

Portfolio Englisch

Aussichten

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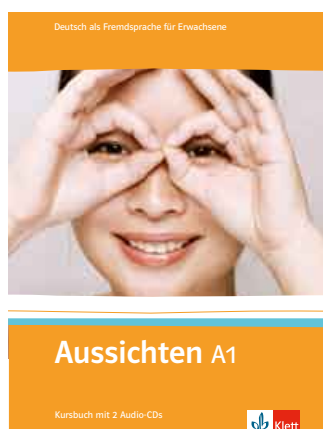
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Aussichten A1

A1

Kursbuch mit

2 Audio-CDs

978-3-12-676200-7



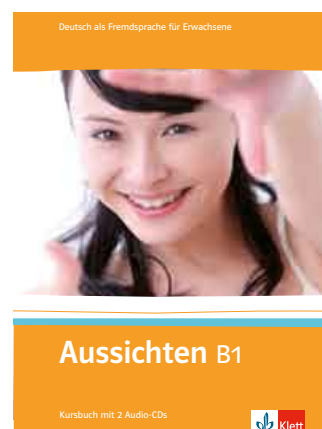
Aussichten A2

A2

Kursbuch mit

2 Audio-CDs

978-3-12-676210-6



Aussichten B1

B1

Kursbuch mit

2 Audio-CDs

978-3-12-676220-5

Das Aussichten Portfolio

■ What is a portfolio?

The portfolio is a diary which allows you to keep a daily record of your learning progress starting from day 1. It enables you to keep track of the learning process by allowing you to analyse your language skills, collect information and material while also contemplating questions about learning German: What have I learned?, How do I learn and how do I learn best?, Which materials have helped me?, What have I accomplished on my own?, How do I stand? and what do I still want to learn.

■ How is the portfolio set up?

The *Aussichten* portfolio orientates itself towards the European language portfolio by the Council of Europe as well as the European frame of reference for languages (abbreviated: GER). GER subdivides language skills (listening, reading, speaking and writing) in 6 levels (A1, A2, B1, B2, C1, C2) and describes what the learner should have achieved in each level.

These 'can-do' statements and levels apply for all European languages. Therefore the learner can estimate his/her own standing in a language as well as compare it to other languages. The *Aussichten* portfolio consists of three parts: the language pass, the language biography and the file.

Part 1 Language pass: ➡ p. 5

The language pass indicates how well you have learned German so far. Here you have an immediate overview of the level you have obtained (A1, A2 or B1), which courses you have attended and which exams you have taken. Your language pass could also be helpful for others, by updating it you can easily present it for example, when signing up for a new course.

Part 2 Language biography: ➡ p. 7

The language biography is the key part of your portfolio. Here you can reflect on how you personally learn German, by noting which experiences you have had with the German language, by observing how you learn in a course and discovering which learning strategy works best for you. There is also a section with checklists, these help you determine how much German you have learned or rather how much you have learned in *Aussichten*.

Part 3 File: ➡ p. 20

In your own personal file you can collect everything that is essential for your learning process, for example your texts, emails, letters, poems, collages, project results as well as other materials such as postcards, train tickets, forms etc. Furthermore you can file your official language documents such as course confirmation, certificates etc.




How to put together your personal portfolio?

Photocopy the pages which you think are important and place them in your file. For a better overview you can insert dividers labelled *language pass*, *language biography* and *file*.

How do you use the portfolio?

In the *language biography* you can focus on your personal learning process and determine how you learn most effectively. Revise the pages in regular intervals. On page 11 "Deutsch im Deutschkurs" you can jot down what you have learned after every lesson. The other overviews (Experiences with the German language, Goals and learning strategies) as well as the checklists should be updated after every lesson or after 5 units of *Aussichten*. Revise the list whenever something has changed.

The *language pass* enables you to record your current German skills. Please only fill it in if you need it for an application, for example. You can create your current profile by transferring your results from the checklists into the table on page 5.

The *file* is your own personal compilation. In it you can file whatever whenever you like. This symbol  depicts which products could be interesting in your coursebook as well as in your workbook. You will certainly find other materials that you would like to look at – at a later point in time.



