



E-TANDEM

THE CONNECTION PLATFORM
FOR LINGUISTIC TANDEMS
IN SWISS HIGHER EDUCATION

LINGUISTIC TANDEM LOG BOOK



FURTHER INFORMATION



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SUMMARY

1	WHO, WHEN, WHERE AND HOW.....	4
2	TANDEM MEETINGS	7
3	BIBLIOGRAPHY	8
4	TANDEM MEETING SCHEDULE	9
5	PERSONAL NOTES	10



WHO, WHERE, WHEN AND HOW ?

Two people who speak different first languages pick one another as TANDEM partners, and each teaches his or her own language to the other in an autonomous fashion. It is up to the partners to decide what they want to learn, and how to do so. Participants are both teachers and pupils. In each meeting, the available time is divided between the two languages (e.g. 30 minutes on German and 30 minutes on French).

With the TANDEM method:

- You will be able to practice your partner's language regularly
- You can enrich your vocabulary and develop a lexicon
- You can overcome the difficulties you face in oral expression
- You get to know another culture

WHO CAN TAKE PART, AND UNDER WHAT CONDITIONS?

Anyone who wishes to improve his or her linguistic skills. The only criteria are:

- Fluent knowledge of the language you offer (minimum C1)
- Basic skills in the language you are learning (A1 if not A2)
- Reliability, motivation, intellectual curiosity and mutual respect

WHEN, HOW OFTEN AND FOR HOW LONG SHOULD WE MEET?

You should agree upon how often you meet and the length of each TANDEM. After a period of at least a semester, you should decide together if you want to continue, suspend or end TANDEM learning. Forum du bilinguisme/Forum für die Zweisprachigkeit advises weekly meetings of one hour or fortnightly meetings of 90 minutes, for at least six months.

WHERE SHOULD WE GO TO MEET REGULARLY?

For face to face meetings, there are many places available: in cafés, in parks, by the lake, in the canteen of your place of work or education, at a restaurant in your lunch break, while taking a walk, or at one another's homes. Varying the meeting place can stimulate your conversation, allowing you to share your interests and hobbies with your TANDEM partner.

With virtual meetings, there is no need to find a common location: all you need do is agree with your TANDEM partner which videoconferencing tool you want to use (Skype, Facetime, Zoom etc.).

HOW CAN WE ACHIEVE OUR LEARNING GOALS?

What goals would you like to achieve, and how can you achieve them? To define your goals, ask yourself the following questions:

1. In which situations or contexts do I want or need to use my partner's language?

- Everyday life: with friends, with the people around you and when dealing with daily admin
- Professional life: welcoming clients, meetings, writing emails or documents and reading specific information
- Study: discussions in class, presentations, technical reading and writing text

2. What do I want to improve, in linguistic terms?

- Develop my vocabulary
- Diversify my normal expressions
- Improve my pronunciation
- Communicate more fluently

3. What is the best learning method for me?

- No particular framework
- Using exercises, games, etc.
- Using a particular text or method

It is important to talk together about your goals and those of your partner, so that you can plan your meetings as effectively as possible.

WHEN AND HOW SHOULD WE CORRECT ONE ANOTHER?

Decide together when and how you would like to be corrected. Always stay focused on what your partner wants to tell you, and do not just pay attention to the errors. Remember that your priority is to be understood in communicative contexts.

- Help your partner if you have not understood
- Suggest a word if you think your partner is searching for it

- Correct frequent errors
- Let your partner ask for corrections him-/herself

Here are some different ways of correcting your TANDEM partner:

- Ask for details in your first language when you have not understood.
- Reformulate correctly what your partner has said without revealing the error explicitly.
- Identify the error explicitly and explain why the formulation is wrong. In this case, the conversation is briefly interrupted.
- Note down the typical errors and review them together at the end of your meeting.

Be sure to try different methods, and adapt yourself to your TANDEM partner's needs. Always have a notebook to hand, albeit remembering that

«It is better to express yourself incorrectly than to be silent correctly!»



2. TANDEM MEETINGS

With your TANDEM partner, you are in control of your own learning: you define your goals, decide how to achieve them (exercises, standard conversations, games, etc.) and arrange your meetings according to Forum du bilinguisme/Forum für die Zweisprachigkeit's recommendations.

Preparing in advance lets you structure your meetings with your TANDEM partner. Ideally, you should prepare discussion subjects, questions, or an activity or a game: this will help you to avoid «dead air», and progress towards your personal goals.

FOR EXAMPLE, YOU MIGHT CONSIDER THE FOLLOWING THEMES:

- Exchanging information (about family, leisure, work, study, etc.)
- Exchanging and discussing opinions and points of view (articles, news, films, reports, etc.)
- Creative activities (describing photos, playing board games, etc.)
- Acquiring deeper knowledge of the language (expressions, proverbs, the meanings of words, etc.)
- Roleplaying (specific daily situations when you encounter difficulties expressing yourself in the partner language)

If you run into any problems during your TANDEM or you need any advice, you can contact Forum du bilinguisme/Forum für die Zweisprachigkeit at any point by emailing tandem@bilinguisme.ch or telephoning +41 32 323 22 80.

SOME IDEAS :

You can find some ideas for exercises that you can use at your TANDEM meetings by scanning the QR code below.



BIBLIOGRAPHY

You can find other ideas for activities and roleplays in the books below. Some of these books are available to consult at the Bilingualism Forum (on appointment).

Dreke/Lind	2011	Klett
Wechselspiel A1-B2 Interkative Arbeitsblätter für die Partnerarbeit		
Dreke/Lind	2018	Klett
66 Wechselspiele für die interaktive Partnerarbeit		
Daum/Hantschel	2012	Klett
55 kommunikative Spiele A1-C1		
Laurens/Guimbretiere	2018	Hachette
Focus : Paroles en situation multi-niveaux		
Barféty/Beaujoin	2016/2017	Cle International
Collection compétences expression orale - Niveau 1 (A1-A2) ou niveau 2 (B1)		
Siréjols	2018	Cle International
Communication en dialogues A2/B1 - Niveau intermédiaire		
Schulverlag	2009	VCCC Verein
Chunsch druus? Schweizerdeutsch verstehen		
Sergio J. Lievano, Nicole Egger	2008	Bergli Books
Hoi Et après		
Pinheiro-Weber	2016	Editions La Sarine
Dialäkt... A la rencontre des Alémaniques		
Bailini/Consonno	2017	Hueber
Ricette per parlare - Attività e giochi per la produzione orale A1 – C1		
Pandolfi/Christopher/Semenzi	2014	OLSI
Capito? Comprendere l italiano in Svizzera		
Wacyn-Jones	1997	Pearson
Pair Work 2. Intermediate Upper Intermediate, Penguin English		
Wallwork University	1997	Cambridge University Press
Discussions A-Z. Intermediate - A resource book of speaking activities		



TANDEM MEETING SCHEDULE

You can list your TANDEM meetings in the table below:

LINGUISTIC TANDEM BETWEEN

Last name : _____
First name : _____
Learning language : _____

AND

Last name : _____
First name : _____
Learning language : _____

	Date	Time (from/to)	Place	Discussion subject	Signature
1.					
2.					
3.					
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6. PERSONAL NOTES
