

UNIT 2

How Do You Do It?



Pic.2.1 (<http://images.co.id>)

In this unit, you will learn how to:

- understand short and simple procedures in the form of monologues and dialogues
- read short and simple procedures
- write short and simple procedures

Section One:

Spoken Procedure

Presentation

Activity 1



The following questions are related to preparing food. Answer the questions individually and then compare your answers with one of your classmates' answers.

Do you like eating?

What's your favorite food?

Do you like cooking and or preparing dishes?

Can you prepare your favorite food/drink yourself?

How do you make your favorite food?

If your friend asks you to show how to cook your favourite food, can you explain the steps?

Activity 2



When you want to tell someone how to cook something, you cannot miss important information. Tick (v) from the following list the things that you have to mention when you tell someone how to cook something.

The ingredients	()
The prices of the ingredients	()
The utensils	()
The steps of cooking	()
The taste of the food	()
The ways to serve the food	()
The trademark of the utensils	()

Activity 3



You are going to listen to your teacher reading a dialogue twice. Do exercise 1 after the first listening, and exercise 2 after the second listening.

Exercise 1

State whether the following statement are true or false:

1. The dialogue is between two brothers.
2. Aristo spends his free time cooking.

3. Bayu's favourite snack is sandwich.
4. Bayu is explaining Aristo how to make sandwich.
5. Aristo likes kids.
6. The sandwich Bayu explaining is a sandwich with peanut butter, honey and banana.

Exercise 2

List from the dialogue that has been read by your teacher the words that express sequences.

Activity 4



You have learned previously that you use the imperative sentence pattern dominantly when you are telling steps of doing things, like what Bayu does in the dialogue when he is describing the ways of making his favourite sandwich.

The following sentences are taken from the dialogue that has been read by your teacher. Pay attention to the sentence patterns.

Imperative verbs	Nouns/noun phrases	Adverbs
Cut up Put	a banana them	into small slices on one of the pieces of the bread.
Pour Put	some honey the other piece of bread	over the bananas on top

Here are some more examples.

Imperative verbs	Noun phrases	Adverbs
Wash	the vegetables	gently
Boil	two cups of water	in a pan
Stir	the mixture	well
Put	the cake	on a plate
Mix	the eggs, the sugar, and the flour	in a bowl

Activity 5



The following are some expressions that can be used for describing steps of frying sweet, sour shrimps. They use imperative sentences and adverbs, including those of sequences. Read them aloud.

- First clean the shrimps, remove the heads, and keep the tails.
- Clean the garlic, and slice it thinly and then sprinkle over the shrimps.
- After that, make a mix of the flour and egg, with enough water, salt, and pepper.
- Heat oil on a pan.
- Then, one by one, put the shrimps into the pan by first dipping it in the mix above. Fry the shrimps until golden.
- Finally put the shrimps on a plate and pour tomato sauce over them..
- To make the tomato sauce, heat the tomato sauce, and add the sugar and lime juice in it.
- Sweet and sour shrimps are ready to serve.

Practice

Activity 1



You are going to listen to your teacher reading the steps of preparing baby corn soup. While you are listening to your teacher reading, complete the table below.

Imperative verbs	(Noun) phrases/ pronoun	Adverbs/adjectives
Boil	the baby corn	-
.....	it	cool
.....	the corn
Heat	-
Put	flour into the butter	after it melts
Mix	the butter and flour
Put	in the powdered corn with salt, pepper and milk
.....	it	sit for five minutes in medium heat

Activity 2



Before you listen to your teacher reading a dialogue in activity 3 check the meanings of the words in the table below:

Soyabean	(noun)
Delicious	(adjective)
Slice	(verb)
Shallot	(noun)
Brown	(verb)

Activity 3



You are going to listen to a short dialogue between an Indonesian student, Siti, and an Exchange Program student from Australia, Jane. Siti is explaining Jane the steps to make an Indonesian food. Your teacher is going to read the dialogue for you to listen to. After listening answer the questions about the dialogue below.

Questions:

1. What Indonesian food is Siti explaining Jane to make?
2. Jane thinks that Siti is going to explain how to make something healthy. Why?
3. Is Jane excited of what Siti is going to explain? If your answer is yes, how do you know it?
4. Siti says "you are right". What does she mean?
5. Besides it is healthy, how is gado-gado according to Siti?

