ENGLISH

FOLLOWING SERIES OF DIRECTIONS
Dear Learner,

How are you doing?
In your previous module you have already learned to write a composition. In this module you will learn to follow and give series of directions as well as its importance in our daily lives.

Let’s Learn This

This module will help you learn not only to understand given directions but to give as well. You will also learn to use appropriate expressions for giving directions in varied situations orally and in writing.

Let’s Try This

Following Directions: Chunky Tomato and Green Onion Sauce

Following directions means to do what the directions tell us to do, step by step, in the correct order.

Directions: Read the recipe for chunky tomato and green onion sauce. Answer the questions below.

Ingredients:
- 2 tablespoons corn oil
- 2 cloves of garlic, finely chopped
- 1 ½ pounds plum tomatoes, cored, peeled, seeded, then coarsely chopped
- 3 green onions, cut in half lengthwise, then thinly sliced
- salt
- freshly ground pepper
Procedure:

Heat oil in a heavy skillet over medium heat. Add garlic and cook until yellow, about 1 minute. Stir in tomatoes. Season with salt and pepper. Cook until thickened, about 10 minutes. Stir in green onions and serve.

1. What is the last thing the cook does to prepare the tomatoes before cooking them?

2. What kind of oil does the cook heat in the heavy skillet?

3. How long should the garlic be cooked?

4. What does the cook do to the tomatoes right before removing the seeds?

5. Is the sauce served hot or cold?

• Are you done?

• Do we have the same answers?

1. chops them
2. corn oil
3. about 1 minute
4. peels them
5. hot

• Don’t worry if you don’t get all the answers correctly. The preceding activities will guide or help you give as well as follow directions correctly.
Read the dialog and answer the questions that follow.

**GIVING DIRECTIONS**

Lady: Good morning. Can you tell me how to get to the principal’s office?

Eric: Please go straight ahead and then turn left at the corner. It’s the door at the right.

Lady: Straight ahead, then turn left.

Eric: That’s right. You won’t miss it.

Lady: Thank you very much.

Eric: Not at all.
1. What did the lady ask Eric?

2. What directions did Eric give her?

3. Do you think the lady will get lost? Why?

4. What expression can you use instead of “not at all”?

• Why is giving/following directions important?
  - To be able to follow directions is an indication of good comprehension. One’s ability to follow directions can draw the difference between success and failure in a task.

Giving Directions/Listening to Follow Directions

Directions are important. They tell people the things they need to know. When giving directions, make sure to include all necessary information. Here are some suggestions to follow:

1. Directions must always be clear.
2. The sentences must come in an order that makes sense.
3. Use transition words like first, next, then, finally, or lastly.
4. Speak in a clear audible voice. Establish eye contact with the person you are speaking with.

Read and follow the instructions or directions on how to make a fish scene.

Making a Fish Scene

First, paint the inside of a used shoebox blue-green. Let the shoebox stand on its side so that the painted bottom faces out. Weigh the box down with colorful shell, stones, and sponges.

Then get a sheet of paper. Draw three fish, color them, and cut them out. Attach a string to each cut-out fish. Finally, tape the free end of the string to the inside top of the inverted box. This will make the fish look as though they were swimming.
When you are the one asking for directions, how do you make sure you hear everything correctly? Here are some listening guidelines.

1. Listen to each step in the directions and the sequence of steps in the directions.
2. Ask questions if the directions seem unclear.
3. Repeat the instructions to yourself or to the speaker to make sure you have understood them.
4. Take notes to help you remember information.

Let’s Do This

Directions: Read and follow the directions.

1. Draw a vertical line from the top mid-point of the square to the bottom mid-point of the square.
2. Draw a diagonal line from top left to bottom right of the square.
3. In each of the two triangles, draw a heart.
4. Draw a picture of a cat’s face below the square.
5. Draw a horizontal line from left mid-point to the right mid-point of the square.
6. Draw two intersecting lines each of the two smaller squares so they are equally divided into four quadrants.
7. Draw a triangle-shaped roof on the square.
8. Write your name in the roof section of your drawing.

• Are you done?
• Look at the answer key to check your answers.
• Did you get it all correctly?
• Write your score inside the box.
• Let’s continue…
Following Directions

Arrange the steps in these processes in their proper order. Use number 1 for the first step, 2 for the second step and so on.

