

Student Name: Eliana Florian

Final Mark: **90/100**

Level: Upper Intermediate

Company: Accenture

Vocabulary (10pts total)

 Complete the sentences using the words below.

Words:

~~self-motivation - reward - incentive - benefit - performance -~~
~~appreciate - enthusiasm - praise - recognition - achievements~~

TOPIC: Workplace Motivation

Use each word once only to complete the sentences.

1. Employees often work harder when they receive a financial _incentive_ at the end of the year. **Incorrect**
2. Good communication and teamwork can improve overall employee _performance_. **Correct**
3. One major _benefit_ of working remotely is having a more flexible schedule. **Correct**
4. Managers should always _praise_ workers who make a special effort. **Incorrect**
5. Her positive attitude and _enthusiasm_ made the whole team feel more energetic. **Correct**
6. The company gave him an award in _appreciate_ of his twenty years of service. **Incorrect**
7. Successful sales figures and completed projects are important career _achievements_. **Correct**

8. Some employees do not need constant supervision because they have strong _self-motivation_. **Correct**
9. Public _recognition_ from a manager can increase workers' confidence and motivation. **Incorrect**
10. Many companies use bonuses as a _reward_ to encourage employees to reach their targets. **Incorrect**

5pts

Grammar (20pts total)

2 Complete the question tags. (10pts)

- a. You went to the beach last summer, _didn't you_? **Correct**
- b. She didn't enjoy the flight, _did she_? **Correct**
- c. They stayed in a hotel, _didn't they_? **Correct**
- d. Your friends have visited, _haven't they_? **Correct**
- e. He can speak English well, _can't he_? **Correct**
- f. We aren't late, _are we_? **Correct**
- g. You've never traveled alone, _have you_? **Correct**
- h. It was an amazing trip, _wasn't it_? **Correct**
- i. The food wasn't very good, _was it_? **Correct**
- j. You'd like to go again, _wouldn't you_? **Correct**

10pts

3 Choose the correct option (present, past and future ability.) (5pts)

- a. My sister _can_ speak three languages. **Correct**
 - a) can
 - b) can to
- b. We _won't be able to_ come to class tomorrow because we're sick. **Correct**

- a) won't be able to
- b) aren't able to
- c. I can swim very well. **Correct**
 - a) can
 - b) is able to
- d. They are able to use the new software now. **Correct**
 - a) are able to
 - b) can to
- e. He can't drive yet because he's only sixteen. **Correct**
 - a) can't
 - b) isn't able

5pts

4 Error correction activity. Correct the mistakes, each sentence has one mistake (present, past and future ability.) (5pts)

I could finished the test. I could finish the exam. **Correct**

She managed pass the exam. She managed to pass the exam. **Correct**

We will can travel next year. We will be able to travel next year. **Correct**

He wants be able to cook. He wants to be able to cook. **Correct**

Yesterday I could open the door after many tries. Yesterday I was able to open the door after many tries. **Correct**

5pts

Reading (15pts total)

5 Read the text and decide if the sentences are true or false.

- a) There are more jobs than people to fill them in Japan. **True Correct**
- b) Some 130,000 permanent and temporary workers are entitled to help if they need to relocate within the company. **False. Correct**

c) The conditions in a new job will most likely be quite different in a new workplace when employees have to relocate for personal reasons.

False. Correct

d) Most of the dealerships in the programme are not owned or controlled in any way by Toyota. True. Correct

e) One reason for the programme is to keep skilled employees from going to work for competitors. True Correct

f) This programme works mostly with women as they are more likely to move or leave. False Correct

15pts

NIKKEI
ASIAN
REVIEW

Toyota dealerships help retaining employees stay in the family

Rehiring program aims to keep skilled workers within automaker's Japan dealer network

Toyota Motor dealerships across the country are offering employees who relocate to get married, care for loved ones or for other reasons a chance to work at other locations – an unusually broad-based effort in labor-scarce Japan to retain experienced hands. Rarely has an organization dealt with employee relocation with this goal in mind.


