



## Lesson Plan

Date:

Duration: 2 hours

<p>No. of participants:</p> <p>Level: <b>Advance level</b></p> <p>Topic: <b>Securing a Rental Property and Tenants Rights &amp; Responsibilities in VIC</b></p>	
<p><b>Lesson aims:</b> By the end of the lesson participants should understand steps to secure a rental property and be aware of rights and responsibilities of tenants in VIC</p>	
<p><b>Specific learning outcomes:</b></p> <p>By the end of the lesson, participants should be able to understand and say:</p> <ul style="list-style-type: none"><li>• Housing plan</li><li>• Rent in advance</li><li>• Properties</li><li>• "For lease"</li><li>• "Open for inspection"</li><li>• Application form</li><li>• Lease agreement</li><li>• Tenant and Landlord</li><li>• Bond</li><li>• Condition report</li><li>• Maintenance and repair</li></ul>	<p><b>Assessment methods:</b></p> <p>Facilitators to listen to participants' pronunciation and check understanding on key vocabularies related to housing and tenancy</p>
<p><b>Previous knowledge assumed:</b> low</p>	
<p><b>Materials and equipment required:</b> Whiteboard, markers, "How to secure a rental property", "Tenants' Rights and Responsibilities (Intermediate &amp; Advance)", "Residential Tenancy Agreement form" and "Condition Report Form" handouts.</p>	
<p><b>Room layout:</b> U and O shapes</p>	
<p><b>General notes on differentiation / learning styles:</b> facilitating techniques involve auditory, visual and kinaesthetic methods.</p>	
<p><b>Anticipated problems and solutions:</b></p> <ul style="list-style-type: none"><li>• Some participants may have difficulty pronouncing "inspection", "tenancy", "advocacy", "administrative tribunal"<ul style="list-style-type: none"><li>○ Model and drill the pronunciation many times.</li></ul></li></ul>	



- Some participants may have difficulty understanding “health and safety”, “tenancy/lease agreement”, “bond”, “condition report” concepts
  - Facilitators to spend a bit more time explaining these concepts.
  - Provide participants with an example of tenancy/lease agreement and condition report.
- **Facilitators may run out of time as participants may spend longer time doing Activity 2 and 3 – Residential Tenancy Agreement and Condition Report exercises**
  - Facilitator can **choose only Activity 2** (since **it requires on the spot demonstration**) to save time and ask participants to do Activity 3 at home as homework.
  - Facilitators can go through the homework in the next class.

Time	Facilitator activity	Participant Activity	Resources/Reference/ Materials/Equipment
(10-15 min)	Introduction and ice breaker <ul style="list-style-type: none"><li>• Meet and greet - Introduction of any new participants (if relevant)</li><li>• Ice breaker game or activity</li></ul>	Introduce themselves to each other Engage in ice breaker game/activity	Name tags/stickers Ice breaker handouts (if relevant) Pen and paper (if relevant)
(10 min)	Introduce key vocabularies <ul style="list-style-type: none"><li>• Establish meaning through images and context<ul style="list-style-type: none"><li>○ Use “<b>How to secure a rental property</b>” handout</li><li>○ Go through each picture in the handout with its explanations – ask participants to read the explanations</li><li>○ Discuss any words participants find difficult</li></ul></li><li>• Pronunciation<ul style="list-style-type: none"><li>○ Ask participants to read the handout and repeat certain words they find difficult</li></ul></li></ul>	Look at images Listen Read texts Repeat the words	Use “ <b>How to secure a rental property</b> ” handout
(10 min)	<b>Activity 1 – Searching for rental properties from the internet (practice exercise)</b>	Practice searching for a rental property using their mobile phones	<b>Tablet or smart phone</b>



