

Tên:



Week: 7

Lớp: S7...

Từ vựng HW:

Ngày giao bài: Thứ, ngày/.....

Nghe HW:

Ngày nộp bài: Thứ, ngày/.....

JOBS AND WORKING LIFE - VOCABULARY & PRESENTATION

A. THEORY

I. VOCABULARY - JOBS AND WORKING LIFE

Con bấm vào link/code để nghe và đọc lại từ vựng nhé:

https://soundcloud.com/ms-chi-english/for_s7_w7_vocab-extra-vocab



No.	Words	Meaning	No.	Words	Meaning
1	personal assistant (n)	trợ lý cá nhân	8	the rest is history (idiom)	phần còn lại thì ai cũng biết rồi
2	organise everything (phr)	sắp xếp mọi thứ	9	chatter (n/v)	chuyện trò huyền thuyên hoặc tiếng nói chuyện râm ran
3	work long hours (phr)	làm việc nhiều giờ	10	work hard (phr)	làm việc chăm chỉ
4	night owl (phr)	cú đêm, người làm việc về đêm	11	all work and no play (idiom)	chỉ làm việc mà không vui chơi
5	flexible working hours (phr)	giờ làm việc linh hoạt	12	have a laugh (phr)	cùng cười vui
6	get chatting (phr)	bắt đầu trò chuyện	13	get the best from someone (phr)	giúp ai đó phát huy khả năng tốt nhất
7	get in touch (phr)	giữ liên lạc			

II. EXTRA VOCABULARY

No.	Words	Meaning	No.	Words	Meaning
1	at least (adv phr)	ít nhất	9	mend (v)	sửa, vá
2	just over (adv phr)	hơn một chút	10	be keen on (adj phr)	rất thích, hứng thú với
3	ordinary (adj)	bình thường, thông thường	11	encourage (v)	khuyến khích, động viên
4	reasonable (adj)	hợp lý, phải chăng	12	offer (n/v)	đề nghị; lời đề nghị
5	give someone the rest (phr)	đưa cho ai phần còn lại	13	lend (v)	cho mượn
6	straight away (adv phr)	ngay lập tức	14	disappoint (v)	làm ai thất vọng
7	save up (phr)	dành dụm	15	suggestion (n)	lời gợi ý, đề xuất
8	take ages (phr)	mất rất nhiều thời gian			

B. CLASSWORK

VOCABULARY (10 Questions)

I. Choose the correct answers.

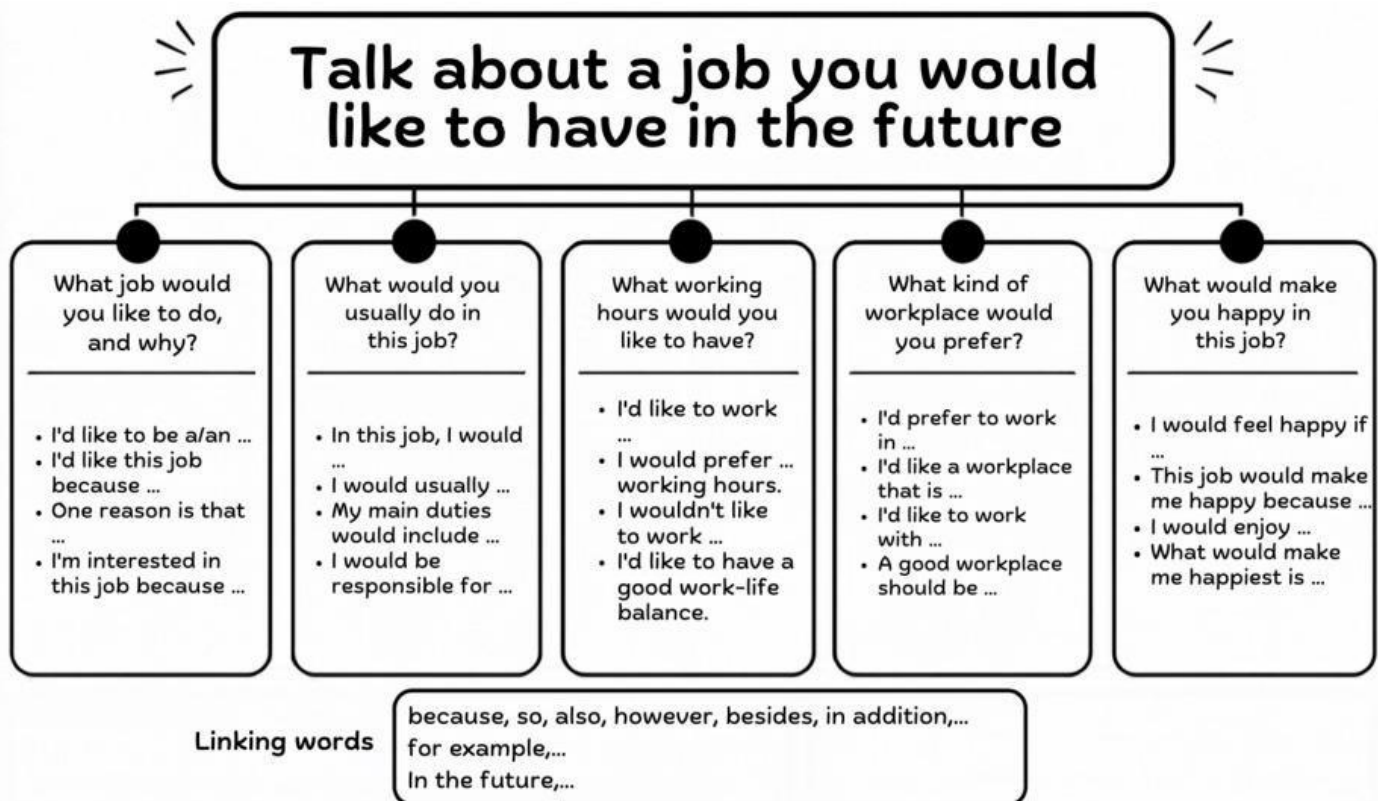
- Emma works directly for the company director and arranges his meetings, emails and business trips. She is his _____.
A. personal assistant B. project manager C. business customer
- During the final week of the project, the team often had to _____ to finish everything before the deadline.
A. leave work early B. work long hours C. cancel the project
- Employees can choose to start work between 7:00 and 10:00 a.m. because the company offers _____.
A. weekend meetings B. longer lunch breaks C. flexible working hours
- Please _____ with the client before Friday to confirm the time of the online meeting.
A. get in touch B. make a choice C. give a speech
- Leo who usually feels most active after midnight and finds it difficult to wake up early is a real _____.
A. fast learner B. hard worker C. night owl

