

# 教 案

周 次	第 周, 第 次课	授课时间	年 月 日
授课章节	<b>Part Four The Paragraph : Ways of Developing Paragraphs (1)</b>		
本(章)节 授课方式	课堂讲授 (√) 实践课 ( )	教学时数	2
授 课 要 点	本 ( 章 ) 节 教 学 目 标	<ol style="list-style-type: none"> <li>1. To help student to plan a paragraph</li> <li>2. To help student grasp the two ways of developing paragraph: development by time and by process</li> <li>3. To help students to write paragraphs by using the two ways</li> </ol>	
	教 学 重 点 和 难 点	<p><b>Key Points:</b></p> <ol style="list-style-type: none"> <li>1. Planning a paragraph</li> <li>2. The methods of two kinds               <ol style="list-style-type: none"> <li>A. Development by Time</li> <li>B. Development by Process</li> </ol> </li> </ol> <p><b>Difficult Points:</b></p> <ol style="list-style-type: none"> <li>1. the time order</li> <li>2. the steps of process</li> </ol>	
思 考 题  或  作 业	<ol style="list-style-type: none"> <li>1. Review what has been discussed.</li> <li>2. Finish the exercises in the textbook.</li> </ol>		

## 教学内容与组织安排

### Part Four The Paragraph : Ways of Developing Paragraphs (1)

**Teaching Focus:** Development by Time and by Process

<b>Time Allotment:</b>	Lead-in	3 minutes
	Planning a paragraph	15 minutes
	Development by Time	20minutes
	Practice	10 minutes
	Development by Process	20 minutes
	Practice	20minutes
	Assignment	2 minutes

**Teaching Procedures:**

#### **I. Lead-in (3 min)**

Last time we have learn the structure of the paragraph.

We have learned the writing method for the topic sentence and the conclusion sentence.

Today, we will learn the method for the supporting sentences.

#### **II. Planning a Paragraph (15 min)**

Paragraphs need to be planned.

- 1) First, think of the topic or theme or main idea, and express it in a complete sentence (topic sentence).
- 2) Then think of the details or examples or facts that may be used to support or explain the main idea.
- 3) Arrange them in logical order, and you have a rough plan of the paragraph.

#### **Activity 1**

Now, let us do the planning of a paragraph together. Suppose we plan to write a paragraph about caring for the old. We may first write down the sentence "The generation gap is a reality of modern times." And now we arrange the details in this order.

#### **Example outline**

- (1) In the past, old people were taken care of by their children.
- (2) Old people used to be respected by the younger generation.
- (3) Things are very different now.
- (4) Many old people are left alone to look after themselves

#### **Write the paragraph**

With this outline, we can start to write the paragraph with the topic sentence as its opening sentence.

There is no doubt about it: the generation gap is a reality of modern times. In the past and old person could expect to be cared for by his children. It was customary for an old parent to move into the home of one of his married daughters. Here he would be loved and honored until his dying day. Nowadays this is by no means the natural progression of life. Many old people are left alone to fend for themselves, abandoned by their children.

#### **Activity 2**

An outline may be helpful to beginners. Suppose you are to write a paragraph on **philately**, and your topic sentence is "Philately is an interesting hobby".

#### **Example outline**

You may have the following points:

- (1) There are beautiful pictures on postage stamps;
- (2) There are portraits of historical figures on them;
- (3) It is always a delight to get a stamp I have never seen before;
- (4) I can learn something by looking at the stamps I have collected.

