

(Read this direction silently.)

- Let your student read aloud the following words and definitions. Check your student's pronunciation. Then, ask your student to construct his/her own sentence using each word on the list. If the student is unable to construct a sentence, you may read the sample sentence provided and ask the student to repeat. You may provide short scenarios to aid the student in understanding the words.

Word/Expression	Definition	Sample Sentence
v. <b>eliminate</b>	to remove; to get rid of	Construct a sentence using “ <b>eliminate</b> ”. Tutor's sample sentence: <b>They desperately want to <u>eliminate</u> what they see as a threat in the activities.</b>
phrasal verb <b>cheer up</b>	make happier	Construct a sentence using “ <b>cheer up</b> ”. Tutor's sample sentence: <b>I <u>cheered</u> him <u>up</u> when I saw him crying.</b>
n. <b>introvert</b>	a shy person	Construct a sentence using “ <b>introvert</b> ”. Tutor's sample sentence: <b>Aki is an <u>introvert</u> whose only hobby is reading.</b>
v. <b>collaborate</b>	work jointly in an activity	Construct a sentence using “ <b>collaborate</b> ”. Tutor's sample sentence: <b>We should <u>collaborate</u> on the project.</b>
v. <b>hand</b>	to pass something to somebody else	Construct a sentence using “ <b>hand</b> ”. Tutor's sample sentence: <b>I <u>handed</u> my report to our leader.</b>

(Read this direction silently.)

➤ Read the text below to your student. Let your student study the given data below. Ask your student to interpret the data. Then, discuss.

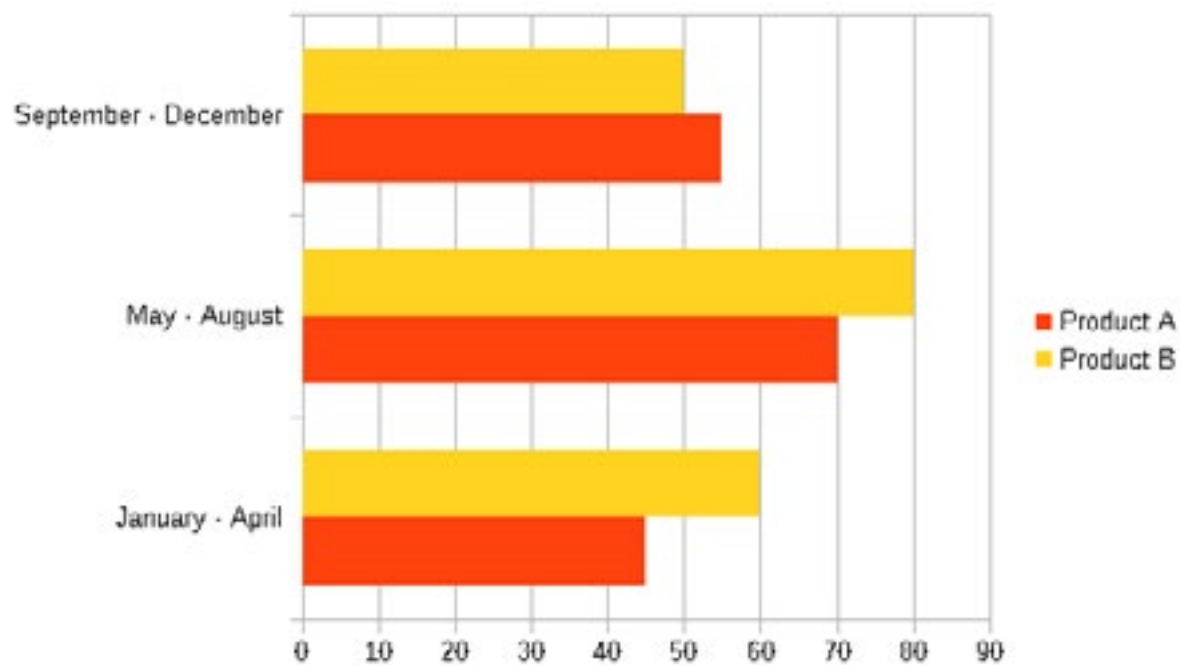
If the student cannot interpret the data, you may provide a brief explanation or background.

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



(Read this direction silently.)

➤ Let your student read the passage below silently. Then, discuss with your student.

Ask your student how he/she 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.

Sample Answer:

We can combine our ideas we've exchanged while brainstorming. To come up with an effective advertising campaign, research must be done, but media tool is also an important factor to consider.

(Read this direction silently.)

➤ Let your student read the text below silently. Make sure your student answers in 4-5 sentences.

You may ask your student to choose from the following:

(a) Answer each question verbally. One minute is allotted per question.

Feedback will be given after each item.

(b) Answer all three questions in written form. Send it to your tutor via chat.

Feedback will be given after the activity.

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

Sample:

Staying focused on the matter at hand helps you in developing insights, making decisions, and solving problems. It enables you to communicate even negative or difficult messages without creating conflict since the matter is thought out along with the alternatives.

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

Sample:

Seeing the bigger picture can help you determine your next steps in a project. It'll prepare you for possible conflicts and unexpected successes.

▶ Brainstorming is necessary.

Sample:

Brainstorming can make people become more creative. It also increases the social nature of the project. It helps a team work as one.