PROCESO DE GESTIÓN DE FORMACIÓN PROFESIONAL

INTEGRAL

FORMATO GUÍA DE APRENDIZAJE – INGLES II

IDENTIFICACIÓN DE LA GUIA DE APRENDIZAJE

- **Denominación del Programa de Formación:**

TECNÓLOGO EN ADMINISTRACION TURISTICA

- **Código del Programa de Formación:** 240202501 versión 1

- **Nombre del Proyecto**:

TECNÓLOGO EN ADMINISTRACION TURISTICA

- **Fase del Proyecto:** PLANEACIÓN
  Actividad de Ingles de Proyecto: Elaborar un portafolio de servicios, un glosario clasificado, en inglés con vocabulario técnico sobre términos técnicos empleados dentro d ela administración turística necesarios para la realización del proyecto.

- **Competencia**:

  Interactuar en lengua inglesa de forma oral y escrita dentro de contextos sociales y laborales según los criterios establecidos por el Marco Común Europeo de Referencia para las Lenguas.

- **Resultados de Aprendizaje a Alcanzar**:
  Intercambiar opiniones sobre situaciones cotidianas y laborales actuales, pasadas y futuras en contextos sociales orales y escritos.

Duración de la Guía: 43 horas

2. PRESENTACIÓN

- Motivar hacia la actividad de aprendizaje en consideración a las fortalezas que aportará en eldesarrollo de habilidades y destrezas
- Guiar y organizar el aprendizaje de manera que se oriente al desarrollo integral del aprendiz
- Motivar a la acción, al trabajo autónomo sistemático y organizado
- Relacionar conocimientos previos con los nuevos para la construcción significativa de losmismos
- Promover el aprendizaje colaborativo y el crecimiento integral del grupo

The aim of this guide is to get the students to practice using English as a foreign language by developing the activities proposed in the document. The apprentice will be able to use the language not only in an academic context but also in a working context and in a social context. The student will also be able to use phrases and vocabulary related to personal and technical topics, as well as the grammar structures used to describe routines and habits.

3. FORMULACIÓN DE LAS ACTIVIDADES DE APRENDIZAJE

3.1 ACTIVIDADES DE REFLEXIÓN INICIAL.

- Watch the video you find on the link below:

  https://www.youtube.com/watch?v=kCG5Bb9PfjY

  What is your opinion about the importance of English
  nowadays?Why you should learn English?
  Do you think learning English can give you the opportunity to get a better job?

- Watch the following video and learn about Present Simple, likes and dislikes and adverbs of frequency:

https://www.youtube.com/watch?v=spt5hwZQOXw

https://www.youtube.com/watch?v=jaN5fS3FffY&list=PL72uVxapk7jYS2uoBMVdB2_speNboYvS0&index=5

Taken from https://www.istockphoto.com/es/search/2/image?family=creative&phrase=professions

3.2 ACTIVIDADES DE CONTEXTUALIZACIÓN E IDENTIFICACIÓN DE CONOCIMIENTOS NECESARIOS PARA EL APRENDIZAJE.

3.2.1. Through this learning guide you can learn about:

Grammar structures charts and vocabulary that you are going to u e in this level

➢ SIMPLE PRESENT

In English is used to describe an action that is regular, true or

normal.We use the simple present tense to express:

Affirmative sentences:

Subject	Verb in present	Complement
George	wears	an overall to the total station
Mary	embellishes	the building fence with plants and flowers
Residents	attend	the assemble meeting

Simple present negative:

Subject	Negative Auxiliary present	Base form verb in present	Complement
She	doesn't	drink	beer
You	don't	go	to CTCM Cazuca
The dog	doesn't	eat	vegetables

Everyday actions

What do you do in the morning?

Wake up.

Brush your teeth.

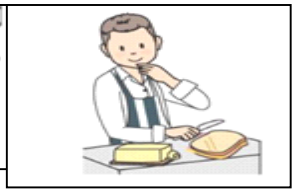
Take a shower.

Habits and routines

In general, in the third person we add '**S**' to the main verb.

