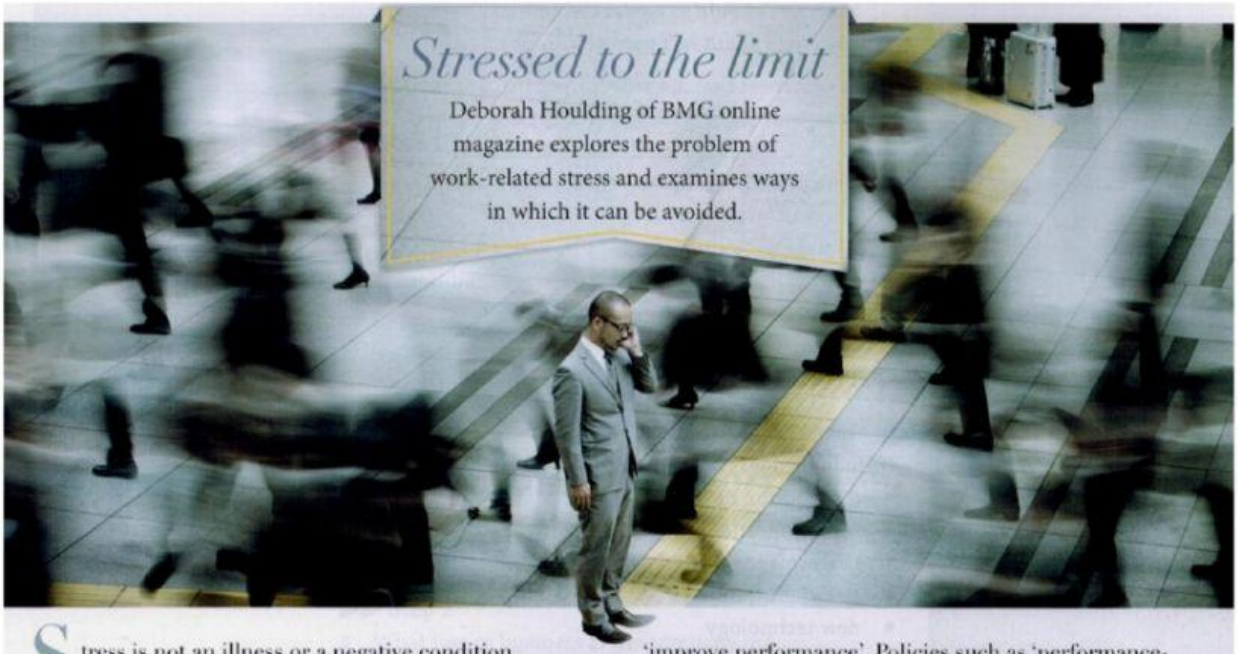
Name:
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1) Read the text and decide if these sentences are true or false.



Stressed to the limit

Deborah Houlding of BMG online magazine explores the problem of work-related stress and examines ways in which it can be avoided.

Stress is not an illness or a negative condition. A certain amount of pressure brings out the best in our work. In the initial stages of stress, there is a sensation of excitement and increased mental concentration.

However, too much stress is negative. It is bad for the individual. It is also bad for the employing organization. In the UK, for example, stress-related illness is the cause of half of lost working days.

The negative impact of stress is linked to heart disease, alcoholism, nervous breakdowns, job dissatisfaction, certain forms of cancer, migraines, asthma, hay fever, insomnia, depression, eczema and many other medical and social problems.

Many surveys confirm the root cause of work-related stress to be bad management and overwork. Too much pressure, long hours and poor communication are the main factors. Reports and studies have identified the principal cause of stress as 'new management techniques' designed to 'improve performance'. Policies such as 'performance-related pay' increase stress and demotivate a workforce.

Many legal and medical experts are advising companies to consider the costs and legal implications of stress-related illness. They emphasize the benefits of reducing stress as:

- better health
- reduced sickness absence
- increased performance and output
- better relationships with clients and colleagues
- lower staff turnover.

Taking the decision to reduce stress makes sound business sense. It's better for profits and better for staff morale.

Managers should learn to motivate but not exhaust employees. There is a balance between obtaining maximum efficiency, and a worker's need to rest and recuperate their creative energies.

a	Stress is always a bad thing.	true ☐	false ☐
b	Work-related stress can cause health problems.	true ☐	false ☐
c	Bad management is the main cause of stress.	true ☐	false ☐
d	Reducing stress costs companies money.	true ☐	false ☐
e	It's easy for companies to reduce stress.	true ☐	false ☐

LIVEWORKSHEETS

Name:
Date:

2)

A **Read the article and answer the questions.**

Ten years ago a small boy fell off his bicycle because he wanted to look behind. This gave Billy Morgan, a British businessman, a new idea. He designed a bicycle helmet with a built-in mirror: the Reevu Vutech.

Mr Morgan launched the product six months ago, and it now has sales of 27,000 and sells in twelve countries from South Korea to Finland. The target for the second year is for sales of nearly €1 million.