Activity 4



Your teacher is going to read the dialogue again. This time, while you are listening, tick (v) the ingredients of gado-gado mentioned in the text. Some have been done for you.

Ingredients	
1. egg	(v)
2. soyabean cake	()
3. red chilli pepper	()
4. cabbage	(v)
5. long beans	()
6. peanut	()
7. brown sugar	(v)
8. lemon	()
9. salt	()
10. white sugar	()

Activity 5



Your teacher is going to read another dialogue between a mother and her son preparing food. Listen to your teacher reading it and answer the questions about the dialogue after listening.

Questions:

1. What type of food are Fajar and his mother preparing?
2. Is Fajar excited about helping her mother? How do you know?
3. What are the things that Fajar do when he is helping her mother prepare the food?
4. What does Fajar's mother want him to do before they have lunch?
5. Does Fajar mind doing it?

Activity 6



The following is a dialogue about how to make a banana milkshake. Fill in the blanks with the appropriate expressions.

A : Mmm, this is a wonderful dessert. What is it?

B : _____

A : Really? Is it easy to make?

B : _____.

A : Oh, good. What do you need?

B : _____

A : And what do you do with the banana and ice cream?

B : _____

A : Yeah...

B : _____

A : Sure.

All you need is vanilla ice cream. And a banana, of course. Don't you know how to do it now? It's a banana milkshake!

You just put all the ingredients into a blender.

It's pretty simple.

And mix them for thirty seconds.

Activity 7



In pair act out the completed dialogue.

Activity 1



Individually make notes about your favorite snack.

What is it?

What ingredients do you need to make it?

How do you make it?

Activity 2



In pairs, take turns describing orally how to make your favorite snack using the following scheme.

A : What's your favorite snack?

B : It's

A : What ingredients do you need to make it?

B : You need

A : How do you make it?

B : First, you After that,

Next, Then

Activity 3



Work in pairs. Pretend that an Exchange Program student from Australia asks you to tell her how to make fried rice. How would you explain her?

Section Two:

Written Procedure

Presentation

Activity 1

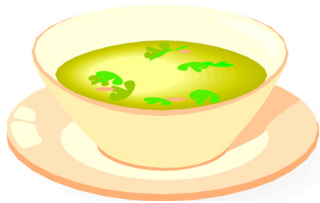


Have you ever read food recipes in a newspaper or a magazine? Share the information from the recipes with your friends.

Activity 2



Study the elements of the following procedure.



Pic.2.2 (Clipart 2005)

How to make jelly

Making jelly is very simple by following these directions.

You will need one packet of jelly crystals, a 500 ml jug, 250 ml of boiling water, 200 ml of cold water, and a bowl.

1. Empty contents of a packet of jelly crystals into the jug.
2. Add boiling water.
3. Stir well until crystals dissolve.
4. Add the cold water and stir.
5. Pour mixture into a bowl.
6. Refrigerate until firm.

(Dit. PSMP, 2006)

Elements of a procedure

1. Title, introducing the aim of the procedure:
How to make jelly
2. List of materials needed:
one packet of jelly crystals, a 500 ml jug, 250 ml of boiling water, 200 ml of cold water, a bowl.

3. Technical words:
crystals, dissolve, stir, bowl
4. Sequence of steps, in order, to complete the procedure:
Steps 1 - 6
5. Numbers showing the order to do the steps:
Numbers 1 - 6
6. Sentences like commands, beginning with the actions

Activity 3



Check the meaning of each of the following words in your dictionary before you do activity 4 .

1. cardboard (noun) =
2. string (noun) =
3. glue (noun) =
4. sticky (adjective) =
5. tape (noun) =
6. measure (verb) =
7. fit (verb) =
8. slip through (verb)=
9. overlap (noun) =
10. stand (noun) =

Activity 4



Read the following text carefully. The text is about a procedure to make a cardboard photo frame.

How to Make a Cardboard Photo Frame

Equipment and materials needed:

Cardboard, paper, string, etc.

