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Week 12

Name of the lesson: To commute or not to commute

Lesson objectives:

- Read and talk about working from home vs. working at an office.
- Role-play dialogues.
- Learn vocabulary for different working environments and means of transport.
- Write a short text describing pros and cons of a specific work environment.

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This lesson will be

🔴 **recorded**

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Weekly plan

Part I

To commute or not to commute

- ✓ Watch a video.
- ✓ Discuss working from home vs. working at an office.
- ✓ Learn new vocabulary.
- ✓ Write a text describing pros and cons.

Part II

Revision + Quiz

- ✓ Weeks 9–12 revision
- ✓ Writing practice
- ✓ End of the module quiz

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Today's agenda

Watch a video about working from home vs. working at the office.

Read descriptions about different working environments.

Talk about means of transport and commuting.

Write a short text about pros and cons of a specific work environment.

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Getting started

Let's watch a video

Watch the two situations in the video.
Then discuss the questions that follow.

Estimated time: **10 minutes**

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Working from home vs. working at the office

Watch the video and answer:
1. Are you familiar with both situations?
2. Which one do you prefer?

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Working from home vs. working at the office

Collaborative activity

Read different extracts about benefits and drawbacks of working in an office and working from home. Make a list of the benefits and drawbacks. Share the list with the class.

Estimated time: **20 minutes**

Benefits of working at an office

I work in an office where I have my own space to work. Being at the office lets me work with my colleagues easily. We have meetings and work together, which helps us become a better team. Also, being in the office helps me stay focused and feel motivated during the day. I also like that it's easy to separate work from home when I finish for the day.
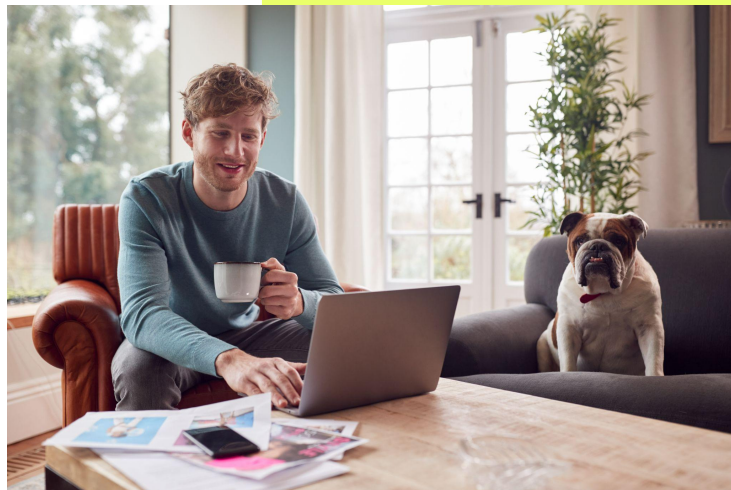
Benefits of working from home

I work from home. I really like it. I don't travel to work every day. It saves time and energy. I can make my own schedule and manage my time well. I work better in a familiar place. I can arrange my workspace just the way I want. It's perfect for my style of work.

Drawbacks of working at an office

Working at an office has its challenges. First of all, I find it hard to maintain a good work-life balance because the office is separate from my home, and sometimes I end up working longer hours. Second, face-to-face interactions with colleagues are great, but it can be noisy and distracting, making it difficult to focus on important tasks. Third, the office environment can feel a bit rigid and formal, which affects my creativity and comfort while working. Lastly, commuting to the office every day can be time-consuming and tiring, especially during rush hours.

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Drawbacks of working from home

Working from home also comes with its own set of challenges. First, it's quite easy to get distracted by household chores, family members, or even the TV, which affects my productivity. Second, I miss the face-to-face interactions with colleagues that foster teamwork and collaboration. It can sometimes get lonely and isolating, and I miss the social aspect of being in an office. Third, without a clear separation between work and personal life, I often find myself working longer hours and having difficulty disconnecting from work. Lastly, the lack of a formal office environment makes it hard to concentrate on work, and I sometimes struggle to be as efficient as I would be in the office.

