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Final Mark: **0/100**

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 _____ at the end of the year.
2. Good communication and teamwork can improve overall employee _____.
3. One major _____ of working remotely is having a more flexible schedule.
4. Managers should always _____ workers who make a special effort.
5. Her positive attitude and _____ made the whole team feel more energetic.
6. The company gave him an award in _____ of his twenty years of service.
7. Successful sales figures and completed projects are important career _____.

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

Grammar (20pts total)**2 Complete the question tags. (10pts)**

- a. You went to the beach last summer, _____?
- b. She didn't enjoy the flight, _____?
- c. They stayed in a hotel, _____?
- d. Your friends have visited Chile, _____?
- e. He can speak English well, _____?
- f. We aren't late, _____?
- g. You've never traveled alone, _____?
- h. It was an amazing trip, _____?
- i. The food wasn't very good, _____?
- j. You'd like to go again, _____?

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

- a. My sister _____ speak three languages.
 - a) can
 - b) can to
- b. We _____ come to class tomorrow because we're sick.
 - a) won't be able to
 - b) aren't able to

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

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

I could finished the test.

She managed pass the exam.

We will can travel next year.

He wants be able to cook.

Yesterday I could open the door after many tries.

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.
- b) Some 130,000 permanent and temporary workers are entitled to help if they need to relocate within the company.
- 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.
- d) Most of the dealerships in the programme are not owned or controlled in any way by Toyota.
- e) One reason for the programme is to keep skilled employees from going to work for competitors.

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

NIKKEI
ASIAN
REVIEW

Toyota dealerships help relocating employees stay in the family

Rehiring program aims to keep skilled personnel 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

dealerships in the 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 a different independent outlet would need to go through the rehiring employment process from scratch.

The program aims to prevent work-ready talent from competing automaker's sales and service networks or other industries. It 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?

- An organisation relocating to a different base along with most of the staff.
- Small groups of workers moving as part of a short-term contract.
- Individual employees moving to another country for their company.

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.
 - c. presents a lot of problems for employees.
3. Aylin 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.
4. To ensure successful relocation, companies should...
- a. send employees with their partners and/or families.
 - 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 employees best suited for the role.

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

Speaking (20pts total)

8 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?

