Treasury)
http://www.euro.net/innovation/Finance_Base/Fin_encyc.html (International Financial Encyclopaedia)
<http://nyse.com> (the New York Stock Exchange)

Crime

<http://www.murderinc.com> (Murder Inc)

<http://www.uaa.alaska.edu/just/death/> (Focus on the death penalty)

http://highered.mcgrawhill.com/sites/0072564938/student_view0/chapter16/multiple_choice_quiz.html (quiz)

Entertainment

<http://disney.go.com> (Disney)

<http://www.discovery.com> (the Discovery Channel)

<http://www.mysterynet.com/thecase/> (murder and mystery check out site)

<http://www.scripts-o-rama.com/> / <http://www.screentalk.org/moviescripts.html>
(thousands of complete film scripts)

Environment

<http://www.foe.co.uk/> (Friends of the Earth)

<http://www.gaia.org/> (Global Eco-village network)

<http://www.envirolink.org/> (Enviro link)

History

<http://www.thehistorynet.com> (the history net)

<http://www.education-world.com/history/> (Education World)

Life in Britain

<http://www.royal.gov.uk/> (British Monarchy)

<http://www.britcoun.org/> (the British Council)

<http://www.open.gov.uk/> (UK Government information)

<http://www.greenparty.org.uk/> (The Green Party)

<http://www.labour.org.uk/> (The Labour Party)

<http://www.conservative-party.org.uk/> (The Conservative Party)

<http://www.libdems.org.uk/> (The Liberal Democrats)

<http://www.open.gov.uk/dfee.dfeehome.html> (Dept for Education & Employment)

Newspapers

The Times <http://www.thetimes.co.uk/>

The Independent <http://www.independent.co.uk/>

The Guardian / Observer <http://www.guardian.co.uk/>

The Telegraph <http://www.telegraph.co.uk/>

New York Times <http://www2.nytimes.com/>

The Paper Boy (links to national and local newspapers from all over the world)

<http://www.thepaperboy.com/>

The Paper Boy ('s UK site with links to UK national and local newspapers)

<http://www.thepaperboy.co.uk/>

People

Biographies: <http://www.biography.com>

Science

The www virtual library <http://www.vlib.org/>

How stuff works <http://www.howstuffworks.com>

BBC <http://www.bbc.co.uk/science/>

<http://www.bbc.co.uk/education/lzone/>

<http://www.bbc.co.uk/education/schools/>

<http://www.bbc.co.uk/nature/>

Science mag <http://www.sciencemag.org/>
The New Scientist (register for free) <http://www.newscientist.com>
PBS <http://www.pbs.org/>
Not all science stuff, but there is some there, from the American Public Broadcast Service

A list of science related sites: <http://www.keysites.com/keysites/hotspots/hotspots.html>
NASA <http://www.nasa.gov/>

Sport

Sports illustrated <http://sportsillustrated.cnn.com>
Eurosport <http://www.eurosport.com/>

Travel

Foreign Office <http://www.fco.gov.uk/>
Lonely Planet destinations <http://www.lonelyplanet.com/dest/>
Plan your car journey, the AA <http://www.theaa.co.uk/>
Multimap UK – site with detailed maps of the whole of the UK (to find your house)
<http://uk2.multimap.com>
Travel matters <http://www.moon.com/>
Visit Britain <http://www.visitbritain.com/>

Travel in Britain

Site to plan your journey by car. The first two give door- to- door directions
<http://www.shellgeostar.com/route/routePlan.asp>
<http://www.greenflag.co.uk/>

Cheap flights in Europe. You can book online with your credit card
<http://www.buzzaway.com/>
<http://www.go-fly.com/>
<http://www.easyjet.co.uk/>
<http://www.ryanair.com>

Car hire

<http://www.thrifty.co.uk/>
<http://www.bcvr.co.uk/>
<http://www.avis.co.uk/>

Train travel. Timetables and tickets

<http://www.thetrainline.com/>
<http://www.britrail.co.uk>

The Internet

www.miyazaki-mic.ac.jp/resources/arc/websurveyskills/
www.readingmatrix.com/articles/isbell_reinhardt/ o
www.miyazaki-mic.ac.jp/resources/arc/websurveyskills/webliography.html

