

## Project

**Title:** VAT

**Subject:** Operacions auxiliars de compravenda

**Level :** GFGM Gestió Administrativa

**Learning Objectives:**

14. Select data and fill up documents derived of the commercial area, interpreting mercantile and fiscal norms to make the corresponding administrative management.

**Prior knowledge:**

Knowledge of the tax and its operation

**Competences developed: ( Learning outcomes in English)**

It communicates in English, written and / or oral , with clients or users using common business situations.

Prepares documentation and texts related to the most common functions of the profession.

Use agile documentation and texts written in standard English in various professional situations.

Make conversation in English in common business situations.

Protocol standards used in the customer or user.

Applies fluent profession terminology in English.

Uses appropriate to each professional situation communicative strategies.

Solve problems autonomously comprehension and expression in professional communications.

Use props and technical translation tools assisted or automated text translation.

**Evaluation Criteria. Rubric**

CATEGORY	4	3	2	1
<b>Recalling information</b>	You can easily recall the information for the text	You can recall most of the information for the text	You can recall some of the information for the text	You can recall very little information for the text
<b>Understand the text</b>	You have been able to understand the text	You have been able to understand most of the text	You have been able to understand some of the text	You has been unable to understand the text
<b>Use the vocabulary</b>	You've been able to use the vocabulary learned in the activities	You've been able to use much of the vocabulary learned in the activities	You've been able to use some vocabulary learned in the activities	You has been unable to use the vocabulary learned in the activities
<b>Express in English language</b>	You have been able to express your opinions in English	You have been able to express in English much of your opinions	You have been able to express in English some of your opinions	You has been unable to express your opinions in English
<b>Collaborative work</b>	You've worked well with others, were on task during the activity and listened to and respected others ideas and shared your own	You were a team player during most of the activity. You kept the grup on task most of the activity. You were willing to help but reluctant to share ideas	You put little effort into helping the group solve the problems. You did no share ideas. You did no listen to others in the grup	You were hostile or unable to cooperate with your grup
<b>Application of Knowledge</b>	You are able to apply your knowledge in this activity	You are able to apply most aspects of your knowledge in this activity	You are able to apply some aspects of your knowledge in this activity	You are able to apply little aspects of your knowledge in this activity

Activity: VAT					
Steps	Description	Interaction	Skills	Materials	Timing
1.	Teacher explain the activity to the students. The question is: What is VAT and how applies it?	T-Ss	L	PWP / MOODLE	30 m
2.	To watch the video about VAT	T-Ss	L / I	INTERNET/ COMPUTER	30 m
3.	To answer a questionnaire about the video.	T-Ss	W/I	MS WORD/ MOODLE	30 m
4.	Students put into groups of four or five for the activity. Teacher gives a piece of paper to each student in the group with some words to look up its meaning	T-Ss	R/W	INTERNET/ DICTIONARY	30 m
5.	Teacher gives each group a short text about operations with VAT. Students, together , try to understand the text , reviewing vocabulary that each has previously sought	Ss-Ss	S / L / I	TEXT	30 m
<b>FINAL TASK</b>	An oral presentation (with a PowerPoint support or a Prezi) in groups, to share with the whole group and discuss the final conclusions.	Ss-Ss	S / i / L	PWP	15 m each grup
<b>Reflexion on the implementation for improvement:</b> Give students a vocabulary before the video has been very helpful to better understand it. Encourage students to discuss the issues with their classmates and giving their opinions to the class during the presentations. Students show interest to learn the new vocabulary in English but also have some added difficulties when learning VAT in English.					

**Interaction:** T-Ss (teacher-students) T- S (teacher-student) S-S (student-student) Ss-Ss (students-students)

**Skills:** L (listening) W (writing) S (speaking) R (reading) I (interacting)



Students are trying to understand the text, reviewing vocabulary that each has previously sought