

## Internet research

Search for the keywords *business jokes*. Which other tenses do business jokes use? Tell a joke in your own words, without using notes.



## Listening for detail

**5** 1:09 Listen to an after-dinner story. Number the events below in the order they happened.

- The largest crocodile's mouth shut -snap- behind the CFO.
- There was a loud splash.
- 1 The CEO gave a party.
- The CEO showed the executives the pool.
- Everyone ran back to the pool.
- The CFO asked the CEO who was responsible.
- The CFO climbed out of the pool.
- The CEO challenged his team.

**6** 1:09 Listen again and complete the sentences from the story.

- 1 The boss \_\_\_\_\_ very well for himself, so he \_\_\_\_\_ the executives around his luxurious country house.
- 2 At the back of the house, he \_\_\_\_\_ the largest swimming pool any of them had ever seen.
- 3 They \_\_\_\_\_ to follow the CEO towards the barbecue when suddenly there \_\_\_\_\_ a loud splash.
- 4 Everyone \_\_\_\_\_ and \_\_\_\_\_ to the pool where the Chief Financial Officer \_\_\_\_\_ for his life.
- 5 The crocodiles \_\_\_\_\_ him when he \_\_\_\_\_ the edge of the pool.
- 6 He \_\_\_\_\_ climb out of the pool when he \_\_\_\_\_ the mouth of the biggest crocodile close shut -snap- behind him.

## Telling a story

**7** With a partner, tell a story in your own words using appropriate past tenses.

## Giving advice

**8** Match the beginnings of the sentences 1–10 with the endings a–f to make pieces of advice for new employees.

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|-----------------------------|--|
| 1 You should _____          | a) expect to finish on time every day.                     |
| 2 It's unwise _____         | b) learn to set goals.                                     |
| 3 It's a good idea _____    | c) dress appropriately.                                    |
| 4 You should _____          | d) to make too many personal phone calls.                  |
| 5 You shouldn't _____       | e) to learn proper meeting behaviour.                      |
| 6 It's a good idea to _____ | f) accept responsibility for mistakes.                     |
| 7 It's important _____      | g) learn who does what and how things get done.            |
| 8 You shouldn't _____       | h) not to neglect forming effective relationships at work. |
| 9 You should _____          | i) to reduce stress by balancing your life.                |
| 10 You ought _____          | j) expect that you will like every task.                   |

**9** With a partner, take turns asking for and giving advice.

Student A: turn to page 114.

Student B: turn to page 118.