Cultural background

encarta.msn.com/find/search.asp?search=United+Kingdom
www.zephyrus.demon.co.uk/

www.toweroflondontour.com/ or www.tower-of-london.com/

britannia.com/tours/ and literacynet.org/cnnsf/
www.yorkshirenet.co.uk/yorkdungeon/

Cheatsites

Go to the following site <http://www.newfoundations.com/Cheatsite.html>

Reading Fiction and verse (public domain)

- Media Literacy & Information Literacy <http://www.webenglishteacher.com/media.html>
- 6267 literary texts and books before 1923 with Quick Search: <http://promo.net/pg/>
- 1000's of free books : fiction, reference books, non-fiction, poetry , household (fairy) Tales (**War, Modern, British , Irish , American poetry**)
<http://www.bartleby.com/>
- <http://www.webenglishteacher.com/litmain.html>
- **Mystery-whodunnits** (Agatha Christie, A.C. Doyle, Chesterton, , E. Wallace) / drama (Oscar Wilde, G.B. Shaw, Eugene O'Neill) / **For Boys and Girls (Youth literature)**
<http://www.blackmask.com/>
- **Detective stories** (Sherlock Holmes, A. Christie with Poirot) / Fairy Tales H.C. Andersen / Frankenstein horror / Sci-Fi (H.G. Wells) , free downloadable youth literature <http://www.hiddencave.com/classic.asp>
- **Catalogue** of electronic documents from **American and English literature / western philosophy** : <http://www.infomotions.com/alex/>
- Classic fiction, drama, poetry, **short stories (home reading)** and contemporary articles and interviews / reference books / dictionaries / quotations / classic non-fiction, biographies, religious texts <http://www.bibliomania.com/> (encyclopaedia)
- 1500 **classic world literature** books free / pay for reviews / IQ and EQ tests
<http://www.bookrags.com/ebooks/>
- **The Baldwin Project** American children's literature before 1923: nursery rhymes, fables, folk tales, myths, legends and hero stories, fairy tales, bible stories, nature stories, biography, history, fiction, poetry, storytelling, games, craft activities:
<http://www.mainlesson.com/>
- **Tim Bowler's** British teenage books: www.timbowler.co.uk/

- **The Poetry Archives:** free classical poetry with a simple user interface
<http://www.emule.com/poetry/?page=about>
- Poems <http://www.webenglishteacher.com/poetry.html>
- Myths and Folklore <http://www.webenglishteacher.com/myth.html>
- <http://www.poetryarchive.org/poetryarchive/home.do> (listening material)
- <http://www.bbc.co.uk/arts/poetry/outloud/index.shtml> (listening material)
- <http://www.poets.org/>
- <http://www.ibiblio.org/ipa/> (listening material)
- About William Butler **YEATS** <http://www.online-literature.com/yeats/>
<http://www.yeats-sligo.com/html/tour.html>
- About Edgar Allan **POE** _The Raven: An Interactive Study Resource
www.teachersfirst.com/share/raven/start.html
<http://www.eapoe.org/works/>
www.favoritepoem.org

“The Interactive Raven” covers the vocabulary in the poem and includes a study of the literary devices: alliteration, assonance, and internal rhyme.

Knowing Poe: Edgar A. Poe <http://knowingpoe.thinkport.org> Provides information about “The Raven,” critical responses of the time, and Poe’s own reflections on his work.

The Edgar Allan Poe Society of Baltimore <http://www.eapoe.org/> Includes information about Poe, his time in Baltimore and the Poe Society.

The Poe Museum <http://www.poemuseum.org/> The online resources from the Richmond-based museum provide biographical information and images.

Edgar Allan Poe House, National Historic Site <http://www.nps.gov/edal/> This National Park Service site is intended primarily to help visitors plan their trips but includes images of the house and some additional information on Poe’s life and works.

