

How to Put the Manuals Together

The directions given here for printing and assembling the manuals are very straight forward. Guidance is also given as to what else (notebooks, dividers) is necessary.

All of the page numbering is set for two-sided printing, although you can print on only one side if you wish.

TalkinTurkey *Turkish Language Program* manual

-) Print the five files (six counting the 00_Language_Program_Title_and_Contents.doc file); print the title page on colored paper to easily distinguish the Program manual from the other two ring-bound books.
-) Take them to a photocopy place and ask them to do two things:
 - 1) Place a bright-colored paper between each of the 5 sections to make them noticeably separate. (total of 4 papers; none is necessary between the Table of Contents and the beginning of the Introduction)
 - 2) Bind the booklet with a wire spiral (*telli spiral*) with plastic covers (usually clear front and white or colored in back).

TalkinTurkey *General Resources*

-) Buy a standard-sized sturdy ring binder (1½- or 2-inch, not the thickest size) and a *31'li* (days of the month) divider package (*ayraç*).
-) Print all the files in the *General Resources* folder on the CD except the *Extra PILAT Materials** (You might want to print the 17_Names_of_Relatives.xls file on only one side of the page so that you can spread the two pages out for comparison.)
-) The *Title Page and Table of Contents* go **in front of** the first divider. The other files go behind the each of the dividers according to their number in the Table of Contents. The three Advanced Grammar files (Notes, Assessment, Answer Key) go together behind Division 11.
-) *Note:* Don't have this wire-bound because many people will want to rearrange certain pages or take individual pages out to use.

***Extra PILAT Materials -**

-) 23_Official_PILAT_Techniques_2001.doc is PILAT's 2001 version of their language-acquisition techniques, and another file with project ideas. Take a look at the *Projects* file to see whether you want to print anything or not; it is not a part of the regular program. There is no reference to it on the Table of Contents, but your binder has extra divisions/tabs if you want to print some of this material.

TalkinTurkey *Spiritual Resources*

-) Buy a narrow ring binder (less than an inch) and a “10’lu” divider package.
-) In the *Spiritual Resources* folder on the CD are nine Word files and one folder.
-) One file is called *Spiritual Resources Title Page and Table of Contents*; those two pages go in front of the 1st divider. The other eight Word files go behind the appropriate dividers.
-) Inside the folder called 07_Basic_Discipleship_Lessons are four PDF files, each a separate lesson. They go behind the 7th divider; the Temel Ders (Foundational Lesson), numbered 00, comes first.

Other Resources

-) **Thomson’s *Kick-Starting Your Language Learning and Language Learning in the Real World***
 -) There are three files to print from the *Other Resources* folder on the CD – the title page and the two PDFs.
 -) Have the title page and these two booklets bound together with a wire spiral (*telli spiral*) and plastic covers (*Kick-Starting* comes first), making sure that they place a brightly colored paper between the two sections.
-) **DLI Basic Grammar Supplement**
 -) Print this file from the *Other Resources* folder on the CD
 -) Have it bound with a wire spiral (*telli spiral*) and plastic covers

Coach’s Manual

-) A learner may also find some of this information helpful, especially if they’re working on their own without a coach. Print the file if you want/need it; the easiest thing is probably to keep it in a plastic sleeve (*po et dosya*).

Three-Month Program (abbreviated version of the full program)

If a support person or short-termer is wanting to learn some “Survival Turkish”, they can use the materials from Stage 1 of the full program. Follow the instructions given above for assembling the manuals. You may want to buy a thinner binder for the General Resources depending on how many of the optional files you choose to print. There is only one file (Title Pages and Table of Contents) that is unique to the three-month program

You can print out and use the following files:

-) *from the Three-Month Program folder:*
 -) (includes a title page for *Kickstarting*)

) *from the **Turkish Language Program** manual:*

-) Introduction
-) Stage 1

) *from **General Resources**:*

-) Section Activities for Stage 1
-) Language Helper Orientation
-) Lesson Language
-) Pronunciation Helps
-) Pattern Cards
-) PILAT Techniques in English (at least through page 29)
-) PILAT Techniques in Turkish (at least through page 23)
-) Social Expressions
-) *Teach Yourself Turkish* Chapter Overviews (*optional*)
-) Functions and Topics (*optional*)
-) Proficiency Levels (*optional*)
-) Pattern Sentences (*optional*)
-) Ideas for Basic Texts (*optional*)
-) 2000 Common Words (*optional*)
-) Comparative Indexes of Grammar Points (*optional*)

) *from **Other Resources**:*

-) Thomson's *Kick-Starting Your Language Learning*