

| Luis Dávila B1 - Business Interactions Around the World Curriculum - 1p | Remote document color code and components Remote doc template 2023 |
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| Eval reports: Luis Davila Eval Report Dec 2022 Luis Dávila Eval report, August 2023 Luis Dávila Eval report, February 2024 | Remotes: Luis Alberto Davila Ceron |

Date: / Consultant: May 9th – Eka

Lesson number/week: Lesson: #17, week: #6

Topic: Work under pressure; handling stress

Aim:

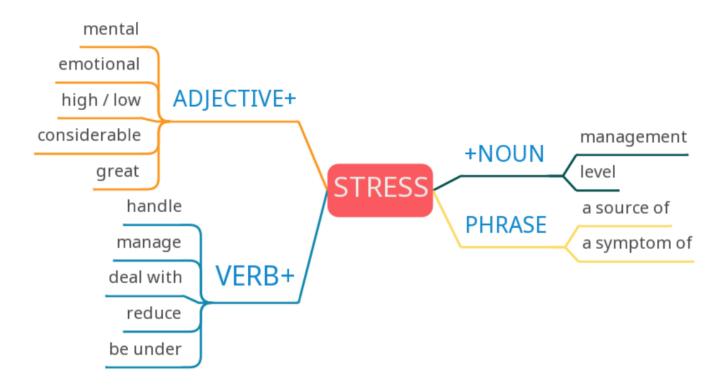
Catch up/Homework review:

Stress? Deal with it...

- 1. Which of these situations do you find the most stressful at work? Rank them from 1 (least stressful) to 10 (most stressful) and explain your choice.
- working overtime
- lack of job security
- urgent deadlines
- working with people you don't like
- pressure to meet rising expectations
- no job satisfaction
- 1. Working overtime
- 2. Working with people you don't like
- 3. Lack of job security

- being criticized by your boss
- not having enough control over job-related decisions
- low salary
- work that isn't engaging or challenging

- 4. No job satisfaction
- 5. Low salary
- 6. Work that isn't engaging or challenging
- 7. Being criticized by your boss
- 8. Pressure to meet rising expectations
- 9. Not having enough control over job-related decisions
- 10. Urgent deadlines



3. Match the halves to create common phrases.

| a) feel a great deal (3) | 1) too much work |
|------------------------------------|---------------------------------|
| b) get stuck with (1) 🗸 | 2) to meet deadlines |
| c) get criticized (6) 🗸 | 3) of stress on the job |
| d) have a significant impact (7) | 4) for a raise |
| e) be overworked and unable (2) 🗸 | 5) to a bad situation |
| f) there is no (8) 🗸 | 6) constantly and never praised |
| g) possible reactions (5) 🗸 | 7) on your health |
| h) ask (4) 🗸 | 8) way to avoid stress |

- 4. Watch a video [https://youtu.be/6OzKD1YWHRI] and check your answers from ex. 3.
- 5. Watch the video again (to 03:20) and answer the questions.
- a) What are the reasons for stress mentioned in the video? (3 examples) A lot of work, criticized all time, *Too easy and uninspiring*
- b) What's the impact of work-related stress on our blood pressure? On your health– 10% higher blood pressure
- c) What are three possible <u>reactions</u> to stress? High blood pressure, diabetes,
- → Removing, changing and accepting
- d) What are the steps for dealing with stress at work? Remove, change, accept
- → Step 1: create a journal with a table, Step 2: place stressors in the table Step 3: write five action plans for each situation
- e) Why isn't acceptance the same as avoidance?

