

4

Feedback

- ▶ character descriptions
- ▶ adjectives to describe character
- ▶ collocations relating to project management

4.2 Vocabulary: Managing people and projects



Discussion

With a partner, match the character types in the box with the descriptions a–e. Which type would be the most difficult to manage, and why? Which type are you?

the bully the leader the maverick the team player the workaholic

- a) This character does things their own way. They may be effective, but they're difficult to control.
- b) This person has a natural ability to encourage others and take a project through to success.
- c) This person doesn't know when to stop, and they often believe the office would collapse without them.
- d) This person imposes their personality on others, making other people feel bad in the workplace.
- e) This person has a natural ability to fit in. They make positive contributions and build good relationships.

Which character types in Exercise 1 do you associate with the adjectives in the box?

aggressive anxious charismatic confident cooperative decisive easy-going
friendly helpful impatient independent individual motivating obsessive
over-critical single-minded stressed unpredictable

Listening

Listen to an HR manager and a line manager talking about three members of their team. Decide which of the character types in Exercise 1 describes each person.

Anna _____ Bjorn _____ Katia _____

Listen again. Which adjectives do you hear that confirm your answers in Exercise 3?

Expressions

The expressions in bold were all in the recording. Match expressions 1–8 with the replies a–h. Use a dictionary to help you if necessary.

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| 1 Marion is in danger of burning out . | a) Except Rob, but he doesn't like anyone! |
| 2 How are you settling in ? | b) I wish I could, but things are just too hectic. |
| 3 If we want to succeed, we must pull together . | c) I know. He asked me to do his report for him! |
| 4 He's always passing the buck! | d) No, you can rely on me. |
| 5 She gets on well with everyone . | e) Perhaps we should run a team-building course? |
| 6 Don't let me down , will you? | f) Yes. She's a workaholic. It's affecting her health. |
| 7 Dave isn't pulling his weight! | g) You're right, and that means more work for us! |
| 8 You should learn to take it easy . | h) Fine, thanks, though I still don't know everyone. |