

## 2 What you need to do is take my advice!

### Grammar

Fern is having some problems at work. Read her concerns and then use the cues to give her advice. Use *What* clauses.

1. *Fern* I don't feel my boss notices me. I wonder how I can make her see that I'm ready to take on more responsibility and get promoted.

*You* What you need is a positive attitude.

(You need a positive attitude.)

*You* \_\_\_\_\_

(My friend did something really smart. She wrote a letter to her boss.)

2. *Fern* I've been working here for over a year. How can I ask my boss for a raise?

*You* \_\_\_\_\_

(I would just ask.)

*You* \_\_\_\_\_

(You need to get another job offer and then ask for a promotion.)

3. *Fern* I don't think my colleagues take me seriously. How do I get more respect?

*You* \_\_\_\_\_

(You should wear formal business clothes.)

*You* \_\_\_\_\_

(You need to get additional skills.)