

Guidelines

I. Layout

- 6 pages, Times New Roman (or equivalent) 12p
- header and page numbers
- chapter numbers (adapt numbering to your own purposes)
- indent paragraphs or leave space between them
- style, chapter numbers and references according to *Guidelines for Academic Papers*

II. Content

- Title page
- Table of contents

1. Introduction

- School
- Time frame of the observation
- Personal role
- Structure of the report

2. The school context

2.1 The CLIL program

- describe the relevant characteristics of the CLIL program set up in your school
- classify the kind of bilingual program you observed using academic references

2.2 The teachers

- describe the teacher/s you worked with, with regard to the subjects they teach, the training they received (English studies or non-specialists), in-service trainings, and other aspects you might find relevant to mention

2.3 The observer

- describe your own role during the experience: what activities did you observe / take part in / take over?

3. CLIL Teaching approach/es

3.1 Teaching principles and strategies used by the teacher

3.2 Teaching principles and strategies used by yourself

- What teaching approaches were used a) by the teacher/s you observed, and b) by yourself (in case you participated in teaching activities)?
- refer to academic sources on CLIL teaching principles (additional sources can be found in the *Literatur* folders with didactic materials in the Media Center)

3.3 Discussion

- discuss and evaluate the implementation and the effectivity of the CLIL program and the teaching approaches according to your observations, using academic references to support your argumentation
- describe any other aspects you find worth mentioning about your internship

4. Conclusion

- give a short summary of the main points of the report

5. References

- give the list of references used in your report according to the *Guidelines for Academic Papers*