

## 2.6 Case study: Meteor Bank

### Discussion (page 33, Exercise 6)

#### Student B

You represent the foreign subsidiaries at the meeting. You think Saul Finlay is ignoring the facts – fast growth in the subsidiaries, need for a less centralized IT system, discontent in his department – because he is building his own personal empire. You feel his record is very poor, and that he should be replaced as soon as possible.

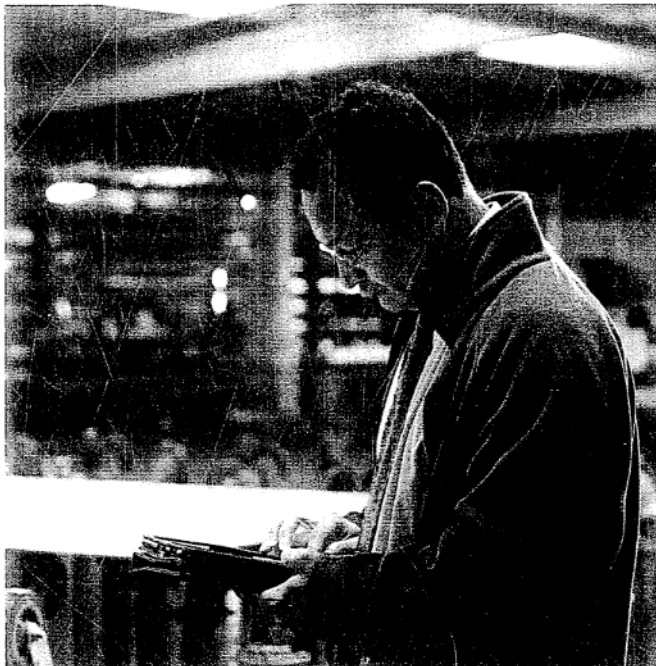
## 3.3 Grammar: Passive structures and *have something done*

### Roleplay (page 41, Exercise 7)

#### Student B

##### Night shift supervisor

You are very busy at the moment. Two operators are off sick and three have received no training. You joined the company recently yourself and have had no time to read all the ISO 9001 procedures in detail. Last week, your production manager sent you this email:



#### ✉ EMAIL

Hi

I'm aware you're busy at the moment. To save time, I suggest you:

- only check the bottling lines twice a week,
- report any problems directly to the maintenance team,
- tell the operators not to worry about filling in the shift log.

By the way, I heard that the filling machine on Line 3 is consuming a little more oil than normal. Have you noticed anything? I haven't told maintenance yet.

## 7.4 Speaking: Communicating in meetings

### Roleplay (page 95, Exercise 8)

#### Serge

- You are not too happy about the proposed changes as they will mean a lot of extra work. However, you realize that you cannot oppose group policy, so you have decided to cooperate as long as things are done properly, and not in a rush.
- You think that a realistic time frame to install the new accounting software, to train accounting staff and to start monthly reporting, is from six to nine months.
- You would also like Mahler to provide training and to pay the extra staff you will have to employ. But you are willing to compromise.