Sprachenpass: Deutsch

Name

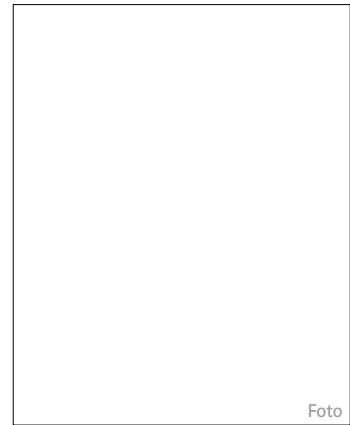
Adresse

Telefonnummer

E-Mail-Adresse

Meine Muttersprache(n)

Meine Fremdsprache(n)



Aktuelles Profil der Deutschkenntnisse

	A1	A2	B1
Hören			
Lesen			
An Gesprächen teilnehmen			
Zusammenhängendes Sprechen			
Schreiben			

Ort, Datum

Unterschrift



Deutschkurse

Datum (von ... bis)	Kurs (Niveau, Anzahl der Stunden, ...)	Institution / Ort	ggf. Ergebnis / Note

Prüfungen

Datum	Prüfung	Institution / Ort	Ergebnis

Sonstige Erfahrungen mit Deutsch

Datum	Kurzbeschreibung
July 2003	Holiday in Austria

Erfahrungen mit der deutschen Sprache

Wo, wie und wann sind Sie bisher der deutschen Sprache begegnet? Was war besonders wichtig?
Notieren Sie in der Tabelle Beispiele für Ihre persönlichen Erfahrungen mit Datum.

Situationen / Orte	Beispiel	Datum / Zeitraum
bei Kontakten	<i>spoke to Mrs Keller in the hallway about the weather</i>	<i>15 April 2009</i>
im Beruf		
in der Freizeit	<i>badminton with German colleagues</i>	<i>on Tuesdays</i>
im Kino / im Theater		
im Deutschkurs		
in Medien (Radio, Zeitung, Internet, ...)		

Erfahrungen mit der deutschen Sprache

Deutsch – wie oft? Wie ist Ihr Kontakt zur deutschen Sprache? Hören Sie in Ihrem Alltag viel Deutsch?
Wie häufig schreiben Sie etwas auf Deutsch? Wie verändert sich das?
Zeichnen Sie Balken wie im Beispiel und ergänzen Sie das Datum.

Datum: 6 August 2009

täglich

mehrmals pro Woche

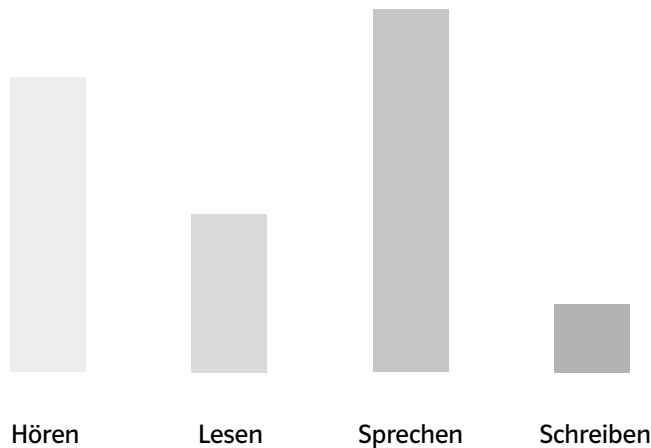
einmal pro Woche

mehrmals im Monat

einmal im Monat

eher selten

nie



Datum:

täglich

mehrmals pro Woche

einmal pro Woche

mehrmals im Monat

einmal im Monat

eher selten

nie

Hören Lesen Sprechen Schreiben

Ziele

Sie lernen Deutsch. Welche Ziele haben Sie dabei? Wie und bis wann können Sie diese Ziele erreichen?

1. Tragen Sie zuerst ein Ziel ein.
2. Notieren Sie, bis wann Sie dieses Ziel erreichen möchten.
3. Überlegen Sie dann, was Sie tun können, um Ihr Ziel Schritt für Schritt zu erreichen.
Tragen Sie die Schritte ein.
4. Haben Sie das Ziel erreicht? Dann tragen Sie das Datum bei „Ziel erreicht“ ein.
5. Formulieren Sie ein neues Ziel!

Ziel: go to the bank and open an account	
Schritte:	
1. look up and learn the most important vocabulary	
2. look up sentences in the coursebook in preparation for the conversation	
3. practise sentences	
4. simulate the conversation at home	
Erreichen bis: 1 October 2010	Ziel erreicht:

Ziel:	
Schritte:	
1.	
2.	
3.	
4.	
Erreichen bis:	Ziel erreicht:

Deutsch-Trainingsplan

Wie können Sie Ihr Deutsch verbessern? Was möchten Sie in einem Monat lernen? Machen Sie sich jeden Monat einen Plan!

