



English

Writing from Dictation



Lesson Plan in English IV (Dictation Test)

I. Objective

- a. Write a paragraph/ short selection from dictation.

II. Subject Matter

a. Dictation Test

1. Ideas

The dictation test is sometimes used as a guided writing test. This is one of the easiest tests to use and it gives very good information on the student's language ability, if prepared right, and scored right.

- ##### 2. Skills: listening analyzing spelling writing

b. Integration

1. GMRC – Practice the Habit of Writing in a clean, orderly and neat manner.
2. Science – Takes good care of Marine Plants and Animals.

III. Procedures:

A. Preparing a Dictation Test

a.1 Selecting/Choosing a Text

- The text /story/article must not be too difficult for the students.
- Select a text of 75–100 words long, if it's part of a longer test; if by itself, use a passage 125–200 words long.
- Choose a text that is taken from a grade level that is 1 or 2 years lower than the actual grade that is taking the test.
- Avoid passage with much quoted material, containing a lot of names and dates and numbers.

a.2 Dividing the text into segments by thought units.

- The segments should gradually become sentences.
- Aim for about 7 or 8 words between pauses but allow as few as 5, and as many 9 or 10 words per group/segment. The structure of the sentence can serve as guide.

- Place a slash (/) after each segment that you plan to pause, making the passage in advance, not at the time of testing.

a.3 Determining the Pauses

FIRST READING

- Normal Speed

SECOND READING

- The length of the pauses at the end of each segment is:

$$\text{PAUSE} = \frac{\text{no. of letters/segment}}{2}$$

THIRD READING

- The length of the pauses at the end of each sentence:

$$\text{PAUSE} = \frac{\text{no. of letters} \times 2}{5}$$

B. Administering the Dictation Test

1. Giving the directions

- The materials/passage is to be read thrice (3x)

First Reading (normal speed)

- When you read the whole passage orally the first time, do not pause.
- Students must write nothing at this time.
- They should simply listen carefully so they can understand what the entire thing is about.

Second Reading (by segments)

- Pause at the end of each segment previously marked.
- During each pause the students are to write down what they have just heard.
- Be sure not to repeat any words or phrase after reading any segment

Third Reading (by sentences)

- Read the whole text without pauses and at normal speed.
- Then, pause for 60 second as a way of providing an opportunity for quick proofreading.
- No repetition of words/phrases is permitted after reading any segment

2. Reading of the passage/text

First Reading

Read the whole passage/text at a normal speed. While the students listen carefully and are not writing down the dictated passage.

Earthworms live in the soil. They eat leaves and other things they find in the soil. They do not have noses; they breathe air. The air passes through their skin.

Earthworms come out of the soil after the rain. The rain makes the air come out of the soil. Then, the earthworm cannot breathe. They come out of the soil to get air.

Second Reading

Instructions: Read the passage below. Pause at the end of each segment/phrase. The length of your pause in sec. is determined by the number placed at the top of each search (/).

Earthworms/live in the soil./They eat leaves/ and other things/
they find in the soil/.They do not have noses,/ but they breathe air./
The air passes/through their skin.

Earth worms/come out of the soil/after the rain./The rain/makes
the air/come out of the soil/.Then/The earthworm/cannot
breathe./They come out of the soil/to get air./

Ex. In the first segment:

Earthworms = 10 letters divided by 2 = 5 seconds

Third Reading (by sentence at a normal speed)

Instruction: - Read the passage below at a normal speed.

- Pause at the end of each sentence.
- The length of your pause (in seconds) is determined by the number place at the top of each slash (/).
- Within each specified period of pausing, allow the students to write down the dictated sentence. Then continue until you finished reading the entire passage.

Earthworms live in the soil./^{9.2 sec}They eat leaves and other things they
^{17.6 sec}find in the soil./They do not have noses, but they breathe air./^{14sec}The air
^{11.2 sec}passes, through their skin./

Earthworms come out of the soil after the rain./^{15.8 sec}The rain makes
the air come out of the soil./^{13.6 sec}Then the earthworm cannot breathe./^{11.6 sec}
^{11.2 sec}They come out of the soil to get air./

Ex. 3rd Reading

$$1^{\text{st}} \text{ sentence} = \underline{23 \text{ letters} \times 2} = \underline{46} \div 5 = 9.2 \text{ seconds}$$

C. Scoring

Deduct 1 point for each error

Committed errors include:

- omission
- insertion
- substitution
- reversal
- repetition

V. Assignment:
Complete the concept map below.

