

Francine Chambers University of Reading

The very latest recommendations from the DES on good practice in teaching and learning of foreign languages state clearly that:

'The natural use of the target language for virtually all communication is a sure sign of a good language course. Learners are enabled to see that the language is not only the object of study but also an *effective medium for conducting the normal business of the classroom*,' (My emphasis)

These recommendations are by no means new. The very fact that this aspect of good practice needs to be reiterated points to the fact that the carrying out of this recommendation may not be as simple as making the statement. The theoretical basis for this statement does not seem to be controversial, and yet when practising teachers discuss such matters, questions frequently arise as to the feasibility or the practicability of using the foreign language for certain classroom activities. The belief that the foreign language should be used as the teaching and learning medium appears to be shared by many teachers and yet, despite this commonality of intent, practice varies greatly.

For many years the difficulties encountered daily by teachers in the classroom trying to use the foreign language have been ignored, so that the profession is divided between the teachers who claim success and those who are overawed by such confidence. It is unfair to pretend that problems do not exist and until teachers can exchange opinions frankly without being made to feel guilty and inadequate, progress cannot be made.

The context in which we teach foreign languages in schools is radically different from that of teaching English as a foreign language in one fundamental respect; teachers and pupils share a common language, English, which is their natural means of communication as a mother tongue. In an EFL class, the need to communicate in the language being learnt in order to be understood by others who do not share the same mother tongue is evident. This fact has to be acknowledged but not used as an excuse. It does require constant vigilance and determination from the teacher not to succumb to the ease of communicating in English. Pupils have an even more difficult task given the limited amount of language at their command in the early stages. They need to be given encouragement constantly. Most of them are prepared to accept the rules of the game provided the teacher's expectations are realistic and the tasks within their linguistic scope.

The development of the communicative approach has focused the attention on learning a language through its use so that content and process are not separable. In this context, the use of the target language, by no means a new issue within the profession, is given renewed importance. It seems a contradiction to prepare on the one hand, activities whose main aim is to make the pupils use the foreign language communicatively (some of these may indeed be quite contrived) and on the other hand not to exploit the genuine need for communication in the classroom, in particular when the language required is used frequently.

The purpose of this article is to suggest some practical ways of increasing the use of the foreign language (FL) for both teachers and pupils at the secondary school level (11 to 16 age range). Too often the meaning of the phrase 'the use of FL in the language classroom' is interpreted narrowly as 'teacher talk in the foreign language'; although this aspect is indeed very important, there are other aspects of the problem which are part of a whole strategy favouring the use of the foreign language, in its spoken and written forms, consciously avoiding or reducing to a minimum situations and activities which require pupils and teacher to use English as the working language. Conscious decisions must be made concerning:

- the language required to conduct and manage the learning activities in the target language
- the choice or design of speaking activities which allow pupils to speak to each other genuinely and frequently
- the choice of published material avoiding the use of English
- ways in which comprehension work can be developed without having recourse to the use of English

Attending to these various aspects increases the opportunities of using the FL and creates the conditions in which teacher talk in the foreign language will appear more natural.

Teachers' views on teacher use of the foreign language

Prior to a detailed examination of these various positive steps, it is important to consider the feelings and opinions of teachers on the matter to appreciate what they perceive as major difficulties. Extensive research carried out in Scotland (Mitchell, 1988) gives detailed information on what actually went on in the classrooms of teachers taking part in a curriculum development project concentrating on communicative language-teaching. The first phase of the Project consisted in a survey of the views of teachers as to what they considered to be 'the communicative approach'. The survey is based on the views of 59 teachers from 20 secondary schools. Within this framework only one fifth of the teachers 'referred unprompted to the use of the FL for classroom management as an activity contributing significantly to the development of pupils' FL communicative competence'2. Once the issue was raised by the researcher, teachers had a lot to say. Views varied widely as to the desirability of the FL use for managerial purposes. Mitchell reports that the majority of teachers interviewed considered that some mix of the mother tongue and the foreign language was appropriate:

It is clear that the only area in which teachers generally felt use of the FL to be appropriate was that of organisational instructions (to do with seating, handing out collection of materials etc.)'³

Other areas such as activity instructions, explaining meanings, explaining grammar, teaching background and disciplining were considered by many as being inappropriate for FL use. If these views prevail, it is possible that the mother tongue is spoken by the teacher more often than the foreign language.

