# Dealing with information

# Lexical

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| [现在进行时: the present continuous] |
| |  | | --- | | Here are some different ways to react to unexpected news:   * **Good for her. 🡺** Really? Good for her. * No way! // No way! Are you serious? * Wow. I cann’t believe that. * Are you serious? / Seriously?/ * Are you kidding (me)? * **No way! Are you serious?** * That cann’t be true! * I’m shocked. 我震惊了 * I’m so surprised. * Wow, that’s big news. * OMG, such a shock/such a surprise | |
| [新创办的小公司: a startup, a startup company]  A startup company is a small business that has recently been started by someone. 新创办的 (小公司)  e.g. Thousands and thousands of startup firms have poured into the computer market.   成千上万家新成立的小公司涌入了电脑市场。  e.g.  For now the only bright spots in the labour market are small businesses and high-tech startups新创办的高科技公司. |
| 代词/ˈprəʊˌnaʊn/  pronoun  [N-COUNT](javascript:;)A pronoun is a word that you use to refer to someone or something when you do not need to use a noun, often because the person or thing has been mentioned earlier. Examples are "it," "she, he, they" "something," and "myself."  🡺不定代词indefinite pronoun  [N-COUNT](javascript:;)An indefinite pronoun is a pronoun such as "someone," "anything," or "nobody," that you use to refer to a person or thing in a general way  Use indefinite pronouns to refer to nonspecific people, places and things. Generally, indefinite pronouns with **some-** are used for positive statements (like someone, somebody, something), and indefinite pronouns with **any-** for questions and negative statements (anyone, anything). |
| 可数名词, 解雇裁员 layoff /ˈleɪ**ɒ**f/, layoffs  [N-COUNT](javascript:;)When there are layoffs in a company, people become unemployed because there is no more work for them in the company.  e.g. It will close more than 200 stores nationwide resulting in the **layoffs**可数名词of an estimated 2,000 employees.  e.g. Nobody else knows about the **layoffs可数名词**yet. Only we know. |

# React to unexpected news

## Describe changes at the office

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| Here are some ways to describe staff changes. Notice that, as they describe an ongoing situation, they are in the **present continuous 现在进行时.** | | |
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|  | We'**re getting** a new CEO. |  |
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|  | He'**s moving** to go to a startup. |  |
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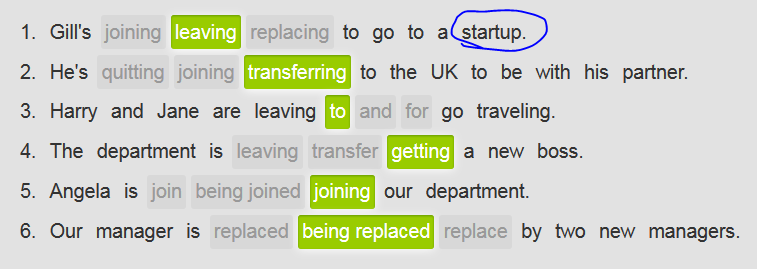
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|  | Mary'**s transferring** to Boston. |  |
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|  | Johnny'**s being replaced** by a new **intern**. 🡺 **present continuous 现在进行时** |  |
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|  | She'**s leaving** to go traveling. |  |
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|  | Sally **is joining** the marketing department. | . |
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|  | He'**s quitting** to take some time off. |  |



## Indefinite pronoun

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| [N-COUNT](javascript:;)A pronoun is a word that you use to refer to someone or something when you do not need to use a noun, often because the person or thing has been mentioned earlier. Examples are "it," "she," "something," and "myself."  🡺  不定代词indefinite pronoun  [N-COUNT](javascript:;)An indefinite pronoun is a pronoun such as "someone," "anything," or "nobody," that you use to refer to a person or thing in a general way. |

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| Use indefinite pronouns to refer to nonspecific people, places and things. Generally, indefinite pronouns with **some-** are used for positive statements (like someone, somebody, something), and indefinite pronouns with **any-** for questions and negative statements (anyone, anything). |

## Indefinite pronoun-People

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| The suffixes **-one** and **-body** refer to people. They mean the same thing and are interchangeable. | | |
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|  | **Someone** told me we're getting a new boss. |  |
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|  | **Everybody** is saying that Josh is leaving to go to a competitor. |  |
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|  | Please don't tell **anybody** that he's joining another team. |  |
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|  | **No one** knows he's getting replaced. |  |

## Indefinite pronoun-Place

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| For places, you can use **-where** and **-place**, with no change in meaning. | | |
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|  | I need **somewhere** quiet to work. It's a little noisy in here. |  |
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|  | Let's go **someplace** quiet.  Everywhere I go, I see him. So I take it as a coincidence巧合 between us. |  |

## Indefinite pronoun-Thing

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| For things, simply use **-thing**. | | |
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|  | I need to tell you **something**. Can you **keep it a secret**? |  |
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|  | Don't ask me. I don't know **anything** about it.  Frankly, I have nothing to say to you. |  |

e.g.

**Everyone** is saying that Jack is moving to Japan.

**Everyone** is saying there'll be a big announcement.

**Someone** said that Mary is being promoted.

Please do**n't** tell **anyone** .  It's a secret.

**Nobody** else knows about the layoffs裁员（可数名词） yet. Only we know.

I do**n't** know **anything** about the new project.

**No one** tells me **anything** these days.

 Really? I have**n't** heard **anything**.

She's moving to **someplace/somewhere** in the U.S. I don't know where.

And she's being moved to **somewhere** in the U.S.

Well, there should be an announcement **sometime** soon.

## React to news

Hey, did you hear? Everyone's saying that Danny is joining marketing.

**No way**! He's wanted that job for a while.

Yeah. And there's more news. Iris is leaving.

Are you serious? Why?

**Apparently** she's moving to Germany. A director position or something like that.

I can't believe it! Such a surprise.

Additionally, did you hear? Travis’s getting a promotion.

**No way! Are you serious?**

I’m pretty sure (that) it’s true.

**Hmm, anyway, good for him (但愿他会好，语气不是恭喜其实)**

## Deliver unexpected news

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| You can use words like **someone** and **everyone** to deliver unexpected news if you're not sure **where the news originated** or if it's true. You can also use the word **apparently**. | | |
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|  | ***Someone*** *told me we're getting a new boss.* |  |
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|  | ***Everybody*** *is saying that Josh is leaving to go to a competitor.* |  |
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|  | ***Apparently显然的啊,*** *Nicole is moving to New York.* |  |
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| Here are ways to get someone's attention and add extra information: | | |
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|  | ***Did you hear?*** *Kim's getting a promotion.* |  |
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|  | ***There's more news.*** *The company is moving to London!* |  |

## React to unexpected news

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| Here are some different ways to react to unexpected news:   * **Well, good for her. 对她有好处 🡺** Really? Good for her. * No way! // No way! Are you serious? * Wow. I cann’t believe that. * Are you serious? / Seriously?/ Are you kidding? * Are you kidding (me)? * **No way! Are you serious?** * That cann’t be true! * I’m shocked. 我震惊了 * I’m so surprised. * Wow, that’s big news. * OMG, such a shock/such a surprise | | |

# Investigate rumor and gossip

# Deal with confidential info

# Write an advisory email