

TEACHER'S GUIDEBOOK

WHO CAN USE RETOUR?

The RETOUR language course is intended for adults who are involved in international tourism, the restaurant and hotel sector, and retail trade. The course aims to provide working knowledge of the Russian language at level A2 of the Common European Framework of Reference for Languages (CEFR). The course can also be used by anyone who would like to improve their language skills.

PROJECT PARTNERS

RETOUR was developed by university lecturers and experts from Bulgaria, Italy, Spain, France, Greece and Ireland and is available in English, French, Spanish, Italian, Greek and Bulgarian.

AIMS OF THE COURSE


The course has several main objectives:

- **understanding and interacting in situations typical of/for tourists abroad, i.e. formation of communicative competence** in everyday situations. Communicative competence implies acquiring all types of communication (written and oral) and the underlying skills and habits necessary to use the language in important communication situations in accordance with the social, professional and cultural needs of people;
- **acquiring key vocabulary** presented in topic-based sections: At the Hotel, At the Restaurant, At the Shop;
- **learning and using key grammar structures;**
- **gaining basic knowledge about the culture of communication** with Russian-speaking tourists (mastering the norms in Russian language etiquette and the culture of communication);
- **building the skills necessary to create an individual learning plan.**

To achieve this goal 30 situations typical of tourists abroad have been selected. The dialogues and the 30 videos are based on them.

COURSE RESOURCES

The course is comprised of three types of resources: video, audio and written text; all completely accessible on the Internet.

- Videos pertaining to typical situations related to working in the tourism industry and available on our YouTube channel:
- Audio files for pronunciation practise are available on the project website. The audio files are named according to the unit and audio file number. For example, the second audio file of Unit 30 will be audio file number 30.2.
- The written learning materials are also available on the project website and correspond to each of the videos. In the written materials, the audio files are marked with a  symbol.
- Additional videos about building an individual learning plan and about various aspects of intercultural communication are also available on the RETOUR YouTube channel.

RETOUR YouTube channel:

<https://www.youtube.com/channel/UCLn6xjVtH88T1aje6TLE0Dg/playlists>

RETOUR project website:

www.russian-for-tourism.eu

RETOUR course combines online education with traditional methods and modern interactive learning tools: the Internet, website, and specialised YouTube channel in addition to written materials with dialogues, grammar information, vocabulary and exercises. The organisation of the course makes it accessible in three modalities:

- 1) Independent learning
- 2) Blended independent learning with teacher support
- 3) Traditional in class learning

TECHNICAL REQUIREMENTS

To use the RETOUR course, students will need an Internet connection and a computer or device for accessing the materials online. Our app for Android is also available for download, which will allow students to access the RETOUR written materials and videos using smartphones and other tablets.

The course works with any updated version of desktop browsers such as Google Firefox, Safari, Google Chrome, and Internet Explorer. However, we find that the best results come from using Google Chrome. In addition, ensure the updated version of Adobe® Flash® Player system plug-in is installed.

COURSE CONTENT

The course is divided into three topic-based sections: “At the Hotel”, “At the Restaurant”, and “At the Shop”. The course provides an introduction to the basics of Russian grammar, the rules for pronunciation and reading, as well as thirty lessons.

Introduction

Module I: At the hotel

Unit 1

A: Who is this? What is this? Do you speak Russian?

Gender, Number, Personal pronouns

B: Booking a room over the phone

Unit 2

A: What is your name? Do you have...? What's in the room?

Possessive pronouns, Adjectives, Months

B: Booking a room at the hotel.

Unit 3

A: Where? How many days?

Numerals

B: Checking in at the hotel.

Unit 4

A: Excuse me, where is the hotel? What do you need? What's the time?

Prepositional Case

B: Hotel services

Unit 5

A: What services does the hotel offer? Polite questions and answers

Adverbs of place

B: Entertainment and Leisure

Module II: At the hotel

Unit 6

A: Country. Nationality. Language

Russian word order. Interrogative pronouns. How to talk about an activity? Genitive case

B: Room service. Part 1.

Unit 7

A: What time is it?

How to say that something is not available. Prepositions БЕЗ (without), ДЛЯ (for), У (at), ИЗ (from), ПОСЛЕ (after), С...ДО (from ... till)

B: Room service. Part 2.

Unit 8

A: Whose is this luggage? It's the guest's.

Genitive case expresses belonging: noun + noun in the Genitive. Dative case expressing the indirect object

B: Problems in the room and medical care

Unit 9

A: Days of the week. Part of the day

Past tense. Conjugation of verbs in the past tense

B: Wake-up call

Unit 10

A: How to say that something was or was not present in the past. Telling someone to do something

Imperative. Genitive plural

B: Hotel Room Payment and Departure

Module 3: At the restaurant

Unit 11

A: Booking a table by phone. When? What time? Where? For how many people?

