

COMMUNICATION

Giving advice

LEVEL

Intermediate (B1)

NUMBER

EN_B1_1073X

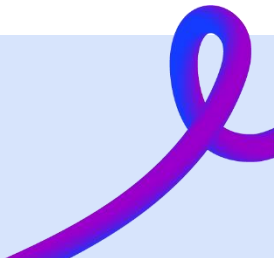
LANGUAGE

English



Learning outcomes

- I can use a variety of phrases to ask for and give advice.
- I can clarify details and show I'm actively listening to someone.





Warm up

Ask a classmate **one** of the questions below.



Who do you usually ask for advice when you have a problem?

When was the last time you asked someone for advice?

When was the last time you gave someone advice?

Do you like giving advice to others?
Why or why not?



Reading

Read the dialogue and **answer** the questions below.

Eleanor: How are things between you and Dirk?

Lucy: Oh, nothing's changed, really. If anything, things have got worse! I keep telling him he's working too much, but he won't listen to me.

Eleanor: I'm sorry to hear that. Is there anything I can do to help? I'd be happy to look after the children one evening if you need some time alone together to talk.

Lucy: Well, what would you do in my position? I know he's having a hard time with his boss, but he's always too tired to do anything with me and the children at the weekend.

Eleanor: Hmm. It's a tricky one. It seems to me as if he just doesn't realise how much this is affecting you.



1. What is Lucy's problem?
2. How does Eleanor offer to help?



Reading

Read the rest of the dialogue and **answer** the questions below.

Eleanor: It sounds like he's under quite a lot of pressure at work. Put yourself in his shoes – he just got promoted. So, obviously, he's going to have a bit more to do at work now.

Lucy: Come to think of it, he's always been a bit of a workaholic. But something needs to change.

Eleanor: If I were you, I'd speak to him about it directly. Have you tried telling him how much this is bothering you? You shouldn't bottle things up – you have every right to tell him how you really feel!

Lucy: I haven't had the chance – he always gets home so late, and we never have any time alone together. Maybe you *could* take the children on Friday evening. Then, we can have a chat about it.

Eleanor: It's worth a shot!



3. What advice does Eleanor give Lucy?
4. Is Lucy going to follow Eleanor's advice?



Match the phrases to ask for advice

What do you think...

I'm really not sure what...

What would...

What should...

I need...

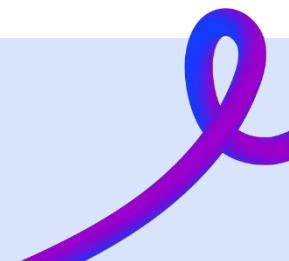
a ...to do!

b ...your advice on something.

c ...I should do?

d you do in my position?

e I do?





Giving advice

Discuss the steps for giving advice. Why is it important to **not** just skip to step 3?

Listen actively

- 1 This lets the other person know that you are interested in what they're saying and want to help.

Clarify the details

- 2 Make sure that you completely understand the situation before offering any advice.

Offer advice

- 3 Finally, put yourself in the other person's shoes and offer helpful ideas or steps to take.





Giving advice

Categorise these phrases from the text. Can you think of any others to add?

Is there anything
I can do to help?

Have you tried...?

It seems to me
as if...

Put yourself in
his shoes.

It's a tricky one!

It sounds like...

I'm sorry to hear
that.

Well, if I were
you, I'd...

You
should/shouldn't
...

It's worth a shot!

Listening actively

Clarifying details

Offering advice



It's a tricky one!



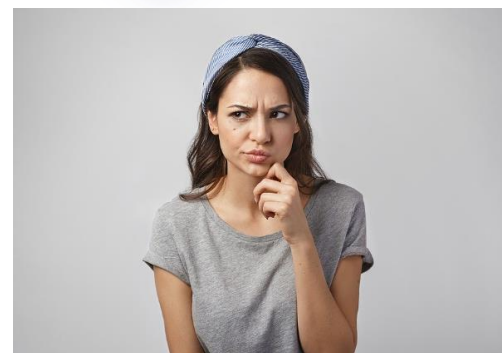
Does this phrase describe an easy or a difficult situation?

It's not good to **bottle things up**!



What's the opposite of **bottling things up**?

It's worth a shot!



Does this mean it's a good or a bad idea to try something?



Asking for and giving advice

Complete the dialogue using the words in the red box.

- 1 I'm feeling so helpless at work with all of my new tasks. What _____ I do?
- 2 Have you _____ talking to your manager about it and telling her you're feeling under pressure?
- 3 I don't know if she'd understand. What _____ you do in my position?
- 4 _____ yourself in her shoes. Maybe she's really busy and doesn't realise there's a problem.
- 5 You're right. It's worth a shot! Thanks for the _____.

advice
should
tried
would
put

Giving advice using *to try*

Have you tried talking to him about it?

Maybe you should try chatting to him about it.

Try calling them! Usually, they don't respond to emails.

