

B1 Angie's job

a) Read the sentences. Then listen to the interview with 19-year-old Angie again and tick the correct information.

- Angie is in her first year of apprenticeship as a cook in a hotel.
 Angie is in her last year of apprenticeship as a hotel receptionist.
 Angie is in her third year of training as a hotel manager.



b) Listen again and take notes.

New words: invoice – Rechnung; CV – Lebenslauf

Angie's job	Hotel receptionist <i>write invoices</i>
What she has to do in her job	She helps guest check in and out, hands out keys, makes reservations <i>reserv. adm.</i>
Hours she has to work	40-50 hours per week
Why she chose the job	she loves the atmosphere in the lobby
Best thing about the job	talking to hotel guests and making the feel <i>well</i>
Worst thing about the job	nigh shifts in the week
Qualifications she needed for the job	you need languages
How Angie applied for the job	she wrote <i>wrote</i> a nice CV <i>approved</i>
Angie's advice for the listeners	smile a lot, don't give up

Use your notes for TB B2b).

B2 Dos and don'ts for work experience

a) Look at Nick's blog in TB B3 again.

Mr Cameron is not happy with Nick in three different situations. What did Nick do wrong in each situation? Take notes.



- Situation 1: He was late
 Situation 2: He was ~~fallen asleep~~ *want* and over his lunch time
 Situation 3: he was on his phone doing work

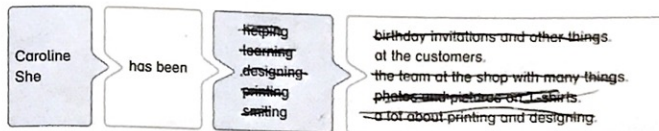
b) Use your notes to write dos or don'ts for work experience.

Dos and don'ts for work experience	
Dos	Don'ts
Always be nice	Don't fall asleep
Always be kind	Don't be on your phone during work
Always be polite and friendly to the customers	Don't be late
Always smile	Don't look messy
	Don't smell bad
	Don't take a too long break

Work with a partner. Add some more dos and don'ts. Then present them in class.

B3 At the printing shop

It is the last day of Caroline's work experience at the printing shop. Write down what she has been doing during her work experience.



Caroline has been learning a lot about printing and designing
 she has been helping the team a lot at the shop with things
 Caroline has been designing birthday invitations and other things
 Caroline has been printing photos and pictures on T-shirts
 she has been smiling at the customers

What have different customers been asking the printing shop to do in the last two weeks? Use these phrases:

lots of people: ask for different kinds of cards

some companies: order brochures

architects: bring their plans to the shop

Lots of people have been