

Instant messaging

Level

Intermediate

Tasks

Discussing whether students use email, texting and instant messaging at home or work

Matching paragraph headings with the correct paragraphs in an article

Reading an article on instant messaging

Completing tables of different word forms with some business terms taken from the article

Discussing questions arising from the article

How to use the lesson

- 1 Write the word 'chatting' on the board and ask students to tell you what it means (i.e. social small-talk and chatting online in a chat room or forum). Hand out the worksheet. Ask students who have circled 'instant messaging' for home and / or work to give further information e.g. which service provider do they use / who do they chat with etc.
- 2 Ask students to skim the article and match the paragraph headings with the correct paragraphs.

Answers

(a) – (3) (b) – (4) (c) – (1) (d) – (2)

- 3 Students read the whole article. Ask them to tell you some of the benefits of instant messaging for businesses, as well as any negative points. Deal with any useful vocabulary such as: *ranked* / *side-effect* / *draw up (guidelines)*.
- 4 Ask students to complete the word-formation tables and create sentences with some of the words.

Answers

(a) **network** / (to) *network* / *networked*

(b) *partnership*, *partner* / (to) **partner** / –

(c) *security* / (to) *secure* / **secure**, *insecure*

(d) *competition*, *competitor* / to *compete* / **competitive**

(e) **communication**, *communicator* / (to) *communicate* / *communicative*

(f) **success** / (to) *succeed* / (un)*successful*

- 5 Ask students to discuss the questions in small groups. Ask a spokesperson for each group to summarise the group's ideas to the class. Finish the lesson with language feedback.

Related websites

Send your students to these websites, or just take a look yourself.

<http://get.live.com/messenger/overview>

<http://messenger.yahoo.com/>

<http://info.aol.co.uk/aim/>

http://en.wikipedia.org/wiki/Instant_messaging

<http://www.microsoft.com/athome/security/online/imsafety.msp>