- Which piece of advice uses a **question**?
- Which uses a **modal verb**?
- Which gives an **order** or a **command**?
- Can you order the sentences from **most direct** to **least direct**?



Giving advice using *to try*

Imagine your friend Tom's job involves working at night and a lot of physical activity. He doesn't have time to cook proper meals and has bad back pain. What **advice** would you give him?



Have you tried...?

Maybe you should try...

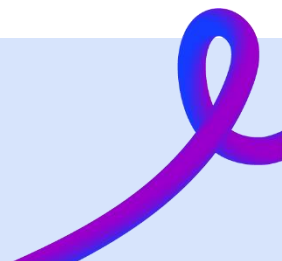
- take
- go
- call
- plan
- stop
- eat
- exercise
- think



She's always been a bit of a **workaholic**.



What does a **workaholic** do? Is it healthy to be **workaholic** or not?





Asking for and giving advice

1. **Work in pairs**, as a group or in breakout rooms, and take turns **describing a problem**.
2. Your partner should **actively listen** to your problem, **clarify any details** and **give advice**!
3. If in breakout rooms, share a **short summary** of both problems and the best piece of advice.

My friend has stopped talking to me – I'm not sure what to do!

Oh, I'm sorry to hear that. It sounds like...




Asking for advice

- What do you think I should do?
- I need some advice!
- What would you do (in my position)?
- I don't know what to do...

Listening actively, clarifying and giving advice

- It seems to me as if...
- You should/shouldn't
- It sounds to me like...
- Put yourself in their shoes...
- It's a tricky one!
- Have you tried...?
- Don't bottle things up!
- Try + verb (-ing)
- If I were you, I'd...



End of the lesson

Idiom

To push someone's buttons

Meaning: to cause a strong reaction in someone else.



Additional practice



Categorise

Categorise the sentences below.

- 1 Why don't you try sitting him down and asking him about it?
- 2 If I were you, I'd speak to your manager about this. It's pretty serious!
- 3 It seems to me as if they haven't really thought about how much this affects you.
- 4 Put yourself in her position. She must be under a lot of pressure, too.
- 5 Ok, so it sounds like you haven't made a decision yet...

Active listening and clarifying details

Giving advice



What advice would you give?

Your colleague doesn't get along with the new boss.

Your great-aunt is lonely and doesn't want to live by herself anymore.

Your mother is thinking of retiring early.

Your friend is considering taking a career break for one year but their wife doesn't want them to.



Read this popular saying

“

Rome wasn't built in a day.

What advice is this saying giving?

Do you think this is good advice or not?

Is there a similar saying in your native language?





Discuss



What is the best piece of advice you've ever received to do with love?

Who gave the advice to you?



What do you think?

In your culture, do people often go to others for advice?



Are there any risks involved with asking others for advice?





Discuss



What's the best piece of advice someone has ever given you?

Who gave you the advice?



Answer key

- P.4:** 1. Lucy's husband, Dirk, is working too much and it's affecting Lucy's relationship with him and their kids.
2. Eleanor offers to help take care of Lucy's kids so Lucy can have time to be alone with her husband and talk things through.
- P.5:** 3. Eleanor tells Lucy to tell her husband exactly how she's feeling. Eleanor tells Lucy not to bottle (her emotions) up.
4. Yes
- P.6:** 1. (c) 2. (a) 3. (d) 4. (e) 5. (b)
- P.8:** **Listening actively:** I'm sorry to hear that; Is there anything I can do? It's a tricky one
Clarifying details: It sounds like; It seems to me as if...
Offering advice: Have you tried...?; Put yourself in his shoes; Well, if I were you, I'd...; you should/shouldn't; It's worth a shot!
- P.10:** 1. should 2. tried 3. would 4. Put 5. advice
- P.11:** 1. Question: sentence 1
2. Modal verb: sentence 2
3. Order or command: sentence 3
4. Most direct = sentence 3; mid = sentence 2; least direct = sentence 1



Answer key

P.18: Active listening and clarifying details: 3, 5
Giving advice: 1, 2, 4



Summary

Key phrases for asking for advice:

- What should I do? / What do you think I should do? / What would you do in my position?
- I need your advice on something.

Key phrases for giving advice:

- Have you tried...? / Why don't you try...? / Try... (+ -ing form)
- Maybe you should...
- Put yourself in his/her shoes. / If I were you, I'd...
- Have you thought about...?

Key phrases for active listening and clarifying details

- Oh, I'm sorry to hear that / Is there anything I can do to help?
- It sounds to me like...; It seems to me as if... By... do you mean?



Vocabulary

What would you do in my position?

What should I do?

I'm sorry to hear that

Is there anything I can do to help?

It seems to me as if...

It sounds like...

Put yourself in (somebody's) position

workaholic

to bottle (it/things) up

It's worth a try!

Have you tried...?

should

try + verb (ing)

try + to + infinitive



Notes

