

Evropski jezikovni listovnik za odrasle

European Language Portfolio

for adults



Ime in priimek
Name and surname/family name

Ime in priimek

Svet Evrope
Council of Europe



Svet Evrope / Council of Europe

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Evropsko jezikovno mapo za odrasle smo v sodelovanju z Andragoškim centrom Slovenije, Ljudsko univerzo Koper in Centrom za permanentno izobraževanje - Cene Štupar poskusno uveli pri pouku tujih jezikov za odrasle. Udeleženci poskusnega uvajanja (učitelji in slušatelji) so svoje mnenje o delu z Evropsko jezikovno mapo podali v vprašalnikih, ki jih je v okviru projekta pripravila zgoraj omenjena skupina. Po obdelavi vprašalnikov in upoštevanju pripomb in predlogov je nastala spremenjena verzija, ki se imenuje Evropski jezikovni listovnik za odrasle.

**Strokovna skupina za uvajanje Evropskega jezikovnega portfolija
v okviru sodelovanja RS v projektu Sveta Evrope »European Language Portfolio«:**

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Založnik: Ministrstvo za šolstvo in šport Republike Slovenije in Založba Tangram



Svet Evrope / Council of Europe / Conseil de l'Europe

Evropski jezikovni listovnik: potrjeni izvod št. 109.2010
European Language Portfolio: accredited model No. 109.2010

This model conforms to the agreed *Principles and Guidelines* and fulfils the conditions outlined in *Rules on accreditation of ELP models*.

Steering Committee for Education - ELP Validation Committee

Zasnova Evropskega listovnika za odrasle temelji na gradivih, ki so nastala v okviru Sveta Evrope, predvsem na dokumentu z naslovom Skupni Evropski Jezikovni okvir za jezikovno učenje, poučevanje in preverjanje (Common European Framework of Reference for Language Teaching, Learning and Assessment).

Opisniki v samoocenjevalnih lestvicah temeljijo na zgoraj omenjenem dokumentu.

Evropski jezikovni listovnik za odrasle

Evropski jezikovni listovnik za odrasle je izdelan po skupnih merilih Pilotnega projekta Sveta Evrope - European Language Portfolio, Portfolio européen des langues © Council of Europe. Predstavlja dokument, ki v praksi uresničuje cilje Sveta Evrope na področju modernih jezikov:

- poglabljanje medsebojnega razumevanja med državljeni Evrope,
- spoštovanje kulturne raznolikosti,
- zaščita jezikovne raznolikosti,
- razvoj večjezičnosti kot vseživljenskega procesa,
- razvoj sposobnosti za samostojno učenje jezikov.

Evropski jezikovni listovnik je dokument, ki ga lahko uporabite vedno, ko želite koga seznaniti z vsem, kar znate in zmorete v različnih tujih jezikih.

V njem boste:

- zbirali podatke o vseh jezikih, ki ste se jih kdaj in kakorkoli učili,
- zapisali pomembne jezikovne izkušnje, ki ste si jih pridobili v življenju,
- načrtovali nadaljnje učenje in spremljali napredek pri učenju jezikov,
- sami in/ali z učiteljevo pomočjo ugotavljali doseženo znanje in spremnost pri posameznem jeziku,
- zbirali izdelke v različnih jezikih, uradna, neuradna potrdila in spričevala, s katerimi boste dokazovali svojo raven znanja tujih jezikov.

Delodajalci in učitelji bodo dobili:

- hiter, podrobni in razumljiv vpogled v vaše znanje jezikov,
- informacije o pogostosti in kakovosti vaših stikov z okoljem, v katerem se govori jezik, katerega znanje predstavljate,
- možnost vrednotenja znanja, pridobljenega tudi neformalno,
- informacije o načinu učenja in metodoloških pristopih, ki so vam blizu.

Evropski jezikovni listovnik za odrasle sestavlja:

- Jezikovna izkaznica
- Jezikovni življenjepis
- Zbirnik
- Kopirne predloge

European Portfolio of Languages

European language portfolio for Adults has been developed according to the common guidelines of pilot project of the Council of Europe - European Language Portfolio, Portfolio européen des langues © Council of Europe. It is a document which brings common goals of the Council of Europe in the field of modern languages into practice. It aims to:

- promote dialogue among European citizens,
- promote cultural diversity,
- promote multilingualism,
- promote plurilingualism as a lifelong process,
- develop skills for lifelong language learning.

European language portfolio is a document which you can use whenever you want to show somebody what you can do in various foreign languages.

With the help of Portfolio you will:

- collect information about languages you have studied,
- note the important linguistic experiences,
- plan further learning and monitor development of your language skills,
- assess your knowledge and skills in a particular language (on your own and/or with the help of your teacher),
- collect your products in various languages, formal and informal certificates which will prove the level of your language skills.

Your employers and teachers will get:

- a fast, detailed and clear view of your language skills,
- information about frequency and quality of your contacts with the environment where the language you are presenting is spoken,
- the possibility to evaluate knowledge which was gained informally,
- information on your way of learning and methodologies which you like.

European Language Portfolio for adults consists of:

- Language Passport
- Language Biography
- Dossier
- Photocopiable materials

Jezikovni življenjepis

Language Biography



Jezikovni življenjepis

Jezikovni življenjepis je del Jezikovnega listovnika, v katerem:

- razmišljate o tujem jeziku, o tem, kako, kje in zakaj ste se ga učili,
- opisujete in hranite podatke o tem, kar ste v tujih jezikih počeli, kako ste v različnih stikih in dejavnostih širili svoje jezikovno in medkulturno znanje,
- razmišljate o učenju tujega jezika, o načinu učenja, ki so vam bili pri srcu,
- s preglednicami za samoocenjevanje večkrat preverite, kakšno je vaše trenutno znanje tujega jezika,
- si postavljate cilje pri nadalnjem učenju jezika, opisujete, kaj in kako se želite še naučiti, katero raven bi hoteli v kakem jeziku doseči. Ob tem načrtujete pot in način za dosego ciljev.

Za vas bo ta del Jezikovne mape pomemben, ker boste v njem hranili podatke o svojem učenju in razvoju učenja jezikov. Pomagal vam bo presoditi uspešnost metod učenja jezikov. To vam bo omogočilo vpogled v načine, kako se najraje in najuspešneje učite. Samostojno ocenjevanje lastnega znanja tujega jezika po skupnih evropskih merilih za vrednotenje jezikovnega znanja in sposobnosti in preglednic za samoocenjevanje vam bo pomagalo ugotoviti, katere so vaše prednosti in slabosti pri učenju tujega jezika. Ko boste imeli vse te podatke, se boste tudi laže odločili za nadaljnje jezikovno izobraževanje.

Učiteljem bo ta del Jezikovnega listovnika pomembno sredstvo za svetovanje, uvrščanje in prilagajanje. Ko boste zapisali vse metode, s katerimi ste že imeli opraviti in za katere menite, da so pri učenju jezika učinkovite, se vam bo učitelj laže prilagodil, gradivo in način dela bo priredil tako, da vam bosta kar najbolj ustrezala. Jezikovni listovnik ponuja opis vašega jezikovnega znanja, opis različnih izkušenj z učenjem tujih jezikov in opis medkulturnih stikov. Z upoštevanjem vsega tega bo učitelj laže pripravil dober načrt, ki bo določal vsebine in oblike učenja ter preprečil, da bi se iste vsebine ponavljale večkrat, kot je potrebno.

Delodajalcem bodo zbrani podatki povedali, kako ste uporabljali posamezne jezike. Lahko bodo tudi razumeli, koliko se zavedate kulturnega ozadja vsakega jezika. Vse to jim bo pomagalo, da bodo vaše jezikovne sposobnosti povezali s sposobnostmi, ki jih pri kandidatu iščejo.

Language Biography

Language Biography is a part of Language Portfolio where you:

- think about a foreign language, about how, where and why you learned it,
- describe and store data about what you did in foreign languages, how you broadened your linguistic knowledge and intercultural awareness in different contacts and activities,
- think about foreign language learning and about the ways of learning that you prefer,
- check your knowledge with self-assessment checklists,
- set your aims for your future language learning, describe what and how you want to learn, which level you want to reach in a certain language. You also plan the way how to reach your goals.

This part of your Language Portfolio will be important for you because it will store information about the process of your language learning. It will help you judge the efficiency of different methods of learning a language and this will enable you to establish how you like to learn and how your learning can be the most successful. Self-assessment of your language skills according to common European standards for assessment of language skills and self-assessment checklists will help you establish which are your strengths and weaknesses in language learning. When you gather all this information, it will be easier for you to decide about your future learning.

Teachers will be able to use this part of the Portfolio for advising, placement and adjustment of their teaching. When you describe all methods you have been exposed to and which you find efficient in language learning then the teacher will be able to adjust materials and methodology so that it suits your needs. The European Language Portfolio offers the descriptions of your language proficiency, various experiences in language learning and intercultural experiences. All this will enable your teacher to prepare a good plan which will define content and methods and avoid repeating the same content more often than necessary.

Employers will get an overview of how you used different languages. They will also be able to understand to what level you are aware of the cultural background of each language. All this will enable them to connect your language proficiency with the abilities they are looking for in a candidate for a post.

Navodila za izpolnjevanje jezikovnega življenjepisa

MOJE JEZIKOVNE IN KULTURNE IZKUŠNJE

Ta stran vas spodbudi k razmišljanju o svojem maternem jeziku in narečju, svojih izkušnjah in stikih s tujim(i) jezikom(jeziki). Na kratko predstavite uporabo jezika ali jezikov v zasebnem svetu in na delovnem področju. Navedite vse jezike, ki ste se jih že učili, ne glede na čas učenja. Vpišite morebitno bivanje v tujini, tudi vsak krajši postanek, npr. nekajdnevni obisk.

UČENJE TUJIH JEZIKOV

Ta stran naj pokaže potek vašega učenja jezikov. Napišite podrobnejše podatke o dosedanjem učenju. Za vsak jezik posebej, ki ste se ga kdaj učili, vpišite, kako ste se ga učili, kje, kdaj, koliko časa in druge izkušnje, ki so dodatno obogatile vaše znanje. Zapišite vsako učenje jezika, ne glede na čas trajanja, četudi ste se ga učili le štirinajst dni, in ne glede na način. Upoštevajte tudi učenje v neorganizirani obliki, npr. doma. V Kopirnih predlogah boste našli enak dodatni list, ki ga kopirajte in ga izpolnite za druge tuje jezike.

KAKO SI ORGANIZIRAM UČENJE

JEZIKA

Razmislite in označite, v kakšni obliki poteka vaše učenje v tečajni, ali organizirani ali se izobražujete samostojno ali pa je to kombinacija različnih oblik. Ugotovite, v kakšnem okolju in kako se učite, čas, trajanje in pogostost učenja. Dane so smernice, katerim lahko dodate še svoje. Smernice naj tudi pomagajo pri razmišljanju, kakšen način bi bil morda boljši za vas, če niste zadovoljni z zdajšnjim in bi lahko rabil vašemu nadaljnjiemu učenju. Ker to stran izpolnjujete za vsak jezik posebej, napišite na črto v naslovu jezik, v Kopirnih predlogah najdete enak list za kopiranje.

KAKO NAJBOLJE RAZUMEM IN KAKO SE NAJUSPEŠNEJE UČIM

Označite, kako kot prejemnik najbolje razumete pisno in ustno sporočilo kako se najlaže učite različnih spretnosti kot so govorna sposobnost in pisno izražanje, kako se najlaže učite slovnicu, besede in izgovarjavo. Dane smernice naj vam dajo nove zamisli za uspešnejše učenje ter hitrejše in lažje doseganje zastavljenih ciljev.

Instructions on How to Work with Language Biography

MY LINGUISTIC AND CULTURAL EXPERIENCES

This page will encourage you to think about your mother tongue and dialect, your experiences and contacts with foreign language(s). Make a short presentation of the use of language or languages in your private life and working environment. Mention all languages you have learnt regardless of the duration and time of learning. Fill in your stays abroad including shorter visits.

LEARNING FOREIGN LANGUAGES

This page should describe the process of learning a foreign language. Fill in detailed information about your past learning. For every language you have learned, write how, where, when and for how long you learned. Describe all other experiences that influenced your language proficiency. Write down every language learning experience no matter how short it might be (e.g. two weeks) and what were the circumstances. Consider informal ways of learning as well (e.g. at home). You will find the same page in photocopiable materials which you can photocopy and fill in for all other languages.

HOW I ORGANIZE MY LEARNING OF

LANGUAGE

Think about and mark how you learn (on a course, in an organized way or on your own or is it a combination of different possibilities). Find out in what environment you learn, what are the time, duration and frequency of learning. There are guidelines given, but you can add your own ideas. The guidelines will help you think about which way of learning might be better for you if you are not satisfied with the existing way and could be useful for your future learning. Write the name of the language on the line provided in the title and find the same page in photocopiable materials to fill it in for every language you learn.

HOW I UNDERSTAND BEST AND LEARN MOST EFFICIENTLY

Mark how you as a receiver best understand a written or spoken text, how you learn different skills (spoken interaction, written production) most efficiently, how you learn grammar, vocabulary and pronunciation. Given guidelines should give you new ideas for more successful learning and enable you to reach your goals in a faster and easier way.

MOJI NAMENI IN CILJI UČENJA JEZIKOV

Za učenje jezikov je zelo pomembno, zakaj se kakega jezika učite. Tu vpišite za vsak jezik posebej svoje namene in cilje učenja. Razmislite, kje boste jezik potrebovali in kje ga že uporabljate. Obkrožite vašo zdajšnjo raven in raven, ki jo želite doseči. Raven znanja ocenite po glavni preglednici, ki jo najdete v Jezikovni izkaznici.

Prav tako obkrožite spremnosti, ki so za vas pomembne pri jeziku in katerim bi radi pri učenju namenili posebno pozornost. Ta enota rabi vam in vaši izobraževalni ustanovi ali učitelju pri določanju vsebine in oblik učenja. Če se učite več jezikov, izpolnite to stran za vsak jezik posebej. Enak list, namenjen kopiranju, najdete v Kopirnih predlogah.

ZAKAJ SE UČIM JEZIK

Jezika se učimo iz različnih motivov. Razmislite o le teh in jih označite na tej strani in dopišite nove. Na črto v naslovu vpišite jezik. Če se učite več jezikov, razmislite o motivih za vsak jezik posebej in uporabite tudi novo stran. Enak list, namenjen kopiranju, najdete v Kopirnih predlogah.

KAKO SEM ŠE BOGATIL(A) ZNANJE JEZIKA

Jezika se učimo ne le v razredu in z učbeniki, ampak tudi s prebiranjem literature, revij, časopisov in s spremeljanjem množičnih občil (radio, televizija...) ter v stikih s tujci.

Zapišite svoje izkušnje in na kratko povzemite vsebino filma, članka, pogovora itn. S tem preverite razumevanje, osvežite na novo pridobljene besede ter pokažete raven razumevanja. Ta del poskušajte izpolniti v tujem jeziku. Na črto v naslovu vpišite jezik. Za dodatni jezik najdete enak list v Kopirnih predlogah.

PREGLEDNICE ZA SAMOOCEŃEVANJE

Na koncu jezikovnega življenjepisa boste našli preglednice za samoocenjevanje. Preglednice vsebujejo trditve o tem, kaj znate in zmorete v tujem jeziku. Ker obsegajo vse ravni od začetnikov do ravni mojstrstva, se lahko, preden jih začnete izpolnjevati, posvetujete z učiteljem. Navodila za izpolnjevanje boste našli na začetku preglednic. Za različne jezike lahko uporabite preglednice v kopirnih predlogah. Če je vaše znanje jezika dovolj dobro, lahko poiščete preglednice v tujih jezikih na spletni strani Sveta Evrope (<http://www.coe.int/portfolio>)

MY INTENTIONS AND GOALS IN LANGUAGE LEARNING

For learning a language it is very important why you learn it. On this page, write for every language you are learning your intentions and learning goals. Think about where you will need the language and where you already use it. Circle your present level of proficiency and the level you wish to reach. Assess your level of profciency according to the main grid which you find in the Language Passport. You also circle the skills that are important for you and which you want to specifically address during your learning. This will help you and your school or teacher to choose the content and methods of learning. If you learn more than one language, fill in this page for every language separately. You will find the same page for photocopying in the photocopyable materials.

WHY I LEARN LANGUAGE

We have different motives for learning a language. Think about them and mark them on this page or add new ones. On the line in the title write the name of the language. If you learn more than one language, think about the motives for every language separately and use new pages. You will find the same page for photocopying in the photocopyable materials.

HOW I IMPROVED MY PROFICIENCY IN LANGUAGE

We do not learn a language only in a classroom with books but also with reading books, magazines, newspapers, following media (radio, TV...) and in contacts with foreigners. Write down your experiences, summarize the content of the film, article, conversation. Thus you check your understanding, refresh your freshly gained knowledge and show the level of proficiency. Try to fill in this part in the foreign language. On the line in the title write the name of the language. You will find the same page in photocopyable material for other languages.

SELF-ASSESSMENT GRIDS

You will find the self-assessment grids at the end of Language Biography. The grids contain statements about what you know and can do in a foreign language. As they comprise all levels from beginners to the highest level you might want to consult your teacher before you begin filling them in. The instructions on how to fill in the grids are at the beginning of the grids. You can use the grids in photocopyable materials for different languages. If you are proficient enough, you can find the grids in foreign languages on the Council of Europe website (<http://www.coe.int/portfolio>).