Benefits and drawbacks of working at an office

Benefits of working at an office:

- Face-to-face interactions with colleagues promote better communication and teamwork.
- Access to office resources and equipment for more efficient task completion.
- Clear separation between work and personal life allows for better work-life balance.
- Foster a sense of belonging and camaraderie among coworkers.

Drawbacks of working at an office:

- Difficulty maintaining work-life balance, leading to longer working hours.
- Noisy and distracting office environment affecting focus on tasks.
- Rigid and formal office setting impacting creativity and comfort while working.
- Time-consuming and tiring commuting during rush hours.

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Benefits and drawbacks of working from home

Benefits of working from home:

- Flexible work schedule and increased autonomy over time management.
- Comfort and familiar surroundings leading to higher comfort levels.
- Reduced commuting time and associated costs.
- Ability to customize the work environment to suit personal preferences.

Drawbacks of working from home:

- Difficulty in maintaining a clear separation between work and personal life.
- Lack of face-to-face interactions leading to feelings of isolation and reduced teamwork.
- Distractions at home hindering productivity.
- Lack of a formal office environment impacting focus on work tasks.

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Role-playing

Now use your list to role-play a dialogue with a partner.
Change roles. Use the dialogue in the next slide as a model.

Estimated time: 20 minutes

Office vs. Home Office

Laura – Works at an office; Carlos – Works from home

Laura: Hi Carlos! How's remote work treating you?
Carlos: Hey Laura! It has its ups and downs. I love the flexibility, but miss the office interactions. How's office life?
Laura: It's good, but can be distracting. How do you stay focused at home?
Carlos: I try creating a dedicated workspace, but it's not easy. How about you? How do you handle the noise at the office?
Laura: I wear headphones to concentrate. Any tips for work-life balance?
Carlos: Setting a schedule helps. What's your secret?
Laura: I avoid taking work home. We both have pros and cons!
Carlos: True! Let's make the most of our situations.

ESTIMATED TIME: 20 minutes

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Break-time

We'll be back in 10 minutes!

MEANS OF TRANSPORT

What means of transport do you usually use to go to work or university?

Can you say them in English?

Answer using the chat
ESTIMATED TIME: 5 minutes

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GAME: Vocabulary Word Search

Find the means of transport hidden in the word search below.

```
C A R W S L K O Q T R A I N T
B U S R T A C O U C B M W S
B I C Y C L E L E G K T A D
W A L K I N G D B M K J F I
J K L P O I U T R E S X N C
M O N P B U S Y H O T L S G
T A I M Q W L K B O P Q I O
S E D F B M T G L E C A R R
```

