

➤ Study the following words and their definitions with your tutor.
Then, construct your own sentences using each word on the list.

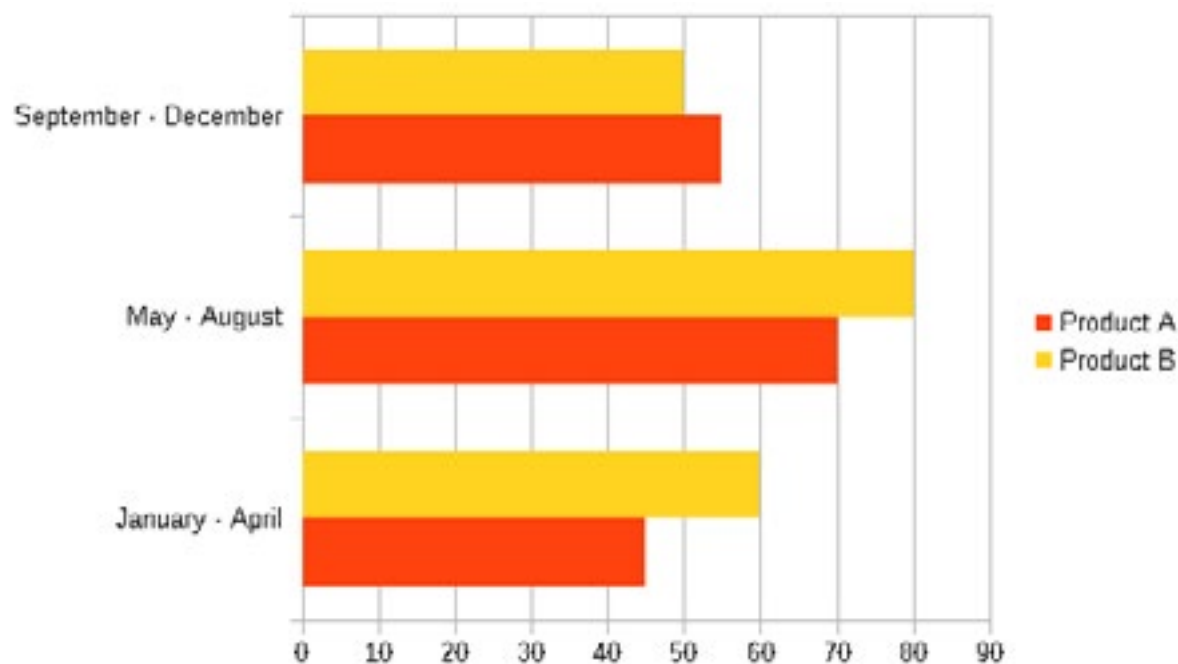
Word/Expression	Definition	Sample Sentence
v. eliminate	to remove; to get rid of	Construct a sentence using “ eliminate ”.
phrasal verb cheer up	make happier	Construct a sentence using “ cheer up ”.
n. introvert	a shy person	Construct a sentence using “ introvert ”.
v. collaborate	work jointly in an activity	Construct a sentence using “ collaborate ”.
v. hand	to pass something to somebody else	Construct a sentence using “ hand ”.

- Listen to your tutor as he/she reads the text.
Study and interpret the given data. Then, discuss with your tutor.

You'll be having a meeting with your team to discuss the sales rate for Product A and Product B for year 2016.
Make sure to follow the format below in your explanation.

- introduce the general idea
- enumerate main points
- make a conclusion

Sales Report for 2016



Activity 3 Problem-solving

5 min

Meeting: Effective Brainstorming
Business English for Expert **weblio** 英会話

➤ Read the passage below silently. Then, discuss with your tutor.
In your discussion, talk about how you would deal with the situation.

Based on the 2016 Sales Report, your company experienced decrease in sales in the last few months of the year. For 2017, your company wants to launch a new product. Brainstorm with your team. Talk about the strategies and techniques that you have to implement in order to boost the sales.

➤ Read the text silently. Express your opinion on each statement in 4-5 sentences.

▶ Staying focused on the topic can give you creative ideas.

▶ Know what you want, and what to do with it.

▶ Brainstorming is necessary.