

CEFR A1 · TEENS (11-16)

The Alphabet & Spelling: *How do you spell that?*

26 letters build every English word — and your name! Learn to say the alphabet, spell out loud, and ask the most useful question: “How do you spell...?”

🕒 40 minutes

📖 The Alphabet

💬 Spelling & Names

Name: _____

Class: _____

Date: _____

1

WARM-UP

Think before you start

1. Can you say the English alphabet from A to Z? Try it!
2. How do you spell your first name? Letter by letter.
3. Which English letters are difficult for you to say?
4. When do people ask “How do you spell that?” in real life?

2

LANGUAGE FOCUS

The alphabet — 26 letters, A to Z

English has **26 letters**. Each letter has a name. The yellow letters are **vowels** (a, e, i, o, u). Say each letter out loud.

A _a <i>/ayl/</i>	B _b <i>/beel/</i>	C _c <i>/seel/</i>	D _d <i>/deel/</i>	E _e <i>/eel/</i>	F _f <i>/efl/</i>	G _g <i>/jeel/</i>
H _h <i>/aychl/</i>	I _i <i>/eyel/</i>	J _j <i>/jayl/</i>	K _k <i>/kayl/</i>	L _l <i>/el/</i>	M _m <i>/eml/</i>	N _n <i>/enl/</i>
O _o <i>/ohl/</i>	P _p <i>/peel/</i>	Q _q <i>/kyool/</i>	R _r <i>/arl/</i>	S _s <i>/esl/</i>	T _t <i>/teel/</i>	U _u <i>/yool/</i>
V _v <i>/veel/</i>	W _w <i>/dub-yool/</i>	X _x <i>/eks/</i>	Y _y <i>/why/</i>	Z _z <i>/zedl/</i>		

Yellow = vowels (a, e, i, o, u). Every English word needs at least one vowel!

3 LANGUAGE FOCUS
How do we spell a word out loud?

QUESTION How do you spell + your name / this word = How do you spell "cat"?

ANSWER letter + letter + letter = C - A - T

TRICK

EXAMPLES

Two same letters → say "double"

Emma = E - double M - A

Big letter → say "capital"

Names start with a capital letter

Hard sound? say a name

B for Bravo, M for Mike

Not sure? ask again

Sorry, can you repeat that?

How do you spell...?

Can you spell that?

Letter by letter, please

It's a capital...

That's double...

Can you repeat?

4 KEY VOCABULARY
Words you'll meet in the story

WORD	MEANING	EXAMPLE
letter <i>NOUN</i>	one of the 26 signs we use to write (A, B, C...)	The word "dog" has three letters.
spell <i>VERB</i>	to say or write the letters of a word in order	Can you spell your name, please?
alphabet <i>NOUN</i>	all 26 letters together, from A to Z	We sing the alphabet in class.
name <i>NOUN</i>	what people call you	My name is Deniz.
surname <i>NOUN</i>	your family name (the second name)	Her surname is Yilmaz.
capital letter <i>NOUN</i>	a big letter (names begin with one)	Start your name with a capital letter.
vowel <i>NOUN</i>	the letters a, e, i, o, u	There are five vowels in English.
double <i>ADJ.</i>	two of the same letter together	"Anna" has a double N.
repeat <i>VERB</i>	to say something again	Can you repeat your surname?
write <i>VERB</i>	to put letters and words on paper	Please write your name here.

A – B – C: *The day my name got lost*

Names can be tricky in another language. Here is a short story about a teenager named Cagri and a simple question: “How do you spell that?”

The new student

My name is Cagri. I am from Turkey, and this year I study at a new school in England. On my first day, the teacher takes the register. She **pauses**. “How do you **spell** your **name**?” she asks. I say it slowly: “C – A – G – R – I.” She smiles and writes it down. Easy!

The coffee shop

After school, I go to a coffee shop with my friend. The man asks for my name. I say “Cagri.” He writes something on the cup. When my drink is ready, I read the cup: **wrong!** It says “Charlie.” We **laugh**. Next time, I spell it: “C – A – G – R – I.” Now the cup is correct.

The phone call

In the evening, my mum calls the doctor. The **receptionist** needs our **surname**. My mum spells it carefully: “Y – I – L – M – A – Z. Yilmaz.” “Is that with a **double L**?” the receptionist asks. “No, one L,” my mum says. “Y for yellow, Z for zebra.”

What I learn

English spelling is not always easy, but the question is always the same: “How do you spell that?” Now I am ready. I know the **alphabet**, I know my letters, and I can **repeat** them slowly. My name is Cagri — and I can spell it anywhere.


Editor's note: A name is special — it's yours! Learn to spell it clearly in English, and you'll never get a “Charlie” on your cup again. How do you spell your name?

Complete each sentence with the correct word from the lesson. Write your answer on the line.

- 1 The English _____ has 26 letters. (*A to Z*)
- 2 How do you _____ your name? (*verb*)
- 3 The letters a, e, i, o, u are called _____. (*plural noun*)
- 4 Names always start with a _____. (*two words*)
- 5 “Anna” has a _____ N. (*adjective*)
- 6 Sorry, I didn't hear you. Can you _____ that, please? (*verb*)
- 7 Your family name is also called your _____. (*noun*)
- 8 Please _____ your name here on the line. (*verb*)


7

SPEAKING
Spell it with a partner

 What's your name? How do you spell it?

 What's your surname? Can you spell that?

 What's your favourite colour? Spell it!

 Spell the name of your town or city.

 Choose a long English word. Can your partner write it?

EXAMPLE CONVERSATION

A: Hi! What's your name?

B: My name is Ozge.

A: Sorry, how do you spell that?

B: O – Z – G – E. Ozge.

A: And your surname?

B: Demir. That's D – E – M – I – R.

8

WRITING
Spell it out (40–60 words)

Write about you and your name. Use words from this lesson. Try to include:

- your first name, spelled letter by letter (e.g. D – E – N – I – Z)
- your surname, spelled letter by letter
- one of these words: letter, vowel, double, capital letter
- the question: How do you spell...?

Check your understanding

1 How many letters are there in the English alphabet?

- A 24
 C 26

- B 25
 D 30

2 Which group shows only vowels?

- A a, b, c, d
 C b, c, d, f, g

- B a, e, i, o, u
 D x, y, z

3 How do you spell the name "Emma"?

- A E – M – A
 C E – M – M

- B E – double M – A
 D double E – M – A

4 Which question asks about the letters of a word?

- A What is this?
 C How do you spell that?

- B How are you?
 D Where are you from?

5 What is your family name also called?

- A first name
 C nickname

- B surname
 D capital

6 Names in English always begin with a ____.

- A vowel
 C capital letter

- B small letter
 D double letter

7 Someone speaks too fast. What do you say?

- A Goodbye!
 C I'm fine, thanks.

- B Can you repeat that, please?
 D See you!

8 Choose the correct spelling of the word for 'all 26 letters'.

- A alfabet
 C alphabett

- B alphabet
 D alhabed

✓ Answer Key — for teachers

Fill in the blanks: 1. alphabet 2. spell 3. vowels 4. capital letter 5. double 6. repeat 7. surname 8. write

Quiz: 1. C 2. B 3. B 4. C 5. B 6. C 7. B 8. B