

# LESSON PREPARATION

## INTERMEDIATE UNIT SEVEN

### VOCABULARY AND EXPRESSION BUILDERS

#### Dressing for Work Vocabulary

**Casual:** Everyone wears jeans. They are a casual office.

**Formal:** They wear suits to work. They are formal.

**Informal:** Another word for casual is informal.

**Casual Fridays:** We dress informally on Fridays.

**Suit:** He wears a suit every day.

**Attire:** Attire is the same as clothes.

**Tie:** The boss wears a tie to work.

**Bow:** Tie Churchill wore a bow tie.

**Jacket:** I like to wear a jacket.

**Skirt:** She wears a skirt sometimes.

**Long sleeve:** I like to wear long sleeves in the winter.

**Blouse:** A blouse is a like a shirt.

**Make up:** The CEO wears make up sometimes.

**Dress code:** The company has a dress code.

**Cocktail:** The dress was formal at the cocktail party.

**Turtle neck:** When it is cold I wear a turtle neck.

**Running shoes:** I wear running shoes when I play basketball.



### SPEAKING ENGLISH

#### Telephone requests (read out loud)

Is the company a formal company?

I think they have a casual Friday routine.

### TECHNIQUE BUILDERS

#### Saying Numbers

1st First	3d Third	5th Fifth	193rd
2nd Second	4th Fourth	121st	

### WRITING BUILDERS

#### Informal

Mike

What is the dress code for the party?

Let me know.

John

#### Formal

Dear Mr. Harper

I have received an RSVP from your department Do you think you dress casually or formally?

What do you consider appropriate attire for your job?

Do you have casual Fridays in your office?

Is it easier for men or women to dress for work?

#### For information

Titles

Mrs. A woman who is married.

Ms. We do not know if she is married.

Miss An unmarried woman