

Jak
Umieć
Umieć

5.0

MJ Kazmierski's

F.U.N.N. Method

F = Forgive U... =

U = Understand U... =

N = Naturally... Nice =

How To Know
How to...

[na każdej prawej (numerowanej nieparzyście) stronie przetłumacz na polski tekst angielski z lewej (parzystej) strony książki]

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YOUR VERY OWN PERSONAL COMMUNICATION TRAINER

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SPIS TREŚCI

1. ...

2. ...

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12....

1 The Mind is like a Parachute

This is an old joke I always like to start with...

Why is the mind like a parachute?

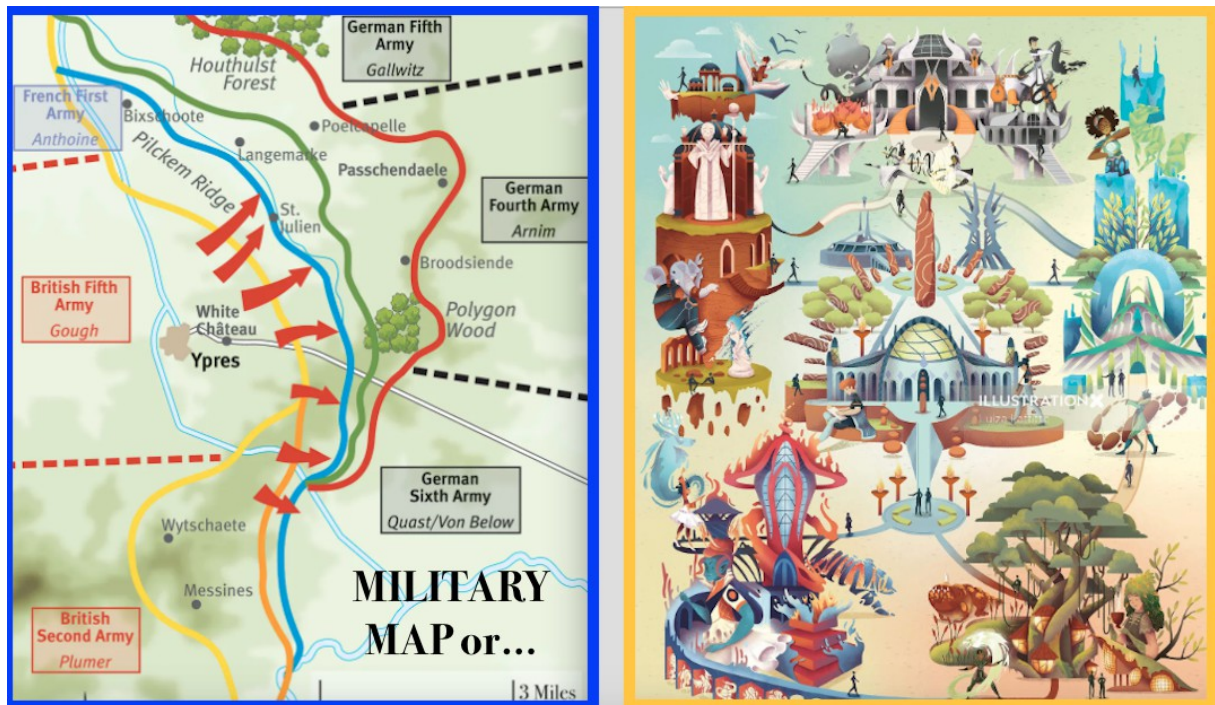
Because it works best when open!

Ha hah!

Now, what is the point of this joke?

What does it mean for us teachers and learners?

*Is learning in school like a **MARCH** or an **ADVENTURE**?*



How much of what you learned in school or college do you remember and use today?

Why? Why not?

2 Five Golden Questions

These five words which allow us to form questions are arranged in a specific way...

THE 5 GOLDEN QUESTIONS



We always start with WHY = the motive. Then we ask WHO will do the actions for WHOM = assigning roles. Next, we want to know WHEN this will happen = making a schedule. Then we ask WHERE = setting... and finally HOW = resources needed!