MOJE JEZIKOVNE IN KULTURNE IZKUŠNJE

MY LINGUISTIC AND CULTURAL EXPERIENCES

Moj materni jezik:

My mother tongue:

Moje narečje:

My dialect:

Jezik staršev:

My parents' language:

oče:

father:

mati:

mother:

Sporazumevalni jezik(i) v mojem okolju:

Language(s) of communication in my environment:

Moji sorodniki, prijatelji, znanci govorijo z menoj

My relatives, friends, acquaintances speak with me

vedno v

always in

večinoma v

mostly in

občasno v

sometimes in

V delovnem okolju se sporazumevam

In my working environment I communicate

vedno v

always in

večinoma v

mostly in

občasno v

sometimes in

Tuji jeziki, ki sem se jih že učil(a):

Foreign languages I have learned:

Bival(a) sem v tujini:

I stayed abroad:

V in _____, od _____

from _____ do to _____

Jezik

Language

Kako

(šola, jezikovni tečaj, samoizobraževanje, individualni pouk itn.)

How

(school, language courses, self-study, one-to-one classes ...)

Kdai

When

Koliko časa

How long

Druge jezikovne in (med)kulturne izkušnje

(TV, radio, internet, dopisovanje, bivanje v tujini, obiski itn.):

Other linguistic and (inter)cultural experiences

(TV, radio, internet, correspondence, staying abroad, visits ...):

KAKO SI ORGANIZIRAM UČENJE

HOW I ORGANIZE LEARNING OF

JEZIKA
LANGUAGE

Učim se

- v skupini na jezikovnem tečaju
- na individualnem jezikovnem tečaju
- samostojno (npr. CD-rom, video idr.)
- v programu študija ob delu
- na daljavo
- v središču za samostojno učenje
- v tujini
- _____
- _____

Kje se še učim

v knjižnici ali čitalnici
doma
v naravi
sam(a)
s sošolcem
v prostoru,
kjer je več ljudi
v mirnem prostoru

najpogosteje

<input type="checkbox"/>	<input type="checkbox"/>

najuspešneje

<input type="checkbox"/>	<input type="checkbox"/>

Kako se učim

ob poslušanju glasbe
z inštruktorjem/učiteljem
na glas

<input type="checkbox"/>	<input type="checkbox"/>

Najpogosteje se učim

- zjutraj
- dopoldan
- popoldan
- zvečer
- ponoči

Najuspešneje se učim

- zjutraj
- dopoldan
- popoldan
- zvečer
- ponoči

Koliko časa:_____

Koliko časa:_____

Kako pogosto se učim:

- vsak dan
- vsak drugi dan
- enkrat na teden
- enkrat na mesec
- nikoli
- sproti
- šele pred izpitom
- pišem le domače naloge
- _____

I learn

- in group on a language course
- on one-to one basis
- self-study (e.g. CD-rom, video ...)
- in the programme of in-service training
- distance learning
- in a self-study centre
- abroad
- _____
- _____

Where I learn

in the library or reading club
at home
in nature
on my own
with my colleague
in a room where
there are more people
in a quiet room

Most often Most successfully

<input type="checkbox"/>	<input type="checkbox"/>

How I learn

while listening to the music
with my instructor/teacher
aloud

<input type="checkbox"/>	<input type="checkbox"/>

I most often learn

- early in the morning
- in the morning
- in the afternoon
- in the evening
- at night

I most successfully learn

- early in the morning
- in the morning
- in the afternoon
- in the evening
- at night

How long:_____

How long:_____

How often I learn:

- every day
- every second day
- once a week
- once a month
- never
- regularly
- only before the test
- I only do my homework
- _____

KAKO NAJBOLJE RAZUMEM IN KAKO SE NAJUSPEŠNEJE UČIM

Ustrezno označite!

KAKO NAJBOLJE RAZUMEM

NAPISANO BESEDILO najbolje razumem, če:

- mi ga kdo prebere
- ga sam(a) potiho preberem
- ga glasno preberem
- so ob njem izvirne in smešne slike
- mi kdo vnaprej razloži neznane besede
- si izpišem besede, pomembne za razumevanje besedila
- me njegova vsebina zanima
- ga prevedem
- moram na podlagi tega besedila narediti neko nalogu
- prepoznam ključne besede ali stavke
- ni preveč novih besed

V ŽIVO GOVORJENO ALI POSNETO BESEDILO najbolje razumem, če:

- že vnaprej vsaj približno poznam njegovo vsebino
- ga lahko večkrat poslušam
- vidim osebo, ki mi ga bere
- govorec ne govorí prehitro
- govorec govorí jasno in razločno
- moram odgovoriti na vprašanja k besedilu
- si delam izpiske
- se lahko o vsebinì s kom pogovorim
- ni preveč novih besed ali zapletenih besednih zvez

KAKO SE NAJUSPEŠNEJE UČIM

GOVORITI se najlaže učim, če:

- se veliko pogovarjam v tujem jeziku
- se pogovarjam z rojenimi govorci
- aktivno sodelujem pri pouku
- poslušam radio ali gledam televizijo
- večkrat na glas preberem isto besedilo
- prebrano besedilo obnovim s svojimi besedami
- se na pamet učim stavke
- nekaj časa živim v okolju, kjer ta jezik govorijo
- za pouk pripravim referat in ga predstavim v razredu

PISATI se najlažje naučim, če:

- večkrat napišem isto besedo
- prepisujem stavke ali besedilo
- pišem spise, eseje, pesmi...
- pišem po nareku
- si dopisujem v tujem jeziku
- poznam pravopisna pravila
- veliko berem

HOW I UNDERSTAND BEST AND LEARN MOST EFFICIENTLY

Mark the appropriate options.

HOW I UNDERSTAND BEST

I best understand A WRITTEN TEXT if:

- somebody reads it to me
- I read it myself
- I read it aloud
- there are original and funny pictures with it
- somebody explains unknown words to me in advance
- I write down words which are important
- I am interested in the subject matter
- I translate it
- I have to do a task based on the text
- I recognize key words and sentences
- there aren't too many unknown words

I best understand A SPOKEN OR RECORDED TEXT if:

- I know (at least partly) its subject matter
- I can listen to it several times
- I see the person reading it
- the speaker does not speak too fast
- the speaker speaks clearly
- I have to answer the comprehension questions
- I make notes
- I can talk to somebody about the content
- there aren't too many unknown words or complicated phrases

HOW I LEARN BEST

I learn to SPEAK most efficiently if:

- I communicate a lot in foreign language
- I talk to native speakers
- I am active in class
- I listen to the radio and watch TV
- I read the text aloud several times
- I summarize a text I've read with my own words
- I learn sentences by heart
- I live some time in the environment where the language is spoken
- I prepare a presentation for my colleagues

I learn to WRITE most efficiently if:

- I write the same word several times
- I copy sentences or a text
- I write compositions, essays, poems...
- I write dictations
- I correspond in foreign language
- I know how to spell
- I read a lot

SLOVNICO se najbolje naučim, če:

- neko pravilo dobro razumem
- mi je bilo pravilo dobro razloženo
- pišem besedila
- iz besedila sam(a) ugotovim pravilo in ga napišem
- se mi zdi pravilo zanimivo, smešno
- pravilo napišem na listek in ga obesim na steno
- se moram pravila naučiti za izpit
- kdo popravlja moje slovnične napake
- delam veliko vaj
- svoja besedila sam(a) preverjam in popravljam
- pravilo ponavljam na glas
- imam pravila urejena v preglednicah

BESEDE se učim, če:

- jih večkrat napišem
- jih slišim v pogovoru, preberem v časniku ali knjigi
- jih uporabljam v pogovoru
- si jih zapišem na listke in jih obesim doma na steno
- jih sam(a) poiščem v slovarju
- jih spremljajo slike
- se učim pesmi na pamet
- se učim stavke na pamet
- si urejam svoj slovarček
- si besedo zapišem v stavku
- si nove besede napišem na kartončke in si te uredim v kartoteki
- sestavljam besedne skupine na isto temo v obliki miselnega vzorca
- jih glasno izgovarjam in ponavljam
- jih po spominu pišem v določenem zaporedju
- se spomnim okoliščin, v katerih sem jih slišal(a)
- večkrat preberem besedilo, kjer so nove besede

IZGOVARJAVO se najuspešneje učim, če:

- za kom ponavljam besede ali besedilo
- me kdo pri govorjenju popravlja
- urim izgovor glasov
- razumem pravila izgovarjave posameznih glasov in naglasov
- sem nekaj časa v družbi rojenih govorcev
- ima moj(a) učitelj(ica) dobro izgovarjavo
- je moj učitelj rojeni govorec
- veliko poslušam glasbo
- poslušam radio ali gledam televizijo
- uporabljam kot dodatno obliko učenja še posnetke na zgoščenki ali kaseti
- svoj govor posnamem in svoje napake popravljam sam(a)

I learn GRAMMAR most efficiently if:

- I understand a rule well
- somebody explained the rule to me
- I write texts
- I find out about the rule from reading a text and I write it down
- a rule seems interesting, funny to me
- I write a rule on a piece of paper and I put it on the wall
- I have to study the rules for a test
- somebody corrects my grammatical mistakes
- I do a lot of exercises
- I check and correct my texts myself
- I repeat the rule aloud
- I order the rules in charts

I learn WORDS most efficiently if:

- I write them several times
- I hear them in conversation, read them in a newspaper or a book
- I use them in conversation
- I write them on pieces of paper and put them on the wall
- I find them in a dictionary by myself
- there are pictures beside them
- I learn poems by heart
- I learn sentences by heart
- I compile my own dictionary
- I write the word in a sentence
- I write new words on cards and organize them in a card-file
- I put together groups of words on the same topic in the form of mind-maps
- I say them aloud and repeat them
- I write them in a particular sequence as I remember them
- I remember the circumstances where I first heard them
- I read the text with new words several times

I learn PRONUNCIATION most efficiently if:

- I repeat words or a text after somebody
- somebody corrects my mistakes in pronunciation
- I practice the pronunciation of sounds
- I understand the rules for pronouncing sounds and accents
- I spend some time in the company of native speakers
- my teacher has a good pronunciation
- my teacher is a native speaker
- I often listen to the music
- I listen to the radio or watch TV
- I use recordings on CDs or cassettes as additional learning material
- I record my speech and correct my mistakes

MOJI NAMENI IN CILJI UČENJA JEZIKOV

MY INTENTIONS AND GOALS IN LANGUAGE LEARNING

Jezik

Language

Jezik potrebujem/bom potreboval(a):

- v poklicu vedno
- pri študiju večinoma
- v zasebnem življenju občasno
- na potovanju
- v stiku s sorodniki
- v stiku s prijatelji
- v tujini
- želim brati tujo literaturo
- želim razumeti tuje TV-programme
- kot konjiček

Moja zdajšnja raven znanja:

- A1 A2 B1 B2 C1 C2

Doseči želim raven znanja:

- A1 A2 B1 B2 C1 C2

Zame so pomembne spretnosti:

- pisanje
 govorna spretnost
 branje
 slušno razumevanje

Izboljšati želim:

- pisanje
 slušno razumevanje
 govorno spretnost
 branje
 znanje slovnice
 besedišče

I need/will need the language:

- at work always
- in my studies most of the time
- in my private life sometimes
- when traveling
- with relatives
- with friends abroad
- reading foreign literature
- watching foreign TV-programmes
- as a hobby

My present proficiency level:

- A1 A2 B1 B2 C1 C2

My desired proficiency level:

- A1 A2 B1 B2 C1 C2

The following skills are important to me:

- writing
 speaking
 reading
 listening

I want to improve:

- writing
 listening
 speaking
 reading
 grammar
 vocabulary

ZAKAJ SE UČIM

WHY I LEARN

JEZIK

LANGUAGE



KAKO SEM ŠE BOGATIL(A) ZNANJE**HOW I IMPROVED MY PROFICIENCY IN****JEZIKA****LANGUAGE**

Gledal(a) sem film z naslovom

I watched the following film:

Vsebina filma:

Contents of the film:

Gledal(a) sem oddajo z naslovom:

I watched the following documentary:

Vsebina oddaje:

Contents of the documentary:

Poslušal(a) sem radijsko oddajo z naslovom:

I listened to the following radio programme:

Govorila je o:

It was about:

Prebral(a) sem knjigo z naslovom

I read the following book:

Vsebina knjige:

Contents of the book:

Prebral(a) sem člane z naslovom:

I read the following article:

Vsebina članka:

Contents of the article:

Imel(a) sem priložnost govoriti v tujem jeziku.
Govoril(a) sem s/z:

I had an opportunity to speak in a foreign language. I spoke with:

Pogovarjal(a) sva se o:

It was about:

Na svetovnem spletu sem prebiral(a) o:

On the internet I read about:

Vsebina:

Contents:

Preglednica za samoocenjevanje

Self-assessment checklist

Jezik Language		
Datum Date		

Spodnjo preglednico lahko uporabite za ocenjevanje svojih sposobnosti (1. stolpec) ali pa prosite koga, npr. svojega učitelja ali mentorja, da to storiti (2. stolpec). V tretjem stolpcu označite sposobnosti in znanje, ki jih še nimate, vendar bi jih radi pridobili. Seznamu lahko dodate (mogoče z učiteljevo pomočjo) še kakšne druge sposobnosti, ki so pomembne za vašo raven znanja.

Uporabite tele znake:

v 1. in 2. stolpcu

- ✓ to sem sposobna narediti
- ✓✓ to storim zlahka

v 3. stolpcu

- ! to je moj cilj
- !! to je cilj, ki je zame zelo pomemben

Če ste z ✓ ali z ✓✓ označili več kot 80 % trditev, ste najverjetneje že dosegli raven A 1. Če vas zanimajo izpitni certifikati, se pogovorite s svojim učiteljem, mentorjem ali z drugo odgovorno osebo v izobraževalni ustanovi. Če se vam zdi, da sposobnosti in znanje, opisani v tej preglednici, za vas niso primerni, se pogovorite z učiteljem, da vam svetuje preglednico za primerno raven. Za različne jezike lahko uporabite preglednice v kopirnih predlogah.

1. stolpec = Moja ocena

2. stolpec = Ocena mojega učitelja

3. stolpec = Moji cilji

Use the checklist below to record what you can do (Column 1) or you can ask someone else, for example your teacher, to assess what you can do (Column 2). Use Column 3 to mark those things that you cannot do but you would like to. You can add to the list (perhaps with your teacher's help) other things which are important for you at this level.

Use the following symbols:

In columns 1 and 2

- ✓ I can do this
- ✓✓ I can do this easily

In column 3

- ! this is my objective
- !! this objective is very important to me

If you marked over 80% of the statements with ✓ or with ✓✓, you have probably reached level A 2. If you are interested in exams and certificates talk to your teacher, tutor or somebody else at your school. If you think that skills described in this checklist are not suitable for you, then talk to your teacher and he/she will recommend the checklist for a suitable level. You can use the grids in photocopyable materials for different languages.

Column 1 = My assessment

Column 2 = My teacher's assessment

Column 3 = My objectives

1 2 3

Slušno razumevanje

Sledim lahko govoru, ki je razločen in počasen z daljšimi premori, ki mi omogočajo povzemanje pomena.

Razumem in sledim kratkim in preprostim navodilom, ki so podana počasi in razločno.

Listening comprehension

I can follow speech which is very slow and carefully articulated, with long pauses to assimilate meaning.

I can understand instructions addressed carefully and slowly to me and follow short, simple directions.

Bralno razumevanje

Razumem zelo kratka, preprosta besedila, posamezne fraze, prepoznam znana imena, besede in osnovne fraze.

Razumem kratka sporočila na razglednicah.

Razumem imena, besede in temeljne fraze v sporočilih iz vsakdanjega življenja.

Razberem bistvo preprostega gradiva in kratkih, preprostih opisov, zlasti, če jih spremlja slikovno gradivo.

Sledim kratkim preprostim napisanim navodilom.

Reading comprehension

I can understand very short, simple texts a single phrase at a time, picking up familiar names, words and basic phrases.

I can understand short simple messages on postcards.

I can recognize familiar names, words and very basic phrases on simple notices in the most common everyday situations.

I can get an idea of the content of simpler informational material and short simple descriptions, especially if there is visual support.

I can follow short, simple written directions.

1 2 3

Govorno sporočanje

Znam povedati preproste, nepovezane povedi o ljudeh in krajih.

Znam opisati sebe, kaj delam in kje živim

Spoken production

I can produce simple mainly isolated phrases about people and places.

I can describe myself, what I do, where I live. (a questionnaire)

Pisno izražanje

Znam napisati preproste, nepovezane fraze in povedi.

Written production

I can write simple isolated phrases and sentences.

Jezik

Obvladam zelo kratke, nepovezane, vnaprej sestavljene povedi, vendar zelo pomisljam ob iskanju izrazov, izgovoru manj znanih besed in sodelovanju v pogovoru.

Povezujem besede in besedne zveze z osnovnimi vezniki, kot sta »in« in »potem«.

Obvladam omejeno število izrazov, besed in besednih zvez, povezanih z osebnimi podatki in vsakdanjimi potrebami.

Obvladam omejeno število naučenih preprostih slovničnih struktur in stavčnih vzorcev.

