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# The tasks in this material were inspired by ideas from the following sources:

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ISBN:

English for Work An Introduction

# **An Introduction** ± 250 min Focus 1: Welcome & Meet the Instructor pg.2 = 20 min- to be welcomed into the learning environment - to be introduced to the instructor - to predict before listening - to listen and show understanding during a 'speech' Focus 2: **Getting to Know Each Other** pg.4 = 60 min- to learn each other's names - to introduce someone informally - to use sequencing phrases - to use relational phrases - to question and answer about work related information - to report on an interview - to ask and answer questions about routines Focus 3: The Fire Evacuation Route *pg.* 14 = 20 min - to follow directions - to give directions - to learn the fire evacuation route - to copy out directions - to mark a route on a map Focus 4: **English** is Hard pg. 16 = 40 min- to talk about their perception of the difficulties of English - to understand their common issues - to learn to report on discussions Focus 5: How to Learn English pg. 20 = 30 min- to problem solve about how to best learn English - to understand the nature of language learning - skill development - to prepare them for the kind of work that will be done in class Focus 6: Accomplishing Goals pg.22 = 20 minto discuss the need of English to discuss goals and objectives for the course Focus 7: **Job Application** pg.24 = 60 min- to understand an application form - to fill out an application form

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