

Term 2 – WEEK 1 Contents – MS Class

Today's Agenda

- 1. WARM-UP: Check in
- 2. LEARN: “Reporting Results”
- 3. LEARN: 4 Key “Visual” Vocabulary words and phrases for communicating an “image” to your listener
- 4. Homework Assignment

Term 2 Schedule:

Duration: 9 weeks

Dates: Sept. 8th – Nov. 13th

Number of class meetings: 9

Your target: Attend 9 class meetings

Check – in Topic:

- 1. **What are you expecting in Term 2?**
- Thinking time: 3 minutes
- Ending:
- That's what I'm expecting in Term 2.

Reporting Results (Individual Reading Check by Teacher)

Let's look at these two reading paragraphs:

- 1. In business, it is very important to use vocabulary that will give your audience or listener an “image” of the words that you are trying to communicate.
- 2. In today's lesson, we will study 4 key phrases that you can use to “describe” your business situations in a “dynamic and creative way.”

ROUND 1: Read two paragraphs out loud individually in class by each student and teacher will check students speaking impact and dynamics.

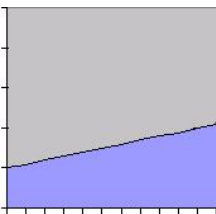
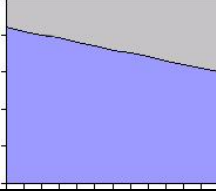
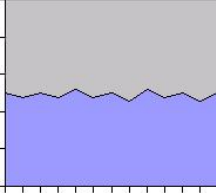
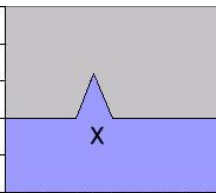
ROUND 2: Emphasizing Key Words

Key Point: STRETCH **blue colored words** to make your voice more dynamic and appealing.

1. In **business**, it is **very** important to **use vocabulary** that will **give** your **audience** or **listener** an “**image**” of the **words** that you are **trying** to **communicate**.
2. In **today’s** lesson, we will **study 12 key phrases** that you can **use** to “**describe**” your **business** situations in a “**dynamic** and **creative way**.”

Now, let’s study **FOUR Key Vocabulary Words** for imaging:

FOUR Key Phrases and Words to describe Business Situations

	1. Our sales last year “ increased gradually .” Our sales last year “ rose slightly .”
	2. The profits of our company “ decreased slightly .” The profits of our company “ declined gradually .”
	3. Last year, we saw our revenue “ fluctuate mildly .” We found sales “ fluctuated mildly ” in 2014.
	4. Sales in FY15 “ spiked at ” the introduction of iPhone 6. The yen rate “ spiked at ” 127 yen in 2013.

Plus: Adding your **REASON** and **RESULT**

- A. This was primarily caused by.....(Cause or Reason) + As a result,
- B. This was due to.....(Cause or Reason) + Therefore, ...
- C. The reason why this happened was.....(Cause or Reason).+ Consequently,
- D. This was due to the fact that.....(Cause or Reason) + Hence,
- E. The reason for this was.....(Cause or Reason) + As a consequence,

Today's Key Technique: Visual Description Technique

FOUR Key Steps:

- Step 1: **INTRODUCE** your slide.
- Step 2: Say the **KEY POINT** of the slide.
- Step 3: Say the **REASON**.
- Step 4: Say the **RESULT**.

Now, let's combine today's key points and make a business simulation!

Example #1:

This chart represents the sales of our products in 2014. As you can see from this chart, our sales last year **increased gradually**. **This was primarily caused by** the strong Japanese yen in the middle part of 2014. **As a result**, we were able to sell more products in North America.

Example #2:

This diagram illustrates the software problems we had last year. As you can see, the software problems in our products "**decreased sharply**" in 2014. **This was due to the fact that** our quality control situation improved in China. **Hence**, we also saw an increase in the production of our products.

Example #3:

This graph shows the sales of our new products during last year. As you can see from this slide, our sales of our new product "**peaked at**" the Christmas season in 2014. **The reason why this happened was** consumers in America started to buy more headphones for individual use, as well as for presents to their family members. **Consequently**, our headphones became very popular in overseas markets.

Homework:

1. Next week, you will have a chance to use today's key phrases and "report" results in a meeting situation.
2. Using actual information from your work, bring **3** examples to share with the class next week.
3. Make sure to **PRINTOUT 3** visual aids that clearly show your results. (i.e. Charts, diagrams, graphs, etc.)
4. **Make sure to also select and make a good description for each slide using the key vocabulary and phrases you learned today.**
5. Bring your homework to class next week.

Good luck!

----- End of Lesson -----