Znam izgovoriti omejeno število besed in besednih zvez, ki jih z nekaj truda razumejo rojeni govorci vajeni tujih govorcev.

Znam napisati znane besede in kratke besedne zveze.

Znam napisati svoje osebne podatke (npr. izpolniti vprašalnik).

Language

I can deal with very short, unrelated, prepared sentences and I have to search for words, I hesitate in pronunciation and conversation.

I use very simple linking words like and and then.

I have a basic vocabulary repertoire of isolated words and phrases related to particular concrete situations.

I show only limited control of a few simple grammatical structures and sentence patterns in a learnt repertoire.

I can pronounce a very limited repertoire of learnt words and phrases which can be understood with some effort by native speakers used to dealing with foreign speakers.

I can write familiar words and short phrases.

I can write my personal details (e.g. fill in a questionnaire).

1 2 3

Slušno razumevanje

Razumem dovolj za vsakdanje potrebe, če je govor razločen in počasen.

Razumem besedne zveze, izraze in besede, ki se nanašajo na najnujnejše stvari (npr. bistveni osebni in družinski podatki, nakupi, geografija kakega območja, zaposlitev).

Sposoben(bna) sem ujeti poglavitno misel kratkih, preprostih sporocil in obvestil.

Razumem navodila, kako priti peš ali z javnimi prevoznnimi sredstvi z enega mesta na drugega.

Razumem pomembne informacije iz kratkih posnetih besedil, ki govorijo o predvidljivih vsakdanjih temah in so podana počasi in razločno.

Razumem bistvo televizijskih novic o dogodkih, nesrečah ipd., kjer slika dopoljuje govor. Sledim tudi spremembam tem in si ustvarim sliko o vsebini.

Listening comprehension

I can understand enough to be able to meet needs of a concrete type provided speech is clearly and slowly articulated.

I can understand phrases and expressions related to areas of most immediate priority (e.g. very basic personal and family information, shopping, local geography, employment).

I can catch the main point in short clear, simple messages and announcements.

I can understand simple directions relating to how to get from X to Y, by foot or public transport.

I can understand and extract the essential information from short, recorded passages dealing with predictable everyday matters which are delivered slowly and clearly.

I can understand the main points of TV news about events, accidents accompanied by pictures. I can also follow change of topics and form a picture about content.

Bralno razumevanje

Razumem kratka preprosta besedila o vsakdanjih temah, ki so napisana v vsakdanjem, pogosto rabljenem jeziku, jeziku, povezanem z mojim delom, ali jeziku, ki vsebuje mednarodne izraze.

Razumem osnovna standardna pisma in fakse (povpraševanja, naročila, potrditve itn.) o znanih temah.

Razumem kratka, preprosta osebna pisma.

Najdem predvidljive informacije v preprostem vsakdanjem gradivu, kot so oglasi, prospekti, jedilni listi, sezname, urniki, pisma in kratki časopisni članki, ki opisujejo dogodke.

Razumem vsakdanje znake in obvestila na javnih krajih (ulice, restavracije, železniške postaje, na delovnem mestu idr.), kot so navodila, napotki in opozorila.

Razumem predpise, če so napisani v preprostem jeziku (npr. varnostni predpisi).

Razumem kratka navodila o uporabi opreme iz vsakdanjega življenja (npr. za javni telefon).

Reading comprehension

I can understand short, simple texts on familiar matters of a concrete type which consist of high frequency everyday or job-related language or language which contains a proportion of shared international vocabulary items.

I can understand basic types of standard routine letters and faxes (enquiries, orders, letters of confirmation etc.) on familiar topics.

I can understand short and simple personal letters.

I can find specific, predictable information in simple everyday material such as advertisements, prospectuses, menus, reference lists, timetables, letters and short newspaper articles describing events.

I can understand everyday signs and notices in public places (such as streets, restaurants, railway stations, in workplaces) such as directions, instructions, hazard warnings.

I can understand regulations such as safety regulations when expressed in simple language.

I can understand simple instructions on equipment encountered in everyday life - such as a public phone.

1 2 3

Govorno sporazumevanje

Sposoben(bna) sem se sporazumevati v kratkih pogovorih, če mi sogovornik pomaga, ko je to potrebno. Brez posebnega truda obvladam preproste, utečene menjave, znam postavljati vprašanja in odgovarjati, izmenjati ideje in informacije o vsakdanjih temah v predvidljivih vsakdanjih okoliščinah. Obvladam kratke pogovore, vendar redko razumem dovolj, da bi sam(a) usmerjal(a) pogovor.

V počasnih in preprostih pogovorih z rojenim govorcem večinoma razumem jasen standardni govor o znanih stvareh, če lahko občasno prosim za ponovitev ali razlago

Znam navezati stike (pozdraviti, se posloviti, se predstaviti, se zahvaliti).

Sodelujem v kratkih pogovorih o temah, ki me zanimajo.

S preprostimi izrazi znam povedati, kako se počutim.

Znam uporabljati vsakdanje vladnostne izraze za pozdrave in naslavljanje.

Znam povabiti in se na povabilo odzivati.

Znam se opravičiti in se na opravičilo odzvati.

Znam povedati, kaj mi je všeč in kaj ne.

V preprostih in počasnih neuradnih pogovorih, ki potekajo okrog mene, prepoznam temo pogovora.

Lahko se pogovarjam o tem, kaj bi počeli zvečer, ob koncu tedna itn.

Znam predlagati in se na predloge odzvati.

Znam izraziti strinjanje in nestrinjanje z drugimi.

V počasnih in preprostih pogovorih znam razpravljati o praktičnih problemih.

Sposoben(bna) sem razpravljati o tem, kaj je treba storiti, kam iti, in se dogovoriti za srečanja.

V jasnih in počasnih uradnih pogovorih lahko sledim spremembam tem, povezanih z mojim področjem. Izmenjam informacije in podam svoje mnenje o praktičnih problemih, če mi sogovornik pomaga oblikovati misli in lahko prosim za ponovitev.

Znam prositi za napotke in jih dajati.

Znam povedati, da sledim pogovoru in ga razumem.

Spoken interaction

I can interact with reasonable ease in short conversations, provided the other person helps if necessary. I can manage simple, routine exchanges without undue effort; I can ask and answer questions and exchange ideas and information on familiar topics in predictable everyday situations. I can handle very short social exchanges but I am rarely able to understand enough to keep conversation going.

I can mostly understand clear standard speech on familiar matters in simple everyday conversations when talking to a native speaker if I can ask for repetition or reformulation from time to time.

I can establish social contacts: greetings and farewells, introductions; thanking somebody.

I can participate in short conversations in routine contexts on topics of interest.

I can express how I feel in simple terms.

I can use simple everyday polite forms of greetings and address.

I can make and respond to invitations.

I can make and respond to apologies.

I can say what I like and dislike.

I can generally identify the topic of discussion around me when it is conducted slowly and clearly.

I can discuss what to do in the evening, at the weekend.

I can make and respond to suggestions.

I can agree and disagree with the others.

I can discuss everyday practical issues in a simple way.

I can discuss what to do, where to go and make arrangements to meet.

I can generally follow changes of topic in formal discussion related to my field which is conducted slowly and clearly. I can exchange information and give my opinion on practical problems, provided I can receive some help with formulation and can ask for repetition.

I can ask for and give directions.

I can indicate that I am following a conversation and that I can understand it.

1 2 3

Govorno sporočanje

V preprostih povezanih povedih znam opisati ljudi, kje živijo, kaj delajo, njihove navade, kaj imajo radi in česa ne.

Znam povedati ali obnoviti preprosto zgodbo.

Znam opisati svoje okolje, ljudi, kraje, delovne in učne izkušnje.

Na kratko znam opisati dogodke in dejavnosti.

Opisati znam načrte in dogovore, navade, pretekle dogodke in osebne izkušnje.

Znam primerjati predmete.

Znam razložiti, kaj mi je všeč in kaj ne.

V javnosti lahko podam kratka pripravljena obvestila in predstavitve, ki so razumljivi pozornim poslušalcem.

Spoken production

I can give a simple description or presentation of people, living or working conditions, daily routines, likes/dislikes, etc. as a short series of simple phrases and sentences linked into a list.

I can tell or summarize a simple story.

I can describe everyday aspects of my environment e.g. people, places, a job or study experience.

I can give short, basic description of events and activities.

I can describe plans and arrangements, habits and routines, past activities and personal experiences.

I can compare objects and possessions.

I can explain what I like or dislike about something.

In public I can deliver very short, rehearsed announcements of predictable, learnt content which are intelligible to listeners who are prepared to concentrate.

Pisno izražanje

Znam napisati zaporedje preprostih besednih zvez in stavkov ter jih povezati s preprostimi vezniki (npr. »in«, »toda«, »ker«, »kajti« ipd.)

Pisati znam o stvareh iz vsakdanjega življenja (npr. o ljudeh, krajih, delu, študiju, družini, o svojih interesih, izkušnjah).

Kratko in preprosto znam opisati dogodke, pretekla dejanja in osebne izkušnje.

Napisati znam preproste, izmišljene življenjepise, zgodbe in pesmi.

Written production

I can write a series of simple phrases and sentences linked with simple connectors like 'and', 'but' and 'because'.

I can write about everyday aspects of my environment, e.g. people, places, a job or study experience.

I can write very short, basic descriptions of events, past activities and personal experiences.

I can write short, simple imaginary biographies, and simple poems and stories.

1 2 3

Strategije

V besedilih o znanih temah ugibam pomen neznanih besed na podlagi sobesedila.

Znam začeti in končati kratke preproste pogovore.

Znam prositi za pozornost.

Znam povedati, da sledim pogovoru.

Kadar česa ne razumem, znam sogovornika preprosto prositi, naj ponovi izrečeno.

Z gibi znam podkrepiti povedano.

Jezik

Znam se izražati v pogovorih o znanih temah z odmori, obotavljanjem in ponovitvami.

Znam preprosto prilagoditi in razširiti naučene besedne zveze na okoliščine.

Skupine besed znam povezovati s preprostimi vezniki, kot so »in«, »ampak«, »ker«.

Imam osnovno znanje jezika, ki mi omogoča obvladovanje vsakdanjih okoliščin s predvidljivo vsebino.

Znam uporabljati vsakdanje izraze, stavčne vzorce, naučene besedne zveze, ki ustrezajo predvidljivim okoliščinam.

Imam zadosten besedni zaklad za pomembne vsakdanje okoliščine in teme.

Pravilno uporabljam preproste slovnične strukture (čeprav delam napake - npr. uporabim napačen čas), vendar je po navadi jasno, kaj hočem povedati.

Moja izgovarjava je dokaj jasna, kljub tujemu naglasu.

Znam pravilno zapisati besede, ki jih poznam.

Strategies

I can guess the meaning of unknown words in short texts on familiar matters based on the context.

I can use simple techniques to start, maintain, or end a short conversation..

I can ask for attention.

I can indicate that I can follow the conversation.

I can ask for repetition when I do not understand.

I can use gestures to reinforce what I said.

Language

I can communicate in social exchanges about familiar matters with pauses, hesitation and repetition.

I can adapt learned phrases to the circumstances in a simple way.

I can link groups of words with simple linking words like 'and', 'but' and 'because'.

I have basic language skills which enable me to master everyday situations with predictable content.

I can use everyday vocabulary, sentence patterns and learnt phrases which correspond to predictable situations.

I have a sufficient vocabulary to deal with significant everyday situations and topics.

I use simple structures correctly, but still systematically make basic mistakes - for example I tend to mix up tenses; nevertheless, it is usually clear what I am trying to say.

My pronunciation is generally clear enough to be understood despite a noticeable foreign accent.

I can write familiar words.

1 2 3

Slušno razumevanje

Razumem podatke o vsakdanjih temah, prepoznam splošno sporočilo in podrobnosti, če je govor podan jasno in z znanim naglasom.

Razumem bistvene stvari jasnega standardnega govora o znanih stvareh, s katerimi imam opraviti pri delu, v šoli, v prostem času, in tudi kratke pripovedi.

Sledim lahko predavanju ali govoru iz svojega področja, če mi je tematika znana in predstavitev nedvoumna, jasna in v knjižnem jeziku.

Razumem preproste tehnične podatke, kot so navodila za uporabo navadnih tehničnih aparatov.

Lahko sledim natančnim navodilom (npr. za pot).

Razumem večino posnetih in predvajanih oddaj o znanih temah, podanih počasi in jasno.

Listening comprehension

I can understand straightforward factual information about common everyday or job related topics, identifying both general messages and specific details, provided speech is clearly articulated in a generally familiar accent.

I can understand the main points of clear standard speech on familiar matters regularly encountered in work, school, leisure etc., including short narratives.

I can follow a lecture or talk within my own field, provided the subject matter is familiar and the presentation straightforward and clearly structured and delivered in standard speech.

I can understand simple technical information, such as operating instructions for everyday equipment.

I can follow detailed directions.

I can understand the majority of the recorded or broadcast audio material about familiar subjects delivered relatively slowly and clearly.

Bralno razumevanje

Lahko berem neposredna stvarna besedila o temah, ki so povezane z mojim področjem in zanimanjem.

Dovolj dobro razumem opise dogodkov, čustev in želja, da si lahko s kom redno osebno dopisujem.

Lahko preletim daljša besedila, da najdem v njih želene informacije in zberem podatke iz različnih delov besedila ali iz različnih besedil.

Razumem pomembne informacije v vsakdanjem gradivu (npr. v pismih, brošurah in kratkih uradnih dokumentih).

V polemičnih besedilih razpoznam poglavitne misli in argumente.

Razumem poglavitne točke časopisnega članka z aktualno ali znano temo.

Razumem jasno napisana navodila za uporabo.

Reading comprehension

I can read straightforward factual texts on subjects related to my field and interest.

I can understand the descriptions of events, feelings and wishes in personal letters well enough to correspond regularly with a pen friend.

I can scan longer texts in order to locate desired information, and gather information from different parts of a text, or from different texts.

I can understand relevant information in everyday material, such as letters, brochures and short official documents.

I can identify the main conclusions and arguments in clearly signaled argumentative texts.

I can recognize significant points in straightforward newspaper articles on familiar subjects.

I can understand clearly written, straightforward instructions for a piece of equipment.

1 2 3

Govorno sporazumevanje

Pogovarjam se lahko o vsakdanjih temah, povezanih z mojim poklicnim področjem ali osebnim zanimanjem.

Lahko izmenjam, preverim in potrdim informacije, se ukvarjam z manj navadnimi okoliščinami in razložim, kje so težave.

Znam izraziti misli o abstraktnejših, kulturnih temah, kot so filmi, knjige, glasba idr.

Obvladam preprost jezik, ki je potreben na potovanjih (rezervacije, carina, agencija ipd.).

Sposoben(bna) sem nepripravljen(a) sodelovati v pogovorih o znanih temah, izraziti osebno mnenje in izmenjavati informacije o temah iz vsakdanjega življenja (družina, konjički, delo, potovanja in aktualni dogodki).

Lahko sledim vsakdanjim pogovorom, čeprav moram včasih prositi za ponovitev besed ali povedi.

Sledim lahko poglavitnim točkam daljših razprav v jasnom, knjižnem jeziku.

Sposoben(bna) sem se udeležiti pogovora ali razprave, vendar se včasih težko natančno izrazim.

Znam izraziti občutke presenečenja, sreče, žalosti, zanimanja in ravnodušja ter se primerno odzivati na izraze teh občutkov pri drugih.

Na kratko lahko komentiram mnenje drugih.

Znam primerjati možnosti in izraziti svoje mnenje pri reševanju praktičnih problemov (kam iti, kaj storiti, kaj izbrati itn.).

V pogovorih s prijatelji in znanci znam izmenjavati osebne poglede in mnenja.

Znam primerno (vljudno) izraziti svoje mnenje, prepričanje in (ne)strinjanje.

Lahko sledim uradnim pogovorom in razpravam, če sogovorniki uporabljajo knjižni jezik. Lahko izrazim mnenje, vendar težko sodelujem v razpravi, če teme ne poznam (izmenjava stvarnih informacij, navodil ali rešitev praktičnih problemov).

Spoken interaction

I can communicate on familiar matters related to my interests and professional field.

I can exchange, check and confirm information, deal with less routine situations and explain why something is a problem.

I can express thoughts on more abstract, cultural topics such as films, books, music etc.

I can exploit simple language to deal with most situations likely to arise whilst traveling (booking, customs, agencies etc.).

I can enter unprepared into conversations on familiar topics, express personal opinions and exchange information on topics that are familiar, of personal interest or pertinent to everyday life (e.g. family, hobbies, work, travel and current events).

I can follow clearly articulated speech in everyday conversations, though I will sometimes have to ask for repetition of particular words or phrases.

I can follow the main points in a longer discussion in clearly articulated speech.

I can maintain a conversation or a discussion but it may sometimes be difficult to express my thoughts in detail.

I can express and respond to feelings such as surprise, happiness, sadness, interest and indifference.

I can give brief comments on the views of others.

I can compare and contrast alternatives, discussing what to do, where to go, who or what to choose, etc.

In informal discussions with friends I can give or seek personal views and opinions.

I can express belief, opinion, agreement and disagreement politely.

I can take part in routine formal discussions of familiar subjects which is conducted in clearly articulated speech in the standard dialect. I can express my opinion but I have difficulties taking part if topic is unfamiliar (exchange of factual information, receiving instructions or the discussion of solutions to practical problems).