3 The F.U.N.N. Method of Learning Languages

Forgive

Understand

Naturally Nice...

Why these three words in this order?

First, you **MUST** assume – no matter what happens, you will **forgive** yourself any mistakes you make

Why?

Because to err is human – to forgive divine = Shakespeare said that!

You are human – the only way you can live and learn is by making mistakes

SO FORGIVE YOURSELF FOR NOT BEING PERFECT !!!

If you **understand** why you are learning – your decision, your life, your benefit – you will be able to proceed to

Naturally Nice that we make mistakes, we forget, we slip up... if you do not forgive yourself, understanding that you are human and never perfect, you will naturally tense up and stop learning...

So

Forgive YOU, Understand YOU, Naturally Nice to YOU

These are the solutions to all YOUR problems

So Start being NICE 2U !!!

YOU decide how YOU learn and how fast...

But how do we know you have a talent for languages?

Well...

4 Your First Ever Language Teachers

Who was your first ever language teacher?

How did you learn your first ever language?

How successful was this method?

What are the conclusions for us?



5 You Are Now The Boss

Please keep in mind – no matter where you now study and who with – in a school, college, with a private tutor – you are in charge.

You decide what happens, so.... let's have F.U.N. !!!

Now, how to best be your own boss?

What is the difference between a leader and a manager?

How best to be the captain of your own ship?

4

5

6 Your mind is like a computer

Think about your standard computer, laptop, phone or tablet

They are all made of two parts:

HARD-DRIVE

This contains all the data / information / code / sounds / images

PROCESSOR

This decides how quickly you can access and use all of the above

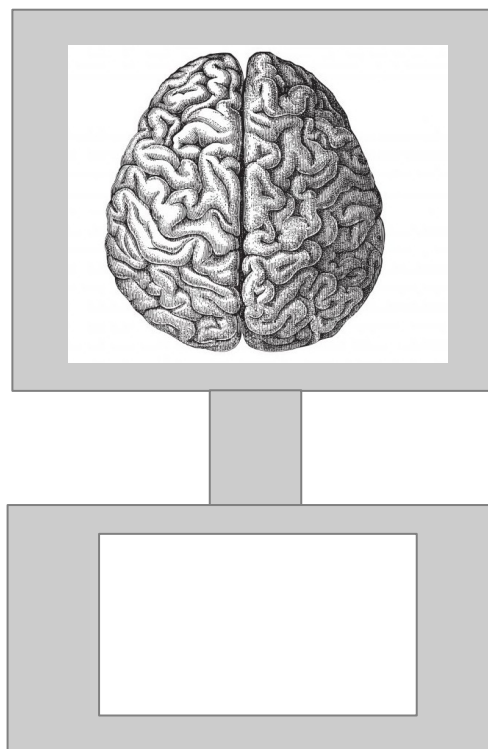
SO... HOW HARD AND HOW FAST IS YOUR MIND?

It's not enough to know a lot of language – stored in your brain

You need quick wits to access all that data

This is where self-confidence comes in

Believing you can do it – remember, double-check, use and succeed



7 / 5D COMMUNICATION METHOD

Ours is a 5 Dimensional Universe – we must communicate accordingly:

1D Define – *agree definitions & aims first...*

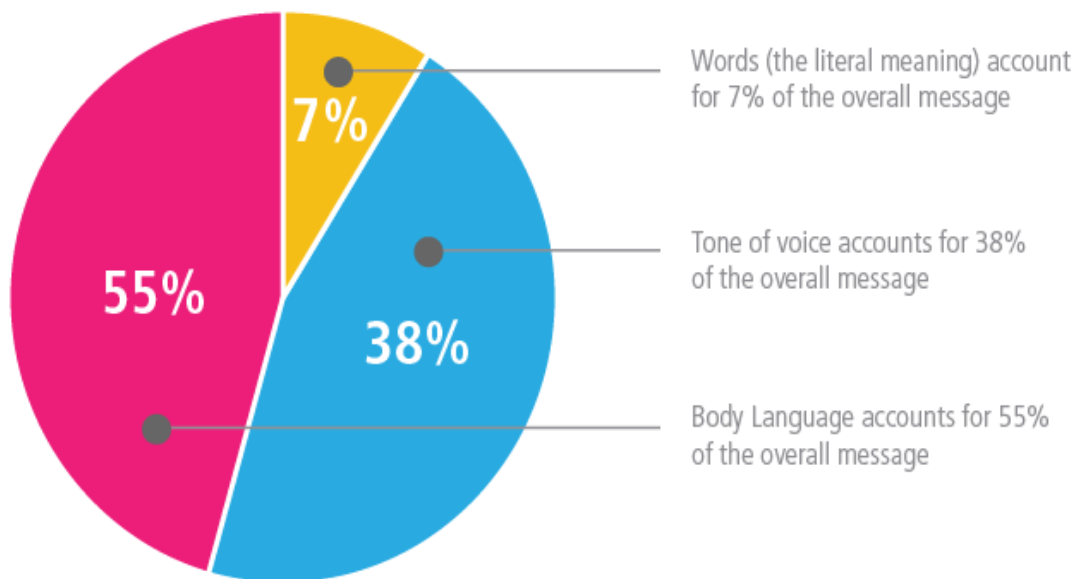
2D Discuss – *subjective... personal... cooperative*

3D Debate – *objective... impersonal... competitive*

4D Decide – *proactive... practical... decisive*

5D Document – *measure & evidence progress*

What is Effective Communication?



8 Serenity Prayer

The Serenity Prayer is the common name for a prayer written by the American theologian Reinhold Niebuhr (1892–1971).

The best-known form is:

GRANT ME
THE _____ TO CHANGE
THE THINGS I CAN,
THE _____ TO ACCEPT
THE THINGS I CANNOT CHANGE,
AND
MOST
IMPORTANTLY
THE _____ TO KNOW
THE DIFFERENCE BETWEEN THE TWO.

Niebuhr, who first wrote the prayer for a sermon at Heath Evangelical Union Church in Heath, Massachusetts, used it widely in sermons as early as 1934 and first published it in 1951 in a magazine column. The prayer spread both through Niebuhr's sermons and church groups in the 1930s and 1940s and was later adopted and popularized by Alcoholics Anonymous and other twelve-step programs.

9 What makes a mistake???

If the only way to learn what works is by comparing it to what doesn't work – and the only way to learn is by making mistakes – why don't we love making mistakes?

PCP vs PCI

Principle of
Continual
Improvement

complex vs complicated

EFFECTIVE vs EFFICIENT

YES, BUT... vs BUT... YES

**PRODUCTIVE vs _____-
PRODUCTIVE**

10 Perfectionism VS Optimisation

Imagine you are trying to climb a mountain

By focusing on the peak as you climb all the time, you are likely to fall – you only think about the end of the journey, not what is around you and beneath your feet... You will slip, you will tire, you will likely fall...