II. Complete each sentence with the correct word or phrase from the box.

get the best from someone	improve	get chatting	have a laugh	the rest is history
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- A good leader knows how to _____ without putting them under too much pressure.
- This course will help you _____ your presentation skills.
- People often _____ while they are waiting for a meeting to begin.
- Although everyone was tired after working all day, we still managed to _____ together.
- Lisa met her business partner at university, and _____. They now run a successful company together.

PRESENTATION



C. HOMEWORK

VOCABULARY (20 Questions)

I. Con học thuộc nghĩa của từ, chỉnh phát âm theo từ điển và chép mỗi từ ở phần I. Vocabulary (trang 1) 1 dòng vào vở ghi.

II. Match the words/phrases with the correct definitions.

- | | |
|------------------------------|---|
| 1. personal assistant | a. light and friendly conversation about unimportant things. |
| 2. night owl | b. a person who is usually active or prefers working late at night. |
| 3. flexible working hours | c. to contact or communicate with someone. |
| 4. get in touch | d. a person whose job is to organise another person's schedule and daily tasks. |
| 5. chatter | e. to help someone perform as well as possible. |
| 6. get the best from someone | f. a system that allows employees to choose when they start and finish work. |

Your answer:

1. 2. 3. 4. 5. 6.

III. Fill in the blanks with the correct words in the box.

all work and no play	get chatting	have a laugh	organise everything	the rest is history	work hard	work long hours
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Mia: You look tired, Ben. Have you been staying late at the office again?

Ben: Yes. We sometimes (1) _____ before an important company event.

Mia: That sounds stressful. Who helps (2) _____?

Ben: Our new team leader, Anna. She plans the meetings, books the rooms and checks all the equipment.

Mia: Did you know Anna before she joined the company?

Ben: No. We happened to (3) _____ at a business conference last year, and (4) _____.

Mia: She sounds very hardworking.

Ben: She is. She always encourages us to (5) _____ but she also says that (6) _____ is not healthy.

Mia: That is a good attitude. Do you enjoy working with your team?

Ben: Yes. Even when we are busy, we always find time to (7) _____.

IV. Rewrite the sentences in the PRESENT SIMPLE PASSIVE.

1. The personal assistant organises the director's meetings every morning.

→ _____.

2. The company offers flexible working hours to all employees.

→ _____.

3. The manager checks every report before the weekly meeting.

→ _____.

4. The team sends project updates to its clients every Friday.

→ _____.

5. The company does not allow personal calls during meetings.

→ _____.

6. Does the office manager prepare the meeting room every morning?

→ _____?

The company organises social events for its employees every month.

→ _____.

LISTENING PET PART 4 (5 questions)

Lưu ý:

1. Khi làm bài tập có từ mới, các con cần tra từ điển. Sau khi tra từ điển, các con chép mỗi từ mới **1 dòng** để ghi nhớ.
2. Các con gạch chân các từ khoá chính trong bài.

Con truy cập link/quét mã QR để làm bài nghe nhé:

https://soundcloud.com/ms-chi-english/for_s7_w7_listening-pet-part-4



PART 4

Questions 20–25

- Look at the six sentences for this part.
- You will hear a conversation between a boy, Jim, and his mother.
- Decide if each sentence is correct or incorrect.
- If it is correct, put a tick (✓) in the box under **A** for **YES**. If it is not correct, put a tick (✓) in the box under **B** for **NO**.

	A YES	B NO
20 Jim's bicycle needs to be mended.	☐	☐
21 He's keen to start saving money.	☐	☐
22 His mother thinks a mountain bike is suitable for their area.	☐	☐
23 She encourages Jim to manage his money better.	☐	☐
24 His mother offers to lend him some money.	☐	☐
25 Jim is disappointed by his mother's suggestion.	☐	☐