1 2 3

Znajdem se v manj pogostih okoliščinah v trgovini, na pošti, banki, npr. pritožbe, vračilo blaga, s katerim nisem zadovoljen(ljna) itn.

Znam natančno opisati postopek, kako se kaj naredi.

Znam povzeti in izraziti svoje mnenje o kratki zgodbi, članku, pogovoru, razpravi, dokumentarcu in odgovarjati na vprašanja o podrobnostih.

V pogovorih (intervjujih) znam podati informacije (npr. opisati bolezenske znake zdravniku).

Lahko vodim pripravljen pogovor.

V pogovoru sem občasno sposoben(bna) prevzeti pobudo (npr. vpeljati novo temo), vendar sem v nadaljevanju zelo odvisen(sna) od sogovornika.

I can cope with less routine situations in shops, post offices, banks, e.g. returning an unsatisfactory purchase. I can make a complaint.

I can describe how to do something, giving detailed instructions.

I can summarise and give my opinion about a short story, article, talk, discussion, interview, or documentary and answer further questions about details.

I can provide concrete information required in an interview/consultation (e.g. describe symptoms to a doctor).

I can carry out a structured interview.

I can take some initiatives in an interview/consultation (e.g. bring up a new subject) but am very dependent on interviewer in the interaction.

Pisno sporazumevanje

Znam pisno podati informacije in ideje o abstraktnih in konkretnih temah, preveriti informacije in vprašati o problemih ter jih dokaj podrobno razložiti.

Znam napisati osebna pisma in sporočila, ki podajajo vsakdanje informacije in stvari, ki se mi zdijo pomembne.

Znam napisati osebna pisma, ki vsebujejo novice ali izražajo moje misli o abstraktnih in kulturnih temah (npr. glasba, film idr.).

Znam napisati osebna pisma, ki opisujejo izkušnje, čustva in dogodke.

Znam sprejeti in zapisati sporočila.

Znam napisati sporočila (obrtnikom, prijateljem, učiteljem), v katerih poudarim, kar se mi zdi pomembno.

Written interaction

I can convey information and ideas on abstract as well as concrete topics, check information and ask about or explain problems with reasonable precision.

I can write personal letters and notes asking for or conveying simple information of immediate relevance, getting across the point I feel to be important.

I can write personal letters giving news and expressing thoughts about abstract or cultural topics such as music, films.

I can write personal letters describing experiences, feelings and events in some detail.

I can take messages.

I can write notes conveying simple information of immediate relevance to friends, service people, teachers getting across comprehensibly the points I feel are important.

1 2 3

Govorno sporazumevanje

Jezik uporabljam tekoče, natančno in učinkovito v povezavi z mnogimi splošnimi, akademskimi, poklicnimi ali prostočasnimi temami. Misli izrazim natančno. Sporazumevam se spontano, slovnično pravilno in raven formalnosti prilagodim okoliščinam.

Sporazumevam se dovolj tekoče in spontano, da lahko brez posebnega truda vzdržujem stike z rojenimi govorci. Znam poudariti pomembne dogodke in izkušnje, jasno predstaviti svoje mnenje tako, da podam razloge in razlage.

Tudi v hrupnem okolju razumem podrobnosti tega, kar mi nekdo pove v knjižnem jeziku.

Sledim pogovoru med rojenimi govorci.

Razumem večino tega, kar se pogovarjajo okoli mene, vendar včasih težko sodelujem v pogovoru z več rojenimi govorci, ki ne prilagajajo svojega govora mojemu znanju jezika.

Pridružim se lahko pogovoru o splošnih temah tudi v hrupnem okolju.

Navežem stike z rojenimi govorci, ne da bi jih nenamerno zabaval(a) ali jezil(a) ali od njih zahteval(a), da se vedejo drugače kakor v stikih z rojenimi govorci.

Znam opisati čustva in poudariti osebni pomen dogodkov in izkušenj.

Natančno izrazim svoje misli in mnenja ter prepričljivo predstavim zapletene vzroke in posledice.

V pogovoru s prijatelji lahko jasno predstavim mnenja in se odzovem na predloge.

V formalnih pogovorih lahko sledim vsakdanjim in nevsakdanjim razpravam in natančno predstavim razloge za in proti.

Razumem podrobnosti v uradnih razpravah iz svojega področja.

Razumem natančna navodila.

Jasno znam nakazati problem, razmišljati o vzrokih in posledicah ter o razlogih za in proti raznim postopkom.

Spoken interaction

I can use the language fluently, accurately and effectively on a wide range of general, academic, vocational, or leisure topic, marking clearly the relationship between ideas. I can communicate spontaneously with good grammatical control adopting a level of formality appropriate to the circumstances.

I can interact with a degree of fluency and spontaneity that makes regular interaction, and sustained relationship with native speakers quite possible without imposing strain on either party. I can highlight the personal significance of events and experiences, account for and sustain views clearly providing relevant explanations and arguments.

I can understand in detail what is said to me in the standard spoken language even in a noisy environment.

I can keep up with an animated discussion between native speakers.

I can with some effort catch much of what is said around me in discussion, but may find it difficult to participate effectively in discussion with several native speakers who do not modify their language in any way.

I can engage in extended conversation on most general topics even in a noisy environment.

I can sustain relationships with native speakers without unintentionally amusing or irritating them or requiring them to behave other than they would with a native speaker.

I can convey degrees of emotion and highlight the personal significance of events and experiences.

I can express my ideas and opinions with precision, and present and respond to complex lines of argument convincingly.

In informal discussions with friends I can put my point of view clearly and make and respond to proposals.

I can follow formal discussions on familiar and less familiar topics and I can present detailed arguments for and against.

I can understand details in formal discussions from my field.

I can understand detailed instructions reliably.

I can clearly state an issue, think about the reasons and consequences and about reasons for and against certain solutions.

1 2 3

V sporih znam najti rešitve oziroma zahtevati povračilo škode in nakazati, do kod sem pripravljen(a) popuščati (kot npr. vračilo denarja za neuporabljeno vozovnico, denarno odgovornost za škodo v stanovanju, krivdo za nesrečo).

Razumem in podam zahtevne informacije in nasvete iz svojega poklicnega področja.

Zanesljivo predam natančne informacije.

Znam povzeti in poročati o informacijah in argumentih iz različnih virov.

Izpeljem lahko učinkovit, povezan intervju kot spraševalec in kot tisti, ki na vprašanja odgovarja.

Pisno sporazumevanje

Znam učinkovito zapisati svoje novice in mnenja ter komentirati novice in mnenja drugih.

Znam napisati pisma, ki izražajo čustva in poudarjajo osebni pomen dogodkov in izkušenj ter komentirajo novice in mnenja tistega, s katerim si dopisujem.

Znam sprejeti in zapisati sporočila.

Znam napisati sporočila (obrtnikom, priateljem, učiteljem), v katerih poudarim, kar se mi zdi pomembno.

Govorno sporočanje

Lahko podam jasne in natančne opise in predstavitev široke palete tematik, ki me zanimajo tako da poudarim pomembne točke ter razširim in podprem zamisli z ustrezнимi zgledi.

Svoje misli znam predstaviti kot vrsto utemeljitev in ustreznih zgledov.

Znam razložiti svoje stališče in podati prednosti in pomanjkljivosti raznih možnosti.

V javnosti lahko dokaj jasno podam obvestila v zvezi s splošnimi temami; to poslušalcev ne zahteva truda in jim ne povzroča nelagodja.

Lahko spontano nadaljujem predstavitev iz pripravljenega besedila in tekoče odgovarjam na vprašanja poslušalcev.

I can cope linguistically to negotiate a solution to a dispute like a refund for an unused ticket, financial responsibility for damage in a flat, for blame regarding an accident and state clearly the limits to any concession I am prepared to make.

I can understand and exchange complex information and advice on the full range of matters related to my occupational role.

I can pass on detailed information reliably.

I can synthesise and report information and arguments from a number of sources.

I can carry out an effective and structured interview as an interviewer or an interviewee.

Written interaction

I can express news and views effectively in writing, and relate to those of others.

I can write letters conveying degrees of emotion and highlighting the personal significance of events and experiences and commenting on the correspondent's news and views.

I can take messages and make notes.

I can write notes conveying simple information of immediate relevance to friends, service people, teachers getting across comprehensibly the points I feel are important.

Spoken production

I can give clear, systematically developed descriptions and presentations on a wide range of subjects related to my field of interest, with appropriate highlighting of significant points and relevant supporting detail and examples.

I can present my viewpoints clearly supporting them by arguments and relevant examples.

I can present my viewpoint and advantages and disadvantages of various options.

I can deliver announcements on most general topics with a degree of clarity, fluency and spontaneity which causes no strain or incovenience to the listener.

I can depart spontaneously from a prepared text and take a series of follow up questions with a degree of fluency.

1 2 3

Slušno razumevanje

Razumem daljše odlomke govora o abstraktnih in zapletenih temah, ki ne sodijo v moje področje, četudi niso jasno zgrajeni in razmerja niso jasno nakazana. Včasih moram preveriti podrobnosti, še posebno, če je naglas neznan.

Prepoznam veliko idiomov in pogovornih oblik in opazim menjavo registra.

Lahko sledim večini predavanj in razprav.

Tudi iz slabo slišnih javnih objav (npr. na postaji, športnem igrišču idr.) lahko izluščim bistvene informacije.

Razumem zapleta tehnična navodila, kakor npr. navodila za uporabo vsakdanjih proizvodov in storitev.

Razumem široko paletto posnetih in predvajanih besedil, tudi v nestandardnem jeziku. Razberem podrobnosti, kot so npr. odnosi med govorci.

Sledim filmom, v katerih je precej slenga in idiomatskih rab.

Listening comprehension

I can understand extended speech on abstract and complex topics beyond my own field, though I may need to confirm occasional details, especially if the accent is unfamiliar.

I can recognize a wide range of idiomatic expressions and colloquialisms, appreciating register shifts.

I can follow most lectures, discussions and debates with relative ease.

I can extract specific information from poor quality, audibly distorted public announcements, e.g. in a station, sport stadium etc.

I can understand complex technical information, such as operating instructions, specifications for familiar products and services.

I can understand a wide range of recorded and broadcast audio material, including some non-standard usage, and identify finer points of detail including implicit attitudes and relationships between speakers.

I can follow films employing a considerable degree of slang and idiomatic usage.

Bralno razumevanje

Do podrobnosti razumem daljša, zapleta besedila, četudi niso povezana z mojim področjem, če lahko znova preberem težje dele.

Razumem vsa pisma, če lahko občasno uporabim slovar.

Na hitro lahko preletim dolga in zapleta besedila in poiščem pomembne podatke.

Na hitro lahko ugotovim, kakšna sta vsebina in pomen časopisnih člankov in poročil o raznih temah ter ugotovim, ali je besedilo vredno branja.

Do podrobnosti razumem daljša, zapleta besedila v družabnem, poklicnem ali akademskem življenju ter razberem samo nakazana in jasno izražena mnenja.

Razumem daljša, zapleta navodila za nov stroj ali postopek, četudi niso iz mojega področja, če lahko znova preberem težje dele besedila.

Reading comprehension

I can understand in detail lengthy, complex texts, whether or not they relate to my own area of speciality, provided I can reread difficult sections.

I can understand any correspondence given the occasional use of a dictionary.

I can scan quickly through long and complex texts, locating relevant details.

I can quickly identify the content and relevance of news items, articles and reports on a wide range of professional topics, deciding whether closer study is worthwhile.

I can understand in detail a wide range of lengthy, complex texts likely to be encountered in social, professional and academic life, identifying finer points of detail including attitudes and implied as well as stated opinions.

I can understand in detail lengthy, complex instructions on a new machine or procedure, whether or not the instructions relate to my own area of speciality, provided I can reread difficult sections.



1 2 3

Govorno sporazumevanje

Skoraj brez truda se izražam tekoče in spontano. Moje besedišče je tako široko, da se pomanjkljivostim ognem z opisom. Redko očitno iščem primerno besedo ali se ognem uporabi. Samo težko področje lahko zmoti naraven tok jezika.

Do podrobnosti razumem govor o abstraktnih in zapletenih temah strokovne narave, ki ne sodijo v moje področje, čeprav moram včasih preveriti razumevanje podrobnosti, zlasti če je naglas neznan.

Zlahka sledim pogovorom in razpravam o abstraktnih, zapletenih in neznanih temah.

V pogovoru prožno in učinkovito uporabljam jezik v družabne namene, tudi izraze čustev, namigovanja in šale.

Prepričljivo lahko zagovarjam uradno stališče tako, da tekoče, spontano in primerno odgovarjam na vprašanja, pripombe in nasprotne argumente.

Razumem natančna navodila.

Jasno znam nakazati problem, razmišljati o vzrokih in posledicah ter o razlogih za in proti raznim postopkom.

V sporih znam najti rešitve ali zahtevati povračilo škode in nakazati, do kod sem pripravljen(a) popuščati (kot npr. vračilo denarja za neuporabljeno vozovnico, denarno odgovornost za škodo v stanovanju, krivdo za nesrečo).

Razumem in podam zahtevne informacije in nasvete iz svojega poklicnega področja.

Zanesljivo predam natančne informacije.

Znam povzeti in poročati o informacijah in argumentih iz različnih virov.

Sodelujem lahko v intervjujih kot tisti, ki sprašuje, in tisti, ki odgovarja. Razvijem lahko temo brez pomoči in o njej tekoče razpravljam.

Spoken interaction

I can express myself fluently and spontaneously, almost effortlessly. I have a good command of a broad lexical repertoire allowing gaps to be readily overcome with circumlocutions. There is little obvious searching for expressions or avoidance strategies; only a conceptually difficult subject can hinder a natural smooth flow of language.

I can understand in detail speech on abstract and complex topics of a specialist nature beyond my own field, though I may need to confirm occasional details, especially if the accent is unfamiliar.

I can easily keep up with the debate, even on abstract, complex unfamiliar topics.

I can use language flexibly and effectively for social purposes, including emotional, allusive and joking usage.

I can argue a formal position convincingly, responding to questions and comments and answering complex lines of counter argument fluently, spontaneously and appropriately.

I can understand detailed instructions reliably.

I can outline an issue or problem clearly, speculating about causes or consequences, and weighing advantages and disadvantages of different approaches.

I can cope linguistically to negotiate a solution to a dispute like a refund for an unused ticket, financial responsibility for damage in a flat, for blame regarding an accident and state clearly the limits to any concession I am prepared to make.

I can understand and exchange complex information and advice on the full range of matters related to my occupational role.

I can pass on detailed information reliably.

I can synthesise and report information and arguments from a number of sources.

I can participate fully in an interview; as either interviewer or interviewee, expanding and developing the point being discussed fluently without any support.

1 2 3

Pisno sporazumevanje

Izražam se jasno, natančno, prožno in učinkovito.

V osebnih pismih se izražam jasno in natančno, jezik uporabljam prožno in učinkovito, tudi izraze čustev, namigovanja in šale.

Znam sprejeti in zapisati sporočila.

Znam napisati sporočila (obrtnikom, prijateljem, učiteljem), v katerih poudarim, kar se mi zdi pomembno.

Govorno sporočanje

Podam lahko jasne, podrobne opise in predstavitev zapletenih tem in pripovedi, tudi sorodnih tem, razširim nekatere dele in primerno končam.

V javnosti lahko podam obvestila ter s poudarkom in stavčnim naglasom natančno izrazim pomenske odtenke.

Podam lahko jasne, dobro zgrajene predstavitev zapletenih tem, razvijem in podkrepim svoja stališča z razlogi in zgledi.

Obvladam prekinitve in nanje odgovorim spontano in brez truda.

Pisno izražanje

Napišem lahko jasna, dobro zgrajena besedila o zapletenih temah, poudarim žgoče probleme, razvijem in podkrepim svoja stališča z razlogi in zgledi ter primerno končam.

Napišem lahko jasne, podrobne, dobro zgrajene opise in domišljija besedila v osebnem slogu, ki je prilagojen bralcu, kateremu je besedilo namenjeno.

Written interaction

I can express myself with clarity and precision, flexibly and effectively.

I can express myself with clarity and precision in personal correspondence, using language flexibly and effectively, including emotional, allusive and joking usage.

I can take messages and write notes.

I can write notes conveying simple information of immediate relevance to friends, service people, teachers getting across comprehensibly the points I feel are important.

Spoken production

I can give clear, detailed descriptions and presentations on complex subjects, integrating sub-themes, developing particular points and rounding off with an appropriate conclusion.

I can deliver announcements fluently, almost effortlessly, using stress and intonation to convey finer shades of meaning precisely.

I can give a clear, well-structured presentation of a complex subject, expanding and supporting points of view at some length with subsidiary points, reasons and relevant examples.

I can handle interjections well, responding spontaneously and almost effortlessly.

Written production

I can write clear, well-structured texts of complex subjects, underlining the relevant salient issues, expanding and supporting points of view at some length with subsidiary points, reasons and relevant examples, and rounding off with an appropriate conclusion.

I can write clear, detailed, well-structured and developed descriptions of experience and imaginary events in a style appropriate to the genre adopted.

1 2 3

Slušno razumevanje

Nimam težav pri razumevanju hitrega, naravnega, govorjenega jezika v živo ali sporočenega po medijih.

Lahko sledim strokovnim predavanjem in predstavljatvam z elementi pogovornega jezika, narečij in neznanih strokovnih izrazov.

