

# *Inter-ELTA Members' Day*

27<sup>th</sup> November 2021

➤ 9:30 - 9:45

Morning coffee & Welcome

➤ 9:45 - 10:45

Plenary by *Ian McMaster* (courtesy of MELTA)

## **The knowns and unknowns of (business) communication**

**Abstract:** Shortly before stepping down as editor-in-chief of *Business Spotlight*, Ian McMaster looks back at what he didn't know about (business) communication when he launched the magazine in 2001, what he thinks he has learned over the past 20 years and what he knows he still doesn't know. There will also be opportunities for the audience to share their own states of knowledge and/or ignorance.

*Ian McMaster* has been editor-in-chief of the business communication magazine *Business Spotlight* since its launch in March 2001. He is stepping down from this role at the end of November 2021. Ian is a former coordinator of IATEFL BESIG.



➤ 11:00 - 11:45

## **PechaKuchas: Top teaching tips**

By **ELTA-Rhine & ELTABB**

**Abstract:** In this session, we present you a selection of lesson ideas which have been tried and tested by our colleagues. Perhaps you'll rekindle your love for some old favourites or learn something new which you can use in class in your very next lesson. Colleagues will share a resource book they love and you'll also be able to ask questions and share your own teaching tips. Join Tom Heaven, Slobodan Kelečević, Rachel Tsateri and Khanh-Duc Kuttig in our lively PechaKucha session!

## **Round Table: Inclusive and diverse materials**

By **ELTAU**

**Abstract:** For sure we welcome people to our classes, but do our lesson materials also make them feel welcomed? Our learners come with all manner of life experiences, some of which we know about, some of which we don't. Are enough of those experiences reflected in our teaching materials? After a short opening which will provide some food for thought, the conversation will be opened up for us to share questions, reservations, success stories and ideas regarding representation and inclusive language in the classroom. Maybe you have positive examples to share, maybe you're uncertain about how you're doing, or even where to begin. Maybe you're not even sure what all this has got to do with teaching English. This round table will be a space for us to share experiences and questions.

➤ 12:00 - 13:00

## Workshop: Introduction to Style Guides

By ELTAF

**Abstract:** Whether you are teaching Business English or English for academic purposes, questions often arise regarding spelling, capitalization, and punctuation. For example, is it percent or per cent? NATO or Nato? U.S. or US?

Understanding style guides will help you answer these questions. During this session, we will look at some of the most frequently used style guides (Chicago, APA, AP, MLA, Oxford), as well as corporate/company style guides.

**Laura Marshallsay** has led a wonderful and varied life. She's been a soldier, mother, historian, and non-profit leader. Originally from the Washington, DC suburbs, she has lived in both Britain and Germany. A few years ago, she was lucky enough to be able to return to Frankfurt and has been calling it home ever since.

Laura holds a master's degree in history and a bachelor's degree in history and writing. On her return to Frankfurt, she completed her CELTA qualification. She currently works as a freelance academic copyeditor and a Business English trainer.



## Workshop: The Future is Hybrid

By ELTAS

**Abstract:** What if you would like to offer a course, but some students want to attend on-site, and others want to take part online? You teach them all at the same time in a hybrid course! That is, students can choose to come to class or attend from home (or at their holiday location!).

How does this work? Which tools do you need, apart from strong nerves and lots of patience from all involved parties?

In this workshop I'll present the technical requirements to hold hybrid courses and give a couple of tips on didactics. I can share my experiences in teaching hybrid classes at a small Volkshochschule near Karlsruhe, and you will be welcome to share your ideas and experiences as well.

**Tanja Delgorge-Engelhardt** has worked for about 27 years as a trainer and technical writer at a large software company. She then decided to teach English at companies and at the Volkshochschule during her retirement. The pandemic gave her a unique opportunity to learn and teach digital tools, allowing her to indulge in her passion: technology. She now uses this knowledge to teach online and hybrid classes. Even after the pandemic is over, she sees a future in hybrid classes, since they provide a lot of flexibility for both trainers and students, not to mention a lot of fun as well!



