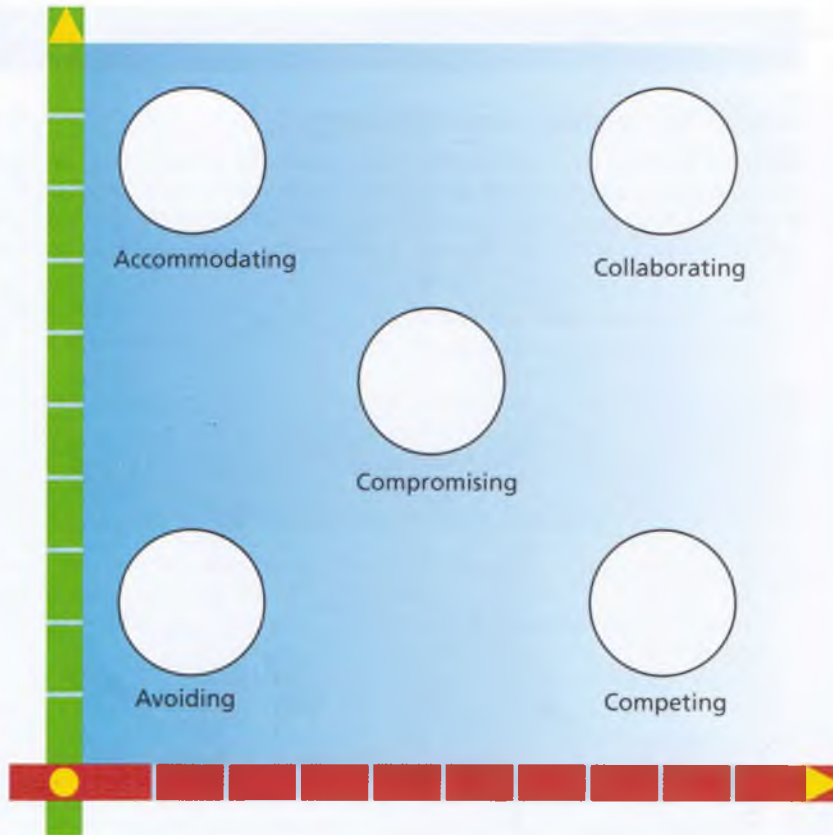


## Internet research

Search for the keywords *workplace harassment*. Be prepared to discuss definitions of what does or does not constitute harassment, how companies can eliminate it, and what to do if it happens to you.



### 4 Sort two pieces of advice into each of the five conflict management strategies.

1 Competing 2 Collaborating 3 Compromising 4 Accommodating 5 Avoiding

- Don't let them get away with it – stand up for yourself!  4
- Take my advice: keep your head down and wait for it to blow over.  5
- If I were you, I'd just throw in the towel.  4
- If there's really no room for manoeuvre, my advice is just to agree to disagree.  3
- I think you should both lay your cards on the table, and just try and clear the air.  2
- See if you can get some movement from both sides and work out your differences.  2
- Say you need to mull it over; they'll have forgotten all about it by next week!  2
- Try and talk it through calmly and rationally – but stand up for your rights.  4
- Why don't you just face up to the inevitable? Admit defeat and smooth things over.  4
- Don't take it lying down – make sure you get your own way.  4

### Collocations

#### 5 Fill in the spaces in this conversation with collocations from Exercise 4.

- Dave:** Look, Ed, we can't just wait for this thing to (1) blow over; I think we should both lay our (2) cards on the table, and try and clear the (3) air.
- Ed:** All right, I'm happy to try and (4) work out our differences, but don't imagine I'm going to just throw in the (5) towel! I won't let you get (6) away with it!
- Dave:** Ed, it's perfectly normal to (7) stand up for your rights – but I think there's room for (8) manoeuvre. If we talk it (9) through calmly and rationally, I'm convinced we can reach an agreement.
- Ed:** OK, but you're going to have to face up to the (10) inevitable; you're not going to get things all your own (11) way!

### Roleplay

#### 6 Work with a partner. Hold conversations about the problems in Exercise 2.

Student A: Explain the problem, and how you feel.

Student B: Advise your colleague on how to deal with the situation.