“Tell-Tale Heart” (viewing LC) <http://www.bremenonline.org/poe/> :

- http://town.hall.org/Archives/radio/IMS/HarperAudio/011594_harp_ITH.html
- http://en.wikipedia.org/wiki/Edgar_Allan_Poe
- <http://www.comnet.ca/~forrest/>
- <http://houseandhome.msn.com/help/glossary.aspx>
- **Links to other Shakespeare sites** and more@: <http://daphne.palomar.edu/>
- <http://www.webenglishteacher.com/shakespeare.html>

- **Mafia library:** recent bestsellers (Stephen King, Dean Koontz, Ann Rice, Clive Barker)
<http://eng.mafialib.ru/>
- **Mysterynet:** source of home reading or lesson resources, subscribe to their Monthly Mini-Mystery (every month free in your e-mailbox) <http://www.mysterynet.com>
- **Short stories** with notes and annotations: <http://www.thestoryteller.org.uk/>
- Integrated activities about **D.H. Lawrence**
<http://ond.vvksso-ict.com/vvksomain/didacweb/engels/lawrence/index.htm>

Webquests

- **Making webquests:** <http://www.spa3.k12.sc.us/WebQuests.html>
- **Shopping:** <http://www.sip.be/dpb/engels/Harrods.htm>
- **All kinds:** <http://www.techtrekers.com/webquests/>
- **Technology:** <http://www.howstuffworks.com/>
- **Elizabethan England:**
<http://www.loudoun.k12.va.us/schools/lchs/english/lewis/elizabethan/>
- **Charles Dickens' England:** <http://www.perrysburg.k12.oh.us/>
- **Shakespeare's "Romeo and Juliet":**
<http://www.howard.k12.md.us/bbms/webquests/gtworkshop/Romeojuliet/RJWebquest.html>
- **Health and nutrition:**
<http://www.berksiu.k12.pa.us/webquest/Schreiber/default.htm>
<http://sesd.sk.ca/teacherresource/webquest/webquest.htm>
- **London** <http://www.onestopenGLISH.com/Culture/>

Song lyrics

- http://songfile.snap.com/index_2.html/http://songfile.snap.com
- The **Lyrics site** with words from over two million songs :
<http://www.lyrics.ch/>
- **Rock and Roll Hall of Fame and Museum** – Using music in an English Lesson
<http://www.rockhall.com/programs/plans.asp>

Job application

STEP ONE

- 1) First take the **Interest Quiz** and find out what areas you are suited for and what types of careers fit your interest. Have a look at the info on the jobs in that career path.
Click on <http://www.myfuture.com> (**My Future.com**) and select **Work Interest Quiz**
- 2) Find out more about yourself and your career path by taking a questionnaire of 24 questions. Therefore turn to the website of **North Carolina State University** which is <http://www.ncsu.edu> and click on **jobs → University Career Center → Students** and select **Explore Careers and Skills Assessments** you will find the **Princeton Review Career Quiz**.
You can also turn to <http://www.princetonreview.com> (**The Princeton Review**) and click on **Career → Take the Princeton Review Career Quiz**. To be able to take this test, you must sign in. Use this info to select a career that will be suited to your capacities and occupational preferences.
- 3) Learn more about your personality type by taking the **Jung Typology Test**. This test will give you insight into your personality preferences, which is important in choosing a future career. You find the test on <http://www.ncsu.edu> (**North Carolina State University**) under the heading **Career and Skills Assessments**.
- 4) **Career Key**; first you have to answer some questions about which jobs you are interested in, what you like to do, your abilities, how you see yourself, and what you think is valuable. Then, your personal career key is created and finally you will use your career key to select the jobs that are likely to fit you. Go to <http://www.ncsu.edu> (**North Carolina State University**) under the heading **Career and Skills Assessments**.
- 5) A final interesting item on the site above-mentioned is: **Career Development Manual** (heading: **Career and Skills Assessments**).

