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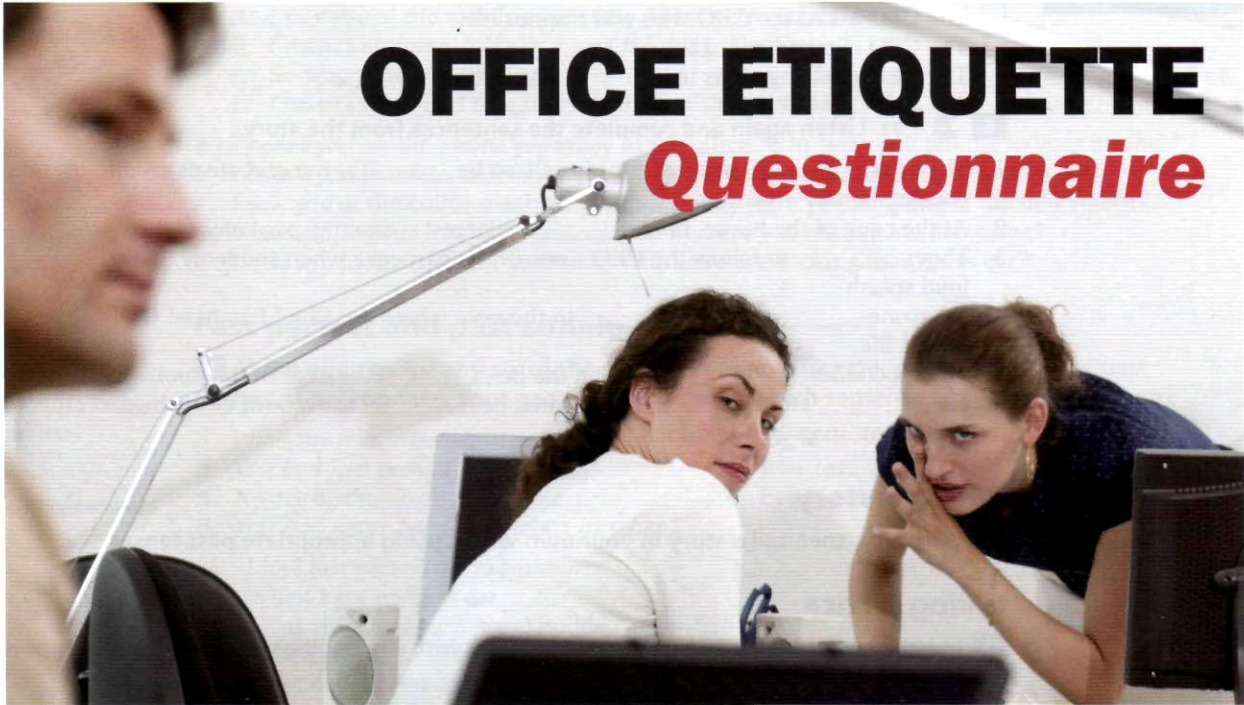
Corporate culture

- ▶ adjectives to describe behaviour
- ▶ diplomatic expressions
- ▶ roleplaying a one-to-one meeting

1.4 Speaking Meetings one-to-one

Discussion

1 Do the questionnaire from a business magazine. Mark the statements *T* (true), *F* (false) or *D* (it depends). Then compare and justify your answers. Talk about how different cultural and business contexts affect your answers.



- 1** It is perfectly acceptable to call the boss by their first name.
- 2** You should never socialize with managers after work.
- 3** If a superior asks you to bring coffee for a visitor, you can tell them politely it's not your job.
- 4** Personal calls are acceptable only at certain times of the day.
- 5** Staying late at the office to finish your work is a sign of inefficiency.
- 6** In meetings it is advisable for junior staff to speak only when invited to do so.
- 7** It is OK to offer suggestions to superiors about how to improve the business.
- 8** It is not advisable to have a romantic relationship with a co-worker.

Listening for detail

2 🎧 1:10–1:11 Listen to two versions of a conversation between Tiffany, an intern, and Simon, her supervisor. Underline the words that describe Simon's behaviour. Then compare your answers with a partner.

Version 1 – Simon is:

objective impatient a good listener
 dogmatic diplomatic friendly firm
 understanding insincere authoritarian
 threatening weak frank

Version 2 – Simon is:

objective impatient a good listener
 dogmatic diplomatic friendly firm
 understanding insincere authoritarian
 threatening weak frank

3 With a partner, discuss the questions.

- 1 Why is Simon's communication style more effective in Version 2?
- 2 Are there situations when the style in Version 1 is more appropriate?
- 3 Would the two communication styles be a) acceptable and b) effective in **your own** language?