You have to learn how deal with it

- f) How possible is it that the technique described in the video could help you deal with stress you have at work?
- 6. Look at one stressful situation from the video (about salary) and the possible solutions in the remove / change / accept framework. Complete the table for other situations.

| STRESSFUL SITUATION | REMOVE | CHANGE | ACCEPT |
|---------------------|---|---|-----------------------------------|
| SALARY | Removing yourself from current workplace and finding a better job | Changing your situation by asking for a raise | Accepting the situation you're in |
| COWORKERS | Removing yourself from another area | Changing your team work | Accepting your coworkers |
| HIGH EXPECTATIONS | Removing that idea and accept you are not enough | Learning more about your responsibilities and be prepared to affront it | Accepting the challenge |
| DEADLINES | Removing the obligation and deliver the job when you want | Changing the deadline by a previous negotiation | Accepting the deadlines |
| CRITICISM FROM BOSS | Removing yourself to another team, with another boss | Changing the way you see those comments and see the good side of them | Accepting the situation |

| <u>Errors/Opportunit</u> | / for growth/Pronunciation/Feedback: |
|--------------------------|--------------------------------------|
| | |

Vocabulary/Phrases:

Homework:

Complete the chart and answer the question below:

How do you handle stress at work?

Date: / Consultant: May 7th Warren

Lesson number/week: Lesson 16 week 6

Topic: Why is Brazil so stressed?

Aim: Intensifiers

Catch up/Homework review:

Get to know the student, how he is, what will he do today.

Workspace:



How do you feel when you get home after work? Dovecote

What is your favorite food? Why?

When was the last time you went on vacation? How was it?

How is your current job?

Imagine you are talking with a friend. He is very stressed, how do you think he feels? How would you help him de-stress? What can you recommend to him to feel better?

Errors/Opportunity for growth/Pronunciation/Feedback:

Vocabulary/Phrases:

Homework:

Date: / Consultant: April 24, 24/Tere
Lesson number/week: 15/5
Topic:
Aim:

Catch up/Homework review:

Finish the routines.

Workspace:

- How do you organize yourself to make the most of your free time?
- How do you organize yourself to be proficient at work?

How to be Organized at Work: 8 Tips to Increase Productivity

- 1. Use to-do lists
- 2. Use a planner
- 3. Manage your time
- 4. Learn to delegate
- 5. Be an early bird
- 6. Limit distractions
- 7. Keep a tidy environment
- 8. Take regular breaks

Difference among MUST, HAVE TO, NEED TO and SHOULD

| | Positive | Negative |
|---|--|---|
| Have (has) to / don't have (doesn't have) to | Strong <u>external obligation</u> + Children have to go to school. + She has to come home early. | No external obligation + I don't have to work on Sundays. + He doesn't have to go to his class today. |
| must / mustn't | Strong <u>internal obligation</u> + <i>I must study today.</i> | Negative internal obligation + I mustn't sleep few hours. |
| need to / don't need to | Internal one-time obligation + I need to finish the report today. | Negative internal one-time obligation + I don't need to follow instructions. |
| should / shouldn't | Advice + You should save some money. | Negative advice + You shouldn't smoke so much. |

| EXER | CISE 1. Fill in with 'must', 'mustn't', 'should', 'have to/has to' or 'don't/doesn't have to'. |
|------|--|
| 1. | We have a lot of work tomorrow. You _don't have to be late. |
| 2. | You _don't have to tell anyone what I just told you. It's a secret. |
| 3. | The museum is free. You _don't have to pay to get in. |
| 4. | Children _don't have to tell lies. It's very naughty. |
| 5. | John's a millionaire. He _mustn't go to work. |
| 6. | I _mustn't do my washing because my mother does it for me. |

| We _don't have to rush. We've got plenty of time. You _shouldn't smoke inside the school. You can borrow my new dress, but you _don't have to get it dirty. We _don't have to miss the train, because it's the last one tonight. |
|---|
| EXERCISE 2. Give advice to a friend who |
| has love relationship troubles You should talk to your partner and make agreements about your relationship. feels stuck in his professional career. is dealing with family conflicts. has financial problems. feels he will become ill. |
| Errors/Opportunity for growth/Pronunciation/Feedback: Vocabulary/Phrases: |
| Homework: Your best friend has housing problems. Give advice. |