

# A conversation about company events

SPEAKING

LEVEL  
Beginner

NUMBER  
EN\_BE\_1268S

LANGUAGE  
English

lingoda



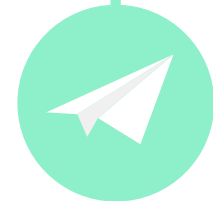


## Goals

- Can use new vocabulary to describe company events
- Can use new words and phrases to describe cultural activities and make suggestions to colleagues



We're **planning** an end of year event  
for our team. **How about** we all go to a  
**restaurant** for **dinner**?





## Preview and warm-up

- In this lesson we are going to review how to organise company events, talk about different cultural activities and practise pronunciation.



Why don't we show the clients the new **exhibition** at the **museum**?



## The unstressed vowel sound

about



## The unstressed vowel sound

**about**

**celebrate**



## The unstressed vowel sound

**about**

**celebrate**

**again**



## The unstressed vowel sound

**about**

**celebrate**

**again**

**focus**





## The unstressed vowel sound

about

celebrate

again

focus

banana

In all these words there is an unstressed vowel sound, called the ***schwa***.

Practise making this sound with your teacher.



## Vocabulary review

to plan

gallery

cultural centre

occasion

to arrange for

golf course

why don't...?

how about...?





## Sentence examples



I need **to plan** the end of year celebration.

**Turn left** at the hotel.



The **cultural centre** offers lots of workshops and performances.



## Sentence examples



Go **straight on** and you will see the **golf** course.

He has to **arrange for** transport to and from the conference centre.



We're having a party, the **occasion** is the manager's birthday.

I like the new painting in the **gallery**.





## Brainstorm

**Brainstorm with your teacher as many different company events as you can remember.**





## Dialogue

**Read through this dialogue with one of your classmates.**



I am planning a barbecue on Saturday for our team at the park next to the museum.

Oh, really? Who are you inviting?



Everyone from our team. I still haven't chosen the food, though.

Sounds great! Let's ask everyone what they like eating.





## Your role play

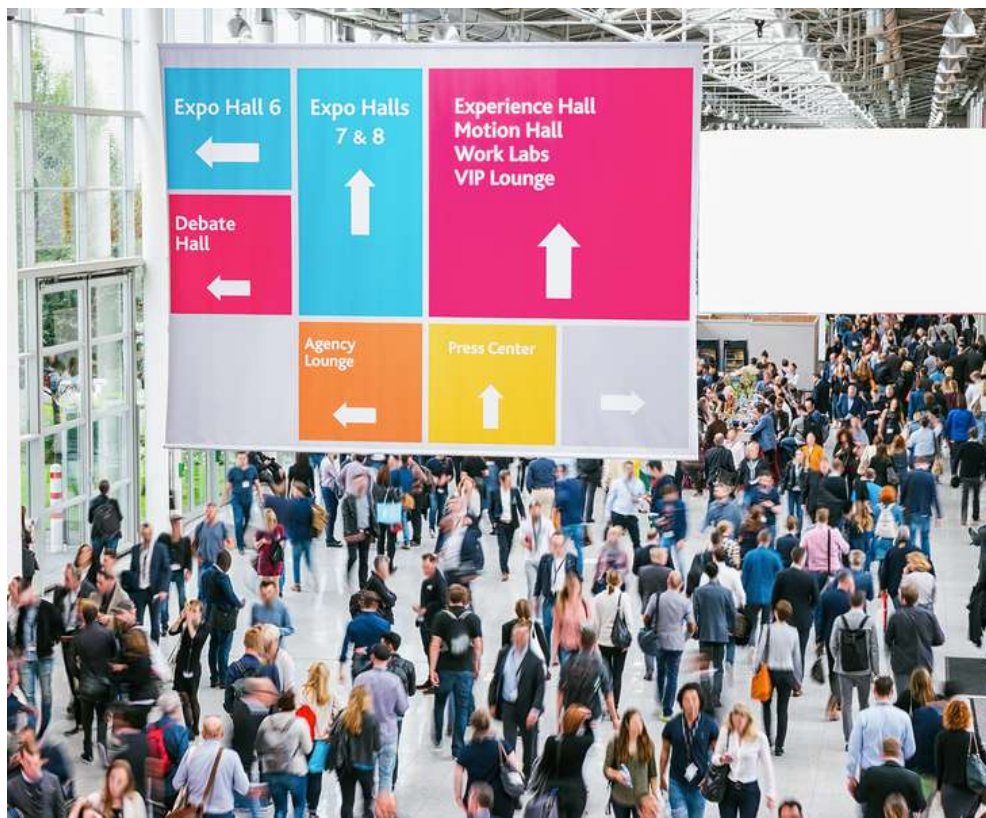
Now act out a similar role play to organise one of the events below.





Look at the photo

What kind of event is going on here?



Why, when, where  
and what is  
happening?

Who is attending  
the event?





# Which company event would you like to attend?

You can only choose one so justify your choice





## Unscramble to make suggestions

Why

we

How

to the  
museum?

plan  
something?

don't

going

about



What about...?

do

for your boss'  
birthday!

something

Let's



## Making suggestions

Here is the venue for your office Christmas party. Make some suggestions to your boss for a better place.



Why don't we...?

How about...?