### **Example for the Outline**

Philately is an interesting hobby. Every time I open my albums and look at the stamps I've collected over the years, I learn something new. On many of them are printed drawings or pictures of rare birds, animals, trees or flowers. Under a magnifying glass they look very beautiful, and they help to increase my knowledge of nature. On other stamps there are portraits of historical figures, such as Qu Yuan and Dr. Sun Yatsen, George Washington and Chester W. Nimitz. Whenever I see an unfamiliar name, I will try to find some information about the person by consulting an encyclopaedia. In this way I have come to know something about quite a few people who are famous for one reason or another. Some of my friends and relatives who know I am interested in stamps often show me used envelopes. If I see a stamp which I have never seen before or I haven't got yet, I will ask them to give it to me, and it seems that they are always kind enough to oblige me. It is always a delight to add a new stamp to my collection, and the more stamps I have, the more interested I am in philately.

### **III. The Classification of Development**

How can we develop a paragraph?

- 1) Planning a Paragraph
- 2) Development by Time
- 3) Development by Process
- 4) Development by Space
- 5) Development by Example and Generalization
- 6) Development by Comparison and Contrast
- 7) Development by Causes and Effects
- 8) Development by Classification
- 9) Development by Definition
- 10) Development by a Combination of Methods

### **IV. Development by Time (15mins)**

**1. In telling a story or recounting an event**, the easiest and clearest way is to describe things in order of time: earlier things are mentioned before later things, the first thing first and the last thing last. This method is also called chronological sequencing.

Comments

The simplest and most common method to organize details in the paragraphs is the chronological method (time order organization). The time sequence is typically used in narrative analysis and process - what happens first, and then what happens, and so on. In fact, in your life, you often use this approach. You may have to tell your parents what happened in school. You may describe it to the teacher or classmates you how to do an experiment. These are in chronological order

### **2. Advice for the method**

- 1) Write down the things or steps you want to record, and then you should arrange them in time order.
- 2) After you make sure your purpose of writing, you should put down the topic sentence .
- 3) Please eliminate the irrelevant things or steps won your list.
- 4) rearrange them by the words like “first, then, the next step in a logical order.

Example

**After lunch**, while the other girls were sunbathing, Pat and I returned to the water. **Soon** cramps spread from my stomach to my legs. Immobilized by pain and fear, I yelled for help. My friend thought I was joking: so she ignored me. However, Sister Theresa came to my rescue **when** she noticed my plight. She pulled me out of the water and administered resuscitation. **When** regaining consciousness, I realized how close I had come to death. My experience with near death reminds me every day how close we all are to death in our daily lives.

#### **V. Exercise (20mins)**

##### **Find out the time order**

James Murray was born in Scotland in 1873, the son of a village tailor. He went to a parish school, but he left at 14 and he educated himself with pertinacity. He loved knowledge and he loved to impart it. He became a schoolmaster; he learned language after language and was alive to geology, archeology and phonetics, as well as to local politics. He had to leave Scotland because of the illness of his first wife, and he became a bank clerk in London. By sheer energy of scholarship, and without benefit of any university education, he made himself indispensable to the other remarkable philologists of his day. He returned to school-teaching and lived a 72-hour day for the rest of his life. For the invitation to edit what became the O.E.D. was one that he could not refuse. At first he combined it with his school work; later he moved to Oxford and dedicated himself to building the best sort of monument - best in that it was not a monument to himself, and best in that it was not a monument to something dead but rather to something living: the English language.

##### **Find out the time order**

My heart gave a leap when I heard the announcement that our train would soon arrive at its destination - Beijing. Like other passengers, I began to collect my things and put my mug, towel, atlas, apples, and other things into my bag. To the tune of a beautiful song the train pulled into the station and gently stopped by a platform. I walked out of the train and was carried forward by the stream of people into an underground passage and then into a big hall. As I stepped out of the station, I was dazzled by the bright autumn skies of Beijing. Though I had been on the train for more than thirty hours and spent an sleepless night, I didn't feel tired at all, and I believed my days in Beijing would be as sunny as the skies.

#### **VI. Development by Process (20mins)**

1. When you have to explain how something is done, you usually follow a chronological sequence and give a step-by-step description. As the steps must occur one after another, the exact order in which they are carried out is most important. In giving instructions, imperative sentences and sentences with the indefinite pronoun you as the subject are often used. The present tense should be used if the instructions are still applicable.

