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SDY21135 / AIA03

Bahasa Inggris 1

Exercise 3

* Presentation 1:

- * b. Good morning ladies and gentlemen, and welcome to our session on the dynamics of motivation.
- * d. Please feel free to raise questions at my time on technical or financial aspects of the project, and I shall do my best to answer them.
- * f. I would like to ask you to keep any questions you may have until the end, when I hope we will also have time to discuss your personal experiences, and particular work situations.
- * h. I will then turn to what I really mean by motivation and look at the internal and external factors that play a part in creating it.
- * j. I shall start by looking at why motivation is so important and why the ability to motivate is a vital management skill.

* Presentation 2:

- * a. At the end, I will suggest practical ways in which you as managers can motivate both yourselves and the people who work for you.
- * c. Then I will give a short demonstration of our prototype and explain what we have already achieved.
- * e. To begin with, I shall outline the main goals of the project.
- * g. Finally, I shall move on to the major commercial applications investment.
- * i. Good afternoon, ladies and gentlemen. I would like to talk to you this afternoon about why we feel our interactive video project is worth it.

Date. /

Exercise 4

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|-----------------|------------------|
| * (1) to | * (9) illustrate |
| * (2) begin | * (10) by |
| * (3) outlining | * (11) should |
| * (4) issues | * (12) pressed |
| * (5) so that | * (13) save |
| * (6) look | * (14) raise |
| * (7) aspects | * (15) do |
| * (8) explain | |