These exercises help you to determine what is valuable for you and is likely to affect your future career. Ideal for self-study.

STEP TWO

Finding a job that suits you is a piece of cake ! The only thing you have to do, is make sure that you are shortlisted and invited for an interview. Any suggestions?

- 1) Read through the sources listed below and take notes about writing effective **cover letters** (use a Word document) and have a look at some examples.
 - <http://www.ncsu.edu> (**North Carolina State University**)
 - <http://www.landjob.com> (**Land that Job**) click on **Cover Letter Templates**
 - <http://www.vcu.edu/safweb/careers/strategy/letters.html> (**Virginia Commonwealth University, Career Center**)
 - <http://www.careerlab.com/letters/default.html> (**CareerLab.com**)

- 2) Consult the sources listed below and take notes on **resume writing**, what employers look for in candidates, and the difference between electronic and paper resumes.
 - <http://www.landjob.com> (**Land that Job**) click on **Resume Templates**
 - <http://www.wm.edu/> (**The College of William & Mary, Office of Career Services**)
 - <http://beloit.edu/~facs/> (**Beloit College**)
 - <http://www.rose-hulman.edu/> (**Rose-Hulman, Institute of Technology**)

- 3) When you are looking for an application form, turn to:
 - <http://www.smartdraw.com> (**SmartDraw.com**): select **Employee Application** or **Employment Application Form**

STEP THREE

You are invited for an interview. Read through the following web sites. Take notes on the various types of interviews, dressing for interviews, the role of non-verbal communication in interviews, hints for interviewing, and how to answer tough interview questions. What info does each website offer you? Find out and write down by means of keywords. The first and last ones have been done for you.

- <http://www.sla.org/> (Virtual **Special Libraries Association**)
- <http://www.collegegrad.com/book/15-7.shtml> (**Collegegrad.com**)
- <http://www.collegegrad.com/intv/dress.html> (**Collegegrad.com**)
- <http://www.coop.msstate.edu/> (**Mississippi State University**)
- <http://www.joblink-usa.com/interview.html> (**Joblink.com**)
- <http://www.bio.com/> (**Bio.com**)
- <http://content.monster.com/jobinfo/interview/virtual/> (**Monster.com**)
- <http://www.students.vcu.edu/> (**Virginia Commonwealth University, Career Center**)
- <http://www.ncsu.edu> (**North Carolina State University**) click on **Jobs** → **University Career Center** → **Students**→**Develop Job Search Skills**→ **Interviews**; then take the virtual interview

STEP FOUR

After the interview. It is only polite to thank the interviewer by means of a thank-you letter, isn't it? Find some reasons for doing so as well as some examples while exploring the following sites.

- <http://www.vcu.edu/safweb/careers/strategy/>
- <http://content.monster.com/resume/samples/thankyou/>
- <http://www.careerlab.com/letters/default.html>

Personality Tests

- **Queendom.com:** <http://www.queendom.com/tests/minitests/index.html>
(IQ, EQ, relationship tests, concentration tests, etc.)
- **Amby's Brain links Page:**
http://www.amby.com/go_ghoti/on-line_tests.html
(personality tests)
- **iVillage:** <http://www.ivillage.com/ivillage/quiz/> (health, relationships and personality)

Reading: starting off – my reading level

This task helps you to think about your reading skills. Use the checklist to determine what your reading skills are like in English. Tick the box in the checklist that applies to you.

Can I...	++	+	+/-	-
1. quickly understand the main point of the text?				
2. read a text quickly to get a specific point?				
3. use headlines, illustrations, keywords and layout to help me read?				
4. make questions about a text as I read?				
5. guess the meaning of words and phrases by using the context?				
6. read a text without stopping too long for words I don't understand?				
7. analyse different texts about the same topic?				
8. read different texts for different reasons?				
9. understand a text without understanding every single word?				
10. obtain and read texts from Internet?				
11. use English cd-roms?				
12. use a dictionary to help me read?				
13. understand the organisation of a text?				
14. understand the links between different parts of a text?				
15. understand the opinions and feelings of a writer and his / her topic?				