Tudi iz slabo slišnih javnih objav (npr. na postaji, športnem igrišču ipd.) lahko izluščim bistvene informacije in jih razumem.

Razumem zapletena tehnična navodila, kot npr. navodila za uporabo vsakdanjih proizvodov in storitev.

Razumem široko paletu posnetih in predvajanih besedil, tudi v nestandardnem jeziku. Razberem podrobnosti, kot so razmerja med govorci.

Sledim filmom, v katerih je precej slenga in idiomatskih rab.

Listening comprehension

I have no difficulty in understanding any kind of spoken language, whether live or broadcast, delivered at fast native speed.

I can follow specialized lectures and presentations employing a high degree of colloquialism, regional usage or unfamiliar terminology.

I can extract specific information from poor quality, audibly distorted public announcements, e.g. in a station, sport stadium etc.

I can understand complex technical information, such as operating instructions, specifications for familiar products and services.

I can understand a wide range of recorded and broadcast audio material, including some non-standard usage, and identify finer points of detail including implicit attitudes and relationships between speakers.

I can follow films employing a considerable degree of slang and idiomatic usage.

Bralno razumevanje

Razumem in kritično ocenim skoraj vsa napisana besedila, tudi abstraktna, zapletena in pogovorna umetnostna in neumetnostna besedila.

Razumem široko paletu dolgih in zapletenih besedil in opazim majhne razlike v slogu ter pravi in skriti pomen besedila.

Razumem vsa pisma, če lahko občasno uporabim slovar.

Na hitro lahko preletim dolga in zapletena besedila in poiščem pomembne podatke.

Na hitro lahko ugotovim, kakšna sta vsebina in pomen časopisnih člankov in poročil o raznih temah in presodim, ali je besedilo vredno branja.

Do podrobnosti razumem daljša, zapletena besedila v družbenem, poklicnem ali akademskem življenju in razberem razmerja ter skrita in jasno izražena mnenja.

Razumem daljša, zapletena navodila za nov stroj ali postopek, četudi niso iz mojega področja, če lahko znova preberem težje dele besedila.

Reading comprehension

I can understand and interpret critically virtually all forms of the written language including abstract, structurally complex, or highly colloquial literary and non-literary writings.

I can understand a wide range of long and complex texts, appreciating subtle distinctions of style and implicit as well as explicit meaning.

I can understand any correspondence given the occasional use of a dictionary.

I can scan quickly through long and complex texts, locating relevant details.

I can quickly identify the content and relevance of news items, articles and reports on a wide range of professional topics, deciding whether closer study is worthwhile.

I can understand in detail a wide range of lengthy, complex texts likely to be encountered in social, professional and academic life, identifying finer points of detail including attitudes and implied as well as stated opinions.

I can understand in detail lengthy, complex instructions on a new machine or procedure, whether or not the instructions relate to my own area of speciality, provided I can reread difficult sections.



Govorno sporazumevanje

Obvladam idiome in pogovorni jezik ter se zavedam pomenskih odtenkov. Lahko izrazim pomenske odtenke in besedilo oblikujem tako, da sogovorniki ne opazijo morebitnih težav.

Razumem vsakega rojenega govorca, tudi ko govorji o abstraktnih in zapletenih strokovnih temah, ki ne sodijo v moje področje, če imam možnost, da se privadim nevsakdanjemu naglasu ali narečju.

Zlahka sledim pogovorom in razpravam o abstraktnih, zapletenih in neznanih temah.

Pogovarjam se brez truda in primerno okoliščinam, brez jezikovnih omejitev.

V uradnih razpravah o zapletenih problemih zagovarjam svoje mnenje, podobno kot rojeni govorci.

Razumem natančna navodila.

Jasno znam nakazati problem, razmišljati o vzrokih in posledicah ter o razlogih za in proti raznim postopkom.

V sporih znam najti rešitve oziroma zahtevati povračilo škode in nakazati, do kod sem pripravljen(a) popuščati (kot npr. vračilo denarja za neuporabljeno vozovnico, denarno odgovornost za škodo v stanovanju, krivdo za nesrečo).

Razumem in podam zahtevne informacije in nasvete iz svojega poklicnega področja.

Zanesljivo predam natančne informacije.

Znam povzeti in poročati o in argumentih iz različnih virov.

V intervjujih sodelujem kot rojeni govorci.

Spoken interaction

I have a good command of idiomatic expressions and colloquialisms with awareness of connotative levels of meaning. I can convey finer shades of meaning and structure my speech so that the interlocutor is hardly aware of a difficulty.

I can understand any native speaker interlocutor, even on abstract and complex topics of a specialist nature beyond my own field, given an opportunity to adjust to a non-standard accent or dialect.

I can easily follow and contribute to complex interactions between third parties in group discussion even on abstract, complex unfamiliar topics.

I can converse comfortably and appropriately, unhampered by any linguistic limitations.

I can hold my own in formal discussion of complex issues, putting an articulate and persuasive argument, at no disadvantage to native speakers.

I can understand detailed instructions reliably.

I can outline an issue or problem clearly, speculating about causes or consequences, and weighing advantages and disadvantages of different approaches.

I can cope linguistically to negotiate a solution to a dispute like a refund for an unused ticket, financial responsibility for damage in a flat, for blame regarding an accident and state clearly the limits to any concession I am prepared to make.

I can understand and exchange complex information and advice on the full range of matters related to my occupational role.

I can pass on detailed information reliably.

I can synthesise and report information and arguments from a number of sources.

I can participate in an interview at no disadvantage to a native speaker.

1 2 3

Pisno sporazumevanje

Izražam se jasno, natančno, prožno in učinkovito.

V osebnih pismih se izražam jasno in natančno, jezik uporabljam prožno in učinkovito, tudi z izrazi čustev, namigovanji in šalami.

Znam sprejeti in zapisati sporočila.

Znam napisati sporočila (obrtnikom, priateljem, učiteljem), v katerih poudarim, kar se mi zdi pomembno.

Written interaction

I can express myself with clarity and precision, flexibly and effectively.

I can express myself with clarity and precision in personal correspondence, using language flexibly and effectively, including emotional, allusive and joking usage.

I can take messages and write notes.

I can write notes conveying simple information of immediate relevance to friends, service people, teachers getting across comprehensibly the points I feel are important.

Govorno sporočanje

Sposoben(bna) sem predstaviti jasen, tekoč in dobro zgrajen govor, ki ima logično zgradbo, ki poslušalcu omogoča, da opazi in si zapomni pomembne točke.

Podam lahko jasne, tekoče in podrobne opise.

V javnosti lahko podam obvestila ter s poudarkom in stavčnim naglasom natančno izrazim odtenke v pomenu.

Predstavim lahko zapletene teme, ki poslušalcem niso znane, in govor organiziram tako, da zadovoljim njihove potrebe. Po predstavitvi obvladam težka in celo sovražna vprašanja.

Spoken production

I can produce clear, smoothly flowing well-structured speech with an effective logical structure which helps the recipient to notice and remember significant points.

I can give clear, smoothly flowing, elaborate and often memorable descriptions.

I can deliver announcements fluently, almost effortlessly, using stress and intonation to convey finer shades of meaning precisely.

I can present a complex topic confidently and articulately to an audience unfamiliar with it, structuring and adapting the talk flexibly to meet the audience's needs. I can handle difficult and even hostile questioning.

Pisno izražanje

Napišem jasna, tekoča, zapletena besedila v primerinem in učinkovitem slogu, z logično zgradbo, ki bralcu omogoča, da najde pomembne točke.

Pišem jasne, tekoče zgodbe in opise izkušenj v primerinem slogu.

Pišem jasna, tekoča in zapletena poročila, članke in eseje, ki predstavijo primere, ocene predlogov ali literarnih del.

Written production

I can write clear, smoothly flowing, complex texts in an appropriate and effective style and a logical structure which helps the reader to find significant points.

I can write clear, smoothly flowing, and fully engrossing stories and descriptions of experience in a style appropriate to the genre adopted.

I can produce clear, smoothly flowing, complex reports, articles and essays which present a case, or give critical appreciation of proposals or literary works.

1 2 3

Strategije

Na podlagi sobesedila sklepam o odnosih, razpoloženjih in nadalnjih dogodkih.

Znam izbrati primerno jezikovno sredstvo, s katerim si pridobim besedo in čas, ko razmišljjam.

Spretno povežem svoj prispevek k pogovoru s prispevki sogovornikov.

Znam postaviti vprašanja in preveriti, ali sem besedilo pravilno razumel(a) ter dobiti pojasnilo o nejasnih delih besedila.

Znam načrtovati, kaj in kako bom povedal(a) in kako bo to učinkovalo na sprejemnika.

Nadomestim besedo, ki se je ne morem spomniti, tako da je komaj opazno.

Jezik

Izražam se naravno, tekoče in brez truda. Ustavim se samo, ko iščem natančen izraz, zgled ali razlago.

Prožno oblikujem zamisli ter prilagajam obliko okoliščinam in sogovornikom ter se ogibam dvoumnostim.

Moja besedila so jasna, tekoča, dobro zgrajena, dobro organizirana in skladna.

Pomenske odtenke lahko podam tako, da uporabljam široko paletu sredstev.

Moje jezikovno znanje zadošča za natančno izražanje misli in poudarkov in ogibanje dvoumnosti. Ni mi treba omejevati tega, kar hočem povedati.

Moje poznavanje besedišča zajema idiome in pogovorni jezik. Zavedam se skritih pomenov.

Slovnično pravilnost ohranjам tudi, ko je moja pozornost usmerjena drugam (npr. v načrtovanje nadaljnjega besedila).

Pravilno uporabljam besedišče.

Spreminjam intonacijo in stavčni naglas, da izrazim pomenske odtenke.

Pišem skoraj brez napak.

Strategies

I can make inferences about relationships, attitudes, and future events on the basis of context.

I can select a suitable phrase from a readily available range of discourse functions to preface my remarks appropriately in order to get the floor, or to gain time and keep the floor whilst thinking.

I can link my contribution to the conversation with other people.

I can ask questions and check if I understood the text correctly and obtain explanation about unclear parts.

I can plan what and how I will say about something and how this will influence the recipient.

I can replace the word I cannot remember so that the interlocutors hardly notice it.

Language

I can express myself with a natural, effortless, unhesitating flow. I pause only to reflect on precisely the right words or expressions, example or explanation.

I show great flexibility reformulating ideas in differing linguistic forms to give emphasis, to differentiate according to the situation and interlocutor and to eliminate ambiguity.

I can write clear, smoothly flowing, well structured, cohesive and coherent texts.

I can convey finer shades of meaning precisely by using a wide range of qualifying devices.

I can exploit a comprehensive and reliable mastery of a very wide range of language to formulate thoughts precisely, give emphasis, differentiate and eliminate ambiguity. There are no signs of having to restrict what I want to say.

I have a good command of a very broad lexical repertoire including idiomatic expressions and colloquialisms; I show awareness of connotative meaning.

I maintain consistent grammatical control of complex language, even while attention is otherwise engaged (e.g. in forward planning).

I use vocabulary correctly and appropriately.

I can vary intonation and place sentence stress correctly in order to express finer shades of meaning.

My writing is practically free of errors.

Zbirnik

Dossier



Zbirnik

Zbirnik je del Jezikovnega listovnika, v katerem boste po svoji presoji zbirali:

- svoje jezikovne izdelke (zapiske, osnutke, slike, kasete, članke, teste, rezultate skupinskega dela...),
- uradne in neuradne dokumente (priznanja, diplome, potrdila o obiskovanju tečajev, rezultate testov, izpitov...),
- druga potrdila ali izdelke, za katere menite, da so pomembni za prikaz različnih stopenj vašega učenja tujega jezika (morda potovanje v druge dežele, obisk poslovnega partnerja, s katerim ste se pogovarjali v jeziku, ki ga predstavljate, samostojno učenje tujega jezika...).

Z natančnim označevanjem, kdaj in zakaj je izdelek (diploma, potrdilo) nastal in kdaj ste ga vložili v zbirnik, bodo izdelki pokazali vaše trenutno znanje in potek vašega učenja. Vam in učiteljem bodo vaši izdelki v pomoč pri spremljanju razvoja in vrednotenja znanja. Za delodajalca pa bodo pomembna predvsem potrdila o jezikovnih tečajih, rezultati izpitov in potrdila o delovnih in medkulturnih izkušnjah. Sami boste odločili, katere izdelke boste uvrstili v zbirnik, katere izločili in katere predstavili učitelju ali delodajalcu.

Dossier

Dossier is a part of Language Portfolio where you collect:

- things you produced in a foreign language (notes, drafts, pictures, cassettes, articles, tests, products of group work...),
- official and non-official documents (awards, degrees, certificates of attendance, test results...),
- other certificates or products which you consider an important illustration of different stages of your foreign language learning (possibly a travel abroad, visit of a business partner with whom you conversed in a foreign language, self-study...).

With careful labeling of when and why a product was made or a certificate was issued and when you added it to your dossier, the documents will show your knowledge and the process of learning. Your products will help you and your teacher to follow your development. Certificates of attendance, test results and certificates of working and intercultural experiences will be important for your employer. You will decide which documents will be included or excluded from the dossier and which will be presented to your teacher or employer.

Moj jezikovni zbirnik vsebuje:

My dossier contains:

1. Potrdila, dokazila, certifikati, uradni dokumenti o znanju jezikov:

1. Certificates and official documents about my language proficiency:

2. Moji izdelki v tujem jeziku:

2. My products in a foreign language:

Kopirne predloge

Photocopiable Materials



Jezik

Language

Kako

(šola, jezikovni tečaj, samoizobraževanje, individualni pouk itn.)

How

(school, language courses, self-study, one-to-one classes ...)

Kdaj

When

Koliko časa

How long

Druge jezikovne in (med)kulturne izkušnje

(TV, radio, internet, dopisovanje, bivanje v tujini, obiski itn.):

Other linguistic and (inter)cultural experiences

(TV, radio, internet, correspondence, staying abroad, visits ...):

KAKO SI ORGANIZIRAM UČENJE

HOW I ORGANIZE LEARNING OF

JEZIKA
LANGUAGE

Učim se

- v skupini na jezikovnem tečaju
- na individualnem jezikovnem tečaju
- samostojno (npr. CD-rom, video idr.)
- v programu študija ob delu
- na daljavo
- v središču za samostojno učenje
- v tujini
- _____
- _____

Kje se še učim

v knjižnici ali čitalnici
doma
v naravi
sam(a)
s sošolcem
v prostoru,
kjer je več ljudi
v mirnem prostoru

najpogosteje

<input type="checkbox"/>	<input type="checkbox"/>

najuspešneje

<input type="checkbox"/>	<input type="checkbox"/>

Kako se učim

ob poslušanju glasbe
z inštruktorjem/učiteljem
na glas

<input type="checkbox"/>	<input type="checkbox"/>

Najpogosteje se učim

- zjutraj
- dopoldan
- popoldan
- zvečer
- ponoči

Najuspešneje se učim

- zjutraj
- dopoldan
- popoldan
- zvečer
- ponoči

Koliko časa:_____

Koliko časa:_____

Kako pogosto se učim:

- vsak dan
- vsak drugi dan
- enkrat na teden
- enkrat na mesec
- nikoli
- sproti
- šele pred izpitom
- pišem le domače naloge
- _____

I learn

- in group on a language course
- on one-to one basis
- self-study (e.g. CD-rom, video ...)
- in the programme of in-service training
- distance learning
- in a self-study centre
- abroad
- _____
- _____

Where I learn

in the library or reading club
at home
in nature
on my own
with my colleague
in a room where
there are more people
in a quiet room

Most often Most successfully

<input type="checkbox"/>	<input type="checkbox"/>

How I learn

while listening to the music
with my instructor/teacher
aloud

<input type="checkbox"/>	<input type="checkbox"/>

I most often learn

- early in the morning
- in the morning
- in the afternoon
- in the evening
- at night

I most successfully learn

- early in the morning
- in the morning
- in the afternoon
- in the evening
- at night

How long:_____

How long:_____

How often I learn:

- every day
- every second day
- once a week
- once a month
- never
- regularly
- only before the test
- I only do my homework
- _____

MOJI NAMENI IN CILJI UČENJA JEZIKOV

MY INTENTIONS AND GOALS IN LANGUAGE LEARNING

Jezik

Language

Jezik potrebujem/bom potreboval(a):

- v poklicu vedno
- pri študiju večinoma
- v zasebnem življenju občasno
- na potovanju
- v stiku s sorodniki
- v stiku s prijatelji
- v tujini
- želim brati tujo literaturo
- želim razumeti tuje TV-programme
- kot konjiček

Moja zdajšnja raven znanja:

- A1 A2 B1 B2 C1 C2

Doseči želim raven znanja:

- A1 A2 B1 B2 C1 C2

Zame so pomembne spretnosti:

- pisanje
 govorna spretnost
 branje
 slušno razumevanje

Izboljšati želim:

- pisanje
 slušno razumevanje
 govorno spretnost
 branje
 znanje slovnice
 besedišče

I need/will need the language:

- at work always
- in my studies most of the time
- in my private life sometimes
- when traveling
- with relatives
- with friends abroad
- reading foreign literature
- watching foreign TV-programmes
- as a hobby

My present proficiency level:

- A1 A2 B1 B2 C1 C2

My desired proficiency level:

- A1 A2 B1 B2 C1 C2

The following skills are important to me:

- writing
 speaking
 reading
 listening

I want to improve:

- writing
 listening
 speaking
 reading
 grammar
 vocabulary

ZAKAJ SE UČIM

WHY I LEARN

JEZIK

LANGUAGE



KAKO SEM ŠE BOGATIL(A) ZNANJE**HOW I IMPROVED MY PROFICIENCY IN****JEZIKA****LANGUAGE**

Gledal(a) sem film z naslovom

I watched the following film:

Vsebina filma:

Contents of the film:

Gledal(a) sem oddajo z naslovom:

I watched the following documentary:

Vsebina oddaje:

Contents of the documentary:

Poslušal(a) sem radijsko oddajo z naslovom:

I listened to the following radio programme:

Govorila je o:

It was about:

Prebral(a) sem knjigo z naslovom

I read the following book:

Vsebina knjige:

Contents of the book:

Prebral(a) sem člane z naslovom:

I read the following article:

Vsebina članka:

Contents of the article:

Imel(a) sem priložnost govoriti v tujem jeziku.
Govoril(a) sem s/z:

I had an opportunity to speak in a foreign language. I spoke with:

Pogovarjal(a) sva se o:

It was about:

Na svetovnem spletu sem prebiral(a) o:

On the internet I read about:

Vsebina:

Contents:

Preglednica za samoocenjevanje

Self-assessment checklist

Jezik Language		
Datum Date		

Spodnjo preglednico lahko uporabite za ocenjevanje svojih sposobnosti (1. stolpec) ali pa prosite koga, npr. svojega učitelja ali mentorja, da to storiti (2. stolpec). V tretjem stolpcu označite sposobnosti in znanje, ki jih še nimate, vendar bi jih radi pridobili. Seznamu lahko dodate (mogoče z učiteljevo pomočjo) še kakšne druge sposobnosti, ki so pomembne za vašo raven znanja.

