

Language Functions
Collected by Peggy Boyles, contributions by Greta Lundgaard

Agree or express happiness or pleasure
Ask for and give biographical information
Ask for and give factual or personal information
Ask for and provide directions
Ask for a definition or clarification
Ask for and give recommendations
Ask for and offer help
Collaborate to solve problems or complete a task
Compare and contrast characteristics
Compare and contrast ideas and concepts
Compare points of view
Disagree or express unhappiness or displeasure
Define or explain a concept
Describe a process
Describe persons, places, or things
Describe a sequence of events
Describe relationships among people, places or things
Describe physical surroundings
Describe routine tasks, indoors and outdoors
Discuss future events
Discuss possibilities
Discuss probable outcomes, cause & effect
Express likes and dislikes
Express emotions and feelings
Express plans or intentions
Express basic needs
Express wants and wishes
Express doubt
Extend, accept, decline simple invitations
Extend, accept, decline invitations with elaboration
Give advice
Give and respond to simple instructions
Give and respond to complex instructions
Give appropriate greetings and leave takings
Relate past events based on a prompt or prior information
Identify ownership
Justify a stance, opinion, recommendation or advice
Make appointments or reservations
Manage an evening out
Make predictions of future events based on past happenings
Make simple requests and suggestions
Make and support requests and suggestions
Open and close a conversation appropriately
Offer solutions to problems or complications

Paraphrase key ideas and/or phrases from texts
Persuade or dissuade with support and rationale
Recount personal experiences or events
Recount historical or cultural experiences or events
Restate or summarize nonfiction texts
Respond to instructions
Set up procedures or routines
State and explain guidelines
State and support opinions
State and support opinions with elaboration
Summarize key ideas

Spiraling Language Functions by Proficiency from work by Donna Clementi & Laura Terrill

	Novice	Intermediate	Advanced
Asking and responding to questions	respond to a simple question	ask and respond to simple, memorized questions	ask and respond with details to who, what, when, and why questions
Describing people, places, things	describe using one or two words	describe using short sentences	describe using many adjectives
Expressing feelings and emotions	say that I am happy, sad	express my emotions in simple sentences	express emotions such as surprise, happiness, anger and sadness with some explanation
Expressing preferences and opinions	when asked, I can respond with "I like/don't like it."	ask and respond to questions about likes and dislikes	share with someone my personal preferences and opinions with simple reasons
Maintaining a conversation in person or virtually	exchange greetings/farewells	participate in a short conversation on very familiar topics	carry on a conversation on a variety of topics that are familiar to me
Relating stories or events	say what I am doing in short memorized sentences	tell someone about my day in short, simple sentences	Explain an event or situation in a series of sentences