SMART Goal Setting to Increase English Use in EFL Classrooms

Information Sheet for Teachers

I am a senior lecturer and researcher at the College of Education, University of Canterbury. I have taught on previous professional development programmes for EFL teachers, and I have conducted research on the implementation of the communicative curriculum in South Korea. I am currently interested in strategies to increase the use of English in EFL classrooms.

I would like to invite you to participate in my present study. If you agree to take part you will be asked to do the following:

- Complete a short questionnaire about your current classroom English use and factors which influence this. This will take approximately 15 minutes.
- Take part in sessions on goal writing and teacher language. These will be part of your professional development programme.
- When you return to South Korea, you will be asked to set regular goals for English use in some of your classes and to reflect on your progress in an email journal. This goal-setting and reflection will take you approximately 15 to 20 minutes every 2 to 4 weeks for one semester.
- At the end of the study, you will be asked to complete a final questionnaire to determine whether this process has been effective. This will take approximately 15 minutes.

Please note that participation in this study is voluntary. If you do participate, you have the right to withdraw from the study at any time without penalty. If you withdraw, I will do my best to remove any information relating to you, provided this is practically achievable.

I will take particular care to ensure the confidentiality of all data gathered for this study. I will also take care to ensure your anonymity in publications of the findings. All the data will be securely stored in password protected facilities and locked storage at the University of Canterbury for five years following the study. It will then be destroyed.

The results of this research may be used to revise and improve programmes for groups of international EFL teachers. The results will also be reported internationally at conferences and in English language teaching journals. All participants will receive a report on the study.

If you have any questions about the study, please contact me (details above). If you have a complaint about the study, you may contact either [person from Korea – contact details provided], or the Chair, Educational Research Human Ethics Committee, University of Canterbury, Private Bag 4800, Christchurch (human-ethics@canterbury.ac.nz).

If you agree to participate in this study, please complete the attached consent form and return it to me in the envelope provided by [Day/Month].

I am looking forward to working with you and thank you in advance for your contributions.

[Researcher’s name]