

LESSON PREPARATION

ADVANCED UNIT TEN

VOCABULARY AND EXPRESSION BUILDERS

Teams Vocabulary

Status Quo Same as always.

Everything was status quo.

Shake up To modify radically.

The company was shaken up.

Fiscal Concerning money.

The fiscal report was good.

Prior Before.

Prior to going to the show, she finished the report.

Chair The chairman or chairwoman.

The chair began the meeting.

Turnover The amount of money made.

The turnover at the company was good.

Powerhouse A strong personality.

The new CEO is a powerhouse.

Unsatisfactory Not good enough.

They had two unsatisfactory reports.

Insight To have a good understanding.

The new manager has good insight.

Motto A sentence that expresses a value.

The motto at Nike is "just do it".

Top down decisions A vertical management decision process.

They have top down management. The manager makes all of the decisions.

Populist To be popular with colleagues and staff.

He is a populist. He is liked by all.

SPEAKING ENGLISH

Sentences

Use at when thinking about a space.

He was at the office all afternoon.

Use in when you are talking about a place as an area.

I was in Spain.

Use in when you are talking about a building with the people inside.

I was in the restaurant having dinner.

TECHNIQUE BUILDERS (UK versus USA English)

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WRITING ENGLISH BUILDERS

Expressions

To put on the backburner If an issue is put on the back burner it is low priority.

The project was not important so they put it on the back burner.

The ball is in your court. The decision is yours.

I told my boss what I thought. Now the ball is in her court. She said she would decide later.