



MALU TEACHER / UPWARD ENGLISH

THE 20-DAY CHALLENGE

Speaking Builder

Short practice. Clearer sentences. More confident conversations.

20 SHORT TASKS

4 WEEKS

5-12 MIN A DAY

SPEAKING FIRST

HOW TO USE THIS WORKBOOK

- 01** Do one microtask at a time. Keep it short.
- 02** Speak from keywords, not a memorized script.
- 03** Send WhatsApp audios on Days 1, 5, 10, 15 and 20.
- 04** Use your teacher's feedback to improve two things at once.

Longer written answers: use the writing workspace on pages 12-13.

QUICK SPEAKING TOOLKIT

WORD ORDER	Who + does what + extra information
ADD DETAIL	when • where • how often • why
CONNECT	because • although • so • for example
KEEP GOING	"What I mean is..." / "Let me give an example..."

WEEK 1 / CLEAR SENTENCES

Build complete sentences without getting stuck on small words.

DAY 01

WHATSAPP AUDIO

8 MIN

Record your starting point

Baseline: clear ideas before perfect grammar.

WHAT TO DO

1. Write only 3 keywords. Do not prepare a full script.
2. Record one voice message (45–60 seconds) and send it to your teacher on WhatsApp.
3. Keep the recording. You will answer exactly the same prompt on Day 20.

YOUR TASK

- Describe a typical busy day.
- Mention one challenge and explain how you usually deal with it.

LANGUAGE HELP

Try: usually • one challenge • because

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

AUDIO ____ SEC | SENT []

DAY 02

WRITING + SPEAKING

10 MIN

Fix the missing pieces

Articles, prepositions and sentence order.

WHAT TO DO

1. Put the words in order and add any missing words.
2. Write 4 complete sentences. Read each one aloud twice.

YOUR TASK

- a) I / usually / listen / podcasts / way / work
- b) I / sometimes / find / difficult / explain / ideas / English
- c) I / ask / friend / help / when / not understand
- d) I / enjoy / learning / new things / because / useful

LANGUAGE HELP

Check: listen TO • find IT difficult • ask someone FOR help

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

DAY COMPLETE []

WEEK 1 / CLEAR SENTENCES

Build complete sentences without getting stuck on small words.

DAY 03

SPEAK FOR YOURSELF

7 MIN

Add one more detail

Build beyond one short sentence.

WHAT TO DO

1. Start with each short sentence below.
2. Say it again with where, when or how often. Add a reason if you can.
3. Speak for 45–60 seconds in total. Record privately if helpful.

YOUR TASK

- I learn new things.
- I spend time online.
- I communicate with other people.
- I try to stay organized.

LANGUAGE HELP

Useful: at • on • during • usually • because

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

DAY COMPLETE []

DAY 04

WRITING + SPEAKING

9 MIN

Connect short ideas

Move from two short sentences to one clear idea.

WHAT TO DO

1. Combine each pair using the connector shown.
2. Write 3 sentences, then say them naturally without reading.

YOUR TASK

- a) I have a busy week. I still make time to rest. (although)
- b) I sometimes pause when I speak. I want to express myself clearly. (because)
- c) I understand the instructions. I start the task. (when)

LANGUAGE HELP

Check your word order after although / because / when.

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

DAY COMPLETE []

WEEK 1 / CLEAR SENTENCES

DAY 06 STARTS WEEK 2

DAY 05

WHATSAPP AUDIO

8 MIN

Explain one useful habit

Give an example, a reason and one extra detail.

WHAT TO DO

1. Choose one habit that helps you manage a busy week. Make a 3-word plan.
2. Record 60 seconds and send it to your teacher on WhatsApp.
3. Ask your teacher to correct only 2 things. Save that feedback for Day 10.

YOUR TASK

- What is the habit? When do you do it?
- Why does it help? Give one real example.

LANGUAGE HELP

Try: I tend to • because • for example

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

AUDIO ____ SEC | SENT []

DAY 06

WRITING + SPEAKING

10 MIN

Repair real-life sentences

Notice articles, prepositions and verb patterns.

WHAT TO DO

1. Correct the 4 sentences. Each one has at least one problem.
2. Read your corrected versions aloud once.

YOUR TASK

- a) I am interested improve my communication.
- b) I usually explain my ideas my colleagues.
- c) I don't have time for practice English.
- d) I asked help to my colleague yesterday.

LANGUAGE HELP

Useful: interested IN • time TO • ask someone FOR help

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

DAY COMPLETE []

WEEK 2 / CONNECTED IDEAS

Give reasons, examples and clear explanations.

DAY 07

SPEAK FOR YOURSELF

7 MIN

The three-link challenge

Connect a reason, an example and a contrast.

WHAT TO DO

1. Think for 30 seconds. Write no more than 3 keywords.
2. Speak for 60 seconds without stopping to correct every small mistake.
3. Use because, for example and but at least once each.

YOUR TASK

- What makes an ordinary day easier for you?
- Give a reason, a specific example and one possible difficulty.

