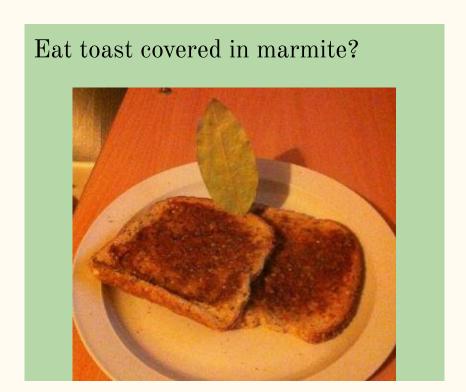
Work Culture

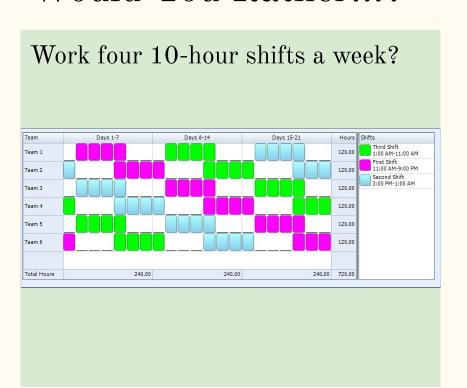
15 July 2020



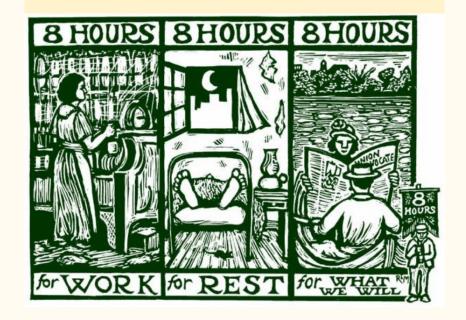
Eat celery covered in peanut butter?







Work five 8-hour shifts a week?



Have a job that is mainly indoors?



Have a job that is mainly outdoors?





Have a job with a lot of vacation time?



Work with others on team projects for your next job?



Work on your own on reports for your next job?



Today's Lesson

Topic: Work culture

Focus: Using workplace vocabulary/phrases

Using discussion language

Activities: Workplace telephone conversations

Vocabulary game

Work culture dialogue and debates

Workplace Telephone Conversations

Telephoning is an important part of working in English.

Workplace telephone conversations often follow these steps:

- 1. A answers the phone and asks if they can help.
- 2. B makes a request— for information or to speak to someone.
- 3. A gives information or connects the call to the person requested.

 or

If the person requested is not in the office, A asks for a message.

- 4. B leaves a message or asks A other questions.
- 5. The telephone call finishes.



Vocabulary Game

- 1. The teacher will send one student a word in private chat
- 2. The student will describe the meaning of the word you can't say the word!

 The teacher will provide clues in the public chat
- 3. The other students will guess the word 1 point for each correct guess!

Dialogue Practice

Two students will do the dialogue in the Shared Notes out loud



Debate

Opinion A

Overtime is important to ensure reports and projects are completed on-time when workplaces fall behind schedule.

It is useful to task employees with **overtime** work whenever needed.

Opinion B

Overtime is terrible because it can make workers sick, which leads to loss of productivity.

Overtime should be avoided for both good management and employee health.

Debate

Opinion A

In workplaces with many employees, meetings are an important tool for feedback.

Large workplaces should have as many meetings as needed to ensure both management and employees receive consistent, reliable feedback.

Opinion B

In workplaces with many employees, meetings slow down progress on reports and projects.

Large workplaces should keep meetings to as few as possible to ensure both management and employee productivity is high.

Debate

Opinion A

Personal relationships are important for a healthy **workplace**.

It is reasonable to expect that **employees** spend their own time doing activities together outside of work.

Opinion B

People should keep the workplace and private life separate.

If **employees** are expected to spend time together in activities, this should be considered **overtime**.

Exit Ticket

What sort of work are you considering?

- Indoors or outdoors?
- Relaxed or busy?
- Starting your own business?
- With others or on your own?