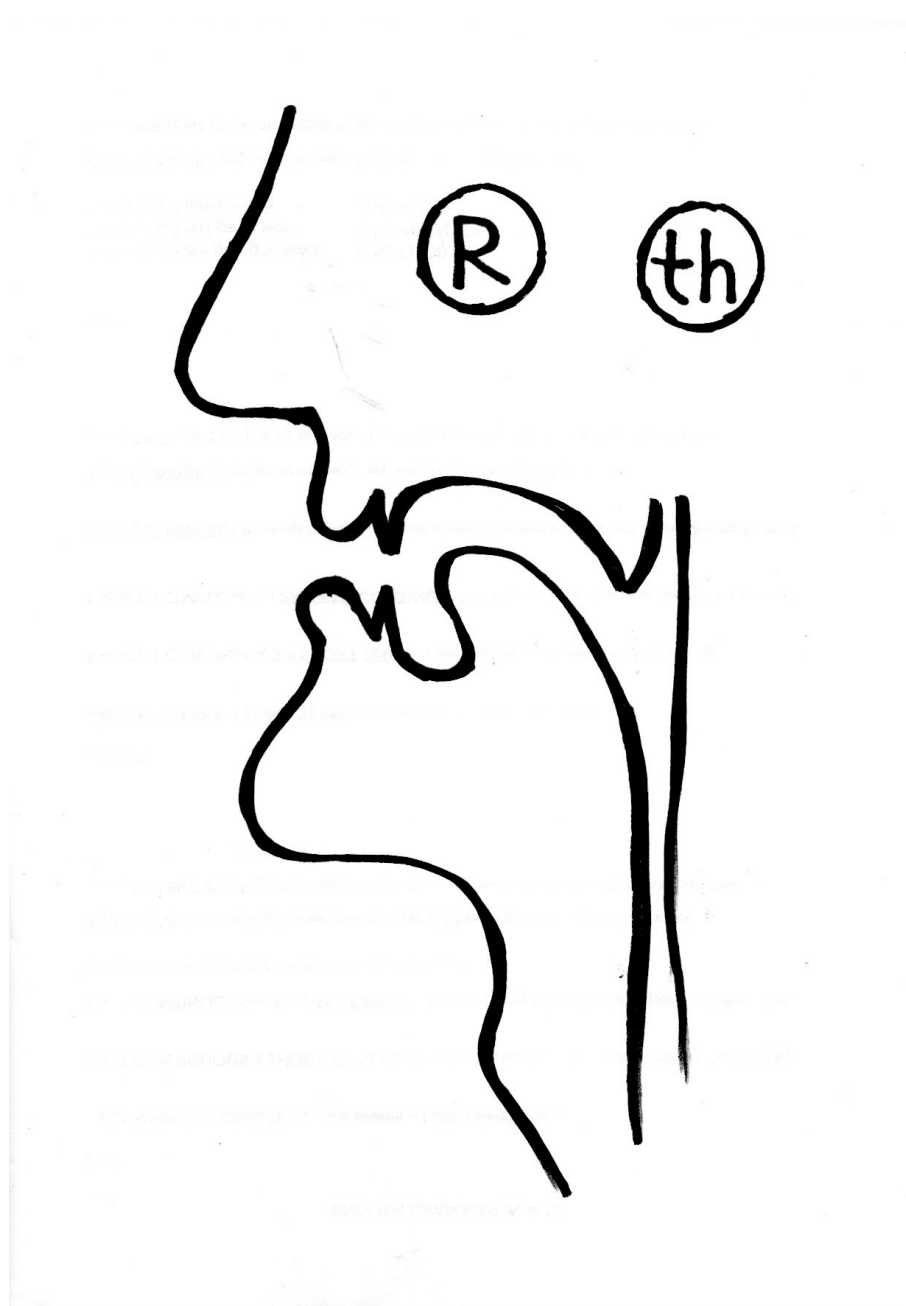
Therefore, perfectionism is a recipe for disaster – MISSION IMPOSSIBLE

Optimisation – doing the best you can every day of your life, and then learning from mistakes so that the next day you can keep doing better and feeling better – is:

THE ONLY SAFE WAY TOWARDS YOUR GOAL

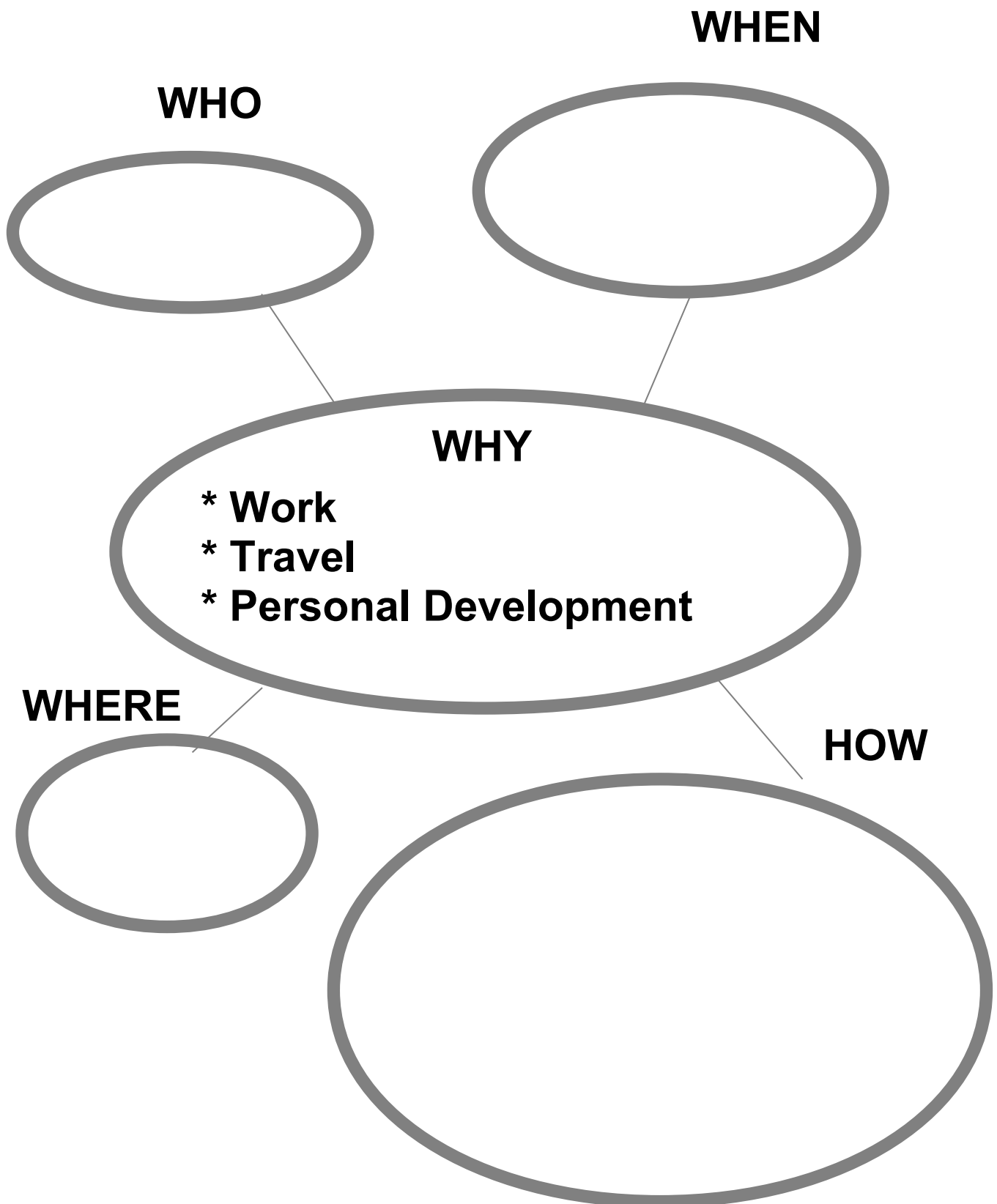
11 K.I.S.S. with your mind not your mouth!