Sofia plays the guitar

Mikes makes a Sandwich



They design a present

Spelling for the verbs we use for the pronouns **He – She– it** differs depending on the ending of that verb:

General Add: S	
work	works
sing	sings
measure	measures
play	plays
survey	surveys
drive	drives

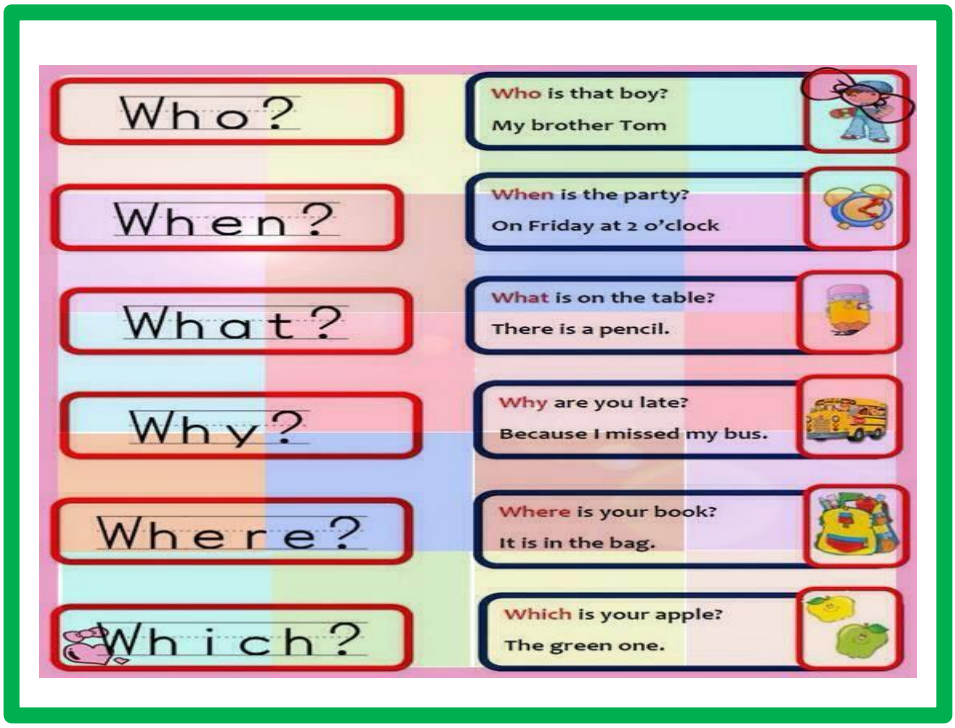
Ending: h – s – x – z – o Add: ES	
watch	watches
miss	misses
mix	mixes
buzz	buzzes
go	goes
do	does

Ending: consonant + y Add: IES	
cry	cries
study	studies
apply	applies
fly	flies
try	tries

Yes/No question- structure:

Auxiliary in present	Subject	Base form verb in present	Complement
Do	I	need	a permission to go out?
	you	like	cold weather?
	we	study	online?
	they	enjoy	music in english?
Does	he	operate	a tower crane?
	she	use	the wheelbarrow?
	it	drink	milk?

Wh- Questions:



ADVERBS OF FREQUENCY:

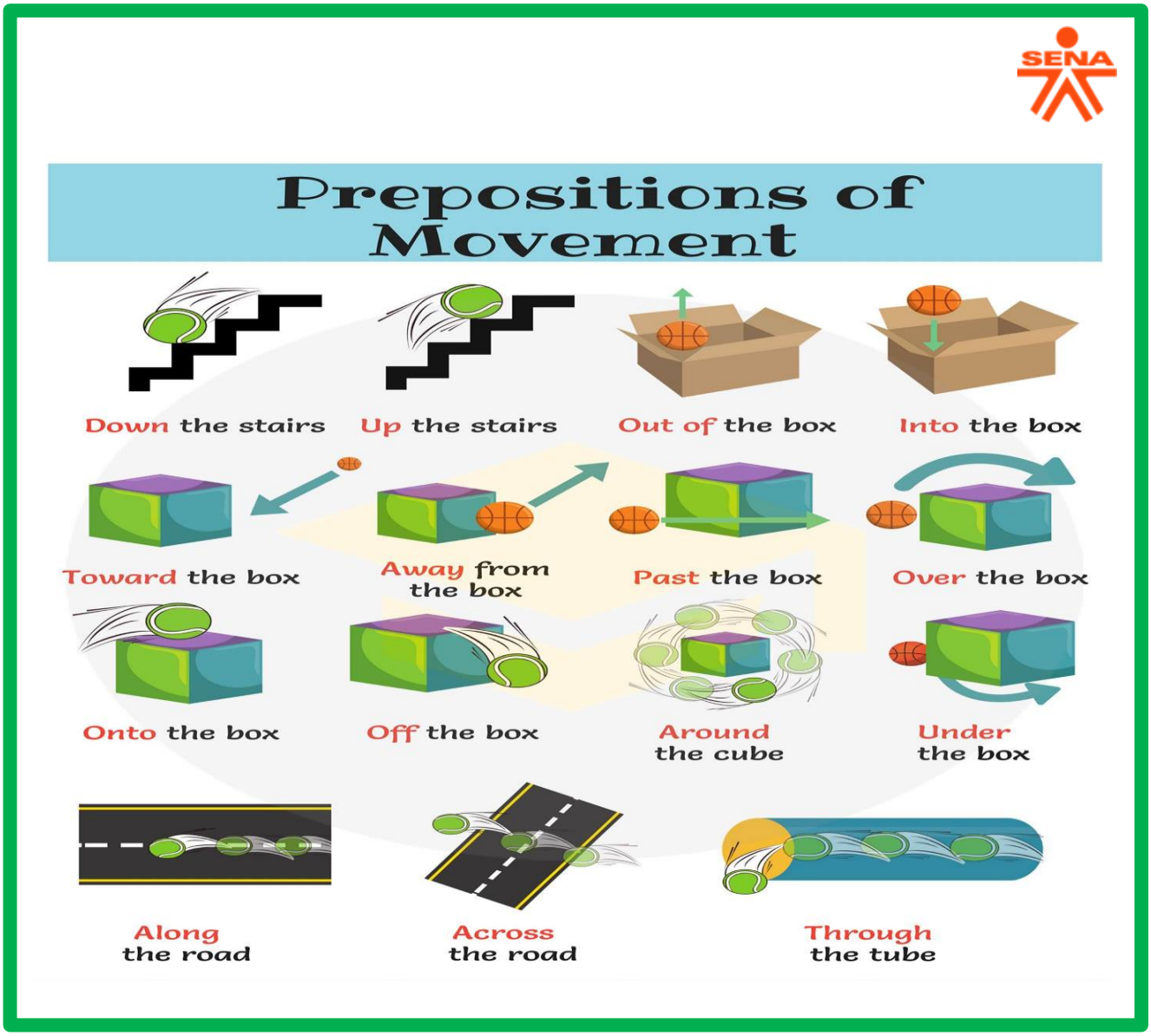
ADVERBS AND EXPRESSIONS OF FREQUENCY

How often do you go to the trip?

Mary rarely goes to the journey

Tom frequently goes to the safari

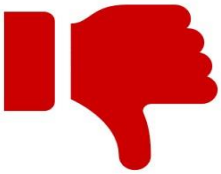
PREPOSITIONS OF MOVEMENT:



➢ LIKES AND DISLIKES:

Likes and Dislikes:

I like construction
I like drons
I like heavy machines
I like AutoCad



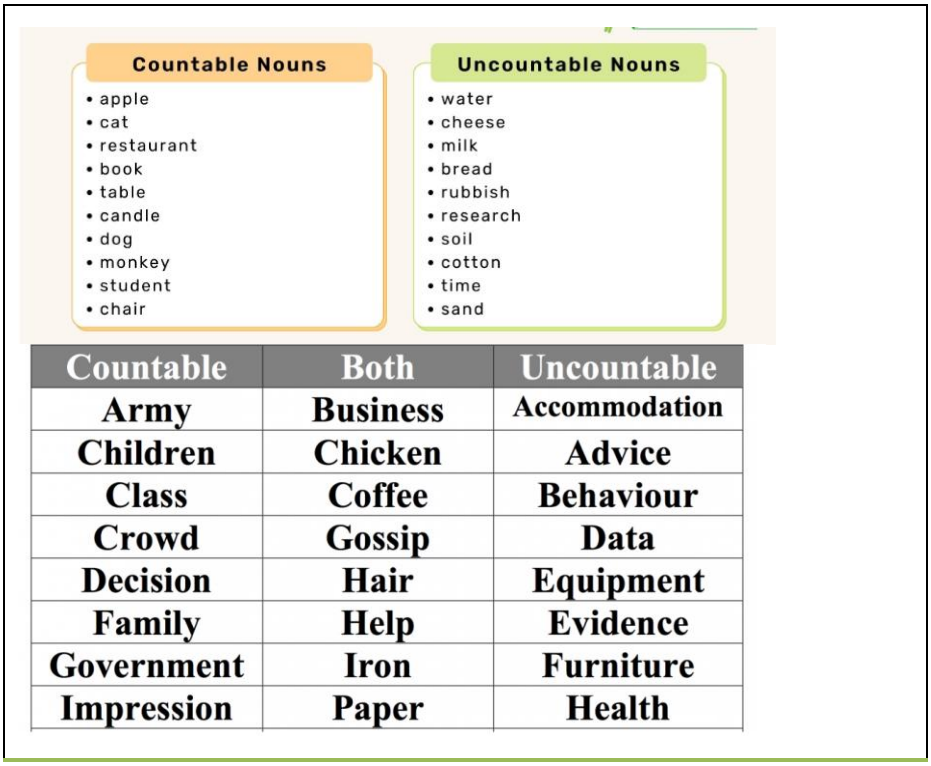
I don´t like maths
I don´t like remote education
I don´t like public transport
I don´t like drama movies

THE HOUR:

What time is it?

It is 10:09 am It is 10:09 pm		It is nine past ten It is nine after ten
It is 5:41 am It is 5:41 pm		It is nineteen to six

➢ COUNTABLE AND UNCOUNTABLE NOUNS:



Countable	Both	Uncountable
Army	Business	Accommodation
Children	Chicken	Advice
Class	Coffee	Behaviour
Crowd	Gossip	Data
Decision	Hair	Equipment
Family	Help	Evidence
Government	Iron	Furniture
Impression	Paper	Health

PRESENT PROGRESIVE

Present Continuous Tense

Tenses/Sub Tenses	Rules	Examples
Affirmative (+)	Sub + is/am/are + v1(+ing) +...	He is reading.
Negative (-)	Sub + is/am/are + not + v1(+ing) +...	He is not reading.
Interrogative (yes/no/?)	Is/am/are + sub +v1(+ing) +..+?	Is he reading ?
Interrogative Words (?)	Wh_questions + is/am/are + sub +v1(+ing) +..+?	Why is he reading ?

3.3. ACTIVIDADES DE APROPIACIÓN DEL CONOCIMIENTO (CONCEPTUALIZACIÓN Y TEORIZACIÓN).

3.3.1 Do the exercises given:

a. Read the text:

What are some of the daily routines you do?

I wake up at 6 am every morning.

I press the snooze button five times every morning before I turn off the alarm and get up.

I always have a cup of coffee and make breakfast. I usually read the newspaper while I have breakfast. My children like to have a shower after they have breakfast but I like to have a shower before I get dressed. My wife takes a shower and then brushes her long hair.

I brush my teeth after breakfast and then go out of the house to go to my office. After I have finished work, I go home to cook dinner. In my house I usually make dinner. The family eat dinner together at 7:30pm.

After dinner I make sure that my children do their homework, and then I chill out on the sofa and watch television.

Finally, I turn off the lights, and go to bed.

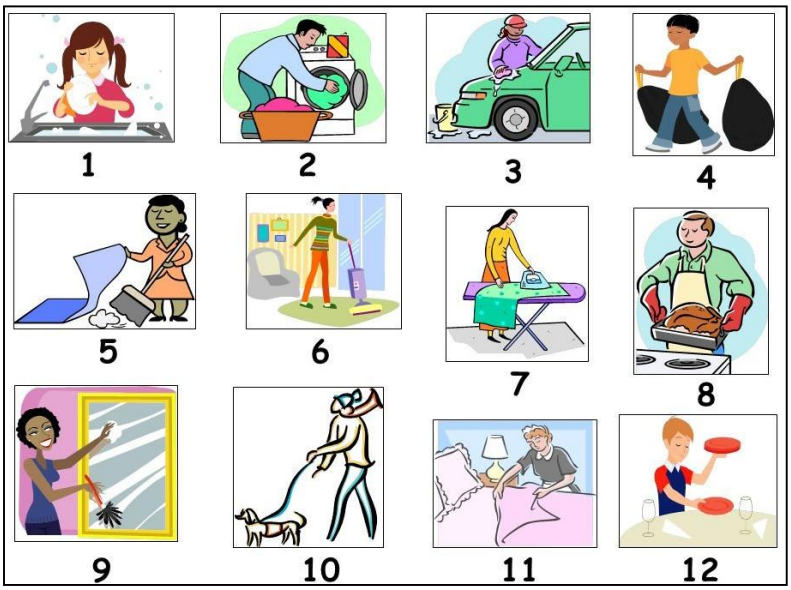
b. Write your daily routine similar to the example given above.