The use of the FL was perceived as a factor of stress. The need to be fluent, the need to be persevering were pointed out. In the course of a study of teachers using communicative activities, similar comments were collected concerning the stressful nature of conducting the business of a FL class in the FL (Chambers, 1989).⁴

The need to be efficient, to save time, to be understood by all pupils appears to be a strong disincentive to the use of the foreign language as a managerial means of communication. Mitchell reports that some teachers felt that they could not use the FL for managerial purposes with lower sets and that control of mixed ability classes would be impossible. She concludes that:

'this seemed to be an area where the "communicative" movement had yet to make a big impact on teachers' thinking'.⁵

A third of the teachers interviewed by Mitchell felt that the level of language required for various managerial functions was too complex and beyond the language taught concurrently in the coursebook.

Several teachers also said that 'It was very difficult to estab-

lish the norm of FL use at any other time than the start of the year,' with new first year pupils. Some of these teachers were aware of making a special effort at the beginning of the new term.

In some respect these views are conflicting and could be taken to create a double-bind. On the one hand it is said that pupils must be used to the foreign language as the means of communication in the classroom; on the other hand it is obvious that the possibilities are very limited with beginners. It is necessary to identify the essential language needed and reduce the variety of sentences available to be able to function in most situations at a simple level. To assume that if pupils have not been used to the teacher using the FL at the beginning, it is impossible to introduce it at a later stage, is not necessarily true. Since many pupils increase their linguistic knowledge rapidly over the first three years, it would seem logical to expect that the gap between the managerial needs of the teacher and the pupils' comprehension becomes less as the years go by. As few teachers teach the same pupils for the five years of their secondary schooling, the lack of continuity can be used either way; either as an excuse for giving up any attempt at using the FL to teach or as a new attempt, a new start each year. Indeed a few teachers in Mitchell's survey said that extensive use of FL could not be expected until Year 8 or later. They were aware of the slow developmental character of the task. Those who were successful were supported by a unified departmental policy. Speaking from personal experience, a concentrated effort on the teacher's part in Year 10, whatever happened previously, can produce rewarding results. This is not to argue for a late introduction of the FL for managerial purposes but rather for realistic expectations and the notion of incremental learning which is widely accepted by teachers when they deal with the linguistic content of coursebooks.

The nature of the problem underlying the use of the FL as a medium of instruction in the classroom is twofold. From a practical point of view, the undertaking is perceived by many teachers as a difficult one which can be approached in a systematic and practical way if one is determined to do it. However such determination needs to be supported by a firm belief that the endeavour contributes significantly to the language learning. Mitchell concludes that:

'the theoretical rationale from which the 'communicative approach' derives much of its force (that the target language system is largely acquired rather than consciously learned, from message-oriented experience of its use), did not appear to have many adherents among this group of teachers.'⁶

It seems reasonable to expect that an undertaking which presents practical problems will have less chances to be sustained if the underlying belief in its validity is not strong. Equally a fundamental belief in the validity of the 'communicative approach' is not sufficient to guarantee success in the classroom. Practical suggestions may be helpful and eventually contribute to the consolidation of the theoretical position.

Teacher talk in the target language

In the language classroom, the teacher is the only source of spoken foreign language which the pupils experience live with the paralinguistic support which is non-existent on recorded audio tapes. In the beginning learners often find it easier to understand the teacher than a recorded message, so FL teacher talk is crucial in the development of listening skills.

The managerial language needed by language teachers can be divided into four categories⁷

- Organisational instructions
- Activity instructions
- Evaluation and correction of pupil's FL performance
- Disciplinary interventions

1. Organisational instructions

Of the four categories, these are the easiest to give in the foreign language: telling pupils what to do, how to group themselves, what materials to use. There are at least four reasons why it is so:

- They are used frequently, often daily, possibly several times

per lesson so that there is constant re-inforcement.