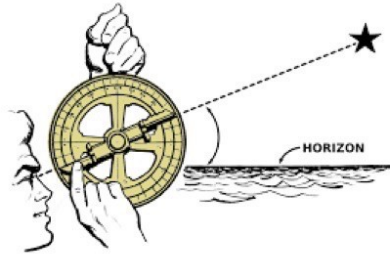
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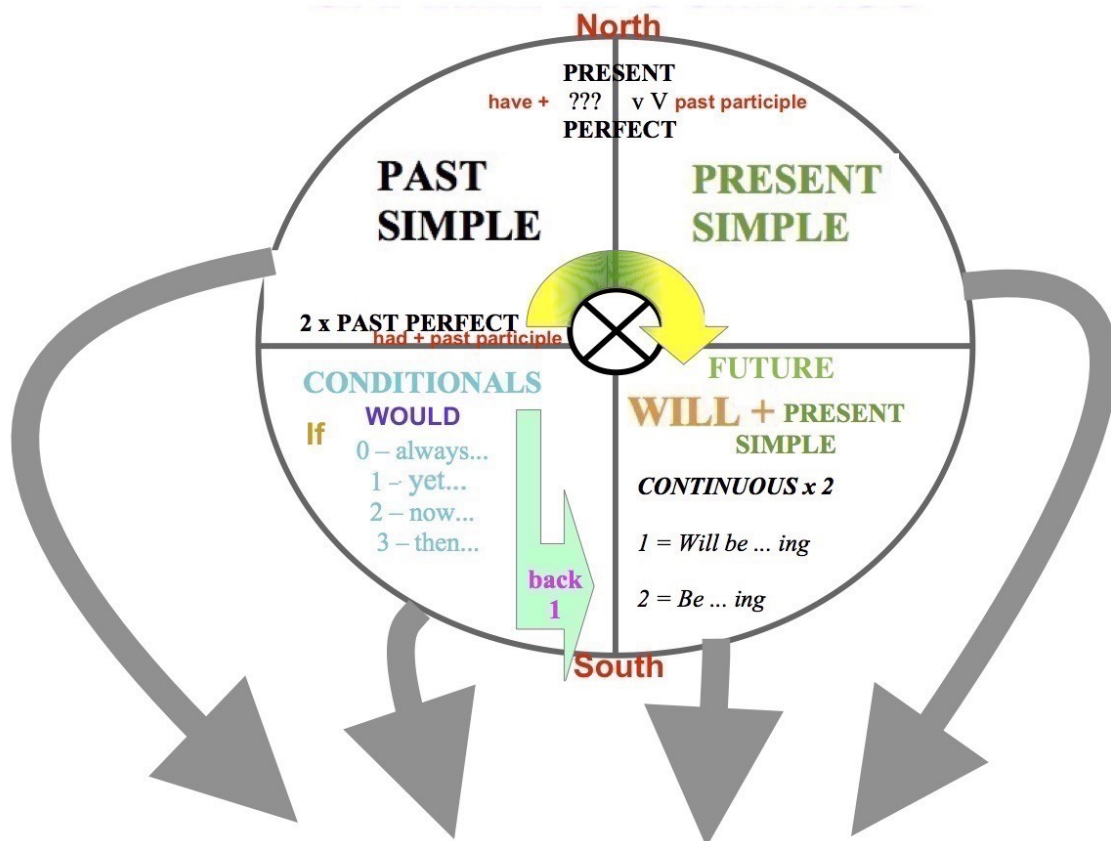
12 Design Your Own Syllabus

NAME: _____





Grammar Compass



be + ing = TEMP... & DYNA... ;)



I am learning ...



I was jogging ...

I will be working ...

12

Session Structure

WARMER		
PAST previous session review		
PRESENT our world today		
FUTURE plans for the future what next?		

Job Interviews

Travel scenarios

Health & Wellbeing

**If you found this printable booklet helpful or used it
anywhere to help yourself or others kindly leave a
donation via:**

PERSONAL COMMUNICATION TRAINER

Everyone knows what a personal fitness trainer does – right?

<u>Increase</u> the effectiveness of your workouts	Design
_____ the range and balance of activities	Provide
_____ your technique in individual exercises	Increase
_____ you on tactics and strategies	Ensure
_____ dietary and daily exercise regimes	Expand
_____ motivation and inspiration	Offer
_____ you avoid injury and disappointment	Improve
_____ discipline and constructive criticism	Advise

As adults, continuing our language learning, how do we move on from the child-adult / student-teacher dynamic, and work more effectively to improve communication skills?

A Personal Communication Trainer provides a custom-designed course of learning which combines business with pleasure – helping improve your oral and text-based English skills, while ensuring you both control and enjoy the learning journey...

