



Cheering Up Your Co-Worker

Business > Intermediate 6



Exercise 1 – Reading

Read the dialogue aloud with your tutor and check your understanding.

James: Hey Megan! Why are you so glum? What's wrong?

Megan: I just had a talk with the boss. Apparently, I'm doing a lousy job.

James: What? You know that's not true! You're doing a great job! Did he actually say that? What happened?

Megan: Well, he didn't say it, but that's what he meant. He mentioned that I had made a couple of mistakes in my last two reports. And he's right. And I was a bit slow on the last project and failed to meet the deadline.

James: Oh, come on! That can happen to the best of us! It's not the end of the world. We all make mistakes sometimes. He just wanted to bring it to your attention, so that you can do even better in the future.

Megan: The thing is, I was having a really tough time at home and I just couldn't concentrate.

James: Well, we all have our ups and downs. You know that you are doing great and no one could ever replace you. You're the best at what you do. So don't let something like this get you down.



Megan: Thanks for the support, James. I guess you're right. I just need to focus more and it will be okay.

James: That's the spirit! Now, let's go get a drink! You need to get this off your mind.

Megan: You're the best, James!

Check your understanding:

1. Why was Megan in a bad mood?
2. Why was Megan not able to concentrate on her work?
3. What did James suggest they do?



Exercise 2 – Learning

Useful Expressions

- It can happen to the best of us.
- It happens sometimes.
- What's done is done.
- It's not the end of the world.
- We all have our ups and downs.
- You're doing a great job.
- Don't let this get you down.
- Don't let it get to you.
- You can do it!
- You're the best at this.
- Cheer up!
- Keep it up!
- Keep up the good work.
- Look at the bright side, ...
- That's the spirit!



Exercise 3 – Role Play

Take turns with your tutor and act out the scene described below.

Scene: Your colleague named Carla had a really bad day at work today and her boss reprimanded her for the mishaps. Try to cheer her up. Your teacher will act as your colleague.



Exercise 4 – Discussion

Discuss the following questions with your tutor.

1. Have you ever had to cheer up a colleague before? If so, what happened?
2. How do you deal with mishaps at work?
3. Is your work environment cheerful and friendly or somber and professional?