➤ 13:15 - 14:15

## Panel discussion: **Leaving the NEST Behind**

A Panel Discussion on Changing Expectations and Teacher Identities

By **HELTA**

As Wikipedia puts it, the terms NEST and NNEST were coined to “highlight the dichotomy” between native (NEST) and non-native English-speaking teachers (NNEST).

And in *The New A-Z of ELT* (2017), Scott Thornbury states that the terms native and non-native are “symptomatic of what has been called native-speakerism, i.e. the privileging of the native speaker” with recruitment practices in many countries – especially in the private sector – continuing “to favour (monolingual) native speaker teachers over (multilingual) non-native ones, even when the former have no teaching qualifications.”

In our panel discussion, we have invited trainers and educators who have had first-hand experience of what it is to live, work and navigate within an NEST - NNEST or perceived NNEST world. Looking back as well as looking forward, we’ll explore how expectations have changed (if they have) and look at how this has shaped or continued to shape how our panelists see and present themselves and their identities.

Although our panel wonderfully represents the multi-faceted world of English Language Teaching (ELT) with their varied backgrounds and different home bases in different ELTAs (ELTA Rhine, HELTA, MELTA), they all have one thing in common – and it’s not a five-letter acronym.

They are all successful trainers and educators making a difference – not only in their students’ lives but also in the ELT industry.

### **Moderator:**

#### ***Andreas Grundtvig (HELTA)***

Andreas is a teacher, author, linguist, Cambridge Exams Centre Manager and former HELTA Chair. A speaker of eight languages, he learnt English (his fourth) at primary school in Scotland and Suffolk. After several visits to Africa, he founded Teachers 4 Schools e.V. together with a group of friends. His book, *English is Context*, not only goes into the theory of pragmatics in the ELT classroom but also provides resources and activities to help learners understand how language is used in context. Between 2017 and 2019 he co-presented a series of panel discussions with Susan Holden, at conferences in Spain, France and Germany, to explore the relevance, if any, of being a native speaker in English language teaching.



## Panelists:

### ***Ilá Cristina Coimbra (MELTA)***

Born and raised in Sao Paulo, Brazil, Ilá is an EFL teacher, teacher trainer and CELTA tutor based in Munich, Germany. She is also one of the founding members and co-author of the Raise Up! project, a project that aims to develop materials to make the classroom more inclusive and diverse. Since she started teaching in 2000, Ilá has taught students and trained teachers with varied backgrounds, especially preparing NNEST for language exams such as Cambridge Advanced and Cambridge Proficiency. Since 2016, Ilá has been researching and speaking in teaching conferences about inclusion, diversity, and representation in the ELT industry.



### ***Khanh-duc Kuttig (ELTA Rhine)***

Born in Vietnam, Khanh-Duc grew up in Singapore and gained her first teaching experience there. Since then, she has worked in the United Kingdom and Germany and is Germany's first ever TESOL Teacher of the Year for 2021. She has an MA in TESOL and currently teaches at the Department of English at the University of Siegen.

In addition to her teaching, she is events coordinator for ELTA-Rhine and IATEFL's Teacher Training and Education Special Interest Group. Her interests lie in language teaching in higher education, assessment and learner autonomy and she has presented at various conferences.



### ***Sarah Ploch (HELTA)***

Sarah is an accomplished Business English trainer and language coach with a Cambridge Delta, has ten years' work experience under her belt and has been serving on the HELTA committee since 2017. She has just started her own business at [www.edgycoaching.de](http://www.edgycoaching.de) where she specialises in working 1:1 with professional clients. Sarah's mission is to help other non-native speakers feel like they can be themselves when they speak English by focusing on building advanced-level vocabulary for self-expression.



➤ 14:15 - 15:15

**Lunch lounge & chat**

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