Teaching English Communication: A Complete College ESL Handbook

Instructor's Teaching Manual: Quick FAQ

At a glance

a. **Level:** Intermediate college ESL
b. **Duration:** 15 weeks
c. **Edition:** Fall 2026
d. **Core competency:** "To communicate with ease in English."
e. **Framework:** Aligned with the new Ministère de l'Enseignement supérieur framework (*Devis ministériel*).

What is this handbook?

This Instructor's Teaching Guide brings the full semester together in one reference document. It combines Weeks 1 to 5, Weeks 6 to 10, and Weeks 11 to 15, covering course foundations, midterm assessments, and final evaluations. It is designed to help instructors plan lessons, guide student learning, and manage assessments throughout the semester.

What can instructors find inside?

The handbook combines weekly teaching guidance with assessment and reference materials.

Teaching and lesson planning

1. Competency connections and learning objectives
2. Three-class lesson plans for each week
3. Grammar explanations and classroom activities
4. Practice questions with answer keys
5. Differentiation strategies and teacher notes

Assessment and feedback

a. Instructor guides for writing, speaking, listening, and reading evaluations

b. Grammar Test I and Grammar Test II guidance
c. Practice tests and answer keys
d. Evaluation criteria and feedback checklists
e. Examples of weaker and stronger student responses

Research and writing support

Milestone 1 topic and source approval

Essay planning templates

Self-correction and peer-review checklists

Milestone reminders and final evaluation preparation

How does the semester unfold?

Weeks 1–5: Building the foundations

Students complete diagnostic activities, develop reading and listening strategies, learn oral presentation and paragraph structures, review essential grammar, and complete Writing Evaluation I.

Weeks 6–10: Consolidation and midterm assessments

The focus shifts to grammar review, comprehension evaluations, oral presentation skills, writing development, and research preparation. Students complete the midterm assessments and work toward Milestone 1 approval.

Weeks 11–15: Final preparation and evaluation

Students review the remaining grammar points, complete Grammar Test II, confirm their research milestone, and prepare for the final listening, reading, writing, and speaking evaluations. The semester concludes with reflection on learning.

What is included in the appendices?

The full-course reference section gathers essential materials in one place:

1. Master grammar summary for Weeks 1 to 15
2. Full-semester evaluation summary
3. Milestone submission and approval guide
4. Video resource index
5. Quick index of standardised feedback sheets
6. Supplementary digital resources for instructor verification
7. Optional cultural or literary extension module
8. Teacher preparation and post-course checklists
9. Quick reference to ministerial documents

How does it differ from the Standard Lesson Notes?

The **Standard Lesson Notes** provide detailed instructions for each of the 45 classes. The **Instructor's Teaching Manual** offers a broader view of the semester, with consolidated assessment procedures, grammar references, milestone requirements, feedback tools, and final evaluation guidance.

Who should use this guide?

This handbook is intended for instructors teaching intermediate-level college ESL. It serves as a central reference for semester planning, classroom teaching, student assessment, and alignment with the ministerial framework.

Prepared by: Didimus Zencha Ayeseh
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