

Talk a Lot

Getting a Job

General Questions

1. Are there any words or phrases that you don't know? Find them in a dictionary.
2. Take some cards. Describe the word or phrase on a card without saying it.
3. How many words and phrases have... a) 1 syllable, b) 2 syllables, c) 3 syllables, d) 4 syllables, e) 5 syllables, f) 6 syllables?
4. Put words and phrases with more than one syllable into groups according to where the strong stress falls.
5. Put the words and phrases into... a) alphabetical order, b) reverse alphabetical order.
6. Find and put into groups... a) compound nouns, b) words with suffixes.
7. Find words that... a) begin with a vowel sound, b) end with a vowel sound, c) begin with a consonant sound, d) end with a consonant sound. Put them into sound groups.
8. Find words which contain silent letters (letters which are not pronounced).
9. How many words and phrases can you remember when they are all turned over?
10. Put words and phrases that contain the same sounds into groups, using the IPA.

Lesson Questions

1. Which word or phrase sounds like... a) bowl, b) serves, c) celery, d) sea fills?
2. a) Define "redundancy". b) How does it differ from losing your job in other ways?
3. i) Find a word or phrase which has a weak stress schwa sound /ə/ on the... a) 1st syllable, b) 2nd syllable, c) 3rd syllable, etc. ii) Do any *not* have a schwa?
4. Which phrase is the brand name for government employment offices in the UK?
5. Which word or phrase means... a) competitor, b) credit to buy a property, c) plan, d) anxiety, e) judge, f) purpose, g) to get laid off, h) determination, i) unpaid work?
6. "Because I've been unemployed for six months, the government is sending me on a _____ to brush up on [improve; update] my computer skills."
7. This is a list of all the things I'm good at – what I have to offer a potential employer.
8. Complete the collocations... a) closed _____, b) some impressive _____, c) a badly thought-out _____, d) a well-deserved _____, e) a suitable _____.
9. "What am I? I'm small and square. I give information about a job vacancy..."
10. Words within words: which word or phrase contains each of these smaller words?
a) ours, b) ration, c) did, d) prove, e) view, f) sent, g) depend, h) dad, i) rate, j) view, k) rain?

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Discussion Words Question Sheet

Answers

General Questions

1. Answers will vary.

2. Answers will vary.

3. a) 2 words have 1 syllable: nerves, goal. b) 5 words and phrases have 2 syllables: CV, mortgage, success, rival, key skills. c) 12 words and phrases have 3 syllables: referee, strategy, training course, discipline, networking, promotion, self esteem, candidate, objective, jobseeker, salary, achievements. d) 11 words and phrases have 4 syllables: interviewer, voluntary work, preparation, self-improvement, presentation, seasonal work, body language, independence, redundancy, Jobcentre Plus, perseverance. e) 8 words and phrases have 5 syllables: covering letter, work experience, rejection letter, qualifications, discrimination, classified advert, job security, application form. f) 3 phrases have 6 syllables: employment history, recruitment agency, curriculum vitae.

4. 2 syllables: these words have the strong stress on the first syllable: mortgage, rival; these words and phrases have the strong stress on the second syllable: **CV**, **success**, key **skills**. 3 syllables: these words and phrases have the strong stress on the first syllable: **salary**, **training** course, **discipline**, **networking**, **candidate**, **jobseeker**, **strategy**; these words have the strong stress on the middle syllable: **promotion**, **objective**, **achievements**; these words and phrases have the strong stress on the third syllable: **referee**, self **esteem**. 4 syllables: these words and phrases have the strong stress on the first syllable: **body** language, **voluntary** work, **seasonal** work, **interviewer**; this word has the strong stress on the second syllable: **redundancy**; these words and phrases have the strong stress on the third syllable: **preparation**, self-**improvement**, **presentation**, **independence**, **perseverance**; this phrase has the strong stress on the fourth syllable: Jobcentre **Plus**. 5 syllables: these phrases have the strong stress on the first syllable: **work** experience, **covering** letter; this phrase has the strong stress on the second syllable: **rejection** letter; these phrases have the strong stress on the third syllable: **application** form, **job security**; these words and phrases have the strong stress on the fourth syllable: **qualifications**, **discrimination**, **classified advert**. 6 syllables: these phrases have the strong stress on the second syllable: **employment** history, **recruitment** agency; this phrase has the strong stress on the fifth syllable: curriculum **vitae**.

5. a) achievements, application form, body language, candidate, classified advert, covering letter, curriculum vitae [CV], discipline, discrimination, employment history, goal, independence, interviewer, Jobcentre Plus, job security, jobseeker, key skills, mortgage, nerves, networking, objective, perseverance, preparation, presentation, promotion, qualifications, recruitment agency, redundancy, referee, rejection letter, rival, salary, seasonal work, self esteem, self-improvement, strategy, success, training course, voluntary work, work experience. b) As a), but in reverse order.