Look at the columns +/- and - and choose three items you want to work on this year. Encircle their numbers and find out how you're going to do it.

Strategy for reading comprehension , where I am now?

Aims:

In this task, you evaluate your own reading skills after you have done a reading task. You then look at possible solutions to help you with the reading skills you would like to improve.

The task:

1. Go to the reading strategies table on the next page. Circle in column two the number that corresponds to your own evaluation of how you read during your task:

1 totally agree - 2 partly agree - 3 irrelevant for this task - 4 partly disagree - 5 totally disagree

2. Look at your scores and then read the column 'Comments and advice on reading strategies' which tells you how useful your reading strategies are. What seem to be your reading problems? Write three here:

(a)
(b)
(c)

3. Now write down three practical things you could do to improve your reading skills:

(a)
(b)
(c)

READING STRATEGY TABLE		
Reading strategy	Score	Comments and advice on reading strategies
1. I could understand the overall meaning, or the general ideas of the text.	1 2 3 4 5	You can use a colour marker to mark the main point while you read. Use the main ideas to make a scheme of the text or to write a brief summary of the text, then compare your summary with that of a fellow-student. The sooner you understand the general idea of a text, the better. Don't read for detail until you have got the main idea.
2. I tried to get the general idea of the text as soon as possible.	1 2 3 4 5	Very useful strategy. Before reading a new text try to get a general impression of what it will be about by looking at the first page, the pictures, the title, the paragraphs.
3. I used visual clues from the text (photos, diagrams, layout, title) to help me understand the text.	1 2 3 4 5	
4. I tried to read for very specific details.	1 2 3 4 5	Not always effective; it depends on your task. Good if the task asks you to read for specific detail. Can interfere with reading if you read for too much detail.
5. I knew why I was reading the text.	1 2 3 4 5	Reading with a goal in mind is important. If you have a clear reason for reading, you will read better. Make sure you know the reading goals before you start, or make one for yourself.
6. Before I read, I found out something about the topic first.	1 2 3 4 5	Before starting to read think briefly about the subject. What do you know about it already? Is it familiar to you? Quickly get an idea of the text, then
7. Before I read, I tried to	1 2 3 4 5	

predict what I thought the text would be about.		create questions for yourself before you read, to give yourself a reason for reading. If you don't know the topic, write down the headings WHO? WHAT? WHY? WHEN? HOW? and as you read make notes under those headings. As you read, sometimes stop and try to predict what the rest will be about.
8 . As I read, I asked myself questions about what I was reading.	1 2 3 4 5	As you read, make questions about facts, people, opinions, statements. Asking good questions is at the heart of good reading. Compare your answers to questions about the text with those of a fellow student. Try to agree on the best answers.
9. I tried to understand every single word.	1 2 3 4 5	Not effective: it slows down reading, increases fear of failure and doesn't help understanding. Keep reading even if you don't understand everything. Native speakers don't understand every word either.
10. I tried to guess the meaning of what I thought were important words that I couldn't understand.	1 2 3 4 5	Good strategy: use the context to keep going.
11. I could understand how the text was organised.	1 2 3 4 5	Try to make connections while you read. Label each paragraph with a description, e.g. introduction, example, conclusion, argument against the topic.
12. As I read, I used signal words from the text to help me understand the text, such as <i>firstly, moreover, on one hand, for example, although.</i>	1 2 3 4 5	Good strategy. Looking out for signal words helps you to understand what type of sentence is following and how the text is organised.
13. I didn't feel confident as I read.	1 2 3 4 5	A tough one to solve. Read a lot of English texts to improve your general English.
14. I took short notes while I was reading.	1 2 3 4 5	Note-taking is a good strategy which focuses reading, though over-detailed note-taking might prevent you from reading quickly.
15. I could tell whether the tone of the text was positive or negative.	1 2 3 4 5	If you can understand opinions and nuances of opinion, your reading skills are at a high level. Discuss your opinions and feelings about the text with your fellow-students.