Week 6 – IB2 Class – Discussing Business issues - 2015

Today, we are going to learn how to discuss business issues for meetings, discussions, and teleconferences. Let's take a look and analyze how to "discuss your current issues."

<u>3</u> Key Questions:

> ### <u>3</u> Common Key Questions for Business Issues:
>
> 1. <u>Why</u> do you think…….?
>
> 2. What do you think is the root cause of <u>why</u>…..?
>
> **3.** Can you give me your take on <u>why</u>…..?

Examples:

<u>Issue #1</u>: Our product sales are low.

Question Response:

Why do you think *our product sales are low?*

<u>Issue #2</u>: There are many problems with your software.

Question Response:

What do you think is the root cause of why *there many problems with your software?*

<u>Issue #3</u>: Only a few members speak in your weekly meetings.

Question Response:

Can you give me your take on why *only a few members speak in your weekly meetings?*

Now, using today's three key phrases, write a response for the follow issues:

Issue #1: The project schedule is delayed.

Question Response:

Issue #2: Your section members are not motivated.

Question Response:

Issue #3: Many people in Japan do not know your product.

Question Response:

Issue #4: Customers do not think your product is attractive.

Question Response:

Issue #5: The project scheduled is always delayed.

Question Response:

Homework:

- **<u>Directions:</u>**

- 1. Next week, we will do a "meeting simulation" with a business client.

- 2. Write down **<u>5</u>** business issues in your job, project, or work situation.

- 3. Then, using today's key speaking question patterns, write down **5 business issue** questions for your 5 business issues.

- 4. **PRINTOUT** your homework and bring it to class next week.

- 5. Good luck!