

Stage Linguistique: How to write the report

If you are reading this you know that to validate your 'linguistic' stay in an English-speaking country, you have to write a report. If this is accepted, you will receive 2 ECTS points. Like all work, the report also receives a grade. It must be submitted electronically, to Prof. Straub, julia.straub@unifr.ch.

The stay abroad has a number of objectives:

- you will have experiences with the target culture, allowing you to reflect on concepts connected with intercultural and cross-cultural matters
- you will observe and participate in use of the target language, so that you get better at using it
- you will be able to monitor your own learning in terms of (1) what you learn, (2) how successfully you learn it, and (3) how you learn: preferred styles and strategies for learning.

The report is a means for you to show how successfully these goals were achieved. You should provide sufficient examples of your experiences, together with accompanying reflections. If you can make connections between your experiences, your perceptions of these experiences, and concepts you have acquired through study for the BAS1 programme, so much the better.

Include your full name and address, and date of commencement of the BAS1 programme. Give full information about where and when you were abroad. Be precise about the dates and location and the different activities you undertook. The more detail, the better. But do not spend more than one or two short paragraphs on the basic factual details regarding your stay.

The rest of the content can be divided into two main areas: what you have learned about the target culture and about culture generally and what you have learned in terms of language and reflection on language learning: your impressions and experiences.

The report should be a minimum of 3000 words and a maximum of 4500. After you have drafted it you should revise it repeatedly to reduce verbiage and add interesting content. (Reports that take 12 lines to say something that can be summarised in two or three lines will probably fail.)

SIGNS OF SUCCESS:

Here is a checklist of questions which you can use to develop and revise your report:

- ? I included my name, address, and date of commencement of study
- ? I stated exactly where I went, and exactly for how long (no. of days)
- ? I stated exactly what I did there
- ? I indicated how long these different activities lasted
- ? I provided details of any travelling or living companions (esp. language of interaction)
- ? I analysed my activities in terms of opportunities for 1) cultural and 2) linguistic learning
- ? I tried to describe several important cultural learning experiences
- ? I indicated how I made sense of these experiences, including conceptual tools I used
- ? I offered an extended discussion of one or two cultural themes relevant to my stay
- ? I analysed the effect of my stay on my own proficiency and language knowledge in terms of: pronunciation, fluency in speaking, accuracy in speaking, vocabulary size, vocabulary networks, reading, listening, and writing (8 categories)
- ? I reflected on several of my own learning styles and strategies and how successful they proved

SIGNS OF FAILURE:

If any of the following are true, you need to do more work:

- ✘ I have not really changed the organization since my first draft.
- ✘ I have given a few examples of things I experienced, but they are not really linked together.
- ✘ There are no detailed descriptions of cultural experiences.
- ✘ I have talked about my improvement in English, but I have not covered all the 8 categories.
- ✘ I mention one or two strategies only, without giving solid examples.