

## EVIDENCIA 2

### SESIÓN 2 – SAFE HABITS AND DAILY ROUTINES

Denominación del programa de formación	Gestión de la Seguridad y Salud en el Trabajo
Código del programa	226245
Componente	Inglés III
Ficha	3294785 – 43TGGSSSTN
Jornada	Nocturna
Modalidad	Presencial
Duración de la sesión	3 horas
Guía	2
Tema de la sesión	Simple present, adverbs of frequency, study habits and safe habits

#### 1. PRESENTACIÓN

En los contextos de estudio y de trabajo es importante poder describir hábitos y rutinas de manera clara. En Seguridad y Salud en el Trabajo, este tema permite hablar sobre prácticas habituales relacionadas con el autocuidado, la puntualidad, el uso de elementos de protección y las conductas seguras dentro del ambiente laboral o académico.

En esta sesión aprenderás a usar el simple present para describir rutinas y los adverbs of frequency para indicar con qué frecuencia realizas una acción. Primero revisarás los temas de forma sencilla; luego desarrollarás una práctica guiada en parejas y equipos; finalmente construirás la evidencia de la clase.

**Importante:** toda producción escrita debe ser elaborada a mano. Si se usa algún apoyo tecnológico, será solo para consultar vocabulario, leer el material de apoyo o presentar imágenes. La evidencia final no debe ser producida con IA.

#### Recursos sugeridos de apoyo de la guía original:

- [Adverbs of frequency practice \(Agenda Web\)](#)
- [Study tips listening \(British Council\)](#)

#### 2. EXPLICACIÓN FÁCIL DE LOS TEMAS

##### 2.1 Simple present

Usamos el simple present para hablar de rutinas, hábitos y acciones que pasan de manera habitual. En este tema nos sirve para describir prácticas de estudio y hábitos seguros.

- I wear my ID card every day.
- She checks her materials before class.
- We arrive on time.

**Estructura básica:** Subject + verb / Subject + do not / does not + base verb / Do or Does + subject + base verb?



II. SIMPLE PRESENT TENSE

## SIMPLE PRESENT TENSE

The simple present tense is used to describe habits, unchanging situations, general truths, and fixed arrangements.

**Forms**

- +** S + V(s/es) + O.
- S+ don't/doesn't + V (base form) + O.
- ?** Do/does + S + V(base form) + O ?



Affirmative (+)	Negative (-)	Interrogative (?)
• I run fast.	I don't run fast.	Do I run fast?
• You run fast.	You don't run fast.	Do you run fast?
• He runs fast.	He doesn't run fast.	Does he run fast?
• She runs fast.	She doesn't run fast.	Does she run fast?
• It runs fast.	It doesn't run fast.	Does it run fast?
• They run fast.	They don't run fast.	Do they run fast?
• We run fast.	We don't run fast.	Do we run fast?

• Read and complete:

1. Who \_\_\_\_\_ Sally \_\_\_\_\_ in Spain? (visit)  
 She \_\_\_\_\_ her aunt and uncle. (visit)
2. \_\_\_\_\_ Tom \_\_\_\_\_ to school by bus? (go)  
 No, he doesn't. He \_\_\_\_\_ to school on foot. (go)
3. What \_\_\_\_\_ she \_\_\_\_\_ on TV? (watch)  
 She \_\_\_\_\_ the news but she \_\_\_\_\_ soap operas.  
 (watch) (not watch)
4. \_\_\_\_\_ they \_\_\_\_\_ swimming? (like)  
 Yes, they do, but they \_\_\_\_\_ running. (not like)
5. When \_\_\_\_\_ you \_\_\_\_\_ to a football match? (go)  
 I \_\_\_\_\_ to a football match on Sundays. (go)

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*Imagen de apoyo tomada de la guía original: explicación del simple present.*

### 2.2 Adverbs of frequency

Los adverbios de frecuencia indican con qué frecuencia ocurre una acción. Se usan para enriquecer la descripción de una rutina.