The Toyota Dealer Association, a Tokyo-based group overseeing 394 operators of dealerships, has created a rehiring support network covering about 130,000 full-fledged workers at some 7,000 locations.

Workers whose circumstances require them to move – say, when their spouse has a job transfer – can choose to receive a list of human resources managers for Toyota

dealership in any part of Japan where they will relocate. Not only will their work experience be taken into account in the rehiring process, but also any network-wide accreditation they have, thus making it easier for them to be rehired at terms similar to their old workplace.

Toyota does not own equity stakes in most of these auto sellers. Until now, dealership employees looking to be hired at another independent outlet would need to go through the entire employment process from scratch.

The program aims to prevent work-ready talent going to competing automakers' dealership networks or other industries. Little had the industry done in the past to retain female employees, who are more



likely than men to leave work for marriage or a spouse's job relocation. Women make up more than a tenth of the employees covered by the program.

'It is becoming harder every year to secure workers,' said Kanetaka Hisatsune, head of the Toyota Dealer Association, 'especially young ones.'

Listening (15pts total)

6 🎧 Listen to a podcast about managing a company relocation and choose the correct option.

1. Which type of relocation is the main focus of the podcast?
 - a. An organisation relocating to a different base along with most of the staff.
 - b. Small groups of workers moving as part of a short-term contract.
 - c. Individual employees moving to another country for their company. (He said key employees) **Correct**
2. According to Alyn, the chance to work and love in another country...
 - a. is every employee's ambition.
 - b. may not excite every employee. **Correct**
 - c. presents a lot of problems for employees.
3. Alyn says that companies may lose good staff if...
 - a. employees are sensitive to changes.
 - b. the employee's point of view is unclear.
 - c. the relocation is not managed well. **Correct**
4. To ensure successful relocation, companies should...
 - a. send employees with their partners and/or families. **Incorrect**
 - b. check that everyone knows what to expect.
 - c. have a flexible relocation strategy.
5. Alyn thinks that, when relocating staff, companies should...
 - a. prioritise single people.
 - b. only send people with a good support network.
 - c. choose the employee best suited for the role. **Correct**

12pts

Writing (20pts total)

7 ✎ Write an email about relocation using the following instructions:

Main Writing Task

Situation

Your company plans to relocate several employees to another country for 12 months. Management wants feedback from staff before making a final decision.

Task

Write an email to the HR department (180–220 words) in which you:

- give your opinion about employee relocation
- explain possible benefits and challenges
- suggest ways the company can support employees
- say whether you would personally accept relocation

Dear HR Department,

My email is about employee relocation. I believe you should take into account each employee's personal circumstances and preferences before making a decision.

The benefits include the opportunity for relocated employees to experience a different work and daily life, live in another country and broaden their horizons. Some challenges include employee resistance to relocation, inability to reallocate due to personal issues, lack of necessary documentation, or lack of fluency in the new country's language.

You can support employees with pre-relocation language classes, monitor their mental and physical health, hold frequent status meetings, include their families, and share materials or resources where they can find different options for goods and services or information on how to handle certain situations.

I appreciate your consideration, but I would not accept the relocation because I already have my home in this country. My parents and in-laws are here and they need my help. My cats are here, my husband (who also works here) is here, and I am pregnant. Therefore, I am not in a good position to relocate to another country right now.

I hope you will take my recommendations into account.

Best regards!

20pts

Speaking (20pts total)

 Discuss the following questions:

Discussion: Relocation

Ask students to discuss these questions:

1. Would you accept a job relocation abroad? Why / Why not?
2. What problems might employees face when moving to another country?
3. What support should companies provide to relocated workers?
4. Is relocation easier for younger employees than older employees?
5. How can relocation affect family life?

Grammar	4pts
Pronunciation	5pts
Coherence	5pts
Fluency	4pts

18pts

VERIFIED
by