- They often apply collectively; this enables an individual pupil who has not understood to follow by mere imitation.
- Pupils are not required to respond verbally but simply to carry our the instructions physically.
- The teacher can easily prompt, if understanding is not obvious, by using visual cues, or demonstration (when there is a total lack of comprehension).

Many coursebooks supply a list of such instructions at the beginning of their first book but rarely repeat it and increase it in their subsequent stages. Initially this language has to be taught and it is very useful to keep a record for each class of the language which has been taught and practised. Many students during their initial training need to learn how to give instructions properly and consistently. Although the examples in this article are given in French, the principles of systematicity which should control the teaching and use of foreign language instructions remain the same for all languages although some decisions to opt for a particular phrase may well be language specific in some cases.

(a) Instructions using the imperative form

Entrez

Asseyez-vous

Sortez vos affaires

Ouvrez/Fermez la porte/ la fenêtre, s'il vous plaît

Cherchez les livres

Distribuez les livres/ les cahiers

Ramassez les livres/ les cahiers/ les fiches/ les feuilles

Donnez-moi vos notes

Combien as-tu?

Combien de réponses justes?

Prenez vos cahiers de texte

Ecrivez le travail du soir pour (Jeudi)

Commencez

Continuez

Arrêtez

Ecoutez

Répètez

Effacez/Gommez

Echangez les cartes/ les fiches

(b) Instructions in the infinitive after either 'vous pouvez' or 'il faut'

- Il faut continuer
 - commencer travailler avec un partenaire écouter

(.l.

échanger sortir

ouvrir la fenêtre

2. Activity instructions

The kind of teaching activities chosen by the teacher determines obviously the language required to organise such activities. There is a much greater variety, less routine and less predictability in this case than for general classroom instructions. For these reasons this aspect of the enterprise requires forethought and preparation. Teachers who piloted the Hampshire Modern Language Skills Development Programme (HMLSDP) which contains a variety of new communicative activities reported that much thinking about the presentation had been required, rehearsing mentally the sequence and choosing carefully the language known to the pupils (Chambers, 1989). However there are some instructions and other guiding comments which are frequently used and can be considered as an extension of the organisational instructions:

a. Travaillez avec un/ une partenaire Travaillez par deux/ par quatre Trouvez le partenaire avec la mème carte

Posez des questions

Remplissez la fiche

Cochez la case

Complètez la fiche

Cachez votre carte

Mélangez les cartes

Faîtes trois colonnes

Ecrivez un chiffre

Bien

b. C'est bien
 C'est juste
 C'est vrai
 C'est intéressant (ça)

c. C'est bien écrit
C'est bien présenté
C'est un beau dessin
C'est mieux
C'est beaucoup mieux
C'est vraiment bien
Recommence

d. Je trouve que c'est bien

Je pense que c'est bien/ intéressant etc...

Tu as bien travaillé

Correction is often best effected by simply providing the correct form and does not require grammatical explanation. Examples usually make the correction self-evident.

One should also include the language required to maintain interest, to check comprehension, to maintain contact with the pupils:

Tu comprends?

Vous comprenez?

The same instructions must be taught in the singular form of the imperative as soon as one feels pupils are ready; it is then possible to introduce pupils to the value of the ending and train them to listen for the sound (é). Later the sentences using infinitives can be introduced.

b. Il faut lire écrire

choisir

remplir . . .

This list is not exhaustive and needs updating according to the teaching requirements.

Some activities require more complex or less frequently used directives. In such cases, *demonstration* involving the teacher and a pupil and some visual cues on the board or the overhead projector is a powerful tool, more effective than the language which may accompany the demonstration. The support of *written instructions* is essential too. Pupils will have more time to work out what is to be done, they can help each other or even use a dictionary. At the beginners' stage, the written instructions may be the longest text that pupils have encountered; this enables them to exercise their reading skills for an obvious purpose.