LANGUAGE HELP

because • for example • but

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

DAY COMPLETE []

DAY 08

WRITING + SPEAKING

10 MIN

Build a sentence ladder

Make one idea richer without adding unnecessary vocabulary.

WHAT TO DO

1. Start with: I communicate with people.
2. Write 4 versions: add frequency; add context; add a difficulty; add a solution.
3. Say the final version aloud without reading the other versions.

YOUR TASK

- Version 1: add how often.
- Version 2: add where or with whom.
- Version 3: add a challenge using although or but.
- Version 4: add a solution using so or because.

LANGUAGE HELP

One longer idea is better than four disconnected sentences.

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

DAY COMPLETE []

WEEK 2 / CONNECTED IDEAS

Give reasons, examples and clear explanations.

DAY 09

SPEAK FOR YOURSELF

8 MIN

Handle a last-minute change

Explain a problem and suggest a solution.

WHAT TO DO

1. Read the situation. Take 30 seconds to plan.
2. Speak for 60–75 seconds as if you were talking to the other person.
3. Ask one question at the end.

YOUR TASK

- Your plans change unexpectedly and you cannot arrive on time.
- Explain what happened, suggest an alternative and check if it works.

LANGUAGE HELP

I'm sorry, but... • Would it be possible to...? • Does that work?

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

DAY COMPLETE []

DAY 10

WHATSAPP AUDIO

8 MIN

Speak again, but stronger

Apply feedback and notice your own improvement.

WHAT TO DO

1. Review your teacher's 2 corrections from Day 5 (or choose 2 improvements yourself).
2. Answer exactly the Day 5 prompt again (60–75 seconds).
3. Send the improved version via WhatsApp. Compare your two attempts.

YOUR TASK

- Describe the same useful habit you chose on Day 5.
- Include the original example and improve the 2 points from your feedback.

LANGUAGE HELP

Do not memorize a script. Use the feedback as a guide.

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

AUDIO ____ SEC | SENT []

WEEK 3 / REAL-LIFE RESPONSES

Respond to everyday situations with less preparation.

DAY 11

WRITING + SPEAKING

10 MIN

Opinion, reason, example

Organize one idea before you speak.

WHAT TO DO

1. Choose 2 questions below.
2. For each, write one opinion, one reason and one real example.
3. Say each complete answer aloud in 30-40 seconds.

YOUR TASK

- a) Is it easier to learn something online or in person?
- b) Do you prefer planning or being spontaneous?
- c) What makes a conversation productive?

LANGUAGE HELP

I think... • One reason is... • For example...

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

DAY COMPLETE []

DAY 12

SPEAK FOR YOURSELF

7 MIN

Two questions, less preparation

Start answering before your sentence feels perfect.

WHAT TO DO

1. Give yourself 20 seconds to think about each question.
2. Speak for about 40 seconds per question.
3. If you forget a word, explain it another way and keep speaking.

YOUR TASK

- 1) What small habit helps you concentrate?
- 2) Tell me about something useful you learned recently.

LANGUAGE HELP

What I mean is... • It's something that... • Let me give an example.

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

DAY COMPLETE []

WEEK 3 / REAL-LIFE RESPONSES

Respond to everyday situations with less preparation.

DAY 13

WRITING + SPEAKING

9 MIN

Write a useful message

Write clearly, then express the same message naturally.

WHAT TO DO

1. Write a short message (3–4 sentences) for the situation below.
2. Include the reason, a suggested solution and a polite question.
3. Say the same message aloud without reading every word.

YOUR TASK

- You need to reschedule a meeting, class or personal appointment.
- Explain why, suggest a new time and ask for confirmation.

LANGUAGE HELP

Unfortunately... • Would [day/time] be possible? • Please let me know.

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

DAY COMPLETE []

DAY 14

SPEAK FOR YOURSELF

8 MIN

Four quick answers

Change topics without losing your sentence structure.

WHAT TO DO

1. Answer each question aloud. Allow only 15 seconds to prepare.
2. Give at least 2 full sentences for each answer.
3. Use a different connector in at least 2 answers.

YOUR TASK

- 1) What do you normally do to relax?
- 2) What did you do last weekend?
- 3) What is one skill you would like to improve?
- 4) How do you handle an unexpected problem?

LANGUAGE HELP

Try: because • although • if • so

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

DAY COMPLETE []

WEEK 3 / REAL-LIFE RESPONSES

DAY 16 STARTS WEEK 4

DAY 15

WHATSAPP AUDIO

9 MIN

A problem you solved

Tell a clear past-tense story with a result.

WHAT TO DO

1. Think of a small real problem from your life (or use a fictional one).
2. Record 75–90 seconds and send the audio on WhatsApp.
3. Ask for feedback on sentence order and the clarity of your story.

YOUR TASK

- What happened? What did you do first?
- What did you do next? What was the result?

LANGUAGE HELP

At first... • Then... • In the end...