Adverb	Example
Always	I always wash my hands before class.
Usually	I usually arrive early.
Often	I often review my notes.
Sometimes	I sometimes study in the library.
Never	I never run in the hallway.



### III. ADVERBS OF FREQUENCY

An adverb of frequency tells us how often something takes place.



- Ask your classmates how often they do something, use the vocabulary below. Check and practice with the exercises included here:

clean	eat	relax	play (sports or instruments)	study
do the grocery	drink wine	listen to music	phone (friends, relatives,...)	do the gardening
go shopping	walk	run	speak a foreign language	go on holidays
swim	sing	drive	read something	watch TV
dance	drink coffee	go to the cinema	eat ethnic food (what kind?)	feed your pet
go to the gym	cook	write emails	use the internet	drink tea

## How often do you .....?

<https://agendaweb.org/grammar/adverbs-exercises.html>

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*Imagen de apoyo tomada de la guía original: adverbs of frequency y preguntas "How often...?".*

### 2.3 Study habits and safe habits

Los study habits son rutinas que ayudan a aprender mejor. Los safe habits son prácticas que favorecen el autocuidado y la seguridad. En esta sesión se integran ambos temas para que el aprendiz pueda hablar de su comportamiento habitual en el aula, en casa y en contextos de trabajo.

- I organize my notebook every day.
- I usually bring water and my materials.
- I always follow safety rules.
- I never use my phone during explanations.

Write down your study habits:

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### 3. PRÁCTICA GUIADA

Las siguientes actividades se desarrollan con acompañamiento del docente y promueven interacción presencial, trabajo en equipo y juego, tomando como base la guía original y adaptándola al contexto de la sesión.

#### Actividad 1. Team relay: build the routine

En equipos, los aprendices reciben tarjetas con sujetos, verbos, complementos y adverbios de frecuencia. Deben formar oraciones correctas en simple present relacionadas con hábitos seguros y de estudio.

- Ejemplo de tarjetas: I / always / wear / my ID card.
- Objetivo: reforzar estructura afirmativa y uso del adverbio de frecuencia.

#### Grupo 1

Subjects				Adverbs of frequency			
I	You	We	They	always	usually	often	sometimes
He	She	My classmate	The worker	rarely	never		
The student							
Verbs				Complements / objects			
wear	use	check	clean	a helmet	gloves	safety glasses	a mask
wash	study	read	organize	the uniform	the notebook	the tools	the work area
arrive	carry	drink	eat	the desk	the classroom	enough water	healthy food
follow	report	take	keep	safety rules	the instructions	class notes	breaks
Extra words				Example			
before class	after class	at work	at school	I always wear a helmet at work. She usually studies in the morning. We often clean the work area after class.			
in the morning	every day	on time	carefully				
during the break	and	but	because				

#### Grupo 2

Subjects				Adverbs of frequency			
I	You	We	They	always	usually	often	sometimes
He	She	My partner	The employee	rarely	never		
The apprentice							
Verbs				Complements / objects			
wear	bring	review	clean	safety boots	gloves	safety glasses	a face mask
wash	study	write	organize	the ID card	the notebook	the materials	the work area
arrive	carry	drink	eat	the desk	the classroom	enough water	fruit
follow	respect	take	keep	safety rules	the teacher's instructions	class notes	short breaks
Extra words				Example			
before work	after work	at the SENA	at home	I always wear a helmet at work. She usually studies in the morning. We often clean the work area after class.			
in the afternoon	every day	on time	carefully				
during class	and	but	because				

#### Grupo 3

Subjects				Adverbs of frequency			
I	You	We	They	always	usually	often	sometimes
He	She	My friend	The operator	rarely	never		
The trainee							
Verbs				Complements / objects			
wear	use	inspect	clean	a helmet	ear protectors	safety glasses	a lab coat
wash	study	read	organize	the backpack	the notebook	the equipment	the workstation
arrive	carry	drink	eat	the table	the classroom	enough water	healthy snacks
follow	report	take	protect	safety signs	the instructions	class materials	active breaks
Extra words				Example			
before class	after class	at work	at the training center	I always wear a helmet at work. She usually studies in the morning. We often clean the work area after class.			
in the evening	every day	on time	carefully				
during the activity	and	but	because				

