Activity 1 Vocabulary Bank

3 min

(Read this direction silently.)

Read the following words and sample sentences with your student.

Please read after me.

Word	Definition	Sample Sentence
v. celebrate	to do something enjoyable because something good has happened:	It is to celebrate the success of our newly launched project.
n. SUCCESS	the accomplishment of a goal or purpose	It is to celebrate the success of our newly launched project.
^{idiom} slipped my mind	forgot	Oh, that just slipped my mind .
n. progress report	a report that lists accomplished and pending tasks for the project	I need to finish our monthly progress report .
adj. financial	relating to money	I will present it to our financial controller tomorrow.
idiom long way to go	much more to do	I still have a long way to go with this task.
n. <i>informal</i> invite	to ask or request someone to go to an event	Thanks for the invite .

Activity 2 Note-taking

5 min

4 min

(Read this direction silently.)
Read the whole dialogue as clearly as you can.
This will be your student's guide in choosing the appropriate word for each blank.

- **TUTOR** Hi, Katrina! Were you informed that there is a dinner later with the CEO? It is to (1) *celebrate* the (2) *success* of our newly launched project.
- **STUDENT** Oh, that just (3) *slipped my mind*. Please tell me more about it.
 - **TUTOR** It will be held at Shangri-la Hotel Manila, which is only 2 blocks away from here. The reservation is from 7 pm to 10 pm.
- STUDENT Let me check my schedule. Unfortunately, I need to finish our monthly (4) progress report before I present it to our (5) financial controller tomorrow.
 - **TUTOR** I see. Is there any way for you to finish your task early so you can come with us?
- **STUDENT** As much as I want to, I still have a (6) *long way to go* with this task. Thanks for the (7) *invite*, though.

After you read the whole dialogue, ask your student to choose the appropriate word for each blank. What is the missing word in blank no. __? (1) to (7)

Activity 3 Dialogue

(Read this direction silently.)
Refer to the dialogue in Activity 2. Read the dialogue with your student.
Make sure all blanks are filled in before reading it aloud with your student.

Activity 4 Appropriate Response

6 min

(Read this direction silently.)

- Read the following statements below and ask your student to choose the appropriate response.
- 1. Is there any way for you to finish your task early?
 - a. I still have a long way to go with this task.
 - b. Please tell me more about it.
 - c. I will be working 24 hours straight.
 - d. I am so sorry.
- 2. Were you informed that there is a dinner later with the CEO?
 - a. I was asleep last night.
 - b. I don't know about you.
 - c. Yes, I forgot your name.
 - d. Oh, that just slipped my mind.
- 3. The reservation is from 7 pm to 10 pm.
 - a. Let's see.
 - b. No, thanks.
 - c. Let me check my schedule.
 - d. I don't mind.
- 4. Unfortunately, I need to finish our monthly progress report
 - a. No, sounds good.
 - b. No way.
 - c. I don't understand you.
 - d. *I see.*
- 5. Please tell me more about it.
 - a. Okay then.
 - b. My birthday is on Wednesday.
 - c. It will be held at Shangri-la Hotel Manila.
 - d. The dinner is postponed.