# Harnessing disruptive technology

The Cambridge Learning Management System (CLMS) improves course organisation and reduces administration with a range of tools used to track and comment on students' progress quickly and easily. All this leaves more time for teachers using *Cambridge English Empower* to concentrate on what they do best – teach.

The CLMS is a robust platform that holds the *Cambridge English Empower* course content, materials and administration in one user-friendly online system.

### Know your aims

Consider the course you will roll out and choose the Unit Progress Tests and Online Workbook units that will help learners achieve the objectives of the programme.

### Setting up your course

Look at the list of tests and activities in the Assessment and Online Workbook parts of the Contents section. Choose the items relevant to your learners. For example, if you only cover half the course in one semester, you may decide that learners will only follow the first six Units of the Online Workbook and Unit Progress Tests, and do the Mid-course Competency Test.

› Andrzej Raczkowski
  manages his own training company
  and works as a freelance trainer with
  Cambridge University Press, Cambridge
  English Language Assessment and
  Kaunas University of Technology

Once you have decided which parts are relevant to your learners, you can lock the content of the other units and tests in order to keep your learners focused on the core materials. See how to do this in the video called 'How to Assign Activities' in the 'CLMS: How to …' Playlist under the Cambridge University Press ELT YouTube page.

You can also lock all the content except the unit or test you want everyone to see at a particular time. You can later unlock further units and tests when you are ready to start them.

### Using the Gradebook

The Gradebook in the CLMS allows for various types of feedback and includes the following types of information:
- scores each student has got for the course overall
- scores each student has got for each activity they have done (not including the Personalised Practice activities) *and*
- average class scores for each activity.

The different types of scores can help teachers:
- provide overall advice to a student throughout the course
- provide support on a language point to a student who struggled with it *or*
- see how well the class did in order to plan the next lesson.

All of the tests (except for the Competency Speaking Tests) and all of the Online Workbook activities (except for the Writing activities) are automatically marked, and scores are recorded in the Gradebook.

The Extension activities and the Online Workbook writing activities are tracked in terms of percentage under Progress in the Gradebook. As these include free practice activities, no score is given. Click on 'View by content' to access scores and tracked activities.

The Gradebook also includes an option for teachers to manually:
- add a comment to automatically scored tests.
- add a comment for Extension and Online Workbook activities *and*
- amend an overall course score to accommodate any extra work your learners may have done either online within the CLMS or in class.

To manually input scores into the Gradebook, click on 'View by content'; then open the folders to the relevant Competency Speaking Test, click on the settings icon and select 'Score & Comment'.

*Empower's* unique mix of reliable assessment and personalised online practice enables learners to make consistent and measurable progress. Teachers are provided with a full digital package and clear step-by-step guidance on how to use these tools to prepare and deliver high-quality lessons.

# Building rapport: placement tests

## Here are some tips on how to place learners you have never met before and build rapport at the same time.

Though many VHS have an online testing system in place, the task of assigning learners to courses suited to their level of English may fall on you. Before taking advantage of the placement tests found at www.klett-sprachen.de, take time to get to know your learners in placement talks.

### Having placement talks

Familiarise yourself with the CEFR levels and keep them in mind when talking to your learners, taking notes on their responses. You may need about 10 to 15 minutes for an individual talk or up to an entire double lesson for a group talk. First and foremost you want to get an idea of your learners' ability to understand your questions and comments as well as of their spoken English. Unless talking to real beginners, speak English at all times. Even false beginners will want to speak English as much as possible and appreciate your encouragement. Here are some suggestions for questions to ask.

How would you rate your English? When, where and for how long have you studied English? When and how often do you use English? What would

› Robert Kirstein,
VHS und Universitätsdozent, Teacher Trainer und Autor von Great!

you like to improve? Which goals would you like to achieve? What do you enjoy or dislike about learning a language? Do you read books or magazines in English? Do you have any friends or relatives you speak English to?

You will find more questions in the PDF of the *Fairway* placement test. Click on Erwachsenenbildung, then English, and then choose Lehrwerk under VHS/Sprachschulen. Click on *Fairway* or any other course book you are interested in. You will find the link to the placement tests on the right side of the screen. Take notes on your learner's answers and their mistakes, but don't interrupt with corrections. You may point out some language errors after finishing.

### Using placement tests

There are various online placement tests based on *Fairway, Fairway new, Great!* etc. Test instructions are given in the pop-up window. Ask your learners to take the online test and either bring a printout of the evaluation or email their results to you.

Alternatively, you can use a pen & paper placement test either before or after your placement talks. Make sure to have MP3 playing equipment when administering the pen & paper test, as audios are needed. The last page of the PDF has the solutions to the test.

All *Great!* and *Fairway new* online tests have 12 tasks worth 4 points each. The results of the test will suggest a starting point in the book, or if a learner gets 47 or 48 points, he or

she should start with the next level. Allow between 45 minutes and one hour for the test.

Should you lack the possibility to play audios, you can also use the multiple choice placement test available for *English Unlimited* which covers CEFR levels A1 to C1 in 120 multiple choice questions. Allow 45 minutes.

## Jetzt entdecken!

**Neue Online-Materialien für Englisch:**

› **NEU: Klett Augmented**
zu Great!
www.klett-sprachen.de/augmented

› **Interaktive Tabletversion**
zu Great!
www.klett-sprachen.de/lehrwerkinteraktiv

› **Beamer/Whiteboard-Version**
zu vielen Lehrwerken
www.klett-sprachen.de/lehrwerkdigital



› **LMS-Version**
zu Cambridge English Empower
www.klett-sprachen.de/empower

› **Einstufungstests**
zu Great!, Fairway new, Fairway, Network Now, English Compass, English Unlimited
www.klett-sprachen.de/einstufungstests

› **NEU: Vokabelpakete für phase6**
zu Great!, Fairway, Fairway new
www.klett-sprachen.de/phase6