

Useful expressions:

Introduzindo Responsabilidades:

"I am responsible for..."

"My role is to..."

"I oversee the..."

"I handle the..."

Gerenciamento de Tempo e Projetos:

"I prioritize tasks to meet deadlines."

"I track the progress of the project."

"I create schedules for the team."

"I ensure that we stay on track."

Descrevendo Tarefas:

"I conduct research on..."

"I prepare reports on..."

"I develop strategies for..."

"I coordinate with the team to..."

Colaboração e Comunicação:

"I collaborate with other departments to..."

"I communicate updates to the team..."

"I facilitate meetings to discuss..."

"I support my colleagues by..."

Feedback e Melhoria:

"I gather feedback from customers to improve our products."

"I analyze performance metrics to make recommendations."

"I implement changes based on team suggestions."

"I review processes to enhance efficiency."

Tarefa:

- Escolher um dos projetos expostos nos slides abaixo e, em grupo, realizar uma apresentação em Canva ou Power Point que possa ilustrar/demonstrar/evidenciar o papel de cada um no projeto.
- É necessário que cada participante use o Simple Present para, em sua fala na apresentação, conte com mais detalhes suas tarefas e responsabilidades dentro do projeto.
- Use as expressões sugeridas no slide anterior, caso seja conveniente, ou use outras frases no Simple Present que contemplem os objetivos de sua fala.

Project: "Eco-Friendly Packaging Initiative"

Project Description: The company "Green Solutions" is launching an initiative to develop eco-friendly packaging for its products. The goal is to reduce plastic waste and promote sustainability. The project involves research, design, marketing, and implementation phases, aiming for completion within six months.

Team Members and Responsibilities:

Market Research

Responsible: Student 1

Tasks:

- He/she conducts surveys to gather consumer opinions on packaging.
- He/she analyzes competitors' eco-friendly practices to identify trends.

Product Design

Responsible: Student 2

Tasks:

- He/she designs the new packaging prototypes using biodegradable materials.
- He/she collaborates with suppliers to source sustainable materials.

Marketing Strategy

Responsible: Student 3

Tasks:

- He/she creates a marketing campaign to promote the new packaging.
- He/she manages social media posts highlighting the benefits of sustainability.

Implementation

Responsible: Student 4

Tasks:

- He/she oversees the production of the new packaging.
- He/she trains staff on how to implement the new packaging process.

Summary

The "Eco-Friendly Packaging Initiative" focuses on creating sustainable packaging solutions. Each team member has specific tasks that contribute to the overall success of the project.

Project: "Product Launch"

Project Description: The company "Tech Innovations" is planning to launch a new gadget, the "SmartWidget," which helps users monitor their health. The launch is scheduled for the next quarter and involves several stages, such as market research, development, marketing, and sales.

Team Members and Responsibilities

Market Research

Responsible: Student 1

Tasks:

- He/she conducts surveys to understand customer preferences.
- He/she analyzes market trends to identify target demographics.

Product Development

Responsible: Student 2

Tasks:

- He/she designs the product specifications.
- He/she collaborates with the engineering team to create prototypes.

Marketing

Responsible: Student 3

Tasks:

- He/she creates a marketing strategy.
- He/she manages social media campaigns to promote the product.

Sales

Responsible: Student 4

Tasks:

- He/she prepares sales presentations.
- He/she trains the sales team on the features of the SmartWidget.

Project Management

Responsible: Student 5

Tasks:

- He/she coordinates the different teams involved in the project.
- He/she tracks the project's progress and deadlines.

Summary

The "Product Launch" project focuses on introducing the SmartWidget to the market. Each team member has specific tasks that contribute to the overall success of the project.