Answer using the chat
ESTIMATED TIME: 5 minutes

CODERHOUSE

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J K L P O I U T R E S X N C
M O N P B U S Y H O T L S G
T A I M Q W L K B O P Q I O
S E D F B M T G L E C A R R
```

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Matching

Read the means of transport. Then match them with the definitions on the right. Type your answers in the chat.

1. **Car**

2. **Bus**

3. **Bicycle**

4. **Train**

5. **Walking**

A. **A two-wheeled vehicle powered by pedals.**

B. **A vehicle that travels on rails and carries passengers.**

C. **A motor vehicle used for transportation.**

D. **A large vehicle used to transport many people.**

E. **Moving from one place to another on foot.**

ESTIMATED TIME: 5 minutes

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D.   **A large vehicle used to transport many people.**

E.   **Moving from one place to another on foot.**

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TRUE or FALSE

Decide if the following statements are true or false.

1. Walking is a means of transport.

2. Bicycles have four wheels.

3. Buses are used for short-distance travel only.

4. Trains run on tracks.

5. Cars are not a common means of transport.

Answer using the chat
ESTIMATED TIME: 5 minutes

CODERHOUSE

TRUE or FALSE

Decide if the following statements are true or false.

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2. Bicycles have four wheels. F

3. Buses are used for short-distance travel only. F

4. Trains run on tracks. T

5. Cars are not a common means of transport. F

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FILL IN THE BLANKS

Complete the sentences with an appropriate means of transport.

1. I usually _____ to work because it's close to my home.

2. My friend takes the _____ to the city every day for work.

3. For short distances, I prefer _____ as it's good for the environment.

4. The _____ is a convenient way to travel between cities.

5. When the weather is nice, I enjoy _____ to the park.

Answer using the chat
ESTIMATED TIME: 10 minutes

FILL IN THE BLANKS

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3. For short distances, I prefer bicycle as it's good for the environment.

4. The train is a convenient way to travel between cities.

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Answer using the chat
ESTIMATED TIME: 10 minutes

CODERHOUSE

Break-time

We'll be back in 10 minutes!

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Written focus

Read the ideas in the charts. Choose one of the two and develop the ideas into sentences. Divide the sentences into pros and cons.

WORKING AT AN OFFICE

- COMMUTE
- WORK ENVIRONMENT
- PRODUCTIVITY
- TEAM COLLABORATION
- WORK–LIFE BALANCE
- DRESS CODE

WORKING FROM HOME

- FLEXIBILITY
- PRODUCTIVITY
- COMMUNICATION
- HEALTH AND WELL–BEING
- TECHNOLOGY
- DISTRACTIONS

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Hello, this is Helen, a skilled (1) _____ software developer proficient in languages such as Java, Python, Ruby, and Node.js. I possess (2) _____ and (3) _____ skills, enabling efficient problem-solving and analytical thinking. I have extensive experience working with databases and SQL. I am adaptable and committed to (4) _____ to stay updated with the latest technologies and programming languages. I have strong (5) _____ to effectively collaborate with frontend developers and deliver robust backend solutions.

Written task

Use the sentences to write a text about the pros and cons of working at an office or working from home.

Use some structures and vocabulary from this class.

Write the text in your own individual document and hand it in to your teacher.

Estimated time: **20 minutes**

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Module revision

Let's take some time to solve doubts and revise before the end of the module test

Do you have any questions?

Revision
Weeks 9–12

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Revision

Let's revise collaboratively!

Estimated time: **25 minutes**
Whole class activity.
Open the microphone or type your answers in the chat.

✏ Fill in the blanks with the appropriate preposition.

Word bank: on, in, at, for

1. The workshop was about to begin, but John got lost and ended up arriving at the venue only _____time.
2. I usually have lunch _____ my desk during busy workdays.
3. Maria is very good at managing her time. She always finishes her tasks _____ the deadline.
4. We have a team meeting every Monday morning _____ 10 AM.
5. The project was due last week, but we managed to submit it _____ time.

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✏️ **Fill in the blanks with the appropriate preposition.**

Key

1. The workshop was about to begin, but John got lost and ended up arriving at the venue only on time.
2. I usually have lunch at my desk during busy workdays.
3. Maria is very good at managing her time. She always finishes her tasks on the deadline.
4. We have a team meeting every Monday morning at 10 AM.
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Multiple choice

✓ Read the text and answer the question below.

Corporate culture refers to the shared values, beliefs, and behaviors that shape the identity of a company. It is the essence of an organization's personality and can significantly impact its success. Companies with a strong and positive corporate culture tend to have motivated employees, better teamwork, and higher levels of productivity.

Within a company, different roles contribute to its overall functioning. Each role plays a unique part in achieving the company's goals and objectives. From top-level executives to front-line staff, every individual has a specific responsibility in the organization.

What does corporate culture refer to?

a) The personalities of top-level executives

b) The shared values and behaviors of a company

Multiple choice

✓ Read the text and answer the question below.

