

## Action Plan

**Name:** .....

**Language:** .....

**Course:** .....

**Year:** .....

**Date:** .....

### 1. Language skills

What languages other than your mother tongue do you know? How would you describe your level?

### 2. Motivation

Why are you learning this language? (focus on both course-related reasons and personal motivation)

### 3. Where are you now?

Describe how confident you are at each of the following:

	<b>Strengths</b>	<b>Weaknesses</b>
<b>Speaking</b>		
<b>Listening</b>		
<b>Reading</b>		
<b>Writing</b>		
<b>Grammar</b>		

#### 4. Where would you like to be?

Describe what you would like to be able to do in the language (e.g. Reading: *I would like to be able to read literature and newspapers without having to look up every other word.* Writing: *I would like to be able to write essays easily in the language.*)

##### a) long term (target date: .....

	Goals
<b>Speaking</b>	
<b>Listening</b>	
<b>Reading</b>	
<b>Writing</b>	
<b>Grammar</b>	

##### b) short term (e.g. by the end of this semester/summer)

	Goals
<b>Speaking</b>	
<b>Listening</b>	
<b>Reading</b>	
<b>Writing</b>	
<b>Grammar</b>	

### 5. How are you going to achieve these goals?

Write a brief description of your study plan for **this semester** (e.g. Speaking: *I will use cassettes to improve my speaking skills and record my own voice. I will find a **Face-to-Face** partner to practise with*).

	Study Plan	Time per week
<b>Speaking</b>		
<b>Listening</b>		
<b>Reading</b>		
<b>Writing</b>		
<b>Grammar</b>		

### 6. What resources and materials are you going to use?

Spend some time looking at the Language Centre catalogues and website. Discuss resources with your tutors and with friends. Include useful internet sources, TV/video sources, Computer Aided Learning packages etc. N.B. Resources can also be human!

	Resources/materials
<b>Speaking</b>	
<b>Listening</b>	
<b>Reading</b>	
<b>Writing</b>	
<b>Grammar</b>	

You should reflect regularly on your learning and review your goals and how you will achieve them.