

LESSON PLAN: Polite requests

FOCUS: Polite Requests

TIME: 55 minutes

LEVEL: High Beginner

MAIN OBJECTIVES	After this lesson students will be able to make polite requests and answer them.
MATERIALS NEEDED	'Polite Requests' worksheet, 'Sentence Order' worksheet, 'Gap fill' worksheet, 'Polite Requests Flashcards' A packet of sweets or a bar of chocolate.
LANGUAGE	Practice polite requests "Can you / Could you / Would you.....please?" and answers.

**WARM-UP
ACTIVITY
(5 minutes)**

If possible bring a packet of sweets or bar of chocolate to the class. Tell students you will give a sweet to the first student who can ask for it in English. Then ask for different ways of asking for a sweet. Give a sweet to the students who ask in different ways.

On the board write:

"Give me a sweet."
"I want a sweet."
"Want one."
"Can I have a sweet please?"
"Could I have a sweet please?"
"Would you mind giving me a sweet please?"

Ask the students which are the good, or polite, phrases.

Show "Can / Could / Would" phrases as polite and the best requests.

**PRESENTATION
(5-10 minutes)**

Write on board

Can you _____ please?
Could you _____ please?
Would you mind _____ please?

Ask students to make questions. Use the sweets as an example.

Can I have a sweet please?
Could I have a sweet please?
Would you mind giving me a sweet please?

Explain that with "Would you mind" you "+ ing" to the verb.
Write on the board

Would you mind give + ing a sweet please?
Would you mind pass + ing me a pen please?
Would you mind close + ing the door please?

	<p>Now stand by the door and open it. Write the structure on the board. Tell the students to ask you, politely, to close the door.</p> <div data-bbox="607 239 1560 464" style="border: 1px solid black; padding: 5px;"> <p>Can you _____ please? Could you _____ please? Would you mind _____ please?</p> </div> <div data-bbox="607 510 1560 732" style="border: 1px solid black; padding: 5px;"> <p>Can you close the door please? Could you close the door please? Would you mind closing the door please?</p> </div> <p>When the students ask the questions answer with these three phrases. These should all be positive. Write the answers to the requests on the board.</p> <div data-bbox="607 953 1560 1136" style="border: 1px solid black; padding: 5px;"> <p>Answers: Yes of course. Yes no problem. Not at all.</p> </div>
<p>COMMUNICATION PRACTICE ACTIVITY (10 mins.)</p>	<p>Hand out the 'Polite Requests' worksheet for students to complete in pairs. Students then ask each other the questions and answer them.</p>
<p>COMMUNICATION PRACTICE ACTIVITY (10 mins.)</p>	<p>Hand out the 'Sentence Order' worksheet for students to complete in pairs. Students then ask each other the questions and answer them.</p>
<p>PRODUCTION ACTIVITY (10 minutes)</p>	<p>Hand out the 'Gap fill' worksheet for students to complete in pairs. Students then read the conversation together.</p>
<p>WRAP UP ACTIVITY (10 minutes)</p>	<p>Divide the class into teams. Stand at the front of the class and mime a request. Point to a pen and elicit a request from the teams (for example: "Can you pass the pen please?"). Point to a door and elicit "Would you mind closing the door?". Do more examples.</p>