Zum Beispiel: den Wortschatz zu einem Thema/ einer Lektion lernen, ein bestimmtes Grammatik-Thema wiederholen, die Hörgeschichte hören und die Kopiervorlagen bearbeiten, die Strategien wiederholen, die DVD ansehen, ...

Deutsch-Trainingsplan von bis

Sonntag				
Samstag				
Freitag				
Donnerstag				
Mittwoch				
Dienstag				
Montag				

Erinnern Sie sich. Notieren Sie auch Kommentare und Fragen für den nächsten Unterricht.

[illegible]

Lernstrategien



Wie lernen Sie am besten Deutsch? Welche Strategien und Tipps aus *Aussichten* helfen Ihnen? Notieren und ergänzen Sie.



Hören



STRATEGIE

I collect questions before completing the listening section.



STRATEGIE



STRATEGIE



STRATEGIE



STRATEGIE



Lesen



STRATEGIE

I mark key words while reading.



STRATEGIE



STRATEGIE



STRATEGIE



STRATEGIE

Lernstrategien

■ Sprechen



STRATEGIE

I doublecheck if I don't understand something.



STRATEGIE



STRATEGIE



STRATEGIE



STRATEGIE

■ Schreiben



STRATEGIE

I ask for feedback to my text.



STRATEGIE



STRATEGIE



STRATEGIE



STRATEGIE

Checklisten: Einführung

With the help of the checklists you can monitor your progress. They help you to realistically estimate your own personal achievement. What am I good at? What do I still need to practise? What do I still want to learn?

The checklists have been divided into following skills:

- listening
- reading
- taking part in conversations
- speaking coherently
- writing

This is how it's done:

I can ...	Ja! (Datum)	Aussichten Lektion, Aufgabe
... understand times of day.		KB 3/10
... understand simple directions.		KB 5/18

Here you can find the can-do statements (cf. p. 3).

Either place a check (✓) or enter the date if you can complete the task in German.

To check yourself you can do this task which can be found in *Aussichten*.

Checklisten: Niveau A1

■ A 1 – Verstehen: Hören

I can ...	Ja! (Datum)	Aussichten Lektion, Aufgabe
... understand simple questions and greetings within a dialogue.		KB 1/4c
... understand numbers in short announcements at the local authority.		KB 1/16
... understand time expressions in a conversation.		KB 2/9
... understand expressions of time.		KB 3/10
... understand price announcements in a supermarket.		KB 4/15
... understand information about various people during a conversation.		KB 5/2
... understand simple directions.		KB 5/18
... understand important information about an apartment during a conversation.		KB 6/11
... understand important information and messages on my answering machine.		KB 7/8
... understand what the doctor says in a conversation.		KB 7/13
... understand the expressions of time when making appointments.		KB 8/8
... understand which drinks and meals are offered in a restaurant while placing an order.		KB 8/16
... understand important shopping phrases.		KB 9/11
... understand important information in announcements either at the train station or in the train.		KB 10/7

Did you manage everything? Then you have reached level A1 in *listening*. Please mark the level in your language pass on page 5.

A 1 – Verstehen: Lesen

I can ...	Ja! (Datum)	Aussichten Lektion, Aufgabe
... recognise personal details on business cards (such as name, address, telephone number, email address).		KB 1/18
... understand important signs in public buildings.		KB 2/5
... make out important times and dates (on a schedule ...).		KB 2/9
... understand short event announcements.		KB 3/17
... understand important information in a text message.		KB 3/18
... extract important information from a newspaper article.		KB 4/10
... understand a request in a short note.		KB 4/13
... recognise a person's qualities in a short email application.		KB 5/6
... understand a personal ad for a carpool.		KB 6/3
... understand the main information in accommodation listings.		KB 6/8
... understand important information on an instruction leaflet.		KB 7/15
... understand important information on an invitation.		KB 8/10
... understand a menu.		KB 8/16
... understand the step-by-step process of entering information (bank teller, internet orders).		KB 9/6
... grasp information in various timetables.		KB 10/5
... understand a personal postcard.		KB 10/19

Did you manage everything? Then you have reached the level A1 in *reading*. Please mark the level in your language pass on page 5.