c. Answer the questions given below, using adverbs or expressions of frequency appropriately

1. How often do you use public transport?
2. How often do you eat brocoli?
3. How often do you have english classes?
4. How often do you go to church?
5. How often do you take a shower?
6. How often do you go to a mall?
7. How often do you pay bills?
8. How often do you go to the doctor?
9. How often do you read a book?
10. How often do you eat in a restaurant?

d. What does people in their homes do?

Example:
Mary **does** the dishes in her kitchen

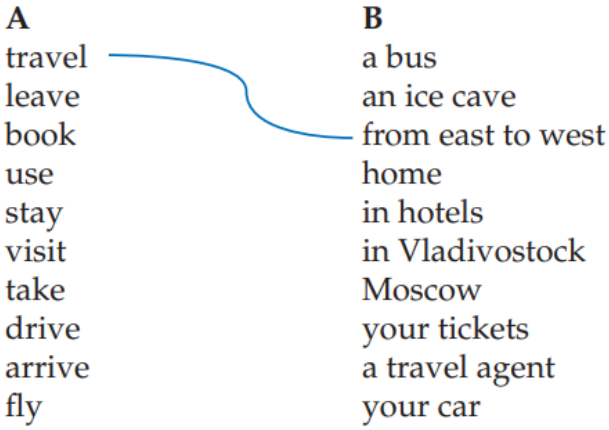


E. Telling the Time Solve the following exercises

https://www.vocabulary.cl/Basic/Telling_Time.htm

https://learnenglishkids.britishcouncil.org/how-tell-time

F . Match the verb in A column with a Word in B



A	B
travel	a bus
leave	an ice cave
book	from east to west
use	home
stay	in hotels
visit	in Vladivostock
take	Moscow
drive	your tickets
arrive	a travel agent
fly	your car

G. Design a town and tour

Design your own imaginary historic town and a tour of it, drawing the places on a map. Put six sights into your town. As you decide on each sight, write **Present Simple sentences** and **Present Continuous sentences** which a tour guide could say as they show them to some tourists.

Suggested local sightseeing spots

• Castle • Moat • River • Palace • Mansion • (Thatched) cottage • Clock tower • Town hall • Hotel • Railway station • Natural history museum • Local history museum • Department store • Park • Beach	• Cathedral • Monastery • Abbey • Mosque • Temple • Shrine • Holy site • Well • City walls • Aqueduct • Theatre • Opera house • Parliament/ Senate • Statue • Garden • Church	• (Town) square • Shopping Street • Graveyard/ cemetery • (Tree-lined) avenue • A cobbled Street • Bridge • Botanical gardens • Skyscraper • Pier • Station • Tower • Tram (= streetcar) • Cable car • Harbour • (Art)gallery • Zoo • Fountain • Casino • Theme park

Suggested Present Simple and Continuous questions for the tourists

- What _____ (those people do)?
- What time _____ (open)?
- _____ (open every day)?
- _____ (people still live there)?
- How many people _____ (visit every day)?
- How much _____ (cost)?
- How many paintings _____ (in there)?
- Where _____ (go to)?
- What _____ (we look at) now?