	<ul style="list-style-type: none"><li>• Ask participants to open <a href="http://www.realestate.com.au">www.realestate.com.au</a> on their phones</li><li>• Facilitators to give an example of how to navigate the website to find a suitable rental property.<ul style="list-style-type: none"><li>○ For example, search for a 2 bedroom house or unit in Sunnybank area with rent under \$350/week</li><li>○ Ask participants to try this with their phone as you show them how to do it</li></ul></li><li>• Ask participants to practice by doing a new search<ul style="list-style-type: none"><li>○ Assist participants as needed</li></ul></li></ul>		
(15 min)	<b>Activity 2 – Condition report exercise</b> <ul style="list-style-type: none"><li>• Handout the “<b>Condition Report Sample</b>” and tell the participants to look at <b>page 1</b>.</li><li>• <b>Inform the participants not to worry about the long notes on the first part of page 1, just focus on the table at the end.</b></li><li>• <u>Explain the table to the participants</u>, especially on the picture hooks when there is a <u>difference between the landlord/agent and the tenant</u>.</li><li>• <b>Facilitators to demonstrate</b> how to do a condition report for the classroom and <u>write down on the “Entrance Hall” section on page 2</u>.</li><li>• Then, <b>ask participants to get up and inspect a nearby room</b> and <u>write down their comments on the “Lounge Room” on page 2</u>.</li><li>• Re-name “Entrance Hall” and “Lounge Room” according to the room inspected.</li></ul>	Inspect a room Write comments on the Condition Report form according to what they find from inspection	“ <b>Condition Report Form</b> ” handout Pen
(10 min)	<b>Activity 3 – Residential Tenancy Agreement form filling exercise (small group exercise, if there is time)</b>	Look at form Listen Fill in the form	“ <b>Residential Tenancy Agreement form</b> ” handout



	<ul style="list-style-type: none"><li>• Facilitator to handout the “Residential Tenancy Agreement form” and go through difficult/new words</li><li>• Ask participants to fill in the form together in a small group</li><li>• <b>If you are running out of time, ask participants to do this at home</b> as homework and bring it in next class to be discussed.</li></ul>		
(10 min)	<p>Introduce key vocabularies</p> <ul style="list-style-type: none"><li>• Establish meaning through context<ul style="list-style-type: none"><li>○ <b>Ask participants the meaning of tenants’ rights and responsibilities (do NOT give the handout yet).</b> Explain these terms if they do not understand</li><li>○ Then ask participants to give example of tenants’ rights and responsibilities</li><li>○ Give out “<b>Tenants’ Rights and Responsibilities (Intermediate/Advance)</b>” handout to participants</li><li>○ Ask the participants to read the handout in turn. Discuss any words they find difficult as they go.</li></ul></li><li>• Pronunciation<ul style="list-style-type: none"><li>○ Ask participants to read the handout and repeat certain words they find difficult</li></ul></li></ul>	<p>Listen Read texts Repeat the words</p>	<p><b>“Tenants’ Rights and Responsibilities”</b> handout</p>
(5-10 min)	Break – Morning tea		
(40 min)	<p><b>Conversation</b> - Break into small groups</p> <p><b>Questions:</b></p> <ol style="list-style-type: none"><li>1. Do you own or rent a house? How did you find the house you live in at the moment? Was it from the</li></ol>	<p>Discuss and answers questions in a small group</p>	N/A



	<p>internet, real estate agent or newspaper? Share your experience of finding properties.</p> <ol style="list-style-type: none"><li>2. Did you inspect some houses before putting an application? How did you make an appointment for house inspection?</li><li>3. When you inspect the houses, what things do you look at? Did you find any damages or stain or something that is not right? Share your experience.</li><li>4. Share your experience when applying for a property in the past. Who helped you complete an application form?</li><li>5. Was your first application successful? How did you feel after receiving an answer for your application?</li><li>6. Did you do a condition report? Did you find something broken or dirty but not noted in the report? What were they?</li><li>7. Have you ever requested for a repair to your agent or landlord? What was it? How did you do it?</li><li>8. Did you ever have problems with your agent or landlord? What happen and what did you do to solve it?</li><li>9. How do you maintain your house in good condition?</li><li>10. How do you think you can be a good neighbour?</li></ol>		
5-10 min	<p>Conclusion and wrap up</p> <ul style="list-style-type: none"><li>• What have you learn today?</li><li>• Information about next class etc</li></ul>		