Accusative case. Personal Pronouns in the Accusative Case.

B: Choosing a restaurant

Unit 12

A: Where? Liked by whom? It's fun/interesting/pleasant/comfortable for whom?

How to describe location. Dative case. Personal nouns in the Dative case.

Verbs with the Dative case. Comparative degree of adjectives. Comparative degree of adverbs.

B: Arriving at the restaurant

Unit 13

A: How to take an order. Do you prefer wine or beer? Have you made your choice yet?

Future tense

B: Having lunch at the restaurant

Unit 14

A: Additional order. Payment. Expressing dissatisfaction/discontent, disagreement.

.Accusative case. Genitive case. The future tense. Imperfective aspect. Perfective aspect.

B: Additional order, requests.

Unit 15

A: Breakfast at the restaurant. Breakfast menu (buffet breakfast)

Adjectives or adverbs that perform the role of nouns

B: Breakfast in the hotel restaurant

Module IV: At the Restaurant

Unit 16

A: What are the ingredients of this dish?

Instrumental case (Preposition 'C')

B: Dinner at a restaurant

Unit 17

A: I don't eat roasted meat.

*Instrumental case with verbs работать, служить, управлять, заниматься, заведовать.
Adjectives and nouns in all cases.*

B: Special menu (Some characteristic features of cooked food)

Unit 18

A: Excuse me, what's the problem? Aren't you pleased with the service?

Adjectives and adverbs -1.Plural form of adjectives

B: Resolution of conflict situations

Unit 19

A: I want to pay for lunch. Keep the change.

Use of the imperfective aspect of the verb. Use of the perfective aspect – 2.

B: Cash payments, gratuities

Unit 20

A: Fruit and vegetables section. Dairy products department. The meat department. The bread and pastry department. At the cash-desk.

Use of the comparative degree of adjectives (2). Words followed by the comparative form of adjectives.

B: At the supermarket

Module V: At the shop

Unit 21

A: Buying shoes, clothes. What size do you wear?

Short form adjectives

B: In the men's department

Unit 22

A: What colours do you have? What is this product (made) of?

Dative case with the preposition По

B: In the ladies' department

Unit 23

A: We are looking for children's clothes. Clothes/shoes for boys/girls

The verb искать (look for). Preposition С + Instrumental case

B: At the childrenswear store

Unit 24

A: Buying toys

Accusative case with the verbs покупать, продавать, купить (Direct Object)

B: At the toy store

Unit 25

A: Buying souvenirs. Postcards of the city.

B: At the souvenir shop

Module VI: At the Shop

Unit 26

A: We have a special offer. What kind of warranty do you provide?

Genitive case for expressing non-agreeing modifier. Instrumental case for expressing the characteristics of an object.

B: Buying electronic appliances

Unit 27

A: How to talk about problems: Вы можете описать проблему?

Expressions of time: напрошлойнеделе / набудущейнеделе. Complex subordinate sentences with conjunctions что, чтобы, когда.

B: Returning or replacing goods

Unit 28

A: Packing, size. Age.

Verbs with the suffix –ова-. Conditional sentence with the conjunction «если».

B: At the confectionery. изделий

Unit 29

A: Promotions. Discount on prices

Collective Nouns: оба, обе

B: Buying adornments/decorations and accessories

Unit 30

A: How do you feel? I have a headache, a runny nose, an allergy

Indicate the reason with the preposition из-за. Лекарстводля (the medicine is intended for whom or for what) and лекарством + the Genitive case (a medicine for curing what) (health problems or symptoms).

B: At the pharmacy

Key for Exercises

COURSE ORGANISATION

The **Introduction** provides information on the following:

- Russian alphabet
- Russian phonetics (exercises included)
- Accentuation in Russian
- Intonation of the basic communicative types
- Basic Russian grammar: the noun - gender, number, case.

The **learning materials** (videos, audios and written materials) are divided into **6 modules**, each containing **5 units**.

The **exercise key** is in a separate section at the end of the written materials.

UNIT PLAN

Each unit is divided into 2 parts: **Part A – for beginners (O – A1)** and **Part B – for pre-intermediate learners (A1 – A2)**. The organisation of the unit is intuitive with a clear logical structure.