## Big questions

**What is your  
favourite work  
event?**



**What was the last  
work event you  
went to?**



## What do you think?

**Discuss the following statements with a partner.**



1

Going for a nice team dinner at a restaurant is very boring.



2

An exposition is a good place to take colleagues from abroad.



3

Drinks at a bar until 2 am is a good idea for an event with new clients.



**Imagine you are...**

**...talking on the phone with a colleague from overseas. They are visiting your city next week. Act out the situation with a classmate and then switch roles.**

- Find out what they interested in.
- Then make suggestions for events or places in the city to entertain them.





## Reflect on the goals

Go back to the second slide of the lesson and check if you have achieved all the goals of the lesson.

yes

no






## Reflect on this lesson

Think about everything you have seen in this lesson.  
What were the most difficult activities or words? The easiest?



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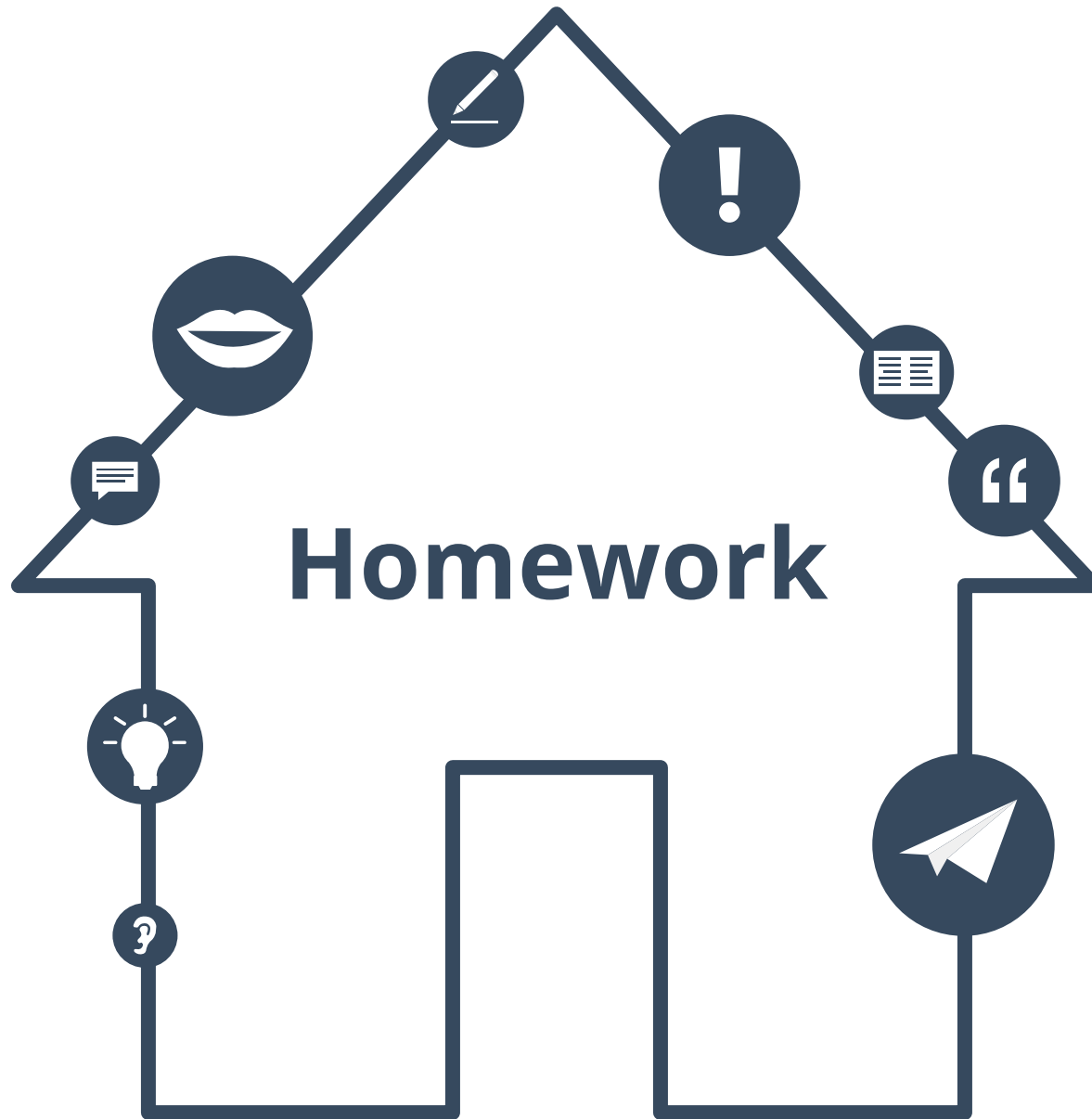


\_\_\_\_\_

\_\_\_\_\_

If you have time, go over  
the most difficult slides again







## Categorise the activities

Formal

Informal

conference

drinks

activity centre

barbecue

golf

bar

exposition

picnic

party

dinner



## Homework e- mail writing activity

**Write an informal email to colleagues informing them of what the company is doing for the Christmas event.**

	-	□	×
To:			
Subject:			
<p>Hi all!</p> <p>This year for our annual Christmas event we are going to visit the theatre! No catering will be available there, so we will go to the restaurant afterwards...</p>			



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