

MATTERS OF WRITING IN TEACHING FOREIGN LANGUAGES

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Abstract. *The article is about the role of writing in teaching a foreign languages and about how to teach fixing spoken language, including teaching to write personal and business letters, fill out forms, write a brief autobiography and deployed, the application for admission to work or school, etc. - in teaching reading, speaking, grammar, vocabulary.*

Keywords: *writing, spoken language, communication, creative dictations, speech.*

In recent years, the role of writing in learning a foreign language is gradually increased, and, in a sense, are beginning to consider the letter as a provision to increase the efficiency of foreign language teaching. One can not ignore the importance of the practical and written verbal communication in the light of modern means of communication such as e-mail, the Internet, etc. In the latter case, the letter as a form of verbal communication developed on the basis only of authentic material. Overseas internship students, graduate students and young scientists suggest the ability to take notes in a foreign language, form and fill in the questionnaire, to respond to the questionnaire, write an application for admission to study or work, write a brief or deployed autobiography, writing personal or business letters, using the appropriate form speech etiquette of speakers, including the form of business etiquette. A letter and written in foreign language teaching methodology are not only as a learning tool, but more and more as a goal of learning a foreign language. The letter is the technical component of writing. Writing along with speaking is a so-called productive (expressive) kind of speech activity and is expressed in fix certain content graphic signs. Psychophysical basis of the written language is the interaction of motor, visual sluhorechemotornogo analyzers. Reliance on all analyzers in training gives a much greater effect. According to psychologists, heard the material is absorbed by 10%, seen by 20%, heard and seen by 30%, recorded on 50%, with pronunciation of 70%, while teaching others 90%.

Psychologists believe that the basis of the written language is the spoken word. And speaking, and writing can be traced from the plan (what to say) to the selection of the necessary funds (which need words, as they combine the statement) to the realization of the idea by means of language, orally or in writing. As is known, writing is related to reading. Their system is a graphics system language. When the letter comes encoding or encryption of thoughts using graphic symbols when reading - they decoding or decryption. If you correctly identify the purpose of learning to write and writing, to take into account the role of writing in the development of other skills, use exercises that fully meet the target, perform these exercises at a suitable stage of training, the spoken word is becoming richer and more logical. It performs an auxiliary role in the development of grammar skills when performing writing tasks from simple cheating to tasks requiring creativity, which creates the necessary conditions for the memory without relying on an studying hard to keep in the memory of lexical and grammatical material. The whole system of language and speech exercises conditionally executed in writing, refers to teaching writing. A written statement, essays, creative dictations, making plans and talking points for the posts on a given topic, writing a personal or business letter that is written stories on the given situation, are communicative writing. In other words - a written speech exercises studied or a related subject speaking practice. Written speech is seen as a creative communication skills, understood as the ability to express in writing their thoughts. To do this, hold orthographic and calligraphic skills, ability to construct a composition and to issue a written speech work, composed in inner speech, as well as the ability to select the appropriate lexical and grammatical units. Teaching writing involves different kinds of speech exercises speech exercises for training preparation of written communication; writing-speech exercises to work with the printed text; It's written speech exercises, due to the process of reading, listening and speaking. When the perception of foreign speech at the hearing (listening), students can make a recording:

- 1) make a summary of the audio text to advance the proposed 'Plan (keywords);
- 2) Make the records to the printed reference signals while listening audio text;

3) according to the given communicative situation (problem) isolated from audio text information and record it.

You can use the free dictation. In this case, the teacher reads the audio text paragraphs, students write down what memorized; to facilitate the assignment in advance given plan or keywords. When the perception of writing students deliver a list of questions to discuss with a real or imaginary person, abstracts, selected written lecture on cards, make overheads, tables for oral presentation on a particular topic (problem) or situation. The practice of writing leads to the arrangement of text or audio text memory, according to the plan or to make written proposals to address a specific issue or a particular problem. The cycle ends with lessons on home work writing a part of the text or the entire text.) We should not forget three important conditions for the introduction of creative writing in the classroom: learning objectives, principles, methods and techniques of teaching, as well as the training control. Writing a letter - a very good form of exercise, wearing multifunctional character. For teaching writing letters need to start with a series of voice exercises. The first phase may be offered exercises to memorize the speech formulas, clichés used in letter form written request to the destination, ways of expressing gratitude, acknowledgment of receipt of the letter, hope for an early reply, etc. The following is the text viewer emails determination schemes different letters, the selection of individual phrases, thoughts, and keywords. Students do the analysis of texts of letters give the characterization of their authors, define the character of letters (personal, family, business, problem, a letter of thanks, congratulations "invitation etc.), analyze the means of presentation of thoughts in different style and character of the letters, means the transition from one thought to another, etc. The second stage can offer a plan of writing, using patterns of phrases and keywords. Forms of treatment and other clichés should correspond to the content, structure and style of writing. In the next stage of the students are invited to make a collective letter, then case letters on a given situation, the letter differently dark nature (personal, family, business), a letter of response to the request or the addressee, an enterprising character, or a letter of response on a particular issue in the calculation at a particular destination, possible writing letters to different recipients with different target settings, but with the same content, or modify the same message. It should work on drafting questions to the destination, to determine their place in the letter. The last stage is expected to enter the collective and individual conversation, subscribe to International Club Letter net, email. In this way, to teach fixing spoken language, including teaching to write personal and business letters, fill out forms, write a brief autobiography and deployed, the application for admission to work or school, etc. - in teaching reading, speaking, grammar, vocabulary.

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