Uporabite tele znake:

v 1. in 2. stolpcu

- ✓ to sem sposobna narediti
- ✓✓ to storim zlahka

v 3. stolpcu

- ! to je moj cilj
- !! to je cilj, ki je zame zelo pomemben

Če ste z ✓ ali z ✓✓ označili več kot 80 % trditev, ste najverjetneje že dosegli raven A 1. Če vas zanimajo izpitni certifikati, se pogovorite s svojim učiteljem, mentorjem ali z drugo odgovorno osebo v izobraževalni ustanovi. Če se vam zdi, da sposobnosti in znanje, opisani v tej preglednici, za vas niso primerni, se pogovorite z učiteljem, da vam svetuje preglednico za primerno raven. Za različne jezike lahko uporabite preglednice v kopirnih predlogah.

1. stolpec = Moja ocena

2. stolpec = Ocena mojega učitelja

3. stolpec = Moji cilji

Use the checklist below to record what you can do (Column 1) or you can ask someone else, for example your teacher, to assess what you can do (Column 2). Use Column 3 to mark those things that you cannot do but you would like to. You can add to the list (perhaps with your teacher's help) other things which are important for you at this level.

Use the following symbols:

In columns 1 and 2

- ✓ I can do this
- ✓✓ I can do this easily

In column 3

- ! this is my objective
- !! this objective is very important to me

If you marked over 80% of the statements with ✓ or with ✓✓, you have probably reached level A 2. If you are interested in exams and certificates talk to your teacher, tutor or somebody else at your school. If you think that skills described in this checklist are not suitable for you, then talk to your teacher and he/she will recommend the checklist for a suitable level. You can use the grids in photocopyable materials for different languages.

Column 1 = My assessment

Column 2 = My teacher's assessment

Column 3 = My objectives

1 2 3

Slušno razumevanje

Sledim lahko govoru, ki je razločen in počasen z daljšimi premori, ki mi omogočajo povzemanje pomena.

Razumem in sledim kratkim in preprostim navodilom, ki so podana počasi in razločno.

Listening comprehension

I can follow speech which is very slow and carefully articulated, with long pauses to assimilate meaning.

I can understand instructions addressed carefully and slowly to me and follow short, simple directions.

Bralno razumevanje

Razumem zelo kratka, preprosta besedila, posamezne fraze, prepoznam znana imena, besede in osnovne fraze.

Razumem kratka sporočila na razglednicah.

Razumem imena, besede in temeljne fraze v sporočilih iz vsakdanjega življenja.

Razberem bistvo preprostega gradiva in kratkih, preprostih opisov, zlasti, če jih spremlja slikovno gradivo.

Sledim kratkim preprostim napisanim navodilom.

Reading comprehension

I can understand very short, simple texts a single phrase at a time, picking up familiar names, words and basic phrases.

I can understand short simple messages on postcards.

I can recognize familiar names, words and very basic phrases on simple notices in the most common everyday situations.

I can get an idea of the content of simpler informational material and short simple descriptions, especially if there is visual support.

I can follow short, simple written directions.

1 2 3

Govorno sporočanje

Znam povedati preproste, nepovezane povedi o ljudeh in krajih.

Znam opisati sebe, kaj delam in kje živim

Spoken production

I can produce simple mainly isolated phrases about people and places.

I can describe myself, what I do, where I live. (a questionnaire)

Pisno izražanje

Znam napisati preproste, nepovezane fraze in povedi.

Written production

I can write simple isolated phrases and sentences.

Jezik

Obvladam zelo kratke, nepovezane, vnaprej sestavljene povedi, vendar zelo pomisljam ob iskanju izrazov, izgovoru manj znanih besed in sodelovanju v pogovoru.

Povezujem besede in besedne zveze z osnovnimi vezniki, kot sta »in« in »potem«.

Obvladam omejeno število izrazov, besed in besednih zvez, povezanih z osebnimi podatki in vsakdanjimi potrebami.

Obvladam omejeno število naučenih preprostih slovničnih struktur in stavčnih vzorcev.

Znam izgovoriti omejeno število besed in besednih zvez, ki jih z nekaj truda razumejo rojeni govorci vajeni tujih govorcev.

Znam napisati znane besede in kratke besedne zveze.

Znam napisati svoje osebne podatke (npr. izpolniti vprašalnik).

Language

I can deal with very short, unrelated, prepared sentences and I have to search for words, I hesitate in pronunciation and conversation.

I use very simple linking words like and and then.

I have a basic vocabulary repertoire of isolated words and phrases related to particular concrete situations.

I show only limited control of a few simple grammatical structures and sentence patterns in a learnt repertoire.

I can pronounce a very limited repertoire of learnt words and phrases which can be understood with some effort by native speakers used to dealing with foreign speakers.

I can write familiar words and short phrases.

I can write my personal details (e.g. fill in a questionnaire).

1 2 3

Slušno razumevanje

Razumem dovolj za vsakdanje potrebe, če je govor razločen in počasen.

Razumem besedne zveze, izraze in besede, ki se nanašajo na najnujnejše stvari (npr. bistveni osebni in družinski podatki, nakupi, geografija kakega območja, zaposlitev).

Sposoben(bna) sem ujeti poglavitno misel kratkih, preprostih sporocil in obvestil.

Razumem navodila, kako priti peš ali z javnimi prevoznnimi sredstvi z enega mesta na drugega.

Razumem pomembne informacije iz kratkih posnetih besedil, ki govorijo o predvidljivih vsakdanjih temah in so podana počasi in razločno.

Razumem bistvo televizijskih novic o dogodkih, nesrečah ipd., kjer slika dopoljuje govor. Sledim tudi spremembam tem in si ustvarim sliko o vsebini.

Listening comprehension

I can understand enough to be able to meet needs of a concrete type provided speech is clearly and slowly articulated.

I can understand phrases and expressions related to areas of most immediate priority (e.g. very basic personal and family information, shopping, local geography, employment).

I can catch the main point in short clear, simple messages and announcements.

I can understand simple directions relating to how to get from X to Y, by foot or public transport.

I can understand and extract the essential information from short, recorded passages dealing with predictable everyday matters which are delivered slowly and clearly.

I can understand the main points of TV news about events, accidents accompanied by pictures. I can also follow change of topics and form a picture about content.

Bralno razumevanje

Razumem kratka preprosta besedila o vsakdanjih temah, ki so napisana v vsakdanjem, pogosto rabiljenem jeziku, jeziku, povezanem z mojim delom, ali jeziku, ki vsebuje mednarodne izraze.

Razumem osnovna standardna pisma in fakse (povpraševanja, naročila, potrditve itn.) o znanih temah.

Razumem kratka, preprosta osebna pisma.

Najdem predvidljive informacije v preprostem vsakdanjem gradivu, kot so oglasi, prospekti, jedilni listi, sezname, urniki, pisma in kratki časopisni članki, ki opisujejo dogodke.

Razumem vsakdanje znake in obvestila na javnih krajih (ulice, restavracije, železniške postaje, na delovnem mestu idr.), kot so navodila, napotki in opozorila.

Razumem predpise, če so napisani v preprostem jeziku (npr. varnostni predpisi).

Razumem kratka navodila o uporabi opreme iz vsakdanjega življenja (npr. za javni telefon).

Reading comprehension

I can understand short, simple texts on familiar matters of a concrete type which consist of high frequency everyday or job-related language or language which contains a proportion of shared international vocabulary items.

I can understand basic types of standard routine letters and faxes (enquiries, orders, letters of confirmation etc.) on familiar topics.

I can understand short and simple personal letters.

I can find specific, predictable information in simple everyday material such as advertisements, prospectuses, menus, reference lists, timetables, letters and short newspaper articles describing events.

I can understand everyday signs and notices in public places (such as streets, restaurants, railway stations, in workplaces) such as directions, instructions, hazard warnings.

I can understand regulations such as safety regulations when expressed in simple language.

I can understand simple instructions on equipment encountered in everyday life - such as a public phone.

1 2 3

Govorno sporazumevanje

Sposoben(bna) sem se sporazumevati v kratkih pogovorih, če mi sogovornik pomaga, ko je to potrebno. Brez posebnega truda obvladam preproste, utečene menjave, znam postavljati vprašanja in odgovarjati, izmenjati ideje in informacije o vsakdanjih temah v predvidljivih vsakdanjih okoliščinah. Obvladam kratke pogovore, vendar redko razumem dovolj, da bi sam(a) usmerjal(a) pogovor.

V počasnih in preprostih pogovorih z rojenim govorcem večinoma razumem jasen standardni govor o znanih stvareh, če lahko občasno prosim za ponovitev ali razlago

Znam navezati stike (pozdraviti, se posloviti, se predstaviti, se zahvaliti).

Sodelujem v kratkih pogovorih o temah, ki me zanimajo.

S preprostimi izrazi znam povedati, kako se počutim.

Znam uporabljati vsakdanje vladnostne izraze za pozdrave in naslavljanje.

Znam povabiti in se na povabilo odzivati.

Znam se opravičiti in se na opravičilo odzvati.

Znam povedati, kaj mi je všeč in kaj ne.

V preprostih in počasnih neuradnih pogovorih, ki potekajo okrog mene, prepoznam temo pogovora.

Lahko se pogovarjam o tem, kaj bi počeli zvečer, ob koncu tedna itn.

Znam predlagati in se na predloge odzvati.

Znam izraziti strinjanje in nestrinjanje z drugimi.

V počasnih in preprostih pogovorih znam razpravljati o praktičnih problemih.

Sposoben(bna) sem razpravljati o tem, kaj je treba storiti, kam iti, in se dogovoriti za srečanja.

V jasnih in počasnih uradnih pogovorih lahko sledim spremembam tem, povezanih z mojim področjem. Izmenjam informacije in podam svoje mnenje o praktičnih problemih, če mi sogovornik pomaga oblikovati misli in lahko prosim za ponovitev.

Znam prositi za napotke in jih dajati.

Znam povedati, da sledim pogovoru in ga razumem.

Spoken interaction

I can interact with reasonable ease in short conversations, provided the other person helps if necessary. I can manage simple, routine exchanges without undue effort; I can ask and answer questions and exchange ideas and information on familiar topics in predictable everyday situations. I can handle very short social exchanges but I am rarely able to understand enough to keep conversation going.

I can mostly understand clear standard speech on familiar matters in simple everyday conversations when talking to a native speaker if I can ask for repetition or reformulation from time to time.

I can establish social contacts: greetings and farewells, introductions; thanking somebody.

I can participate in short conversations in routine contexts on topics of interest.

I can express how I feel in simple terms.

I can use simple everyday polite forms of greetings and address.

I can make and respond to invitations.

I can make and respond to apologies.

I can say what I like and dislike.

I can generally identify the topic of discussion around me when it is conducted slowly and clearly.

I can discuss what to do in the evening, at the weekend.

I can make and respond to suggestions.

I can agree and disagree with the others.

I can discuss everyday practical issues in a simple way.

I can discuss what to do, where to go and make arrangements to meet.

I can generally follow changes of topic in formal discussion related to my field which is conducted slowly and clearly. I can exchange information and give my opinion on practical problems, provided I can receive some help with formulation and can ask for repetition.

I can ask for and give directions.

I can indicate that I am following a conversation and that I can understand it.

1 2 3

Govorno sporočanje

V preprostih povezanih povedih znam opisati ljudi, kje živijo, kaj delajo, njihove navade, kaj imajo radi in česa ne.

Znam povedati ali obnoviti preprosto zgodbo.

Znam opisati svoje okolje, ljudi, kraje, delovne in učne izkušnje.

Na kratko znam opisati dogodke in dejavnosti.

Opisati znam načrte in dogovore, navade, pretekle dogodke in osebne izkušnje.

Znam primerjati predmete.

Znam razložiti, kaj mi je všeč in kaj ne.

V javnosti lahko podam kratka pripravljena obvestila in predstavitve, ki so razumljivi pozornim poslušalcem.

Spoken production

I can give a simple description or presentation of people, living or working conditions, daily routines, likes/dislikes, etc. as a short series of simple phrases and sentences linked into a list.

I can tell or summarize a simple story.

I can describe everyday aspects of my environment e.g. people, places, a job or study experience.

I can give short, basic description of events and activities.

I can describe plans and arrangements, habits and routines, past activities and personal experiences.

I can compare objects and possessions.

I can explain what I like or dislike about something.

In public I can deliver very short, rehearsed announcements of predictable, learnt content which are intelligible to listeners who are prepared to concentrate.

Pisno izražanje

Znam napisati zaporedje preprostih besednih zvez in stavkov ter jih povezati s preprostimi vezniki (npr. »in«, »toda«, »ker«, »kajti« ipd.)

Pisati znam o stvareh iz vsakdanjega življenja (npr. o ljudeh, krajih, delu, študiju, družini, o svojih interesih, izkušnjah).

Kratko in preprosto znam opisati dogodke, pretekla dejanja in osebne izkušnje.

Napisati znam preproste, izmišljene življenjepise, zgodbe in pesmi.

Written production

I can write a series of simple phrases and sentences linked with simple connectors like 'and', 'but' and 'because'.

I can write about everyday aspects of my environment, e.g. people, places, a job or study experience.

I can write very short, basic descriptions of events, past activities and personal experiences.

I can write short, simple imaginary biographies, and simple poems and stories.

1 2 3

Strategije

V besedilih o znanih temah ugibam pomen neznanih besed na podlagi sobesedila.

Znam začeti in končati kratke preproste pogovore.

Znam prositi za pozornost.

Znam povedati, da sledim pogovoru.

Kadar česa ne razumem, znam sogovornika preprosto prositi, naj ponovi izrečeno.

Z gibi znam podkrepiti povedano.

Jezik

Znam se izražati v pogovorih o znanih temah z odmori, obotavljanjem in ponovitvami.

Znam preprosto prilagoditi in razširiti naučene besedne zveze na okoliščine.

Skupine besed znam povezovati s preprostimi vezniki, kot so »in«, »ampak«, »ker«.

Imam osnovno znanje jezika, ki mi omogoča obvladovanje vsakdanjih okoliščin s predvidljivo vsebino.

Znam uporabljati vsakdanje izraze, stavčne vzorce, naučene besedne zveze, ki ustrezajo predvidljivim okoliščinam.

Imam zadosten besedni zaklad za pomembne vsakdanje okoliščine in teme.

Pravilno uporabljam preproste slovnične strukture (čeprav delam napake - npr. uporabim napačen čas), vendar je po navadi jasno, kaj hočem povedati.

Moja izgovarjava je dokaj jasna, kljub tujemu naglasu.

Znam pravilno zapisati besede, ki jih poznam.

Strategies

I can guess the meaning of unknown words in short texts on familiar matters based on the context.

I can use simple techniques to start, maintain, or end a short conversation..

I can ask for attention.

I can indicate that I can follow the conversation.

I can ask for repetition when I do not understand.

I can use gestures to reinforce what I said.

Language

I can communicate in social exchanges about familiar matters with pauses, hesitation and repetition.

I can adapt learned phrases to the circumstances in a simple way.

I can link groups of words with simple linking words like 'and', 'but' and 'because'.

I have basic language skills which enable me to master everyday situations with predictable content.

I can use everyday vocabulary, sentence patterns and learnt phrases which correspond to predictable situations.

I have a sufficient vocabulary to deal with significant everyday situations and topics.

I use simple structures correctly, but still systematically make basic mistakes - for example I tend to mix up tenses; nevertheless, it is usually clear what I am trying to say.

My pronunciation is generally clear enough to be understood despite a noticeable foreign accent.

I can write familiar words.

