



# WEEKLY TEACHING PLAN

English Speaking & Communication Skills  
(B1 LEVEL)



#### FOCUSED

Step-by-step  
skill development



#### PRACTICAL

Real-life speaking  
activities



#### PROGRESSIVE

Build fluency  
with confidence



#### INTERACTIVE

Engaging &  
learner-centered

“ Fluency is a journey,  
not a destination.  
With consistent effort,  
patience, and practice,  
what feels difficult today  
will become natural tomorrow. ”



#### DURATION

12 Weeks  
(3 Months)



#### MODE

Online (Zoom)  
+ WhatsApp Support



#### LEVEL

Intermediate  
(CEFR B1)



#### INSTRUCTOR

Laiba Khan



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# WEEKLY PLAN

**COURSE:** ENGLISH SPEAKING & COMMUNICATION SKILLS (B1 LEVEL)

**APPROACH:** COMMUNICATIVE LANGUAGE TEACHING (CLT) & TASK-BASED LEARNING (TBL)

12 weeks | Speakstudioofficial | 1<sup>st</sup> May 2026

## WEEK 1: Introduction & Diagnostic Communication

**Focus:** Confidence building, identifying student level

- Ice-breakers and introductions
- Diagnostic speaking tasks
- Review of basic sentence structure
- Speaking Task: Introduce yourself & daily routine

**Outcome:** Students begin speaking with reduced hesitation

## WEEK 2: Question Formation & Interaction

**Focus:** Building conversations

- WH- questions and follow-up questions
- Asking and answering naturally
- Speaking Task: Pair interviews

**Outcome:** Students can initiate and maintain basic conversations

## WEEK 3: Present Communication Skills

**Focus:** Talking about present situations

- Present Simple vs Present Continuous (in context)
- Describing habits and current activities
- Speaking Task: Describe your lifestyle

**Outcome:** Improved accuracy in present-time communication

## **WEEK 4: Expressing Opinions**

**Focus:** Basic discussion skills

- Agreeing, disagreeing, giving opinions
- Functional language for discussion
- Speaking Task: Group discussion (simple topics)

**Outcome:** Students express opinions with basic reasoning

## **WEEK 5: Talking About the Past**

**Focus:** Narration skills

- Past Simple (experiences)
- Time expressions
- Speaking Task: Talk about a past experience

**Outcome:** Students narrate events clearly

## **WEEK 6: Storytelling & Fluency**

**Focus:** Coherence and flow

- Linking words (and, but, because, then)
- Structuring spoken stories
- Speaking Task: Tell a short story

**Outcome:** Students speak in connected sentences

## **WEEK 7: Talking About the Future**

**Focus:** Expressing plans

- “Going to” and “Will”
- Future intentions and predictions
- Speaking Task: Discuss future goals

**Outcome:** Students talk about plans confidently

## **WEEK 8: Functional Communication**

**Focus:** Real-life speaking

- Requests, offers, suggestions
- Everyday communication situations
- Role Plays: Restaurant, phone calls, asking help

**Outcome:** Students handle practical situations

## **WEEK 9: Discussions & Opinions (Intermediate Level)**

**Focus:** Extended speaking

- Expressing and supporting opinions
- Managing agreement/disagreement
- Speaking Task: Structured discussions

**Outcome:** Students participate in longer discussions

## **WEEK 10: Describing & Explaining**

**Focus:** Clarity and vocabulary

- Descriptive language
- Explaining ideas logically
- Speaking Task: Describe a person/place/topic

**Outcome:** Students speak with more detail and clarity

## **WEEK 11: Natural Conversation Skills**

**Focus:** Fluency and spontaneity

- Turn-taking and reacting
- Maintaining conversations
- Speaking Task: Free conversation rotations

**Outcome:** Students engage in natural conversations

## **WEEK 12: Final Performance & Assessment**

**Focus:** Integration of all skills

- Full speaking practice
- Final assessments:
  - Individual presentation

- Group discussion
- One-on-one interaction

**Outcome:** Students demonstrate B1-level communicative competence

## **WEEKLY CLASS STRUCTURE (FOR EVERY SESSION)**

Each class will follow this structure:

1. **Warm-Up (5–10 mins)**  
Conversation starter / revision
2. **Language Input (10–15 mins)**  
Grammar/vocabulary through context
3. **Controlled Practice (10–15 mins)**  
Guided exercises
4. **Speaking Task (20–30 mins)**  
Pair/group communication
5. **Feedback & Error Correction (10 mins)**

## **WHATSAPP PRACTICE PLAN**

- Weekly voice notes submissions
- Speaking challenges
- Instructor feedback on pronunciation and fluency
- Reinforcement of classroom learning

## **PROGRESSION SUMMARY**

- Weeks 1–4 → Accuracy + Confidence
- Weeks 5–8 → Fluency Development
- Weeks 9–12 → Independent Communication

**Instructor:** Laiba Khan

**Program:** Speak Studio Official