For example, in Level One of HMLSDP[®] pupils have to read such instructions:

'Ecoute Emmanuel. Il explique ce qu'il a dans sa chambre. Dans la colonne: "Emmanuel" fais un trait à côté de chaque objet que tu entends comme dans l'exemple. Si tu entends le chiffre "deux" fais deux traits etc...Puis écoute Nathalie.'

'Quatre jeunes Francais décrivent leurs maisons. Voici 5 plans. Ecoute la description des quatre maisons et écris le nom d'Eric, Christelle, Valérie et Olivier sous la maison où ils habitent respectivement. Attention! Il y a un plan supplémentaire'.

Read aloud with the class and supported by demonstration, these instructions are effective with most pupils and should help the teacher not to resort to the use of English.

3. Evaluation and correction

The language required initially to evaluate and express appreciation is easily kept to a minimum; this seems to present little problem; the variety can be increased gradually over the years as well as the complexity'.

a. Oui Bar

Bon Tu as compris? Vous avez compris? Je vais expliquer Regardez Ecoutez-moi, encore une fois Qui n'a pas compris? Qui veut commencer? Oui veut faire ca? Tu vois? Essaie Il faut essayer Ça s'écrit comment en français? Qu'est-ce que j'ai dit, en anglais? Qu'est-ce qu'il faut faire? Qu'est-ce qu'il y a?

Most of these questions except the last two require only a very brief answer from the pupil: oui, non, moi, spelling a word in French or giving a meaning in English. The last two are more likely to provoke a response in English.

4. Disciplinary interventions and class control

Mitchell (1988) reports that for mild disciplinary intervention most teachers observed used FL but whenever real disruption threatened then teachers resorted to English. The problem here is not so much linguistic (the language used for classroom control is predictable and fairly repetitive) as psychological. The fear of loss of control can be a strong incentive to the use of English, known to be understood instantly by the pupil. Order in the classroom is the basic requirement of a learning situation. When a good atmosphere prevails, there is no need to treat minor disciplinary reminders any differently from other directives. Only in extreme and individual cases is it necessary to have recourse to English. But obviously the risk is too great in some situations for the teacher to adhere strictly to a principle, whatever its validity in terms of communicative language learning theory. But these instances are likely to be exceptional.

A very limited range of vocabulary is necessary at first. Gradually one can extend the range of sentences to apply to specific misdemeanours.

- a. Silence Du calme Reste tranquille Tourne-toi
- b. Arrête de parler bouger

Laisse (Peter) tranquille

Ne te balance pas sur ta chaise

Ne parle pas

Il ne faut pas regarder la fiche de . . .

Il ne faut pas tricher

The use of the phrase 'arrête de' + infinitive can delay the introduction of the negative form if it is judged desirable.

Teacher FL talk and the language course syllabus

However carefully monitored and graded is the introduction of the language needed for classroom management, there will be a gap particularly in the first few months. Mitchell (1988) made a study of the language used by a few teachers conducting the classroom business in the foreign language. The outcome of the observation clearly emphasised that the lexis and the structure of the FL spoken went 'considerably beyond the language syllabus' of the coursebook in use. The number of verbs used was in some cases double the number of verbs known to pupils through the coursebook.⁹ The perfect and the imperfect tenses, the immediate future ('aller' + verb infinitive) were all used whereas only the perfect tense had been taught formally. However the lists provided give the verbs in the infinitive only, not the exact forms used; this may exaggerate the actual gap since it is possible that a single form of the verb was used in which case the verb is learnt as a vocabulary item until such times when the tense can be taught fully.

Two points can be made about this gap. Firstly there is a great difference between what pupils can understand in the language and what they can produce. If we remain aware of this difference the gap is of lesser importance. Pupils listening to teacher talk develop their listening skills and can respond in non-linguistic ways. However it would be wrong to assume that this managerial language has been totally acquired. Even when pupils respond as required, it is often at an automatic level which does not prove that the language forms are really known. For example, some pupils remain very vague about the precise meaning of very routine sentences such as 'Rangez vos affaires', 'Allezvous-en', 'Asseyez-vous' 'Sortez vos affaires'. A change in the order of the routine easily shows that many pupils do not listen to these daily used sentences.