Photo

Glue

Paint

Sticky tape

Ruler

Steps:

1. Find a photo.
2. Measure up frames.
3. Cut out the first frame.
4. Cut out the second frame so that the first frame can fit on top without slipping through.



Pic.2.3 (http://www.statueofliberty.org/statue_of_liberty_Picture.html)

5. Make the third frame with the same overlap.
6. Paint the frame in different ways.
7. Attach a stand or handle.

Exercise 1

Complete the following table about the procedure above.

Title	Materials needed	Technical words	Number of steps	Verbs showing actions

Exercise 2

Answer the following questions about the text above.

1. What do you need to make a cardboard photo frame?
2. What is the first step to make the frame?
3. What colours do you need to paint the frame?
4. What is the final step to make the frame?

Activity 5



Below are the steps to make instant fried noodle. They are not in the right order. Put them in the right order and use necessary words of sequences.



Pic.2.4 (Clipart 2003)

	Take the noodle from the water and drain it.
	Spread fried onion and the noodle is ready to serve.
	Pour the seasoning, soy sauce, and chili powder into the noodle, and mix well.
	Boil the noodle in two glasses of water and simmer for 3 minutes.
	Put the noodle on a plate.

Activity 6



Check the meaning of each of the following words in your dictionary before you do activity 7.

1. mungbean (noun)
2. porridge (noun)
3. ingredient (noun)
4. tender (adjective)
5. simmer (verb)

Activity 7



Work in pairs. Read the recipe below. Rewrite the steps using the appropriate sequence adverbs (*first, second, third, fourth, then, next, after that, finally, etc.*) Don't use numbers.

Mung bean porridge

Ingredients:

One cup of mung bean

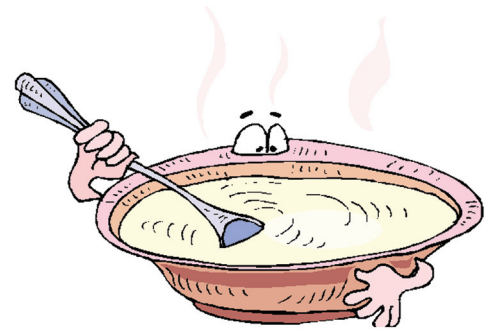
4 tablespoonfuls of sugar

½ teaspoonful of salt

5 cups of water

Steps:

1. Wash the mung bean.
2. Boil the water.
3. Put the mung bean into the boiling water.
4. Let the mung bean become tender.
5. Add the salt and the sugar.
6. Simmer for 30 minutes.
7. Serve the mung bean porridge.



Pic.2.5 (Clipart 2005)

Production

Activity 1



Work individually. Write a food recipe that you are familiar with. Be sure that your recipe has the ingredients and the steps to follow.

Activity 2



Using the following structure of procedure, write a text on how to make something.

Procedure - text organizer

Title :

By :

Goal :

- tell what will be made or done

Requirements

- list of what is needed

Steps

- number in order of what has to be done
- include diagrams or pictures if needed

(taken from Writing Fun, Eather, 2006)

Homework

From a manual book, find procedures of how to prepare or operate something. Tell orally the procedures in front of the class.

Summary

You have learned in this unit how to tell about steps or procedures of making things .

There are things to remember:

1. Generally text of procedure has the following parts:
 - a. The title
 - b. List of materials needed
 - c. Sequence of steps, in order, to complete the procedure
 - d. Numbers showing the order to do the steps (optional).
2. The structure above is usually found in recipes or manuals.
3. You mostly use imperative sentences (verb + noun/noun phrase +) when you tell about steps or procedures of doing something.
4. The verbs that are used in telling about steps or procedures of doing things are action verbs, those that express actions.
5. To clearly show the order or sequence of the steps, you use adverbs of sequence like first, second, after that, finally.

Evaluation

Activity 1



Read the following text carefully.

How to catch a wave

Here's some advice for kids who are just learning how to surf.

1. Use a light, small, fiberglass board with a leg rope and a wetsuit if it is cold
2. Find a safe, uncrowned spot on the beach. The water should not be too choppy so that you will get a clean ride.
3. Don't go out too far if you haven't surfed before
4. Wait until you see a small wave then lie on your surfboard. When the wave is close, start paddling furiously.
5. If you are more experienced, you could try kneeling on the board once you are on the wave.
6. The most important thing is to keep your balance or else you will end up falling off the board!