Set I

______ Mail your letter.
______ Put the letter in an envelope.
______ Seal or close the letter.
______ Write the letter.
______ Get an envelope and write the name and address of the person you are writing to.
______ Affix the stamp on the envelope.

Set II

______ Second, bring the book to the librarian’s desk.
______ It is easy to borrow a book from the library.
______ Then, give the book and your borrower’s card to the librarian.
______ Lastly, wait for the librarian to give them back to you.
______ First, find the book you want to know.

Set III

______ Take two slices of bread.
______ Then, spread the other piece with jelly.
______ Spread peanut butter on one piece of bread.
______ Get the peanut butter and jelly ready.
______ Put the pieces together.

• Are you done?
• Look at the Answer Key again to check your answers.
• If your score is 12-16 “Excellent”
• If your score is 8-11 “That’s Better”
• If your score is 7 and below – challenge yourself to do your best in “Let’s Enrich Ourselves”
Why is it important to follow written/oral directions accurately?

- Your ability to follow directions can spell the difference between success and failure, as when you are following a recipe, grafting a plant, or taking a test. It can even mean the difference between life and death, as when you are taking medicine.
- To follow written directions accurately, you must read carefully.

Note the details such as the following:

1. for taking a test
   - whether to use full words or phrases or only the letters of the alphabet, or number
   - whether to answer yes or no; true or false. Y, N; T, F
   - whether to draw or to write
   - whether to come up with only a formula or to solve problem with specific figure
   - others
2. for taking medicine
   - the daily dosage (amount and number of times a day)
   - whether the medicine can be taken in or should be for external use only
   - others
3. for filling up forms
   - whether to type or use only one’s handwriting
   - whether to write the last name first or the first name first
   - whether to write only one’s middle initial or to write the whole middle name
   - for birth dates, whether to write the month first or date first
   - other data
Let’s Test Ourselves

The following items are details that should be noted in following directions. Write C if the direction is for cooking; T if it is for taking a test, F if it is for filling out forms, and M if it is for taking medication.

| 1. | to underline or encircle. |
| 2. | to boil, simmer, or blanch |
| 3. | to use a blue or black pen only |
| 4. | to take with full stomach or not |
| 5. | to answer with yes or no, true or false |
| 6. | to dice, slice, or cut into strips |
| 7. | to write the middle initial or to write the whole middle name |
| 8. | to take after every six or eight hours |
| 9. | to write the solution or just the answer |
| 10. | to type or use only one’s handwriting |

- Are you done?
- Look at the Answer Key to check your answers.
- If your score is 8-10, Very Good, proceed directly to the next module.
- If your score is 5-7, answer Let’s Enrich Ourselves.
- If your score is 4 and below, review the whole module.
Fill out the form below. Remember to do the following.

1. Read the instructions carefully and follow them.
2. Try out your answers on a sheet of paper before writing them into the form.
3. Answer questions briefly, but clearly and completely.
4. Write legibly and neatly.

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<th>INFORMATION SHEET</th>
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<tr>
<td>Name (Please Print)</td>
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<td>Last</td>
</tr>
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<tr>
<td>Date</td>
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<tr>
<td>Home Address</td>
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<tr>
<td>Number</td>
</tr>
<tr>
<td>School Last Attended</td>
</tr>
<tr>
<td>Name and Address</td>
</tr>
</tbody>
</table>

- Are you done?
- Were you able to follow instructions/directions correctly?
- Very Good! Job well done. Here’s a gold medal for you.
**Answer Key**

**Let's Do This**

**Let's Do More**

<table>
<thead>
<tr>
<th></th>
<th>Set I</th>
<th>Set II</th>
<th>Set III</th>
</tr>
</thead>
<tbody>
<tr>
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<tr>
<td>2</td>
<td>5</td>
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<td></td>
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</tbody>
</table>

**Let's Test Ourselves**

- T 1.
- C 6.
- C 2.
- F 7.
- T 3.
- M 8.
- M 4.
- T 9.
- T 5.
- F 10.

**Let's Enrich Ourselves**

*Answers may vary. Let the teacher check your work.*