Secondly a shift in what has been considered as the normal sequence of the language syllabus may be required. As long as the FL teacher talk is considered as incidental to the main activity, a mere accessory to the teaching of the language content in the coursebook, unease will exist. In that respect, Ellis's distinction between framework goals and core goals¹⁰ (the organisational language being a framework for achieving the pedagogic goals) is unhelpful and reinforces a division which may result in the marginalisation of FL managerial talk. The gap can be narrowed if the language selected to interact with the class is graded and integrated with the course syllabus.

Considerable time and effort have to be spent so that pupils become familiar with the lexis and structures required. They have to be taught. This should not be treated any differently from the rest of the linguistic content of the course.

So the language for managerial purposes must:

- be carefully chosen and recorded
- be limited in its range at first
- increase its range gradually, introducing synonymous ways of expressing meaning so that one moves away from mechanical responses
- be exploited linguistically

Pupil FL talk

For a long time, maybe several years, the teacher remains the main source of FL talk and the organiser of tasks. Pupils cannot be expected to take the initiative in the FL for a long time. The asymmetry in teacher and pupil FL output must be fully acknowledged and accepted by the teacher. However pupils can be taught the language which enables them to respond or intervene, even if minimally. There is evidence that pupils do not spontaneously respond in the foreign language even if the teacher manages most of the lesson in the foreign language.

Mitchell observed this being attempted successfully in one school; she concludes:

'Special efforts seemed to be required if pupils were to reciprocate their teachers' managerial use of French on any regular basis. The explicit teaching of an appropriate repertoire of exponents, plus persistence rejection of pupils L1 initiatives, seem to be necessary to bring this about. In the absence of active pressure of this kind from the teacher, it appears that pupils will not spontaneously adopt the FL as their own language of self-expression in the FL classroom, even where the teachers have done so to a considerable extent'."

1. Requests

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Pupils need to be able to express a number of *requests*; these have to be taught as the need arises and made to use these. Teachers will need to pretend not to understand if the request is made in the mother tongue.

Some of the basic sentences required are:

Madame/Monsieur, un cahier, s'il vous plaît

,, . , un livre, ,, ,,

" , une feuille de papier, s'il vous plaît

"

This sentence can then be lengthened by adding 'pardon' and 'je voudrais'.

'Je peux aller à mon cours de guitare/violon . . .?'

Pupils need to state what they are lacking in terms of equipment:

'Je n'ai pas de . . .'

'J'ai oublié mon cahier'

When pupils have been used to obtain what they need from the teacher by asking in the FL, one can suggest they try the same method with their peers. Some pupils enjoy being as demanding as the teacher if the standard has been clearly set as a general practice. Some pupils can be very vigilant even with the teacher if there is a temporary lapse on his/her part.

2. Asking for help

Pupils need to be equipped with the means to indicate that they are experiencing some difficulty.

- 'Je ne comprends pas'
- 'Répètez s'il vous plait'
- 'Comment dit-on (English word) en français?
- (French word), ça veut dire quoi?
- Ca s'écrit comment?

Spelling using the FL alphabet must be introduced at the very beginning and should be extensively practised by pupils among themselves a paired activity.

3. Apologies

These present more variety and can be very specific and individualised. It is difficult to find a catch all phrase worth teaching collectively in the beginning. The explanation which may be required to understand fully the reason why something has not been done for example, will often be beyond what a teacher can expect from a learner and may not provide useful exploitation at that particular moment. The teacher has to use his discretion. It is either essential to know the 'why' of the situation or it is not. If it is not, simplified statements must suffice.

'Excusez-moi, Monsieur/Madame. Je n'ai pas mon cahier/mon travail/mon livre'.

Later, one can introduce more specific verbs:

'Excusez-moi, j'ai oublié . . .'

'Excusez-moi, j'ai perdu . . .'

'Excusez-moi, j'ai laissé ... dans la salle de ...'

