

## Lesson Plan: Anytime, Anywhere - Mobile phone etiquette

Etiquette remains one of the key aspects of social skills – knowing how to behave and when. This lesson plan from *In Company 3.0* Elementary level looks at the ubiquitous mobile phone. First learners are asked to do a quiz to test their mobile phone etiquette, and then listen to some examples of mobile phone use. Download the [Student's Book pages](#) and related [audio files](#).

**Level:** Elementary A2

**Time:** approx 60 minutes or longer depending on how the activities are used

**How to use this lesson plan:**

The lesson can be used for the whole class, who can work in pairs and small groups. Download and print out the Student's Book pages so each student has a copy and download the audio files. Copy and give each student a copy of the 'Quiz analysis' from the back of these teacher's notes.

### Learning objectives

This unit is mainly about smartphones. It begins by looking at the question of mobile phone etiquette, with students reading a quiz about their own mobile phone habits and finding out what kind of mobile phone user they are. They then match photos to conversations in which people receive mobile phone calls in various situations, then complete the conversations. Students then write and practise similar conversations of their own.

In the next section, students identify verbs in the Present Simple form in a text about smartphone addicts. They complete rules for the use of the third person singular and plural, then complete a text about social networking with the correct Present Simple forms. They finish by asking and answering questions about their own social networking habits.

The unit then goes on to examine the features of students' own smartphones and tablets and the things they use them for. They work with a partner to discuss how they use their smartphones. Students then read an extract from a technology blog about tablets, in which different points of view are presented. They match the bloggers to different statements.

The grammatical focus is on the Present Simple, particularly the third person singular and plural and question forms, and the lexical focus is on using mobile phones.

### Mobile phone etiquette

In this section, students begin by doing a quiz on mobile phone etiquette, checking their scores to find out what kind of mobile phone user they are. They then match situations to photos and complete mobile phone conversations. Finally, they invent and practise a phone conversation of their own.

### Warm-up

Ask students how they feel about people who use mobile phones in public. Are they annoyed when people on public transport have loud mobile phone conversations, or if they are surrounded by ringing phones when they are trying to read or relax on a train? Point out that the title of the unit is a reference to the perception that mobile phones, and smartphones in particular, make people accessible at all times, no matter where they are. Ask students if they think this is a good thing or a bad thing. Ask them if they are surprised by the quotation from Adobe, and find out their answers to the question underneath about when and why they turn their mobile phones off.

**1** Focus attention on the quiz and read the introductory text with the class, dealing with any difficult vocabulary. With weaker classes, go through the questions as well, making sure that students understand them all. Ask students to work individually to do the quiz for themselves and to make a note of their answers. Then give them a copy of the analysis from the back of these teacher's notes to read the results. Find out

if they agree with the 'Quiz analysis' and encourage them to comment on how they feel about mobile phone etiquette.

**2** Ask students to complete the rule and check the answer with the class. With weaker classes, write a question on the board, without the auxiliary verb *do*, e.g.        *you have a smartphone?* Then write three different auxiliary verbs (*are, do, have*) and elicit which one should be used to complete the question. Explain that in the sentence you have written, *you* is the second person singular and *have* is the verb in the Present Simple form. Then focus attention on the activity and ask them to complete the rule.

### ANSWERS

Do

**3** Ask students to work with a partner to compare their answers. Encourage them to use the structure given in 2 (*Do you ...?*).

### 1:1 notes

Complete the quiz yourself and compare answers with your student, taking it in turns to ask and answer questions. Discuss whether you think the analyses in the results are fair or accurate.

**4 Tracks (1.18-1.21)** Focus attention on the photos and give students time to take in what is happening in each one. Then tell them that they are going to hear four conversations and they should decide which photo each conversation corresponds to.

### ANSWERS

Situation 1: Photo B  
 Situation 2: Photo A  
 Situation 3: Photo D  
 Situation 4: Photo C

### Track 1.18 audio script

#### Situation 1

**A:** Mmm. This looks good. Do you want to try some?  
**B:** Yes, please. Oh, dear. Just a moment. Hello?  
**C:** Jake, Alan here. How are you?  
**B:** Alan, I'm fine. Listen, I'm at lunch. Can I call you back later?  
**C:** All right, Jake. Speak to you later, then. Bye for now.  
**B:** Bye. ... Sorry about that.  
**A:** That's okay – don't worry.

### Track 1.19 audio script

#### Situation 2

**A:** Hello.  
**B:** Hello, Della. It's Chris here.  
**A:** Chris. Where are you?  
**B:** I'm out with some friends. I just wanted to check something with you.  
**A:** Oh, I see.

**B:** The film is about to start and I don't want to leave my phone on. I know you phoned me earlier. Was it about the ATL deal?

**A:** Yes, but don't worry. It can wait till tomorrow.

**B:** Are you sure?

**A:** Yes, enjoy the film.

**B:** Thanks. Speak to you tomorrow. I have all the documents ready. Bye.

**A:** Bye.

**Track 1.20** audio script

**Situation 3**

Hi, Jane. Why is your phone always turned off? Look, it's 8.20 and I'm on my way to the airport. I don't have Mr Hockley's address in Paris. When you finish your exercise class, can you text it to me? Thanks. See you when I get back.

**Track 1.21** audio script

**Situation 4**

**A:** Hello.

**B:** Hi, darling, I'm on the 6.30. There was a delay.

**A:** Oh, no. Not again!

**B:** Yes, it's awful. Listen, we get in at about 8.15. Can you pick me up? Or I can get a taxi.

**A:** No, don't worry. See you at the station.

**B:** Lovely. Thanks. Bye.

**A:** Bye.

**5 (Tracks 1.18-1.21)** Ask students to read through the extracts from the conversations and try to decide which words are missing. Then play the recordings again and ask students to complete the extracts.

**ANSWERS**

**a** Just a moment **b** call you back **c** Speak to you  
**d** about that **e** It's; here **f** Where are you **g** don't worry  
**h** Speak to you **i** text it to me **j** I'm on **k** pick me up

**6** Go through the prompts with students and make sure they understand that they can use them to make many different conversations in which Speaker B explains why they cannot talk. (You could suggest that they base their conversations on the questions and answers from the quiz on page 15.) Ask students to work with a partner and, as they work, go around, helping where necessary. When they have finished, ask a confident pair to perform one of their conversations for the class.

**1:1 notes**

Get your student to choose a situation from the quiz on page 15 and prepare one side of the conversation (the person who initiates the call). You can then provide suitable reactions to what is said.

For exercises 1 and 6. Cut out and give each student a copy of the 'Quiz Analysis' scores below.

**Mobile phone etiquette – quiz analysis**

For each answer, score like this: **a - 1 point, b - 2 points, c - 3 points**

**5 - 7 points**

If you don't answer your mobile phone, why have one in the first place? Remember: a mobile phone is a convenient communications tool if you use it properly.

**8 - 11 points**

Congratulations. You have the right balance between respect for other people and making the most of your mobile phone.

**12 - 15 points**

You really need etiquette training! Not everyone sitting near you wants to hear the intimate details of your office romance or visit to the therapist. Be considerate of those around you, and keep conversations short and to the point. And please, no calls at the cinema!

Teacher's notes taken from *In Company 3.0 Elementary (A2)*, Teacher's Book unit 2 with communicative activity sections from the Student's Book. For more information and to download sample units and audio from other levels of *In Company 3.0* visit [www.macmillanincompany3.com](http://www.macmillanincompany3.com)