Part A of each unit includes:

- **Grammar**, presented as:
 - grammatical structures and tables with brief explanations
 - examples to illustrate the grammatical structures
 - Exercises (drills, replacement (based on analogy) exercises, transformations, etc.)The aim of these exercises is to practice the grammatical structures, explained in the unit.
- **Vocabulary**, presented as:
 - Speech patterns needed for vocabulary semantization (with visual support – illustrations, photos etc.)
 - drills to master the use of vocabulary
 - exercises that stimulate productive speech activity

Between Part A and Part B, you will find the section “**Most used words and expressions on the topic**”, which is:

- a word list comprising the essential vocabulary in the unit (in alphabetical order)
- a list of polite expressions

Part B concentrates on developing skills for:

- **listening** comprehension (passive skills) – by listening to different versions of the videos on specific topics; (with subtitles in the native language – **version F**; with subtitles in Russian and the audio of all the characters – **version B**; with subtitles in the native language and one character muted – **version G**);
- **reading** comprehension (passive skills) – by reading the dialogue in sections for easier comprehension and using exercises that require students to fill in the missing word or phrase;
- building **dialogues** (active skills) by participating in mini-dialogues on a specific topic;
- correct **pronunciation and intonation** (active skills).

VIDEO VERSIONS

VIDEO VERSION A. Videos with audio tracks and without subtitles. The learner should only watch and listen to these videos if they already have some knowledge of Russian

VIDEO VERSION B. Videos with audio tracks and subtitles in Russian. This option will help learners develop their listening and comprehension skills and will also improve reading abilities.

VIDEO VERSION C. Videos with audio tracks and subtitles in a simplified phonetic alphabet. This option will help learners to develop their listening skills.

VIDEO VERSION D. Videos with subtitles in Russian and the audio track of only one of the two characters. This option provides learners with the opportunity to practise pronunciation.

VIDEO VERSION E. Videos without subtitles and with the audio track of only one of the two characters. This version allows learners to practise already studied phrases and pronunciation.

VIDEO VERSION F. Videos with the audio track in Russian and subtitles in each partner’s language. This version will get the learner acquainted with the content of the dialogue.

VIDEO VERSION G. Videos with the audio track in Russian of only one of the two characters and subtitles in each partner’s native language. This version allows learners to practise pronunciation by role-playing the part of the muted character, using the subtitles to

help them to remember the dialogue and to fill in the muted parts. Learners can record their attempts at speaking the muted parts in Russian using the Personal Space and can receive feedback from you or other Russian teachers.

Version F and G are available on separate playlists, one for each of the partner languages.

A video tutorial for using the videos is available on the RETOUR YouTube channel.

PERSONAL SPACE

Learners can register for a **Personal Space** by visiting the RETOUR website. The Personal Space provides a recording feature that allows them to record themselves practising their pronunciation using the videos and have those recordings evaluated by a teacher. RETOUR is also designed to be used as an independent learning resource and so there are many self-directed learners who will appreciate your help in evaluating their recordings. Once you have registered as a teacher through the website, you will be able to access your own Personal Space. On your Dashboard, you will see a tab marked ‘Evaluation’. Remember that if you are using RETOUR with a group of students, they can send their own recordings directly to you for evaluation. For more information on using the Personal Space, consult our PDF guide “How to use the Personal Space”, which is available on the project website.

HOW TO BENEFIT FROM THE COURSE

The way the material is structured provides more options and makes it possible to acquire knowledge more efficiently both “horizontally” and “vertically”.

When working with beginners the teacher can choose different approaches.

1. Using the learning materials “**horizontally**” by practising Part A and ‘**The most used expressions on the topic**’.
2. After mastering the key grammatical structures and the vocabulary on a specific topic, one can proceed with **Part B**, using the “**vertical**” organisation of the lesson.

If you are working with learners who have some basic Russian language knowledge, you can choose one of the following approaches:

3. Start with ‘**The most used expressions on the topic**’ and then move on to the videos, the texts, and the exercises in Part B.
4. Learners can start with whatever module or topic they have a particular interest.

However, we recommend the complete use of the learning materials.

Absolute beginners can apply the “horizontal” approach by focusing on **Part A**. Upon mastering the key grammatical formulas and the vocabulary on a specific topic, they can move on to **Part B**. Those who have a basic knowledge of the Russian language can focus on ‘**The most used expressions on the topic**’ and the texts and exercises in **Part B**.

TEACHING METHODS

The teaching methodology is based on the communicative approach through the implementation of modern methods and practices in foreign language learning.

RETOUR focuses on developing receptive skills (listening and reading comprehension) and productive skills (oral and, to a lesser degree, written skills). The course provides a balanced selection of topics, vocabulary, grammar, and exercises to be used to achieve communicative competence.

The videos combine sound and visual perception which corresponds to the context. They give learners the opportunity to gain basic knowledge about how to communicate with Russian speaking tourists. The process of watching the videos enhances both perception and comprehension as the speech is supported by images. This creates the effect of “presence” and “participation”. It further contributes to a stronger interest in the material taught. This, in turn, favourably affects the quality of the learners’ speaking skills.

A1 and A2 levels are based around the development of speaking skills. RETOUR is focused on continuous control and practise of pronunciation by giving learners the opportunity to record their voice and get feedback and assessment from their teacher.

FEEDBACK

For questions and recommendations you can write to us at info@translex.ie

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