6. a) The following words are compound nouns: networking (net + working), jobseeker (job + seeker), Jobcentre (Job + centre). b) The following words and phrases contain suffixes: **application** form, **discrimination**, **preparation**, **presentation**, **promotion**, **qualifications**, **rejection** letter; **achievements**, **employment** history, **recruitment** agency, **self-improvement**; **covering** letter, **networking**, **training** course; **rival**, **seasonal** work; **interviewer**, **jobseeker**; **independence**, **work experience**; **body** language; **candidate**; **classified advert**; **curriculum** vitae; **job security**; **objective**; **perseverance**; **redundancy**; **referee**; **salary**; **strategy**; **success**; **voluntary** work.

7. a) These words and phrases all begin with a vowel sound (grouped by IPA sound): /ɪ/ independence, interviewer; /ə/ achievements; /æ/ application form; /e/ employment history; /ɒ/ objective.

b) These words and phrases all end with a vowel sound (grouped by IPA sound): /i/ strategy, employment history, job security, recruitment agency, redundancy, salary; /ə/ interviewer, jobseeker, covering letter, rejection letter; /i:/ CV, referee; /a/ curriculum vitae.

c) These words and phrases all begin with a consonant sound (grouped by IPA sound): /s/ CV, salary, seasonal work, self esteem, self-improvement, strategy, success; /k/ candidate, classified advert, covering letter, curriculum vitae, key skills, qualifications; /r/ recruitment agency, redundancy, referee, rejection letter, rival; /p/ perseverance, preparation, presentation, promotion; /dʒ/ Jobcentre Plus, job security, jobseeker; /d/ discipline, discrimination; /n/ nerves, networking; /b/ body language; /g/ goal; /t/ training course; /v/ voluntary work; /w/ work experience; /m/ mortgage.

d) These words and phrases all end with a consonant sound (grouped by IPA sound): /s/ achievements, Jobcentre Plus, perseverance, independence, success, training course, work experience; /n/ discipline, discrimination,

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Discussion Words Question Sheet

preparation, presentation, promotion; /t/ candidate, classified advert, self-improvement; /z/ key skills, nerves, qualifications; /m/ application form, self esteem; /k/ seasonal work, voluntary work; /dʒ/ body language, mortgage; /l/ goal, rival; /v/ objective; /ŋ/ networking.

8. Many English words contain one or more **silent letters** – letters which are part of the spelling of a word, but which are not pronounced. The aim of this activity is to demonstrate how so often the spelling of a word in English is different from how it sounds when spoken. Below are some good examples of words in this group of discussion words that have silent letters. The silent letters are shown in brackets. No doubt your students will be able to identify some more.

ach [i] evements, body lang [u] age, go [a] l, dis [c] ipline, q [u] alifications, rejection let [t] er, ne [r] ves

9. Answers will vary.

10. There are many possible answers to this question; for example, “referee”, “independence”, “presentation”, and “preparation”, (among others) all contain the vowel sound /e/. Use the phonetic chart on p.18.6 of the **Talk a Lot Elementary Handbook** (available free from <https://purlandtraining.com/>) and the phonetic spellings of the vocabulary words on the *Discussion Words (with the IPA)* handout to help your students put the words into sound groups.

Lesson Questions

1. a) goal. b) nerves. c) salary. d) key skills.

2. a) and b) Answers will vary. Suggested answer: redundancy is what happens when you have to leave your job because there isn't enough work for you to do, or because the company is closing down. “Being made redundant” means that you lose your job due to external forces or events, while “getting the sack” or “getting sacked” means that you have to leave your job as a result of your own incompetence, unsuitability, or misconduct.

3. i) a) Words which have a weak stress schwa sound /ə/ on the 1st syllable: **promotion**, **success**, **achievements**.
b) Words and phrases which have a weak stress schwa sound /ə/ on the 2nd syllable: **perseverance**, **voluntary work**, **preparation**, **presentation**, **strategy**, **seasonal work**, **discipline**, **self esteem**, **independence**, **salary**, **referee**, **covering letter**, **interviewer**, **rival**. c) Words and phrases which have a weak stress schwa sound /ə/ on the 3rd syllable: **curriculum vitae**, **Jobcentre Plus**, **seasonal work**, **promotion**, **recruitment agency**, **rejection letter**, **employment history**, **jobseeker**, **redundancy**, **achievements**. d) Words and phrases which have a weak stress schwa sound /ə/ on the 4th syllable: **perseverance**, **preparation**, **curriculum vitae**, **self improvement**, **presentation**, **application form**, **independence**, **job security**, **interviewer**. e) Words and phrases which have a weak stress schwa sound /ə/ on the 5th syllable: **recruitment agency**, **rejection letter**, **employment history**, **qualifications**, **discrimination**, **covering letter**.
ii) 11 words and phrases don't have a weak stress schwa sound: **nerves**, **training course**, **body language**, **networking**, **key skills**, **work experience**, **objective**, **candidate**, **mortgage**, **classified advert**, **goal**.

4. Jobcentre Plus.

5. a) rival. b) mortgage. c) strategy. d) nerves. e) referee. f) objective or goal. g) redundancy. h) perseverance. i) voluntary work.

6. training course.

7. key skills.

8. a) body language. b) achievements. c) presentation or strategy. d) promotion. e) candidate.

9. classified advert.

10. a) training **course**. b) **preparation**. c) **candidate**. d) **self-improvement**. e) **interviewer**. f) **presentation**. g) **independence**. h) **classified ad**. i) **strategy**. j) **interviewer**. k) **training course**.