

LESSON 2 Developing Your Network

VOCABULARY networking



A Complete the sentences with words or phrases from the box.

contact intern job hunting stay in touch
get to know introduce yourself make time for

- 1 When you make friends with someone, you _____ him or her.
- 2 When you say hello to someone for the first time, you _____.
- 3 When you fit something into your schedule, you _____ it.
- 4 An _____ is someone who works for experience and usually isn't paid.
- 5 When you continue to communicate with an old friend, you _____ with him or her.
- 6 When you are looking for work, you are _____.
- 7 Someone you know in a profession is a _____.



B **IN PAIRS** Discuss the questions.

- 1 Do you find it easy to introduce yourself to people and get to know them?
- 2 How can contacts help when you are job hunting or looking for a position as an intern?
- 3 Is it important to make time for old friends and stay in touch with them?

LISTENING

A Read the statement and say if you agree or disagree.

It's not what you know that's important—it's who you know.

B **12.03 LISTENING SKILL—Listen for the main ideas** Listen to part of a radio show and check (✓) the advice the speaker gives.

- | | |
|--|--|
| ☐ speak to people in your office | ☐ research companies online |
| ☐ speak to members of your family | ☐ go to career fairs |
| ☐ speak to old school friends | ☐ write to companies |
| ☐ join online groups | |

C **12.03** Listen again and complete the sentences with the words or short phrases you hear.

- 1 You can learn a lot from _____ people in your office.
- 2 When you leave a job, it's a good idea to _____ with people.
- 3 Ask questions, _____, and post comments in online groups.
- 4 In online groups, you might be the first to hear about _____.
- 5 You could ask companies about working as _____.
- 6 In speed networking, you talk to each person for _____.

D **THINKING SKILL—Understand** Explain how career fairs are useful.