WHAT I OFFER

1. Knowledge of all aspects of English language, from small talk to academic discourse
2. Qualifications which include TEFL, ESOL and academic diplomas (UK)
3. Experience of teaching in a wide variety of private, public and third sector settings
4. Ability to assess and agree client needs, initially and over time
5. Skills to design individual and group exercise programs, tailored personally to each client
6. Passion for motivating and inspiring clients to improve their skills
7. Dedication to discipline and constructive feedback necessary to achieve agreed goals

WHAT WE WILL ACHIEVE

A service level agreement / compact
A structured course of learning
A flexible schedule of sessions
Regular reviews

PERSONAL COMMUNICATION TRAINER / CLIENT COMPACT

This contract represents Our Mission to create a learning experience that will challenge, engage, and support you to make powerful changes in your lives as learners.

As your Personal Language Trainer, I am 100% committed to your success. I will be an open listener and provide honest feedback. I can serve you best when you communicate freely about your needs and your progress.

As a student, you are THE KEY INGREDIENT in ensuring that we are moving in the direction you desire. We will customize your learning path to meet your specific situation and goals. As we progress, we will incorporate the concepts and principles of passionate learning. Together we will determine realistic assignments and completion dates for them.

You commit to at least ____ minutes a week to work on your learning plan. Your success is based largely upon how well you accomplish the goals you set and the attitude in which you approach this work and study. Our time together spans many months, and each day we learn together will be vital. I am committed to helping you move forward, accomplishing your goals, and seeing you become a more confident and effective user of the English tongue.

CLIENT COMMITMENTS

Communicate openly and freely
Speak honestly about your expectations and experiences
Devote at least ____ a week to your work/study
Complete all weekly exercises and assignments
Remember – Practice Makes Perfect – and these sessions are Practice, not Performance ;)

TRAINER COMMITMENTS

Be fully excited and prepared for each session
Provide insight, guidance, & accountability
Give regular constructive feedback
Customize the program to meet your needs
Keep all communication confidential

MJ Kazmierski

A Quarter of Century In Teaching

A Review

PROFESSIONAL QUALIFICATIONS

2006 SOUTHBANK UNIVERSITY / Certificate in Adult Literacy Education
1999 CELTA, CAMBRIDGE ENGLISH Certificate in English L. Teaching to Adults
1995 UNIVERSITY OF SUSSEX / BA Hons in English Lit. and Comparative Religion

TEACHING HIGHLIGHTS

Online Tutor for Institute of Linguistics PL	2023 – NOW
Private Tutor in Schools in Gora Kalwaria, Mazovia, Poland	2020 – 2001
Give The World .org founding editor	2018 – NOW
Trustee of the Griffin International Poetry Prize	2016 – 2021
L2 Language Consulting, Warsaw, Poland	2015 – 2018
Visegrad Literary Grant recipient	2013 – 2014
eMigrating Landscapes Project (UCL) coordinator	2012 – 2014
Not Shut Up Magazine : Managing Editor & Trainer	2012 – 2015
Polish Arts Festival coordinator	2011 – 2013
OFF_PRESS Founding Editor	2009 – 2013
English PEN Readers & Writers committee member	2009 – 2015
HMP Feltham: Head of Diversity and trainer	2009 – 2011
HMP Feltham: Race Equality Coordinator	2008 - 2009
HMP Feltham: Foreign Nationals Coordinator	2007 – 2008
HMP Feltham: ESOL Creative Writing Project Leader	2005 – 2007
HMP Feltham: Lead ESOL Tutor	2003 – 2005
Westminster Adult Education Service: ESOL Tutor	2001 – 2003
English FIRST: ESOL Tutor	2000 – 2002

What 25 years of language and literature teaching to children and adults from Africa, both Americas, Asia, Australasia and Europe – in a range of individual and group settings – have taught me about communication and learning:

Are you playing TIC-TAC-TOE, CHECKERS or CHESS? How and **WHY?**