

English Ladder

Teaching Guide

Times & Dates

A concise classroom guide with lesson flow, teaching cues, and a ready-to-use answer key built around the same English Ladder concept sheet.



Grammar Conce

Key Point

Common Confusions: "This Friday

Confusion with Date Formats: 3/17,

Final Notes

Visual anchor

Use the concept poster to spotlight the main language pattern in **Times & Dates** and keep the explanation visible during practice and discussion.

ENGLISH LADDER

Concept #31 ► **Times & Dates**

Note the examples of times and dates below.

10:45 It's ten forty-five (am).
It's a quarter to eleven (am).

11:03 It's eleven oh three (am).
It's three (minutes) past eleven (am).

12:22 It's twelve twenty-two (pm).
It's twenty-two (minutes) past twelve (pm).

14:30 It's two thirty (pm).
It's half past two (pm).

May 25 It's May twenty-five.
It's the twenty-fifth of May.

April 02 It's April two.
It's the second of April.

March 04 It's March four(th).
It's the fourth of March.

Note that, for dates, we use either 2 words or 4 words, and never 3 words. If you use "of", you must also use "the".

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At a Glance

<p>Lesson focus Times & Dates</p>	<p>Suggested timing 45-60 minutes</p>
<p>Core objective Students explain the target pattern clearly and apply it accurately in controlled practice and discussion.</p>	<p>Materials Student PDF, the concept image, board space, and time for partner checking.</p>

Suggested Lesson Flow

Warm-up	Display the concept image and ask learners to predict the rule behind Times & Dates before reading the explanation.
Model	Walk through the Core Idea and the sections on Key Points, Common Confusions: "This Friday" vs. "Next Friday", Confusion with Date Formats: 3/17/2024 vs. 17/3/2024. Pause after each part so students can restate the pattern in plain English.
Guided practice	Project two or three examples from the concept sheet and ask pairs to explain why each choice works, not just what the answer is.
Independent work	Assign the 24 practice items for quiet work, partner checking, and final feedback.
Closure	Ask students to create one new sentence or mini-example of their own that follows the same pattern.



Likely Learner Errors

- Learners may overgeneralize the first pattern they notice. Keep returning to **Key Points, Common Confusions: "This Friday" vs. "Next Friday", Confusion with Date Formats: 3/17/2024 vs. 17/3/2024** and ask students to explain what changes from one example to the next.
- Long explanations can hide the signal word or structure. Have students underline the exact phrase that tells them which form, pattern, or response is needed.
- If students can choose an answer but cannot explain it, ask them to justify their choice using words taken directly from the concept sheet.

Differentiation and Delivery Notes

- Support: teach one section at a time, then send students back to **the examples** or the practice set so they can apply the same rule immediately.
- Pair work: let students compare answers aloud before you reveal the key. The explanation step is as important as the final answer.
- Extension: ask stronger students to write two fresh examples or a short dialogue that uses the same target language accurately.



Model Language from the Concept Sheet

- "10:45 am" Ways to say it: "It's ten forty-five (am)." "It's quarter to eleven (am)." "It's fifteen minutes to eleven (am)." "It's ten forty-five in the morning." Formal Alternative: "The time is ten forty-five ante meridiem."
- "11:03 am" Ways to say it: "It's eleven oh three (am)." "It's three minutes past eleven (am)." "It's just past eleven (am)." "It's three minutes after eleven (am)." Informal: "It's a bit after eleven." Example: "07:20 am" Ways to say it: "It's seven twenty (am)." "It's twenty past seven (am)." "It's twenty minutes after seven (am)." "It's seven twenty in the morning."
- "14:30 pm" Ways to say it: "It's two thirty (pm)." "It's half past two (pm)." "It's thirty minutes past two (pm)." Alternative: "It's half two (pm)." (Common in British English) Example: "08:45 pm" Ways to say it: "It's eight forty-five (pm)." "It's a quarter to nine (pm)." "It's fifteen minutes to nine (pm)." "It's quarter of nine (pm)." (Common in American English) Example: "09:50 am" Ways to say it: "It's nine fifty (am)." "It's ten to ten (am)." "It's ten minutes to ten (am)." "It's ten minutes before ten (am)."
- "10:00 am" Ways to say it: "It's ten o'clock (am)." "It's exactly ten (am)." "It's ten in the morning." Informal: "It's ten sharp." Formal: "The time is ten ante meridiem."
- "12:00 pm" Ways to say it: "It's twelve o'clock." "It's noon." "It's midday." Alternative: "It's twelve in the afternoon." Example: "12:00 am" Ways to say it: "It's twelve o'clock." "It's midnight." "It's the start of a new day."
- "May 25" Ways to say it: "It's May twenty-five." "It's the twenty-fifth of May." "May the twenty-fifth." Formal: "The date is the twenty-fifth of May." Example: "July 04" Ways to say it: "It's July fourth." "It's the fourth of July." "It's Independence Day." (In the United States) Formal: "The date is the fourth of July."