A 1 – Sprechen: An Gesprächen teilnehmen

I can ...	Ja! (Datum)	Aussichten Lektion, Aufgabe
... greet a person.		KB 1/7
... say where I come from and ask others where they come from.		KB 1/5, 7
... briefly introduce someone in both a private as well as an official context.		KB 1/18; KB 2/8
... ask how someone is doing as well as answer questions about myself.		KB 2/4; KB 7/3
... answer questions about my daily life.		KB 2/14
... make a lunch date with someone.		KB 3/13
... ask my neighbours or colleagues for help.		KB 4/6; KB 8/14
... ask for information to be repeated during my German lessons.		KB 5/14
... ask for and give directions.		KB 5/18
... express pleasure as well as displeasure in a conversation.		KB 6/11
... make an appointment on the telephone.		KB 8/8
... make brief small talk.		KB 8/15
... order in a restaurant.		KB 8/16; KB 8/17
... conduct short conversations while shopping.		KB 9/12; KB 4/14
... talk about the weather.		KB 10/17

Did you manage everything? Then you have reached level A1 in *taking part in conversations*. Please mark the level in your language pass on page 5.

A 1 – Sprechen: Zusammenhängendes Sprechen

I can ...	Ja! (Datum)	Aussichten Lektion, Aufgabe
... spell my name.		KB 1/12
... describe a family.		KB 3/3
... describe my day at work.		KB 4/12
... briefly describe people.		KB 5/3
... describe my living situation.		KB 6/1
... tell briefly about an incident in the past.		KB 6/5
... talk about difficulties while house-hunting.		KB 6/9
... leave a message on an answering machine.		KB 7/8
... describe the day's events.		KB 7/17
... list important personal dates (birthday, wedding, ...).		KB 8/4
... tell about my traveling habits.		KB 10/6
... tell about an incident on my holidays.		KB 10/12

Did you manage everything? Then you have reached level A1 in *speaking coherently*. Please mark the level in your language pass on page 5.

A 1 – Schreiben

I can ...	Ja! (Datum)	Aussichten Lektion, Aufgabe
... fill important details in a form.		KB 1/16, 18
... text someone and arrange a date / meeting.		KB 3/18
... answer a questionnaire.		KB 4/7
... write a short note requesting something.		KB 4/13
... write a grocery list.		KB 4/Ausklang
... briefly introduce myself in an email.		KB 5/9
... draft an ad for an apartment for a bulletin board.		KB 6/10
... make notes before I speak on an answering machine.		KB 7/9
... jot down my thoughts to a certain topic in keywords.		KB 7/11
... report myself sick in a short official email.		KB 7/12
... fill in the answer section of an invitation.		KB 8/10
... phrase a short letter of refusal to an invitation.		KB 8/11
... write down important dates in my life.		KB 8/11
... jot down keywords about a person.		KB 10/2
... write a postcard.		KB 10/19

Did you manage everything? Then you have reached level A1 in *writing*. Highlight the level in your language pass on page 5.

Dossier: Beispiele

In the file you can collect texts or exercises which you have worked on. You can, however, also file other texts or materials which you think are interesting and important.

Beispiele:

4 große Kartoffeln
2 Eier
Salz
Mehl
Sauerkraut
4cm Speck

→ KB 4, Ausklang

Sie ist jung und groß. Die Haare sind blond und lang. Sie hat braune Augen. Die Kleidung ist elegant und modern. Sie sieht sehr gut aus.

→ KB 5, 3

Suche
WOHNUNG im Zentrum!
maximal 350€, ca. 50qm
Ich bin Krankenschwester, 38 Jahre alt und Nichtraucherin.
Bitte melden unter Tel. 0653/403876

→ KB 6, 10

Liebe Frau Singer,
ich kann morgen nicht zum Deutschkurs kommen. Mein Kind ist krank und mein Mann arbeitet. Entschuldigung.
Viele Grüße
Anna Kovacova

→ KB 7, 12

Lieber Peter,
viele Grüße aus Bad Urach. Unsere Ferien- wohnung ist sehr schön. Wir wandern oft. Heute sind wir zum Wasserfall gegangen. Er ist wirklich toll! Das Wetter ist auch super, nur gestern hat es ein bisschen geregnet. Viele Grüße
Anna

Verlag Hans-Jürgen Daubner · 79110 Freiburg

Der Uracher Wasserfall

Peter Neubauer
Kantsr. 5
89231 Neu-Ulm

→ KB 10, 19

Dossier: Verzeichnis

Here you can list what you have filed when in your documents.
Don't forget to add a short note or comment.

	Beschreibung / Titel / Kommentar zum Inhalt	Datum
1.	Interview with Magda, interesting information	10 Feb 2010
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		

Bescheinigung

.....
Name

hat im Kurs das Lehrwerk

Aussichten A1

komplett bearbeitet.

Aussichten A1 entspricht der GER Niveaustufe A1 in der deutschen Sprache.

.....
Ort / Datum

.....
Dozentin / Dozent