4. Evaluation

Pupils must be encouraged to use the simple evaluative sentences from the teacher's own repertoire to appraise their own work or their partners' work. Here should be added:

'C'est facile', 'C'est difficile' etc . . .

These contributions may be limited but they have to be encouraged. One of the major arguments in their favour is that they avoid *language-switching*. Pupils' speaking abilities will not develop from simply demanding that they interact in the FL but it is more likely to happen if the predominant language in the classroom is the foreign language. For pupils to develop confidence, they need to practice with each other. A programme which includes specially designed speaking activities where information is genuinely exchanged provides pupils with this opportunity.

Choice of materials and activities

Ensuring that the foreign language is the normal means of communication also requires a choice of materials where instructions and rubrics are in the FL. There are still a great many textbooks even recent ones which use English for this purpose. This undermines obviously a teacher's attempt to explain something orally in the FL. In that respect materials which are presented as selfinstructional although intended as school textbook tend to overuse English. This is an area where textbook publishers have a major responsibility.

Examining techniques in use by the GCSE examination groups to assess comprehension rely on asking questions in English; this may well have serious consequences particularly in years 10 and 11 when the examination approaches and testing is carried out on similar lines to the final examination. There is no need to practise answering questions in English and until examination groups offer different assessment techniques, teachers must resist and use other methods to test comprehension. Very often simple grids with headings in the FL are sufficient to check that pupils have retrieved the wanted information. For some reason, questions in the FL are less in use than they could be. A possible explanation may be that they have been used in the past as a disguised means of practising sentence construction. A genuine question in the FL which requires a word answer in the FL is certainly much preferable to an English one. With the latest recommendations on assessment made in Modern Languages for ages 11 to 16 (DES. October 1990) this problem may decrease in the years to come but much work has to be done to design a variety of assessment activities which do not rely on the use of English:

Notes and References

- 1. Modern Foreign Languages for ages 11 to 16. DES. October 1990.
- 2. Mitchell, R. Communicative Language Teaching in Practice. CILT. 1988. p.24.
- 3. Ibid., p.29.
- 4. Chambers, F. Hampshire Modern Language Skills Development Programme. Unpublished Interim Report 1989. Hampshire County Council.
- 5. Mitchell, op. cit., p.32.
- 6. Mitchell, ibid., p.45.
- .7. These categories were used by Mitchell to analyse the data collected during the classroom observations. See Chapter 7 for a full account.

There are numerous ways in which comprehension of other languages can be tested without assuming that the learner speaks English, and systematic work should be undertaken to develop these.ⁿ

So far Examining Groups have kept separate the four skills for testing purposes. But for teaching purposes the separation is artificial and unnecessary. For example, much reading comprehension is exercised and demonstrated through problem-solving activities as in the series of reading activities by Kavanagh¹². The design of multi-skills tasks for teaching purposes which has been developing in the last few years offers a strong support to the teacher committed to functioning in the foreign language.

Conclusion

In most teaching circumstances, the use of the foreign language as the normal means of communication is possible. This requires a planned approach in terms of the choice of language but also in terms of the teaching activities themselves. Taking into account what is said by the teacher if instructions are systematically given in the FL, the texts and the recorded material used, the exploitation of these materials and what pupils said to each other in various speaking activities, the use of the foreign language can only become dominant and normal and the use of the mother tongue accidental in comparison. When this is achieved, teachers can feel confident that they are giving their pupils a proper chance to acquire the language in classroom conditions.

Acknowledgement

I would like to thank Brian Richards for reading an earlier draft of this article and making useful comments on it.

- 8. Hampshire Modern Language Skills Development Programme. Level One. Unit 3. Pupil's material. Hampshire County Council. 1989.
- 9. Mitchell, Op. cit., Chapter 5
- 10. Ellis, R. (1984) Classroom Second Language Development. Pergamon Press. p.120.
- 11. Mitchell, op. cit., p.164.
- 12. Kavanagh, F. PIGÉ.
- 13. Modern Foreign Languages for ages 11 to 16. DES October 1990.

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