1 2 3

Slušno razumevanje

Razumem podatke o vsakdanjih temah, prepoznam splošno sporočilo in podrobnosti, če je govor podan jasno in z znanim naglasom.

Razumem bistvene stvari jasnega standardnega govora o znanih stvareh, s katerimi imam opraviti pri delu, v šoli, v prostem času, in tudi kratke pripovedi.

Sledim lahko predavanju ali govoru iz svojega področja, če mi je tematika znana in predstavitev nedvoumna, jasna in v knjižnem jeziku.

Razumem preproste tehnične podatke, kot so navodila za uporabo navadnih tehničnih aparatov.

Lahko sledim natančnim navodilom (npr. za pot).

Razumem večino posnetih in predvajanih oddaj o znanih temah, podanih počasi in jasno.

Listening comprehension

I can understand straightforward factual information about common everyday or job related topics, identifying both general messages and specific details, provided speech is clearly articulated in a generally familiar accent.

I can understand the main points of clear standard speech on familiar matters regularly encountered in work, school, leisure etc., including short narratives.

I can follow a lecture or talk within my own field, provided the subject matter is familiar and the presentation straightforward and clearly structured and delivered in standard speech.

I can understand simple technical information, such as operating instructions for everyday equipment.

I can follow detailed directions.

I can understand the majority of the recorded or broadcast audio material about familiar subjects delivered relatively slowly and clearly.

Bralno razumevanje

Lahko berem neposredna stvarna besedila o temah, ki so povezane z mojim področjem in zanimanjem.

Dovolj dobro razumem opise dogodkov, čustev in želja, da si lahko s kom redno osebno dopisujem.

Lahko preletim daljša besedila, da najdem v njih želene informacije in zberem podatke iz različnih delov besedila ali iz različnih besedil.

Razumem pomembne informacije v vsakdanjem gradivu (npr. v pismih, brošurah in kratkih uradnih dokumentih).

V polemičnih besedilih razpoznam poglavitne misli in argumente.

Razumem poglavitne točke časopisnega članka z aktualno ali znano temo.

Razumem jasno napisana navodila za uporabo.

Reading comprehension

I can read straightforward factual texts on subjects related to my field and interest.

I can understand the descriptions of events, feelings and wishes in personal letters well enough to correspond regularly with a pen friend.

I can scan longer texts in order to locate desired information, and gather information from different parts of a text, or from different texts.

I can understand relevant information in everyday material, such as letters, brochures and short official documents.

I can identify the main conclusions and arguments in clearly signaled argumentative texts.

I can recognize significant points in straightforward newspaper articles on familiar subjects.

I can understand clearly written, straightforward instructions for a piece of equipment.

1 2 3

Znajdem se v manj pogostih okoliščinah v trgovini, na pošti, banki, npr. pritožbe, vračilo blaga, s katerim nisem zadovoljen(ljna) itn.

Znam natančno opisati postopek, kako se kaj naredi.

Znam povzeti in izraziti svoje mnenje o kratki zgodbi, članku, pogovoru, razpravi, dokumentarcu in odgovarjati na vprašanja o podrobnostih.

V pogovorih (intervjujih) znam podati informacije (npr. opisati bolezenske znake zdravniku).

Lahko vodim pripravljen pogovor.

V pogovoru sem občasno sposoben(bna) prevzeti pobudo (npr. vpeljati novo temo), vendar sem v nadaljevanju zelo odvisen(sna) od sogovornika.

I can cope with less routine situations in shops, post offices, banks, e.g. returning an unsatisfactory purchase. I can make a complaint.

I can describe how to do something, giving detailed instructions.

I can summarise and give my opinion about a short story, article, talk, discussion, interview, or documentary and answer further questions about details.

I can provide concrete information required in an interview/consultation (e.g. describe symptoms to a doctor).

I can carry out a structured interview.

I can take some initiatives in an interview/consultation (e.g. bring up a new subject) but am very dependent on interviewer in the interaction.

Pisno sporazumevanje

Znam pisno podati informacije in ideje o abstraktnih in konkretnih temah, preveriti informacije in vprašati o problemih ter jih dokaj podrobno razložiti.

Znam napisati osebna pisma in sporočila, ki podajajo vsakdanje informacije in stvari, ki se mi zdijo pomembne.

Znam napisati osebna pisma, ki vsebujejo novice ali izražajo moje misli o abstraktnih in kulturnih temah (npr. glasba, film idr.).

Znam napisati osebna pisma, ki opisujejo izkušnje, čustva in dogodke.

Znam sprejeti in zapisati sporočila.

Znam napisati sporočila (obrtnikom, prijateljem, učiteljem), v katerih poudarim, kar se mi zdi pomembno.

Written interaction

I can convey information and ideas on abstract as well as concrete topics, check information and ask about or explain problems with reasonable precision.

I can write personal letters and notes asking for or conveying simple information of immediate relevance, getting across the point I feel to be important.

I can write personal letters giving news and expressing thoughts about abstract or cultural topics such as music, films.

I can write personal letters describing experiences, feelings and events in some detail.

I can take messages.

I can write notes conveying simple information of immediate relevance to friends, service people, teachers getting across comprehensibly the points I feel are important.

1 2 3

Govorno sporočanje

Znam dokaj tekoče in povezano predstaviti teme, ki me zanimajo.

Znam natančno opisati svoje izkušnje, čustva in odzive.

Znam opisati nenavadne dogodke (npr. nesreče).

Znam obnoviti vsebino filma ali knjige in opisati svoje odzive.

Znam opisati svoje sanje, želje in cilje.

Znam opisati resnične in izmišljene dogodke.

Znam pripovedovati zgodbe.

Znam razložiti in utemeljiti svoje načrte, odločitve in dejanja.

Pred občinstvom lahko podam pripravljeno predstavitev znane teme, ki je dovolj jasna in natančna, da ji poslušalci lahko sledijo, in odgovorim na vprašanja povezana, s predstavitvijo.

Spoken production

I can reasonably fluently sustain a straightforward description of a subject within my field of interest.

I can give detailed accounts of experiences, describing feelings and reactions.

I can relate details of unpredictable occurrences, e.g. an accident.

I can relate the plot of a book or film and describe my reactions.

I can describe my dreams, hopes and ambitions.

I can describe events, real or imagined.

I can narrate a story.

I can briefly give reasons and explanations for opinions, plans and actions.

I can give a prepared straightforward presentation on a familiar topic which is clear enough to be followed without difficulty most of the time and I can take follow up questions.

Pisno izražanje

Napisati znam preprosta, povezana besedila o različnih področjih, ki me zanimajo.

Znam opisati svoje izkušnje, čustva in odzive v preprostih, povezanih besedilih.

Znam opisati resničen ali izmišljen dogodek ali potovanje.

Znam napisati zgodbo.

Znam napisati kratke in preproste eseje o temah, ki me zanimajo.

Znam napisati povzetek besedila o vsakdanjih temah in podati svoje mnenje.

Znam napisati kratko poročilo v dogovorjeni obliki, ki podaja stvarne informacije in razloge za dejanja.

Written production

I can write straightforward connected texts on a range of familiar subjects within my field of interest.

I can write accounts of experiences, describing feelings and reactions in simple connected texts.

I can write a description of an event, a recent trip - real or imagined.

I can write a story.

I can write short, simple essays on topics of interest.

I can summarise and give my opinion about factual information on familiar topics.

I can write very brief reports to a standard conventionalized format, which pass on routine factual information and state reasons for actions.

1 2 3

V sporih znam najti rešitve oziroma zahtevati povračilo škode in nakazati, do kod sem pripravljen(a) popuščati (kot npr. vračilo denarja za neuporabljeno vozovnico, denarno odgovornost za škodo v stanovanju, krivdo za nesrečo).

Razumem in podam zahtevne informacije in nasvete iz svojega poklicnega področja.

Zanesljivo predam natančne informacije.

Znam povzeti in poročati o informacijah in argumentih iz različnih virov.

Izpeljem lahko učinkovit, povezan intervju kot spraševalec in kot tisti, ki na vprašanja odgovarja.

Pisno sporazumevanje

Znam učinkovito zapisati svoje novice in mnenja ter komentirati novice in mnenja drugih.

Znam napisati pisma, ki izražajo čustva in poudarjajo osebni pomen dogodkov in izkušenj ter komentirajo novice in mnenja tistega, s katerim si dopisujem.

Znam sprejeti in zapisati sporočila.

Znam napisati sporočila (obrtnikom, priateljem, učiteljem), v katerih poudarim, kar se mi zdi pomembno.

Govorno sporočanje

Lahko podam jasne in natančne opise in predstavitev široke palete tematik, ki me zanimajo tako da poudarim pomembne točke ter razširim in podprem zamisli z ustrezнимi zgledi.

Svoje misli znam predstaviti kot vrsto utemeljitev in ustreznih zgledov.

Znam razložiti svoje stališče in podati prednosti in pomanjkljivosti raznih možnosti.

V javnosti lahko dokaj jasno podam obvestila v zvezi s splošnimi temami; to poslušalcev ne zahteva truda in jim ne povzroča nelagodja.

Lahko spontano nadaljujem predstavitev iz pripravljenega besedila in tekoče odgovarjam na vprašanja poslušalcev.

I can cope linguistically to negotiate a solution to a dispute like a refund for an unused ticket, financial responsibility for damage in a flat, for blame regarding an accident and state clearly the limits to any concession I am prepared to make.

I can understand and exchange complex information and advice on the full range of matters related to my occupational role.

I can pass on detailed information reliably.

I can synthesise and report information and arguments from a number of sources.

I can carry out an effective and structured interview as an interviewer or an interviewee.

Written interaction

I can express news and views effectively in writing, and relate to those of others.

I can write letters conveying degrees of emotion and highlighting the personal significance of events and experiences and commenting on the correspondent's news and views.

I can take messages and make notes.

I can write notes conveying simple information of immediate relevance to friends, service people, teachers getting across comprehensibly the points I feel are important.

Spoken production

I can give clear, systematically developed descriptions and presentations on a wide range of subjects related to my field of interest, with appropriate highlighting of significant points and relevant supporting detail and examples.

I can present my viewpoints clearly supporting them by arguments and relevant examples.

I can present my viewpoint and advantages and disadvantages of various options.

I can deliver announcements on most general topics with a degree of clarity, fluency and spontaneity which causes no strain or inconvenience to the listener.

I can depart spontaneously from a prepared text and take a series of follow up questions with a degree of fluency.

1 2 3

Pisno izražanje

Znam napisati jasna, podrobna besedila o raznih temah, ki me zanimajo ter povzamem in ovrednotim informacije in utemeljitve iz raznih virov.

Znam napisati jasne, natančne in povezane opise resničnih in izmišljenih dogodkov in izkušenj. Jasno izrazim odnose med mislimi in upoštevam pravila pisanja v določenem slogu.

Znam napisati oceno filma, knjige ali igre.

Znam napisati esej ali poročilo in v njem sistematično razviti argumente; poudarim pomembne stvari in napisano podkrepim s pomembnimi podrobnostmi.

Znam oceniti različne misli in rešitve problemov.

Znam napisati esej ali poročilo, v katerem podam razloge za ali proti ter razložim prednosti in pomanjkljivosti različnih možnosti.

Strategije

Znam uporabiti vrsto strategij, da dosežem razumevanje (npr. poslušanje pomembnih delov besedila, uporaba sobesedila za sklepanje o pomenu).

Znam se primerno pridružiti pogovoru.

Znam začeti, nadaljevati in skleniti pogovor.

Znam uporabljati stalne besedne zveze, kot »Na to vprašanje je težko odgovoriti«, s katerimi pridobim čas za oblikovanje nadaljnjega besedila.

Znam potrditi, da razumem sogovornika, povabiti druge, se odzvati in tako pomagam nadaljevati pogovor.

Znam postaviti vprašanja in preveriti, ali sem pravilno razumel(a) in dobiti pojasnilo o nejasnih delih besedila.

Znam načrtovati, kaj in kako bom kaj povedal(a) in kako bo to učinkovalo na sogovornika.

Znam uporabljati opise in razlage z drugimi besedami, da zakrijem pomanjkljivosti v besedišču in zgradbi.

Znam popraviti napake, če se jih zavem in če so pripeljale do nerazumevanja.

Zapomnim si najpogostejše napake in se jim zavestno ogibam.

Written production

I can write clear and detailed texts on a variety of subjects related to my field of interest, synthesizing and evaluating information and arguments from a number of sources.

I can write clear, detailed descriptions of real and imaginary events and experiences, marking the relationship between ideas in clear connected text, and following established conventions of the genre concerned.

I can write a review of a film, book or play.

I can write an essay or report which develops an argument systematically with appropriate highlighting of significant points and relevant supporting detail.

I can evaluate different ideas or solutions to a problem.

I can write an essay or report which develops an argument, giving reasons in support of or against a particular view and explaining the advantages and disadvantages of various options.

Strategies

I can use a variety of strategies to achieve comprehension, including listening for main points; checking comprehension by using contextual cues.

I can join a conversation in an appropriate way.

I can begin, continue and finish a conversation.

I can use expressions like "This question is difficult to answer" which help me gain time to think about what I am going to say.

I can confirm that I understand, invite the others to join the conversation, react and so help the conversation going.

I can ask questions to check if I understood correctly and get explanation about unclear parts of the discourse.

I can plan what and how I am going to say and how this will affect other speakers.

I can describe and explain with other words to hide lack of vocabulary and structures.

I can correct the mistakes I am aware of and that have caused a misunderstanding.

I remember the most frequent mistakes and consciously avoid them.

1 2 3

Slušno razumevanje

Razumem daljše odlomke govora o abstraktnih in zapletenih temah, ki ne sodijo v moje področje, četudi niso jasno zgrajeni in razmerja niso jasno nakazana. Včasih moram preveriti podrobnosti, še posebno, če je naglas neznan.

Prepoznam veliko idiomov in pogovornih oblik in opazim menjavo registra.

Lahko sledim večini predavanj in razprav.

Tudi iz slabo slišnih javnih objav (npr. na postaji, športnem igrišču idr.) lahko izluščim bistvene informacije.

Razumem zapleta tehnična navodila, kakor npr. navodila za uporabo vsakdanjih proizvodov in storitev.

Razumem široko paletto posnetih in predvajanih besedil, tudi v nestandardnem jeziku. Razberem podrobnosti, kot so npr. odnosi med govorci.

Sledim filmom, v katerih je precej slenga in idiomatskih rab.

Listening comprehension

I can understand extended speech on abstract and complex topics beyond my own field, though I may need to confirm occasional details, especially if the accent is unfamiliar.

I can recognize a wide range of idiomatic expressions and colloquialisms, appreciating register shifts.

I can follow most lectures, discussions and debates with relative ease.

I can extract specific information from poor quality, audibly distorted public announcements, e.g. in a station, sport stadium etc.

I can understand complex technical information, such as operating instructions, specifications for familiar products and services.

I can understand a wide range of recorded and broadcast audio material, including some non-standard usage, and identify finer points of detail including implicit attitudes and relationships between speakers.

I can follow films employing a considerable degree of slang and idiomatic usage.

Bralno razumevanje

Do podrobnosti razumem daljša, zapleta besedila, četudi niso povezana z mojim področjem, če lahko znova preberem težje dele.

Razumem vsa pisma, če lahko občasno uporabim slovar.

Na hitro lahko preletim dolga in zapleta besedila in poiščem pomembne podatke.

Na hitro lahko ugotovim, kakšna sta vsebina in pomen časopisnih člankov in poročil o raznih temah ter ugotovim, ali je besedilo vredno branja.

Do podrobnosti razumem daljša, zapleta besedila v družabnem, poklicnem ali akademskem življenju ter razberem samo nakazana in jasno izražena mnenja.

Razumem daljša, zapleta navodila za nov stroj ali postopek, četudi niso iz mojega področja, če lahko znova preberem težje dele besedila.

Reading comprehension

I can understand in detail lengthy, complex texts, whether or not they relate to my own area of speciality, provided I can reread difficult sections.

I can understand any correspondence given the occasional use of a dictionary.

I can scan quickly through long and complex texts, locating relevant details.

I can quickly identify the content and relevance of news items, articles and reports on a wide range of professional topics, deciding whether closer study is worthwhile.

I can understand in detail a wide range of lengthy, complex texts likely to be encountered in social, professional and academic life, identifying finer points of detail including attitudes and implied as well as stated opinions.

I can understand in detail lengthy, complex instructions on a new machine or procedure, whether or not the instructions relate to my own area of speciality, provided I can reread difficult sections.



1 2 3

Govorno sporazumevanje

Skoraj brez truda se izražam tekoče in spontano. Moje besedišče je tako široko, da se pomanjkljivostim ognem z opisom. Redko očitno iščem primerno besedo ali se ognem uporabi. Samo težko področje lahko zmoti naraven tok jezika.

Do podrobnosti razumem govor o abstraktnih in zapletenih temah strokovne narave, ki ne sodijo v moje področje, čeprav moram včasih preveriti razumevanje podrobnosti, zlasti če je naglas neznan.

Zlahka sledim pogovorom in razpravam o abstraktnih, zapletenih in neznanih temah.

V pogovoru prožno in učinkovito uporabljam jezik v družabne namene, tudi izraze čustev, namigovanja in šale.

Prepričljivo lahko zagovarjam uradno stališče tako, da tekoče, spontano in primerno odgovarjam na vprašanja, pripombe in nasprotne argumente.

Razumem natančna navodila.

