

# WORK-LIFE BALANCE

## Preparation task

Match the definitions (a–j) with the vocabulary (1–10).

### Vocabulary

1. .... idle chit-chat
2. .... maternity leave
3. .... to bounce ideas off someone
4. .... to wear someone out
5. .... to clock in
6. .... to make a concession
7. .... paid on a pro-rata basis
8. .... a freelancer
9. .... a commute
10. .... to be left to your own devices

### Definitions

- a. a regular journey between work and home
- b. to be allowed to decide what to do by yourself
- c. to record the time you begin work
- d. a period of time a woman takes off work due to the birth of a child
- e. calculated according to how many hours you work
- f. to make someone very tired
- g. to give or allow something in order to end an argument or conflict
- h. talk that is informal and irrelevant to work
- i. a person who sells their services or work by the hour or day
- j. to share ideas with someone in order to get feedback on them

## Listening

Listen to what four people have to say about their working hours and select the correct answer.

1. Ronan would prefer it if he ...
  - a. wasn't left to his own devices.
  - b. could spend more time commuting and less time in the office.
  - c. could work from home and be judged based on task performance.
  - d. could trust his boss more.
2. Jo wanted to reduce her working hours because she ...
  - a. thought she would be more efficient and productive when she was at the office.
  - b. wanted to bring her work home.
  - c. wanted to go on maternity leave.
  - d. wanted to spend time with her children.
3. Jo is unhappy with her three-day work week because ...
  - a. she didn't realise how much the change would affect her economically.
  - b. she now has to spend more time looking after her children and her family.
  - c. she has more deadlines to meet.
  - d. her workload has remained the same although she's reduced her hours.
4. In Marcus's opinion, which of these is a disadvantage of working from home?
  - a. You spend a lot of time in the house.
  - b. It's easy to get distracted by your family.
  - c. You tend to work later.
  - d. You end up eating more as you have access to the fridge all day.
5. Why did Lily not like working from home?
  - a. She found it lonely.
  - b. Her family didn't like her working.
  - c. She didn't have a good Wi-Fi connection.
  - d. There were a lot of distractions.
6. What solution did Lily find most suitable for her working needs?
  - a. Renting an office space to work from.
  - b. Working from a café.
  - c. Working for an employer.
  - d. Working for other freelancers.

## Writing

What are the advantages and disadvantages of Nanotechnology jobs? What would you change if you could?