Activity 2



Complete the following table about the text above.

Title	Materials needed	Number of steps	Verbs showing actions

Activity 3



Choose the word that is closest to the meaning of each of the words below as used in the text.

- surf (verb)
 - drive a wave
 - ride on a wave
 - swim under a wave
- wetsuit (noun)
 - T-shirt
 - trousers
 - rubber clothing
- spot
 - place
 - area
 - pool
- chopy
 - slippery
 - wide
 - small
- paddle (verb)
 - swim
 - pull
 - drive
- furiously
 - angrily
 - happily
 - sadly

Activity 4



State whether the following statements are true or false.

1. The steps written in the text are about learning to surf.
2. The steps are especially for beginners
3. The text would most probably be found in a manual.
4. A beginner is suggested to wear a wet suit when the weather is cold.
5. Water with rough waves cause a clean ride.
6. "To catch a wave" in the text means "to dive under a wave".
7. Keeping the balance is the key word for successful surfing.

Activity 5



Read the procedure text below and fill in the blanks in its structure.

Germinating petunia seeds

.....

Follow these instructions to germinate petunia seeds.

.....

You will need:

- a packet of petunia seeds
- a seed tray or small pots
- loamy friable soil or potting mix
- water
- fertiliser.

.....

1. Fill seed tray with soil.
2. Incorporate fertiliser into soil.
3. Scatter seeds on the surface of the soil.
4. Cover seeds with a 3 mm layer of soil. Press firmly.
5. Spray water to moisten the seed bed.
6. Place seed tray in warm, sunny position (at least 25 deg. C).
7. Keep soil moist by watering gently while seeds are germinating. Seeds will germinate in approximately 10 - 14 days.

(<http://www.rickys-nursery.co.uk>)

Activity 6



Answer the questions about the text above.

1. Where would you most probably find that kind of text above?
2. How long will it take for a petunia seed to germinate?
3. What is the minimum temperature required when the seed is put in the sun?
4. How should you water the seeds when they are germinating?

Activity 7



Choose the word that is closest to the meaning of each of the words below as used in the text.

1. germinate
 - a. bear
 - b. start growing
 - c. pollinate
2. fertiliser
 - a. chemical substance
 - b. seed
 - c. fruit
3. scatter
 - a. move to different directions
 - b. cover
 - c. dig
4. choppy
 - a. slippery
 - b. wide
 - c. small
5. firmly
 - a. loosely
 - b. tenderly
 - c. strongly
6. moisten
 - a. make dry
 - b. water
 - c. make wet
7. gently
 - a. slowly and carefully
 - b. fast
 - c. warmly
8. tray
 - a. carrier
 - b. mover
 - c. installer

9. spray
 - a. soak
 - b. place
 - c. insert
10. instruction
 - a. step
 - b. movement
 - c. teacher

Reflection

1. What have you learned from this unit?
2. Which part in this unit is the most interesting to you?
3. Which part in this unit is the least interesting?
4. Have you found your English improved after doing the activities in this unit?

Vocabulary List

Words	Parts of Speech	Phonetic transcription	Indonesian Equivalent
utensils	n	['ju:tsənz]	alat masak
trademark	n	['treɪdmɑ:k]	merek dagang
prepare	v	[prɪ'peə]	menyiapkan
awful	adj	['ɔ:fəl]	tidak menyenangkan
surf	v	[sɜ:f]	berselancar
ingredients	n	[ɪn'grɪ:diənt]	bumbu
seed	n	[si:d]	biji
firm	adj	[fɜ:m]	kuat
stir	v	[stɜ:]	mengaduk
sticky	adj	['stɪki]	lengket

Fun Page

Yellow Butter

Yellow butter purple jelly red jam black bread
Spread it quick
Say it quick

Yellow butter purple jelly red jam black bread
Spread it quick
Say it quick

Yellow butter purple jelly red jam black bread
Now repeat it
While you eat it

Yellow butter purple jelly red jam black bread
Don't talk
With your mouth full!

Mary Ann Hoberman



Pic. 2.6

(www.mentmorefoods.co.uk)