But it wasn't easy for Mr Morgan to become successful. He had problems when he tried to interest UK manufacturers in making the helmet. It cost Mr Morgan €1 million of his own money to develop the helmet for the mass market.

Mr Morgan found a helmet-maker in France. He worked with French consultants to make the design better for mass production, and spent €450,000 on preparing the French plant to make the Reevu helmet.

Now he plans to do more research and development. He wants to manufacture other designs of rearview* helmets for motorcycling, skiing and horse-riding.

From the *Financial Times*

FINANCIAL TIMES
World business newspaper.

*Rearview means you can see behind.

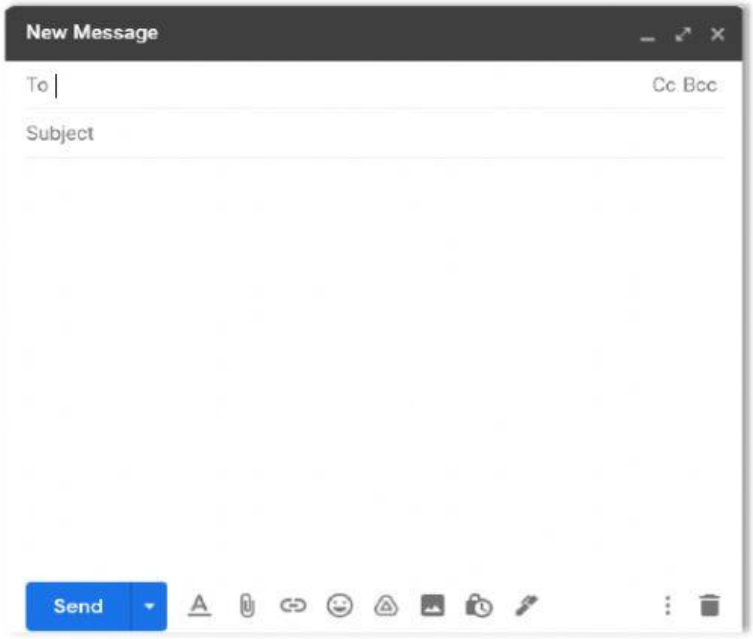
58 This article is about ...
- **a)** a product launch that didn't succeed.
- **b)** a new idea that became a commercial success.
- **c)** a manufacturing problem.

59 To develop the helmet for the mass market, Mr Morgan ...
- **a)** got help from a British manufacturing company.
- **b)** got credit from a bank.
- **c)** spent €1 million.

60 Mr Morgan has an arrangement to manufacture the helmet ...
- **a)** in South Korea.
- **b)** in France.
- **c)** in England.

61 Mr Morgan worked with French consultants because ...
- **a)** he wanted to sell the helmet in France.
- **b)** he wanted to change the design of the helmet for mass production.
- **c)** he wanted to develop new helmets for other sports.

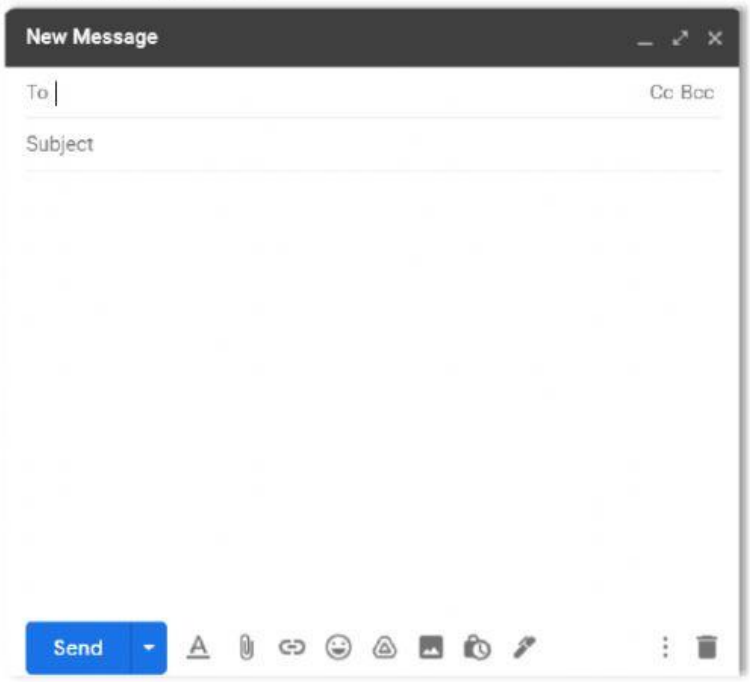
3) Your company is planning a conference trip. Write an email to your boss about a hotel that you think is perfect for the occasion.



LIVEWORKSHEETS

Name:
Date:

4) An important company is looking for a new sales representative. You saw de advertise on their website. Write an email to apply for the job.



LIVEWORKSHEETS