Answer Key

Use this key for whole-class feedback or fast marking.

ITEM 01

It's seven fifteen in the morning.

ITEM 02

It's half past two (pm). Incorrect options: "It's fourteen thirty." (This is not incorrect but less commonly used), "It's half to three." (This is incorrect as "half to" is not a valid expression).

ITEM 03

It's March fourth.

ITEM 04

Say, "Do you mean Friday the 24th or the 31st?" Incorrect options: "Next Friday is always the following week." (This can be ambiguous), "Next Friday means the upcoming Friday." (This is incorrect; it means the following Friday after the upcoming one).

ITEM 05

4/2/2024 Incorrect options: "2/4/2024" (This is the European format), "April 02, 2024" (Adding a zero before the day is not typical in the U.S.).

ITEM 06

It's eleven oh three (am).

ITEM 07

This coming Friday. Incorrect options: "Next Friday" (Could lead to confusion), "Friday after this Friday" (Unnecessary complexity).

ITEM 08

March 17, 2024 Incorrect options: "17th March, 2024" (This is the European format), "July 3, 2024" (Misinterpretation of the date format).

ITEM 09

It's a quarter to nine (pm). Incorrect options: "It's eight forty-five in the morning." (Incorrect time of day), "It's forty-five past eight." (Incorrect phrasing).

ITEM 10

Spell out the month, e.g., "March 7, 2024". Incorrect options: "Use any format, it will be understood." (Assuming understanding is incorrect), "Always use the European format." (May not be understood globally).

**ITEM 11**

2024-12-31 Incorrect options: "12/31/2024" (American format), "31/12/2024" (European format).

ITEM 12

It's ten to ten (am). Incorrect options: "It's nine fifty in the afternoon." (Incorrect time of day), "It's nine o'clock fifty." (Incorrect structure).

ITEM 13

The twenty-fifth of May, two thousand twenty-four. Incorrect options: "May the twenty-fifth of two thousand and twenty-four" (Incorrect order and too verbose), "Twenty-five May, twenty-four" (Too informal and truncated).

ITEM 14

It's noon. Incorrect options: "It's twelve noon pm." (Redundant and incorrect), "It's twelve o'clock at night." (Incorrect time of day).

ITEM 15

The Friday of the current week. Incorrect options: "The Friday of next week." (This would be "next Friday"), "The previous Friday." (This would be "last Friday").

ITEM 16

Use the full date format, spelling out the month. Incorrect options: "Use local date formats." (May lead to confusion), "Write the date in numbers only." (Numbers can be interpreted differently).

ITEM 17

It's ten o'clock in the morning. Incorrect options: "It's ten o'clock pm." (Incorrect time of day), "It's ten in the evening." (Incorrect time of day).

ITEM 18

March 17, 2024 Incorrect options: "17th July, 2024" (Misinterpretation of the format), "March 3, 2024" (Incorrect date).

ITEM 19

Spell out the month as "March 7, 2024". Incorrect options: "Leave it as 3/7/2024, it will be understood." (Not true for all audiences), "Write it as 7/3/2024." (This is the European format and may still be confusing).

ITEM 20

Specify the date, e.g., "Friday, March 24". Incorrect options: "Just say next Friday, everyone will understand." (This is often not true), "Say next week's Friday." (Still potentially confusing).

ITEM 21

It's the second of April. Incorrect options: "It's April second." (Acceptable but less formal), "It's the two of April." (Incorrect usage of "two" instead of "second").

**ITEM 22**

Half past two. Incorrect options: "14:30" (May be unclear to those not familiar with the 24-hour clock), "Two thirty sharp." (This is clear, but "half past two" is more traditional).

ITEM 23

The Friday of the current week (tomorrow). Incorrect options: "The Friday of the following week." (This would be "next Friday"), "Last Friday." (Refers to the previous Friday).

ITEM 24

March 7, 2024 Incorrect options: "7th March, 2024" (This is correct in the European format but still ambiguous), "3rd July, 2024" (Misinterpretation of the format).

Feedback Cues

- Item 01: Alternative: It's a quarter past seven (am). Incorrect options: "It's fifteen minutes to seven." (This would be 6:45 am), "It's seven thirty." (This would be 7:30 am).
- Item 03: Alternative: It's the fourth of March. Incorrect options: "It's the four of March." (Ordinal number "fourth" is required), "It's March fourths." (Plural is incorrect).
- Item 06: Alternative: It's three minutes past eleven (am). Incorrect options: "It's eleven three." (The leading zero "oh" is commonly used), "It's eleven o'clock three." (Incorrect structure).