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| <i>900 exercises for Vocational Communication</i> | <b>Notes for teachers</b>  | <b>E1 / 21</b> |
| <i>General aim</i>                                | <b>E: Evaluate a message</b>   |                |
| <i>Level of difficulty</i>                        | <b>1</b>   |                |
| <i>Intermediate aim</i>                           | <b>2: Give meaning to someone else's message</b>                                       |                |
| <i>Operational aim</i>                            | <b>3: Explain a fact in everyday life, a picture, a simple message, heard or read.</b> |                |
| <i>Pre-requirements</i>                           | <b>Ability to read and write simple sentences</b>                                      |                |
| <i>Number of exercises</i>                        | <b>5</b>   |                |
| <i>Summing up exercise</i>                        | <b>E1 / 1.5</b>  |                |
| <i>Applications (examples)</i>                    |  |                |
| <i>Comments</i>                                   |  |                |

You work in a sports shop. Your colleague sends you an SMS. There is a train strike. He is trying to get a bus. So he'll be at least an hour late. He asks you to tell the manager. He also asks you to look after his customers.

Explain to the manager. Like this:

Mr Keanes, I've just had a text message from Pete. There's a train strike. He's trying to get a bus. He'll be at least an hour late. He's asked me to look after his customers.

Go to the next page.

You're going to explain this picture.



First, answer these questions.

1. Who are the two people?

→

2. What has happened to the little boy?

→

3. What is his mother going to do?

→

Now explain the situation.

Write a short text to describe the picture.

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You're going to explain this picture.



First, answer these questions.

1. Who are the two people?

→ **A mother and her little boy.**

2. What has happened to the little boy?

→ **He has hurt his ankle.**

3. What is his mother going to do?

→ **She's going to make it better. And she's going to give him a kiss.**

Now explain the situation.

Write a short text to describe the picture.

**A little boy has fallen over and hurt himself. He begins to cry. His mother comes to see him. She comforts him and gives him a kiss.**

You're going to explain this picture.

First, answer these questions.

1. Who are these people?

→

2. Where are they?

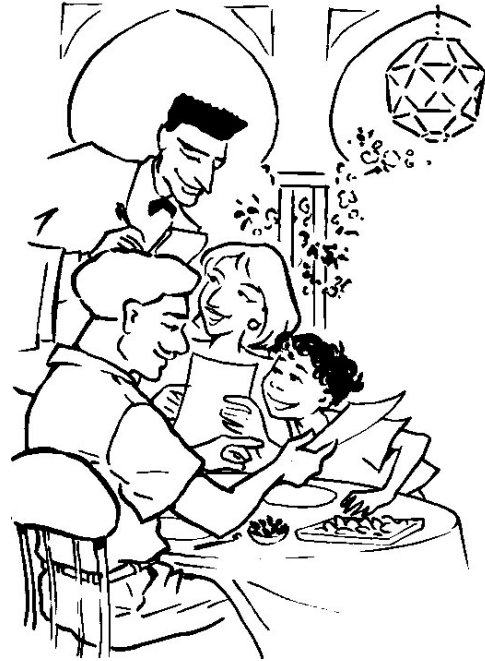
→

3. What is the family doing?

→

4. What is the waiter doing?

→



Now explain the situation.

Write a short text to describe the picture.

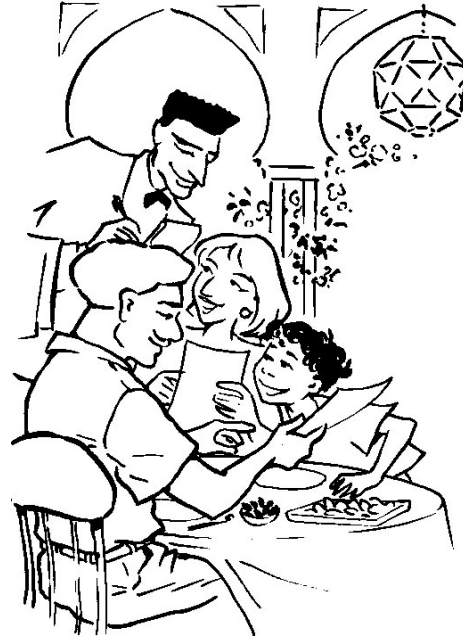
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You're going to explain this picture.



First, answer these questions.

1. Who are these people?

→ **A little boy and his parents, and a waiter.**

2. Where are they?

→ **They're in a restaurant.**

3. What is the family doing?

→ **They are choosing their food.**

4. What is the waiter doing?

→ **He is writing down the orders.**

Now explain the situation.

Write a short text to describe the picture.

**A boy and his parents are at a restaurant. They are very happy. They are ordering their food. The waiter is writing down their order.**

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| <i>900 exercises<br/>for Vocational<br/>communication</i> | <b>Exercise</b> | <b>E1 / 21 – 1.4</b> |
|   |                 | <b>Eval.:</b>        |

Heard on the radio:

**We have just had news of a breakdown on the M6 northbound. An overturned lorry is blocking the carriageway. Diversions are being set up. Avoid the area if possible.**

You are delivering some office equipment to a company in the area. You don't know the area very well. Phone the office and explain what has happened. Ask them for advice about an alternative route.

Write down here what you might say.

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Look at the suggested answers on the next page.

Heard on the radio:

**We have just had news of a breakdown on the M6 northbound. An overturned lorry is blocking the carriageway. Diversions are being set up. Avoid the area if possible.**

You are delivering some office equipment to a company in the area. You don't know the area very well. Phone the office and explain what has happened. Ask them for advice about an alternative route.

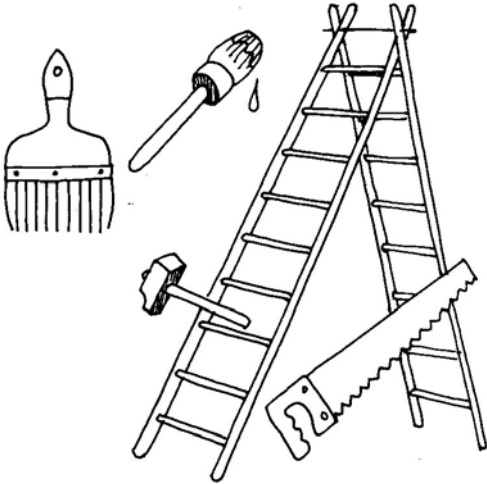
Write down here what you might say.

...Hello, this is Tom Deacon. I have some office equipment for your company. I'm on the M6, not far from you. But there is a traffic jam up ahead. A lorry has overturned and the carriageway is blocked. Could you tell me an alternative route to get to your company please? .....



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| <i>900 exercises<br/>for Vocational<br/>communication</i> | <b>Summing up exercise</b> | <b>E1 / 21 – 1.5</b> |
|   |                            | <b>Eval.:</b>        |

Look at these tools. What would you use them for? What kind of person would use them? Explain how you would use them, and what for. Give as much detail as possible.



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Show your work to your teacher.