#### Grupo 4

Subjects				Adverbs of frequency			
I	You	We	They	always	usually	often	sometimes
He	She	My teammate	The technician	rarely	never		
The learner							
Verbs				Complements / objects			
wear	use	check	tidy	a helmet	protective gloves	goggles	a mask
wash	study	review	organize	the uniform	the notebook	the tools	the work area
arrive	carry	drink	eat	the chair	the classroom	enough water	healthy food
follow	respect	take	maintain	safety procedures	the class instructions	school supplies	breaks
Extra words				Example			
before the lesson	after the lesson	at work	at school	I always wear a helmet at work. She usually studies in the morning. We often clean the work area after class.			
in the morning	every day	on time	carefully				
during the break	and	but	because				

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**Actividad 2. Find someone who...**

Cada aprendiz recibe una lista de acciones y debe entrevistar a un compañero usando "How often do you...?". Luego registra respuestas cortas.

Question	Possible short answer
How often do you review your notes?	I usually review my notes at night.
How often do you arrive on time?	I always arrive on time.
How often do you wash your hands before eating?	I often wash my hands before eating.

**Instructions:** Walk around the classroom and ask your classmates questions in English. Find one classmate for each sentence. Write the name and one extra detail.

1. Find someone who always drinks enough water.

Question: \_\_\_\_\_

Name: \_\_\_\_\_

Extra detail: \_\_\_\_\_

2. Find someone who usually arrives on time.

Question: \_\_\_\_\_

Name: \_\_\_\_\_

Extra detail: \_\_\_\_\_

3. Find someone who often studies in the evening.

Question: \_\_\_\_\_

Name: \_\_\_\_\_

Extra detail: \_\_\_\_\_

4. Find someone who sometimes takes active breaks.

Question: \_\_\_\_\_

Name: \_\_\_\_\_

Extra detail: \_\_\_\_\_

5. Find someone who never skips breakfast.

Question: \_\_\_\_\_

Name: \_\_\_\_\_

Extra detail: \_\_\_\_\_

6. Find someone who always brings a notebook to class.

Question: \_\_\_\_\_

Name: \_\_\_\_\_

Extra detail: \_\_\_\_\_

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7. Find someone who usually follows safety rules.

Question: \_\_\_\_\_

Name: \_\_\_\_\_

Extra detail: \_\_\_\_\_

8. Find someone who often reviews class notes after class.

Question: \_\_\_\_\_

Name: \_\_\_\_\_

Extra detail: \_\_\_\_\_

9. Find someone who sometimes helps classmates.

Question: \_\_\_\_\_

Name: \_\_\_\_\_

Extra detail: \_\_\_\_\_

10. Find someone who always washes hands before eating.

Question: \_\_\_\_\_

Name: \_\_\_\_\_

Extra detail: \_\_\_\_\_

11. Find someone who usually organizes the desk or work area.

Question: \_\_\_\_\_

Name: \_\_\_\_\_

Extra detail: \_\_\_\_\_

12. Find someone who never forgets the uniform or ID card.

Question: \_\_\_\_\_

Name: \_\_\_\_\_

Extra detail: \_\_\_\_\_

**Actividad 3. Correct or incorrect?**

En parejas, lean oraciones y deciden si son correctas. Si no lo son, las corrigen en el cuaderno.

- She always wear gloves.  $\times \rightarrow$  She always wears gloves.
- I never arrives late.  $\times \rightarrow$  I never arrive late.
- We usually organize our materials.  $\checkmark$

**Instructions:** Read each sentence. Write **Correct** or **Incorrect**. If it is incorrect, correct the sentence.

1. She always wear safety glasses in the lab.
2. I usually study at night.
3. He never forgets his notebook.
4. They often arrives on time.
5. We sometimes take active breaks.
6. My classmate always wash his hands before eating.
7. The worker usually uses gloves at work.