##### **2 Definition**

Process analysis (process analysis) is used as a disposable method, which aims to tell readers how to do something, how something works, or the manufacture of certain things.

##### **3. Advice for the method on how to write a process analysis paragraph**

1) In accordance with the order of things, the development process to explain the process

The process of analysis is usually to use the chronological method of organization paragraphs, tell others how to do something, the easiest way is step by step analysis.

2) referred to the necessary utensils, ingredients, components, and timing in the appropriate place to remind the reader that the easy wrong.

3) Use the listing symbols to said step .

The following listed signs ( listing signals ) is often used in the process Description

first, second, third, etc.

to begin with, then, finally, etc.

Example 1

Even if you don't know how to cook, you'll never starve to death if you know how to prepare scrambled eggs. You begin by melting one tablespoon of butter in a frying pan over low heat. While the butter is melting, break three eggs into a bowl. Add 1 / 4teaspoon of salt, 1 / 4 teaspoon of paprika, and three tablespoons of milk to the eggs in the bowl and mix them for about a minute. Pour the mixture into the frying pan, break them into shreds with a fork, or stir them with a spoon until they become solid. When they are cooked, serve them with lightly buttered toast.

### **Analysis**

主题句: Even if you don't know how to cook, you'll never starve to death if you know how to prepare scrambled eggs.

步骤 1: melt butter

步骤 2: break eggs

步骤 3: add salt, paprika and milk to the eggs

步骤 4: mix them

步骤 5: pour into the frying pan and stir them

步骤 6: serve with buttered toast

## **VII. Practice(20mins)**

### **Exercise : find out the steps and transitional words**

There are four separate stages in making bread. The first stage begins by mixing yeast with warm water. This mixture is then added to half the amount of flour. The resultant batter mixture is then left for an hour. At the next stage the rest of the flour is added to the risen batter mixture, along with salt and oil. The main step in the second stage is a thorough kneading of the dough, after which it is left to rise. The third stage involves shaping the dough into loaves; the shaped loaves are then put into bread tins and left to 'prove' (rise). In the final stage the bread is cooked in a hot oven. The whole process of bread □ making finishes when the bread is taken from the oven and left to cool on wire racks.

### **Analysis**

这个段落采用时间顺序法描述了做面包的过程。作者用了 The first stage begins by..., At the next stage..., The third stage involves... 和 In the final stage... 等连贯性词语详细地按照先后顺序介绍了四个步骤。

### **Find out the steps**

Once you encounter a person who has stopped breathing, you should begin immediately to do mouth-to-mouth breathing. First, place the victim on his back and remove any foreign matter from his mouth with your fingers. Then tilt his head backwards, so that his chin is pointing up. Next, pull his mouth open and his jaw forward, pinch his nostrils shut to prevent the air which you blow into his mouth from escaping through his nose. Then place your mouth tightly over the victim's. Blow into his mouth until you see his chest rise. Then turn your head to the side and listen for the outrush of air which indicates an air exchange. Repeat the process....

### **Find out the steps**

It is necessary for a person to know how to post a parcel, since almost everyone has relatives and friends living far away and he may like to send them something. Different objects are packed in

different ways. Things like bottles of medicine and watches should be put into wooden boxes to avoid breakage. After you have packed the objects, put down your address and that of the addressee on the wrapping. Give the parcel to the postal clerk for him to check. He will then give you a form to fill in. Having filled in the form, you give it together with the parcel to the clerk. He will weigh the parcel and tell you how much you should pay. You pay the money and get a receipt. Be sure to keep your receipt until you are sure that the addressee has received the parcel. If anything wrong should happen to your parcel, you can show the receipt to the clerk and ask to be reimbursed.

### **VIII. Assignment**

1. Review the content today.
2. Preview 4 and 5
- 3 finish the exercise in Part 4.3