Jasno znam nakazati problem, razmišljati o vzrokih in posledicah ter o razlogih za in proti raznim postopkom.

V sporih znam najti rešitve ali zahtevati povračilo škode in nakazati, do kod sem pripravljen(a) popuščati (kot npr. vračilo denarja za neuporabljeno vozovnico, denarno odgovornost za škodo v stanovanju, krivdo za nesrečo).

Razumem in podam zahtevne informacije in nasvete iz svojega poklicnega področja.

Zanesljivo predam natančne informacije.

Znam povzeti in poročati o informacijah in argumentih iz različnih virov

Sodelujem lahko v intervjujih kot tisti, ki sprašuje, in tisti, ki odgovarja. Razvijem lahko temo brez pomoči in o njej tekoče razpravljam.

Spoken interaction

I can express myself fluently and spontaneously, almost effortlessly. I have a good command of a broad lexical repertoire allowing gaps to be readily overcome with circumlocutions. There is little obvious searching for expressions or avoidance strategies; only a conceptually difficult subject can hinder a natural smooth flow of language.

I can understand in detail speech on abstract and complex topics of a specialist nature beyond my own field, though I may need to confirm occasional details, especially if the accent is unfamiliar.

I can easily keep up with the debate, even on abstract, complex unfamiliar topics.

I can use language flexibly and effectively for social purposes, including emotional, allusive and joking usage.

I can argue a formal position convincingly, responding to questions and comments and answering complex lines of counter argument fluently, spontaneously and appropriately.

I can understand detailed instructions reliably.

I can outline an issue or problem clearly, speculating about causes or consequences, and weighing advantages and disadvantages of different approaches.

I can cope linguistically to negotiate a solution to a dispute like a refund for an unused ticket, financial responsibility for damage in a flat, for blame regarding an accident and state clearly the limits to any concession I am prepared to make.

I can understand and exchange complex information and advice on the full range of matters related to my occupational role.

I can pass on detailed information reliably.

I can synthesise and report information and arguments from a number of sources.

I can participate fully in an interview; as either interviewer or interviewee, expanding and developing the point being discussed fluently without any support.

1 2 3

Pisno sporazumevanje

Izražam se jasno, natančno, prožno in učinkovito.

V osebnih pismih se izražam jasno in natančno, jezik uporabljam prožno in učinkovito, tudi izraze čustev, namigovanja in šale.

Znam sprejeti in zapisati sporočila.

Znam napisati sporočila (obrtnikom, prijateljem, učiteljem), v katerih poudarim, kar se mi zdi pomembno.

Govorno sporočanje

Podam lahko jasne, podrobne opise in predstavitev zapletenih tem in pripovedi, tudi sorodnih tem, razširim nekatere dele in primerno končam.

V javnosti lahko podam obvestila ter s poudarkom in stavčnim naglasom natančno izrazim pomenske odtenke.

Podam lahko jasne, dobro zgrajene predstavitev zapletenih tem, razvijem in podkrepim svoja stališča z razlogi in zgledi.

Obvladam prekinitve in nanje odgovorim spontano in brez truda.

Pisno izražanje

Napišem lahko jasna, dobro zgrajena besedila o zapletenih temah, poudarim žgoče probleme, razvijem in podkrepim svoja stališča z razlogi in zgledi ter primerno končam.

Napišem lahko jasne, podrobne, dobro zgrajene opise in domišljija besedila v osebnem slogu, ki je prilagojen bralcu, kateremu je besedilo namenjeno.

Written interaction

I can express myself with clarity and precision, flexibly and effectively.

I can express myself with clarity and precision in personal correspondence, using language flexibly and effectively, including emotional, allusive and joking usage.

I can take messages and write notes.

I can write notes conveying simple information of immediate relevance to friends, service people, teachers getting across comprehensibly the points I feel are important.

Spoken production

I can give clear, detailed descriptions and presentations on complex subjects, integrating sub-themes, developing particular points and rounding off with an appropriate conclusion.

I can deliver announcements fluently, almost effortlessly, using stress and intonation to convey finer shades of meaning precisely.

I can give a clear, well-structured presentation of a complex subject, expanding and supporting points of view at some length with subsidiary points, reasons and relevant examples.

I can handle interjections well, responding spontaneously and almost effortlessly.

Written production

I can write clear, well-structured texts of complex subjects, underlining the relevant salient issues, expanding and supporting points of view at some length with subsidiary points, reasons and relevant examples, and rounding off with an appropriate conclusion.

I can write clear, detailed, well-structured and developed descriptions of experience and imaginary events in a style appropriate to the genre adopted.

1 2 3

Slušno razumevanje

Nimam težav pri razumevanju hitrega, naravnega, govorjenega jezika v živo ali sporočenega po medijih.

Lahko sledim strokovnim predavanjem in predstavljatvam z elementi pogovornega jezika, narečij in neznanih strokovnih izrazov.

Tudi iz slabo slišnih javnih objav (npr. na postaji, športnem igrišču ipd.) lahko izluščim bistvene informacije in jih razumem.

Razumem zapletena tehnična navodila, kot npr. navodila za uporabo vsakdanjih proizvodov in storitev.

Razumem široko paletu posnetih in predvajanih besedil, tudi v nestandardnem jeziku. Razberem podrobnosti, kot so razmerja med govorci.

Sledim filmom, v katerih je precej slenga in idiomatskih rab.

Listening comprehension

I have no difficulty in understanding any kind of spoken language, whether live or broadcast, delivered at fast native speed.

I can follow specialized lectures and presentations employing a high degree of colloquialism, regional usage or unfamiliar terminology.

I can extract specific information from poor quality, audibly distorted public announcements, e.g. in a station, sport stadium etc.

I can understand complex technical information, such as operating instructions, specifications for familiar products and services.

I can understand a wide range of recorded and broadcast audio material, including some non-standard usage, and identify finer points of detail including implicit attitudes and relationships between speakers.

I can follow films employing a considerable degree of slang and idiomatic usage.

Bralno razumevanje

Razumem in kritično ocenim skoraj vsa napisana besedila, tudi abstraktna, zapletena in pogovorna umetnostna in neumetnostna besedila.

Razumem široko paletu dolgih in zapletenih besedil in opazim majhne razlike v slogu ter pravi in skriti pomen besedila.

Razumem vsa pisma, če lahko občasno uporabim slovar.

Na hitro lahko preletim dolga in zapletena besedila in poiščem pomembne podatke.

Na hitro lahko ugotovim, kakšna sta vsebina in pomen časopisnih člankov in poročil o raznih temah in presodim, ali je besedilo vredno branja.

Do podrobnosti razumem daljša, zapletena besedila v družbenem, poklicnem ali akademskem življenju in razberem razmerja ter skrita in jasno izražena mnenja.

Razumem daljša, zapletena navodila za nov stroj ali postopek, četudi niso iz mojega področja, če lahko znova preberem težje dele besedila.

Reading comprehension

I can understand and interpret critically virtually all forms of the written language including abstract, structurally complex, or highly colloquial literary and non-literary writings.

I can understand a wide range of long and complex texts, appreciating subtle distinctions of style and implicit as well as explicit meaning.

I can understand any correspondence given the occasional use of a dictionary.

I can scan quickly through long and complex texts, locating relevant details.

I can quickly identify the content and relevance of news items, articles and reports on a wide range of professional topics, deciding whether closer study is worthwhile.

I can understand in detail a wide range of lengthy, complex texts likely to be encountered in social, professional and academic life, identifying finer points of detail including attitudes and implied as well as stated opinions.

I can understand in detail lengthy, complex instructions on a new machine or procedure, whether or not the instructions relate to my own area of speciality, provided I can reread difficult sections.

1 2 3

Govorno sporazumevanje

Obvladam idiome in pogovorni jezik ter se zavedam pomenskih odtenkov. Lahko izrazim pomenske odtenke in besedilo oblikujem tako, da sogovorniki ne opazijo morebitnih težav.

Razumem vsakega rojenega govorca, tudi ko govorji o abstraktnih in zapletenih strokovnih temah, ki ne sodijo v moje področje, če imam možnost, da se privadim nevsakdanjemu naglasu ali narečju.

Zlahka sledim pogovorom in razpravam o abstraktnih, zapletenih in neznanih temah.

Pogovarjam se brez truda in primerno okoliščinam, brez jezikovnih omejitev.

V uradnih razpravah o zapletenih problemih zagovarjam svoje mnenje, podobno kot rojeni govorci.

Razumem natančna navodila.

Jasno znam nakazati problem, razmišljati o vzrokih in posledicah ter o razlogih za in proti raznim postopkom.

V sporih znam najti rešitve oziroma zahtevati povračilo škode in nakazati, do kod sem pripravljen(a) popuščati (kot npr. vračilo denarja za neuporabljeno vozovnico, denarno odgovornost za škodo v stanovanju, krivdo za nesrečo).

Razumem in podam zahtevne informacije in nasvete iz svojega poklicnega področja.

Zanesljivo predam natančne informacije.

Znam povzeti in poročati o informacijah in argumentih iz različnih virov.

V intervjujih sodelujem kot rojeni govorci.

Spoken interaction

I have a good command of idiomatic expressions and colloquialisms with awareness of connotative levels of meaning. I can convey finer shades of meaning and structure my speech so that the interlocutor is hardly aware of a difficulty.

I can understand any native speaker interlocutor, even on abstract and complex topics of a specialist nature beyond my own field, given an opportunity to adjust to a non-standard accent or dialect.

I can easily follow and contribute to complex interactions between third parties in group discussion even on abstract, complex unfamiliar topics.

I can converse comfortably and appropriately, unhampered by any linguistic limitations.

I can hold my own in formal discussion of complex issues, putting an articulate and persuasive argument, at no disadvantage to native speakers.

I can understand detailed instructions reliably.

I can outline an issue or problem clearly, speculating about causes or consequences, and weighing advantages and disadvantages of different approaches.

I can cope linguistically to negotiate a solution to a dispute like a refund for an unused ticket, financial responsibility for damage in a flat, for blame regarding an accident and state clearly the limits to any concession I am prepared to make.

I can understand and exchange complex information and advice on the full range of matters related to my occupational role.

I can pass on detailed information reliably.

I can synthesise and report information and arguments from a number of sources.

I can participate in an interview at no disadvantage to a native speaker.

1 2 3

Pisno sporazumevanje

Izražam se jasno, natančno, prožno in učinkovito.

V osebnih pismih se izražam jasno in natančno, jezik uporabljam prožno in učinkovito, tudi z izrazi čustev, namigovanji in šalami.

Znam sprejeti in zapisati sporočila.

Znam napisati sporočila (obrtnikom, priateljem, učiteljem), v katerih poudarim, kar se mi zdi pomembno.

Written interaction

I can express myself with clarity and precision, flexibly and effectively.

I can express myself with clarity and precision in personal correspondence, using language flexibly and effectively, including emotional, allusive and joking usage.

I can take messages and write notes.

I can write notes conveying simple information of immediate relevance to friends, service people, teachers getting across comprehensibly the points I feel are important.

Govorno sporočanje

Sposoben(bna) sem predstaviti jasen, tekoč in dobro zgrajen govor, ki ima logično zgradbo, ki poslušalcu omogoča, da opazi in si zapomni pomembne točke.

Podam lahko jasne, tekoče in podrobne opise.

V javnosti lahko podam obvestila ter s poudarkom in stavčnim naglasom natančno izrazim odtenke v pomenu.

Predstavim lahko zapletene teme, ki poslušalcem niso znane, in govor organiziram tako, da zadovoljim njihove potrebe. Po predstavitvi obvladam težka in celo sovražna vprašanja.

Spoken production

I can produce clear, smoothly flowing well-structured speech with an effective logical structure which helps the recipient to notice and remember significant points.

I can give clear, smoothly flowing, elaborate and often memorable descriptions.

I can deliver announcements fluently, almost effortlessly, using stress and intonation to convey finer shades of meaning precisely.

I can present a complex topic confidently and articulately to an audience unfamiliar with it, structuring and adapting the talk flexibly to meet the audience's needs. I can handle difficult and even hostile questioning.

Pisno izražanje

Napišem jasna, tekoča, zapletena besedila v primerinem in učinkovitem slogu, z logično zgradbo, ki bralcu omogoča, da najde pomembne točke.

Pišem jasne, tekoče zgodbe in opise izkušenj v primerinem slogu.

Pišem jasna, tekoča in zapletena poročila, članke in eseje, ki predstavijo primere, ocene predlogov ali literarnih del.

Written production

I can write clear, smoothly flowing, complex texts in an appropriate and effective style and a logical structure which helps the reader to find significant points.

I can write clear, smoothly flowing, and fully engrossing stories and descriptions of experience in a style appropriate to the genre adopted.

I can produce clear, smoothly flowing, complex reports, articles and essays which present a case, or give critical appreciation of proposals or literary works.

1 2 3

Strategije

Na podlagi sobesedila sklepam o odnosih, razpoloženjih in nadalnjih dogodkih.

Znam izbrati primerno jezikovno sredstvo, s katerim si pridobim besedo in čas, ko razmišljjam.

Spretno povežem svoj prispevek k pogовору s prispevki sogovornikov.

Znam postaviti vprašanja in preveriti, ali sem besedilo pravilno razumel(a) ter dobiti pojasnilo o nejasnih delih besedila.

Znam načrtovati, kaj in kako bom povedal(a) in kako bo to učinkovalo na sprejemnika.

Nadomestim besedo, ki se je ne morem spomniti, tako da je komaj opazno.

Jezik

Izražam se naravno, tekoče in brez truda. Ustavim se samo, ko iščem natančen izraz, zgled ali razlago.

Prožno oblikujem zamisli ter prilagajam obliko okoliščinam in sogovornikom ter se ogibam dvoumnostim.

Moja besedila so jasna, tekoča, dobro zgrajena, dobro organizirana in skladna.

Pomenske odtenke lahko podam tako, da uporabljam široko paletu sredstev.

Moje jezikovno znanje zadošča za natančno izražanje misli in poudarkov in ogibanje dvoumnosti. Ni mi treba omejevati tega, kar hočem povedati.

Moje poznavanje besedišča zajema idiome in pogovorni jezik. Zavedam se skritih pomenov.

Slovnično pravilnost ohranjам tudi, ko je moja pozornost usmerjena drugam (npr. v načrtovanje nadaljnjega besedila).

Pravilno uporabljam besedišče.

Spreminjam intonacijo in stavčni naglas, da izrazim pomenske odtenke.

Pišem skoraj brez napak.

Strategies

I can make inferences about relationships, attitudes, and future events on the basis of context.

I can select a suitable phrase from a readily available range of discourse functions to preface my remarks appropriately in order to get the floor, or to gain time and keep the floor whilst thinking.

I can link my contribution to the conversation with other people.

I can ask questions and check if I understood the text correctly and obtain explanation about unclear parts.

I can plan what and how I will say about something and how this will influence the recipient.

I can replace the word I cannot remember so that the interlocutors hardly notice it.

Language

I can express myself with a natural, effortless, unhesitating flow. I pause only to reflect on precisely the right words or expressions, example or explanation.

I show great flexibility reformulating ideas in differing linguistic forms to give emphasis, to differentiate according to the situation and interlocutor and to eliminate ambiguity.

I can write clear, smoothly flowing, well structured, cohesive and coherent texts.

I can convey finer shades of meaning precisely by using a wide range of qualifying devices.

I can exploit a comprehensive and reliable mastery of a very wide range of language to formulate thoughts precisely, give emphasis, differentiate and eliminate ambiguity. There are no signs of having to restrict what I want to say.

I have a good command of a very broad lexical repertoire including idiomatic expressions and colloquialisms; I show awareness of connotative meaning.

I maintain consistent grammatical control of complex language, even while attention is otherwise engaged (e.g. in forward planning).

I use vocabulary correctly and appropriately.

I can vary intonation and place sentence stress correctly in order to express finer shades of meaning.

My writing is practically free of errors.

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Evropsko jezikovno mapo za odrasle je v okviru nacionalnega projekta pripravila projektna skupina v sestavi:

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Branka Petek, prof., Cene Štupar - Center za permanentno izobraževanje, Ljubljana

Darja Škorjanc Braico, prof., Ljudska univerza Koper

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Evropsko jezikovno mapo za odrasle smo v sodelovanju z Ljudsko univerzo Koper in Centrom za permanentno izobraževanje - Cene Štupar poskusno uvedli pri pouku tujih jezikov za odrasle.

Udeleženci poskusnega uvajanja (učitelji in slušatelji) so svoje mnenje o delu z Evropsko jezikovno mapo podali v vprašalnikih, ki jih je v okviru projekta pripravila zgoraj omenjena skupina. Po obdelavi vprašalnikov in upoštevanju pripomb in predlogov je nastala spremenjena verzija, ki se imenuje Evropski jezikovni listovnik za odrasle.

Spremembe pripravila: mag. Branka Petek, Republika Slovenija, Ministrstvo za obrambo.

European Language Portfolio for Adults was developed within the national project by the following project group:

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European Language Portfolio for Adults was trialed in groups of adult language learners with the help of Ljudska univerza Koper and Center za permanentno izobraževanje - Cene Štupar. The participants of the trial phase (teachers and students) expressed their views on the work with the European Language Portfolio in questionnaires which had been developed by the above project group. After analysing the questionnaires a revised version of the European language portfolio was developed.

The revised version was prepared by: Branka Petek, Republic of Slovenia, Ministry of Defence.

