



EFFECTIVE WAYS OF USING HANDOUTS IN ENGLISH AT SECONDARY  
SCHOOLS

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**Abstract:** *The role of handouts in language teaching has evolved significantly. No longer simply supplementary materials, well-designed handouts can become integral components of effective English language instruction at the secondary school level. This article investigates effective strategies for incorporating handouts into English lessons, enhancing student engagement, comprehension, and ultimately, language acquisition.*

**Keywords:** *text font, write titles, capital letters, letters, brackets, exclamation marks, diagrams, drawings, tables, photos, presentation slides.*

**Аннотация:** *Роль раздаточных материалов в преподавании языка значительно изменилась. Хорошо продуманные раздаточные материалы уже не просто дополнительные материалы, а могут стать неотъемлемыми компонентами эффективного обучения английскому языку на уровне средней школы. В этой статье исследуются эффективные стратегии включения раздаточных материалов в уроки английского языка, повышения вовлеченности учащихся, понимания и, в конечном итоге, овладения языком.*

**Ключевые слова:** *шрифт текста, написание заголовков, заглавные буквы, буквы, скобки, восклицательные знаки, схемы, рисунки, таблицы, фотографии, слайды презентации.*

**Annotatsiya:** *Til o'qitishda tarqatma materiallarning o'rni sezilarli darajada o'sdi. Endi oddiygina qo'shimcha materiallar, yaxshi ishlab chiqilgan qo'llanmalar samarali ingliz tili bo'yicha ko'rsatmalarning ajralmas a'zosi bo'la olmaydi. Ushbu maqola tarqatma materiallarni ingliz tili darslariga kiritish, talabalarning faolligini oshirish, komprehensiya va yakuniy natijaga erishish uchun samarali strategiyalarni o'rganadi.*

**Kalit so'zlar:** *matn shrifti, sarlavha yozish, bosh harflar, harflar, qavslar, undov belgilari, diagrammalar, chizmalar, jadvallar, fotosuratlar, tasvirlar.*

The increasing emphasis on communicative competence and learner-centered approaches necessitates a nuanced understanding of how handouts can best support these pedagogical goals. This study explores various handout types, their appropriate uses, and the impact of design elements on student learning outcomes. The proliferation of readily accessible digital tools also presents opportunities for innovative handout creation and delivery, which will be considered.



Handouts play a significant role in the development of English in ESL (English as a Second Language) classes. They serve as important tools for facilitating language learning and can greatly support the language acquisition process. It is known that the effective use of handouts in classes is very important, and their preparation requires patience, creative approach and skill from the pedagogue. Assignments given as handouts allow learners to work individually, in pairs or in groups in the course of the lesson, to complete the assignments in harmony, and to use time effectively.

Also, hearing and seeing the question and information discussed at the same time with the help of handouts will undoubtedly help learners to gain thorough knowledge and, in turn, this acquired knowledge will remain in their memory for a long time. Various researchers and educators have likely contributed to the body of knowledge on this topic. Some commonly cited researchers in the field of ESL education include Stephen Krashen, Diane Larsen-Freeman, and James Cummins. Additionally, organizations such as TESOL International Association and the British Council may have also conducted research on this subject.

Today, the use of handouts is increasingly widely used in classes, and the effective and positive aspects of this are clearly visible. A great skill is required from the pedagogue to simultaneously form the knowledge, skills and abilities of the students in the lesson. In this case, the delivery of information on the topic, grammatical rules, given texts as handouts plays an important role.

First of all, you need to choose the type of handout you would like to create. You can make your own handouts to teach or practice any type of material. Also, you need to bear in mind the age of your students and the goal for the activity. These factors will determine whether you add decorations to your handouts, if you provide space for them to complete the handout, or if you would like them to just use the handout for an oral task in class; in which case you can just create it in card stock and collect it at the end of the lesson.

Nowadays, if you have the means in your classroom, very often you can create virtual handouts that can be posted on a wiki or your class' website. This will save you time and resources, as well as reducing paper waste in your class. If the handout you are creating contains a theory you would like your students to study or review, later on, make sure to offset this clearly and highlight the important information there.

Handouts are any visual aids, such as diagrams, drawings, tables, photos, presentation slides, etc. It is advisable to pay special attention to the following rules when preparing and using handouts:

- text font should not be smaller than 12;
- write titles with capital letters;
- not to use more than 80 characters (letters, brackets, exclamation marks, etc.) on one page;
- texts should be clear, short and simple;



- page design attracts attention;
- not to forget the norm during distribution, etc.

With the help of handouts, it is possible to give the main content of the subject, to independently discuss the obtained information with students during and outside of the lesson, to focus their attention on independent thinking, creative research, to actively involve them in the lesson, to control and test their acquired knowledge.

One of the key benefits of handouts is that they offer a structured, organized way of presenting information. This can be especially helpful for ESL learners who may struggle with processing and retaining new language concepts. Handouts can provide clear definitions, examples, and exercises that allow students to engage with the material in a more systematic way. Moreover, handouts can cater to various learning styles and abilities. Visual learners can benefit from diagrams, charts, and illustrations included in handouts, while kinesthetic learners may find value in completing hands-on activities or worksheets.

By providing a range of materials and exercises, handouts can accommodate diverse learning preferences and needs. Additionally, handouts can serve as a valuable resource for independent study and review. Students can refer back to handouts as a reference when practicing English outside of the classroom, reinforcing their understanding and retention of the language.

This self-directed learning can enhance students' language skills and confidence in using English. Furthermore, handouts can be tailored to address specific language objectives and areas of difficulty.

Teachers can create custom handouts that focus on particular grammar rules, vocabulary themes, or communication skills that students need to improve. This targeted approach can accelerate language development and address the individual learning needs of students.

Technology has also been a major factor in the creation of English class handouts. The use of digital handouts—which may include multimedia components like audio samples, movies, and interactive quizzes—is becoming more and more popular.

This illustrates how education is changing and how technology is being used in classrooms more and more.

All things considered, the examination of how English class handouts have evolved suggests a shift toward more focused, interactive, and technologically advanced materials. This demonstrates the continuous attempts to improve the educational experience for students in English lessons and is in line with the larger trends in education.

#### Conclusion.

Overall, handouts are indispensable tools in ESL classes for their ability to organize information, accommodate various learning styles, support independent study, and address specific language objectives.



By incorporating handouts into their teaching practices, ESL instructors can provide valuable support for their students' English language development.

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3. <https://www.iscap.pt>

4. <https://pmc.ncbi.nlm.nih.gov/articles/PMC9836025/>

5. <https://www.ijnrd.org/papers/IJNRD2305780.pdf>