The CEO, or Chief Executive Officer, is the highest-ranking executive in a company and plays a crucial role in its overall success. The CEO is responsible for making major decisions that impact the company's direction, growth, and profitability. They are the ultimate decision-maker and provide leadership and guidance to the management team and employees. the CEO is the leader and decision-maker in a company, responsible for defining its strategic direction, overseeing operations, and representing the company to various stakeholders. Their vision, leadership, and ability to make critical decisions have a significant impact on the company's success and growth.

What is the primary responsibility of a CEO in a company?

a) Setting the company's strategic direction

b) Building and maintaining relationships with customers

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Writing

✓ Revise the following topics, and the structures and vocabulary related to them.

- There is/ are
- Description of workplaces
- Types of roles in a company
- Means of transport
- Working at an office vs. working from home

Challenge

Test your writing skills!

Estimated time: 45 minutes
Choose your tasks and share your work with the teacher to receive feedback.

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Writing Practice A

✓ Practice: Describe your dream workplace. Include amenities and environment. Use the structure *there is/ are* in your descriptions. Use pictures for inspiration.

Writing Practice B

✓ Practice: Write a worker's position and role in a company. You can choose a famous CEO, your own job, or invent one.

Writing Practice C

✓ Practice: Choose a company and describe its mission, vision, and value. It can be real, or you can invent it.

Writing Practice D

✓ Practice: Write a short text describing pros and cons of a specific work environment (consider working at an office vs. working from home, means of transport, etc.).

Quiz

Test your knowledge of this month
by doing a Quiz.

Estimated time: **20 minutes**

Today's agenda – checkout

- **We watched** a video about working from home vs. working at the office.

- **We read** descriptions about different working environments.

- **We talked about** means of transport and commuting.

- **We wrote** a short text about pros and cons of a specific work environment.

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On demand

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FILL IN THE BLANKS. USE THE WORDS FROM THE BOX

drawbacks- motivation- work-life balance - distractions- feedback-
productivity- interactions- benefits-concentration

Working at an office has _____. One of the major benefits is the opportunity for face-to-face _____ with colleagues. In an office setting, employees can collaborate, share ideas, and receive immediate _____. Being surrounded by a professional atmosphere can also help with _____, and having a dedicated workspace helps with _____.

However, there are some _____ to working at an office. Commuting to work can be time-consuming and costly, leading to increased stress and expenses. Moreover, office noise might cause _____, affecting overall _____. Additionally, some employees may find it challenging to maintain a healthy _____, with the office environment blurring the lines between work and personal life.

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Working at an office has benefits. One of the major benefits is the opportunity for face-to-face interactions with colleagues. In an office setting, employees can collaborate, share ideas, and receive immediate feedback. Being surrounded by a professional atmosphere can also help with motivation, and having a dedicated workspace helps with concentration.

However, there are some drawbacks to working at an office. Commuting to work can be time-consuming and costly, leading to increased stress and expenses. Moreover, office noise might cause distractions, affecting overall productivity. Additionally, some employees may find it challenging to maintain a healthy work-life balance, with the office environment blurring the lines between work and personal life.

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✏️ **Read the text. Then answer the questions that follow.**

Working from home offers several benefits. The flexibility to set one's own hours and create a personalized schedule is a significant advantage. Home-based workers can immerse themselves in a comfortable environment, reducing stress and increasing productivity. The absence of a daily commute also saves time and money.

On the other hand, there are drawbacks to consider when working from home. The lack of in-person interactions can lead to feelings of isolation, affecting team collaboration. Without proper structure, some employees may face challenges in staying focused and meeting deadlines. Additionally, the overlap between work and personal life can be difficult to manage, leading to potential burnout.

Multiple choice

✓ What advantage does working from home provide in terms of work schedule?

a) In-person interactions and team collaboration.

b) Flexibility to set one's own hours and create a personalized schedule.

c) Challenges in staying focused and meeting deadlines.

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Multiple choice

✓ Which of the following is NOT mentioned as a drawback of working from home?

a) Lack of in-person interactions and team collaboration

c) Flexibility to set one's own hours and create a personalized schedule.

b) Challenges in staying focused and meeting deadlines.

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Read the description of Paula. What kind of job do you think is more appropriate for her?

- Values flexibility and autonomy in work
- Self-motivated and enjoys solitude for focus
- Excellent time management skills and task prioritization
- Stressed by commuting and office distractions
- Creates an environment that promotes creativity

The most appropriate job for her is:

working from home