H. Countable and uncontable nouns Solve the following exercises

https://www.myenglishpages.com/english/grammar-exercise-countable-uncountable-nouns.php

3.3.2. Using the links given below you will be able to practice the topics:

- **Song: Listen to the song and fill in the gaps with the right form of the verb.**
  http://curso-ingles.com/practicar/canciones/eric-clapton/wonderful-tonight

- **Present simple:**
  https://www.englishexercises.org/buscador/buscar.asp?nivel=any&age=0&tipo=any&contents=routines#thetop
  https://www.englishexercises.org/exercise.asp?id=5781

- **Likes and dislikes:**
  https://www.youtube.com/watch?v=SWWkG8q0nI8

- **Frequency adverbs:**
  https://www.youtube.com/watch?v=n3FHtVd3zYg
  http://www.inglesmundial.com/Intermedio/Leccion3/Gramatica.html

- **Free time activities:**
  https://agendaweb.org/exercises/vocabulary/daily-routines/routines
  https://www.youtube.com/watch?v=cVGj4c5oBsM

3.4 ACTIVIDAD DE TRANSFERENCIA DE CONOCIMIENTO

Según instrucciones dadas por el instructor, vocabulario técnico aprendido y grupos de proyecto debe:

Elaborar un Portafolio de servicios con un glosario ilustrado y clasificado, en inglés con vocabulario técnico necesario para la realización del proyecto.

Ambiente Requerido: Ambiente de aprendizaje, aula de bilingüismo

Materiales:

Guía de aprendizaje
Páginas web

Talleres
Diccionarios

Cartilla de vocabulario técnico que encuentra en el siguiente enlace:

https://vocabularyhome.com/general/hospitality-and-tourism-vocabulary/

4. ACTIVIDADES DE EVALUACIÓN

Evidencias de Aprendizaje	Criterios de Evaluación	Técnicas e Instrumentos de Evaluación
Evidencias de Conocimiento Talleres. Evaluación escrita nivel 2. Tareas en línea. **Evidencias de Desempeño** Evaluaciónes y quiz oral Foro **Evidencias de Producto** Elaborar un Portafolio de servicios con un glosario ilustrado y clasificado, en inglés con vocabulario técnico necesario parala realización del proyecto.	• 2405 Encontrar vocabulario y expresiones de inglés técnico en anuncios, folletos, páginas web,etc. • 2404 Encontrar información específica y predecible en escritos sencillos y cotidianos. • 2403 Leer textos muy breves y sencillos en inglés general y técnico.	• Evaluación escrita • Evaluación online • Talleres en clase • Trabajo grupal • Trabajo individual • Rúbricas de cada una de la habilidades (Listening, reading, writing and reading)

5. GLOSARIO DE TÉRMINOS

Adverbios de Frequencia: son palabras utilizadas para expresar o comunicar cada cuanto se realiza una actividad.

Aprendizaje colaborativo: consiste en el desarrollo cognitivo de los aprendices haciendo de este aprendizaje un desarrollo gradual de interacción entre las personas.

Conocimientos previos: Es un proceso usado por un instructor con el objetivo de evaluar aprendizajes que han sido adquiridos en el pasado por un Aprendiz.

Destrezas: es la habilidad, normalmente adquirida para realizar o ejecutar correctamente algo.

Fortalezas: son un conjunto de habilidades, características o aspectos, que pueden ser de tipo psicológico o actitudinal, en las alguien sobresale representando una ventaja adaptativa.

Glosario ilustrado: lista de palabras y expresiones clasificadas de un tema, cada una debe tener su significado y una imagen especifica.

Presente Simple: tiempo verbal que describe rutinas o a actividades que generalmente se realizan de manera diaria. También se vincula a la permanencia en el tiempo y a afirmaciones indubitables que siempre son ciertas.

Trabajo autónomo: La capacidad de realizar actividades por sí mismo y tener autonomía en un proceso de aprendizaje propio, relacionando problemas por resolver y propósitos de aprendizaje propios.

6. REFERENTES BILBIOGRÁFICOS

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Imágenes tomadas de: https://www.freepik.es/home

Sistema de Bibliotecas Sena. Available at: http://biblioteca.sena.edu.co/.

7. CONTROL DEL DOCUMENTO

	Nombre	Cargo	Dependencia	Fecha
Autor (es)	**Luis Fernando Rueda C**	**Instructor**	**Coordinación de Construcción e Infraestructura SENA - CHTA**	**Abril - 2023**

8. CONTROL DE CAMBIOS (diligenciar únicamente si realiza ajustes a la guía)

	Nombre	Cargo	Dependencia	Fecha	Razón del Cambio
Autor (es)					