

(14.10.2020) Vocabulary revision + Managing talented employees

1. To begin this class, we will have some vocabulary revision of the previous class.

- Quiz 1 (matching)
- Quiz 2 (word formation)

2. In this class we are going to develop the topic of managing skilful, talented employees.

- Please, **listen to the audio file (Track 2)** I attached. For each of the speakers, take notes of what attracted them to the companies they are working for and how satisfied they are with their present employer and why – please, give details.
- **Before you listen**, study this list of useful phrases from the listening.

expand your potential = develop

offer incentives

be a high achiever = very successful at work

set objectives = goals

opt for = choose

a performance-related bonus

an overseas office = abroad, especially on a different continent

- **Attach your answers as the Exercises done assignment.**

3. Forum

- Study **Preview: Choosing who to work for, p. 8**: this is the list or criteria for selecting an organisation to work for.
- Which three of these criteria would you consider the most important/crucial? – rank them in the order of importance.
- Which one/ones would you consider the least?
- Post your opinion. **Make the post over 100 words.**

4. Reading text, p. 9

- Please, read “**Winning the war for talent**” that I attached and look up new vocabulary.
- While reading, answer these questions:

1. Why is finding and keeping the most talented people very important for the Big Four?
2. How have the Big Four resolved the issue that employees should be rewarded not only for their financial performance?
3. Why is it difficult now for big companies to have talented employees working for them?
4. The Big Four have introduced changes in the way they recruit staff. Give details.
5. Why do fewer women than men reach the top positions in the Big Four companies? How do they try to resolve this problem?
6. How do companies respond to today’s recruits’ expectations?
 - **Attach your answers as the Exercises done assignment.**
 - Go over the text again and do **Ex. 1 and 2, p. 10** as the **TEXT QUIZ**. In Ex. 2 the key vocabulary items to help you identify the words and phrases have been highlighted.

5. More vocabulary work: wiki

- Make **own** well-developed, full sentences using these vocabulary items from today’s class:
 - Expand your potential
 - Offer incentives
 - Be a high achiever
 - Set (own) expectations
 - Performance-related bonus
 - Company selection procedures
 - Retain talented/skilled workers

A reward scheme
Get promoted
(climb) the career ladder
(my/the) biggest asset
A former employee

- You can try to put a few items into one sentence. 😊
- You can make a few sentences involving the same item.
- Extra points will be given to efficient workers. 😊
- Write your sentences in the **wiki** attached.

5. The deadline for this work is: 18.10.2020, time: 22.00.