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8. She don't usually drink enough water.
9. I rarely skip breakfast.
10. He often clean his work area after class.

#### **Actividad 4. Guided oral practice**

Con apoyo del docente, cada pareja practica un mini diálogo usando hábitos de estudio y hábitos seguros.

##### **Model dialogue**

A: How often do you check your materials before class?

B: I always check my materials before class.

A: Do you usually bring water and your notebook?

B: Yes, I do. I usually bring both.

#### **4. PRÁCTICA LIBRE – EVIDENCIA FINAL**

En esta parte cada aprendiz elabora la evidencia final de la sesión. Las instrucciones se deben seguir con orden y claridad. La parte escrita debe estar hecha a mano.

Modalidad	Presencial
Descripción	Describir hábitos seguros y rutinas diarias de estudio o trabajo, con el fin de comunicar prácticas habituales relacionadas con el autocuidado y la seguridad.
Temas	Simple present, adverbs of frequency, study habits, safe habits.

**Evidencia:** Texto de rutina segura, encuesta breve a un compañero y párrafo descriptivo individual.

##### **4.1 ¿Qué debes hacer?**

- Paso 1. Elaborar a mano un texto de rutina segura con mínimo seis acciones relacionadas con estudio o trabajo.
- Paso 2. Realizar una encuesta breve a un compañero usando tres preguntas con “How often do you...?”. Registrar sus respuestas.
- Paso 3. Escribir un párrafo individual de 8 a 10 líneas describiendo tus hábitos seguros y rutinas diarias usando simple present y adverbs of frequency.
- Paso 4. Organizar la evidencia con buena presentación, letra legible y vocabulario propio.

##### **4.2 Recomendaciones**

- Usa mínimo cuatro adverbios de frecuencia diferentes.
- Incluye acciones reales y coherentes con tu rutina.
- No copies textos completos de internet o de una IA.
- Puedes usar colores, íconos o dibujos para mejorar la presentación del cuadro.

##### **4.3 Modelo claro de cómo debe lucir la evidencia**

A continuación se presenta un ejemplo guía. No se debe copiar exactamente; se debe adaptar a la rutina propia del aprendiz.

**Title: Safe Study and Work Habits**

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I always get up early for class. I usually eat breakfast before I leave home. I often bring water, my notebook, and my materials. In class, I always pay attention and follow the teacher's instructions. I sometimes help my classmates. I never forget my ID card. At the end of the class, I usually organize my desk and my notes.

**Classmate interview**

My classmate is Julián.

**Question 1:** Do you always wash your hands before eating?

**Answer:** Yes, I do.

**Question 2:** Do you usually study at night?

**Answer:** No, I don't. I usually study in the afternoon.

**Question 3:** Do you often review your class notes?

**Answer:** Yes, I do.

**Question 4:** Do you ever skip breakfast?

**Answer:** No, I never do.

**Paragraph**

Julián has healthy habits. He always washes his hands before eating. He usually studies in the afternoon, and he often reviews his class notes. He never skips breakfast. He is organized and responsible.

**Estructura para que escribas en el cuaderno:**

**Title**

**Safe routine:** 6 a 8 oraciones sobre su rutina

**Classmate interview:** 4 preguntas y 4 respuestas

**Paragraph:** 4 a 6 oraciones describiendo al compañero

## **5. ENTREGA DE LA EVIDENCIA**

**Medio de entrega:** Google Classroom en PDF.

## **6. CRITERIOS DE VALORACIÓN**

- Uso correcto del simple present.
- Uso adecuado de adverbs of frequency.
- Relación clara entre estudio, autocuidado y seguridad.
- Coherencia del cuadro, la encuesta y el párrafo.
- Presentación, orden y legibilidad del trabajo.
- Producción propia del aprendiz.

## **7. CIERRE DE LA SESIÓN**

Al finalizar la sesión, el aprendiz habrá practicado estructuras básicas para describir hábitos, habrá interactuado con un compañero en una pequeña encuesta y habrá elaborado una evidencia escrita personal conectada con el autocuidado y la seguridad.