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

AUDIO ____ SEC | SENT []

DAY 16

WRITING + SPEAKING

9 MIN

Clean up the structure

Catch small mistakes without slowing yourself down.

WHAT TO DO

1. Correct the sentences. Focus on one problem at a time.
2. Say the corrected version directly, without checking your notes again.

YOUR TASK

- a) I am agree with this idea because is practical.
- b) If I will have more time, I practice speaking.
- c) I explained the problem for my friend yesterday.
- d) Although I was nervous but I answered the question.

LANGUAGE HELP

Be careful with agree; if + present; explain something to someone; although ≠ but.

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

DAY COMPLETE []

WEEK 4 / MORE INDEPENDENT SPEAKING

Reuse your structures and speak with fewer notes.

DAY 17

SPEAK FOR YOURSELF

8 MIN

Add a follow-up

Turn short answers into more conversational ones.

WHAT TO DO

1. Answer each prompt for 30–40 seconds.
2. After your first sentence, ask yourself Why? or Can I give an example?
3. Continue speaking with at least one extra sentence.

YOUR TASK

- 1) A habit you have changed.
- 2) A place you would recommend.
- 3) Something you find challenging in English.

LANGUAGE HELP

The main reason is... • One example would be... • Actually...

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

DAY COMPLETE []

DAY 18

WRITING + SPEAKING

9 MIN

Keywords, not a script

Plan quickly and avoid reading a prepared speech.

WHAT TO DO

1. Write only 5 keywords, not complete sentences.
2. Use them to speak for 75 seconds.
3. Listen once. Notice one long pause and one sentence you could improve.

YOUR TASK

- What helps people communicate well in a team, group or family?
- Explain your opinion, give one example and mention one possible problem.

LANGUAGE HELP

Try: In my experience... • for example • however

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

DAY COMPLETE []

WEEK 4 / MORE INDEPENDENT SPEAKING

Reuse your structures and speak with fewer notes.

DAY 19

SPEAK FOR YOURSELF

8 MIN

Respond to real situations

Give a natural response with very little preparation.

WHAT TO DO

1. Choose 2 of the situations below. Think for 15 seconds per situation.
2. Speak for 45–60 seconds for each one.
3. Include one question to continue the conversation.

YOUR TASK

- A) Someone asks for your opinion about a new routine.
- B) A friend asks how you learned a difficult skill.
- C) Someone suggests a plan, but you prefer a different option.

LANGUAGE HELP

From my point of view... • What if we...? • What do you think?

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

DAY COMPLETE []

DAY 20

WHATSAPP AUDIO

10 MIN

Final recording: same prompt, new skills

Compare with Day 1, not with somebody else.

WHAT TO DO

1. Return to the exact Day 1 prompt. Take only 30 seconds to plan.
2. Record 75–90 seconds and send it to your teacher on WhatsApp.
3. Compare Day 1 and Day 20: complete ideas, detail and ease.

YOUR TASK

- Describe a typical busy day.
- Mention one challenge and explain how you usually deal with it.

LANGUAGE HELP

Add a reason, a real example and a clear ending.

YOUR NOTES

SPEAKING EASE 1 / 2 / 3 / 4 / 5

AUDIO ____ SEC | SENT []

Writing workspace

Use these lines for your complete written responses. Then return to the daily speaking task.

DAY 02 Fix the missing pieces

1. _____
2. _____
3. _____
4. _____
5. _____

DAY 04 Connect short ideas

1. _____
2. _____
3. _____
4. _____

DAY 06 Repair real-life sentences

1. _____
2. _____
3. _____
4. _____
5. _____

DAY 08 Build a sentence ladder

1. _____
2. _____
3. _____
4. _____
5. _____

Writing workspace

Use these lines for your complete written responses. Then return to the daily speaking task.

DAY 11 Opinion, reason, example

1. _____
2. _____
3. _____
4. _____

DAY 13 Write a useful message

1. _____
2. _____
3. _____
4. _____

DAY 16 Clean up the structure

1. _____
2. _____
3. _____
4. _____
5. _____

DAY 18 Keywords, not a script

1. _____
2. _____
3. _____
4. _____

Your progress, your pace.

Check each short task when it is done. A difficult day is still progress if you practised.

WEEK 1**Clear sentences**

DAY 01

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DAY 02

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DAY 03

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DAY 04

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DAY 05

☐**WEEK 2****Connected ideas**

DAY 06

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DAY 07

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DAY 08

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DAY 09

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DAY 10

☐**WEEK 3****Real-life responses**

DAY 11

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DAY 12

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DAY 13

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DAY 14

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DAY 15

☐**WEEK 4****More independent speaking**

DAY 16

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DAY 17

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DAY 18

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DAY 19

☐

DAY 20

☐**COMPARE YOUR TWO RECORDINGS****DAY 01**

Audio: ____ sec Ease: ____ / 5

DAY 20

Audio: ____ sec Ease: ____ / 5

My clearest improvement: _____

Keep practising: _____