



## Quotes of the day

- 1) Too much expectation leads to sadness – Anonymous
- 2) The secret of happiness is low expectations. – Barry Schwartz
- 3) It is not that I'm smart; It's just that I stay with the problem longer - Albert Einstein

## MODULE 7

<b>(1) PRONUNCIATION</b>	<p><b>Sound of /b/</b></p> <ul style="list-style-type: none"> <li>- problem /'pr<b>o</b>bləm/</li> <li>- prodigy /'pr<b>o</b>dədʒi/</li> <li>- probably /'pr<b>o</b>bəbli/</li> <li>- probability /,pr<b>o</b>bə'biləti/</li> <li>- profit /'pr<b>o</b>fit/</li> <li>- profitable /'pr<b>o</b>fitəb(ə)/</li> </ul> <p>*Schedule (U.K. / U.S.)</p>
<b>(2) ARTICULATION</b>	<ol style="list-style-type: none"> <li>1) _____ or _____</li> <li>2) solve or <b>r</b>esolve</li> <li>3) _____ or _____</li> <li>4) concern or concerned<b>d</b></li> </ol>
<b>(3) COMMUNICATION</b>	<b>Solution</b> : <i>Set realistic expectations</i>
Social English (SE)	How to “Ask for help” How to respond
Expressing Emotions (EE)	Expressing concerns - I am concerned.
Corporate English (CE)	Busy schedule



## ACTION PLAN

\*Refer to the lesson in **Expressing Emotions**

- 1) In your **Journal**, write 3 specific **concerns** that you want to address.
- 2) Write 3 things that you are grateful for today.
- 3) Share your Gratitude.

## SONGS

1) God will make a way By Don Moen (for Christians)

[https://www.youtube.com/watch?v=br07\\_NJ9LUM](https://www.youtube.com/watch?v=br07_NJ9LUM)

2) Stronger (What doesn't kill you) By Kelly Clarkson

<https://www.youtube.com/watch?v=Xn676-fLq7I>

**COMMUNICATION : Social English****Part 1****Words used to "Ask for Help"**

Vocabulary	Application (Sentences)
1) help (verb)	→ My parents <b>help</b> me a lot. → I want to <b>help</b> you.
2) help (noun)	→ My parents have given me a lot of <b>help</b> . → Thank you for your <b>help</b> . → Please ask for <b>help</b> . → I'm around whenever you need <b>help</b> .
3) solve /sɒlv/ (verb)	→ I have <b>a problem to solve</b> . → I need <b>to solve the problem</b> .
4) resolve /rɪ'zɒlv/ (verb) : to solve a problem or disagreement in a satisfactory way.	→ I need somebody for a discussion <b>to resolve</b> this issue. → I need help <b>to resolve</b> this problem.
5) solution /sə'lu:ʃ(ə)n/ (noun)	→ I need <b>a solution</b> for this problem. → I'm thinking of <b>a solution</b> .
6) resolution /,rezə'lu:ʃ(ə)n/ (noun)	→ I'm thinking of <b>a resolution</b> for this on- going issue. → It's a new year! I need to write my new year <b>resolutions</b> .

**Part 2****Ways to “Ask for Help”****1) Using “Could you”**

Could you help me?

Could you g\_\_\_\_\_ me a h\_\_\_\_\_?

Could you l\_\_\_\_\_ me a h\_\_\_\_\_?

Could you do me a f\_\_\_\_\_?

**2) Using “Would you”**

Would you be able to help me?

Would you mind h\_\_\_\_\_ me?

**3) Using “I need”**

I need **your** \_\_\_\_\_ (noun).

I need **your** \_\_\_\_\_ (noun).

I need **your** \_\_\_\_\_ (noun).

I need **a** \_\_\_\_\_ (noun).

I need **a** \_\_\_\_\_ (noun).

I need **to solve** \_\_\_\_\_.

I need **to** \_\_\_\_ **solve** this complicated problem soon.

**Part 3****How to Respond - “Ask for Help”**

Sure!

No problem.

Yes, of course.

Glad to help.

I'm glad you ask.



## COMMUNICATION : Expressing Emotions

### Expressing Concerns

Vocabulary	Application (Sentences)
<b>1) issue</b> (noun) : a subject that people discuss or argue about.	→ The <b>main issue</b> is the lack of education and knowledge. → He has some <b>financial issues</b> .
<b>2) problem</b> (noun) : something that causes trouble or difficulty	→ We need to <b>solve the problem</b> together.
<b>3) dispute</b> /'dɪspju:t/ (noun) : a serious disagreement, especially between groups of people that lasts for a long time.	→ There is a dispute between both of them for a few months. → There is a dispute over the credit card payment.
<b>4) crisis</b> /'kraɪsɪs/ (noun) : an urgent, difficult or dangerous situation.	* financial (adj.) crisis * economic (adj.) crisis * political (adj.) crisis  → He is serious is <b>resolving the crisis</b> .
<b>4) concern</b> /kən'sɜ:(r)n/ (noun) : feeling worry of something important	→ I <b>have a concern</b> about the <b>unresolved issues</b> .
<b>5) concerned</b> /kən'sɜ:(r)nd/ (adj.)	→ There are some <b>issues to be addressed</b> at the meeting. I <b>am concerned</b> of ... → She <b>is concerned</b> of the tight schedule.

**Areas of Concerns****1) Health**

I have a \_\_\_\_\_ my back / digestion / sleep.

I have a headache / a backache / toothache. I will visit a doctor soon.

**2) Beloved ones**

I have a \_\_\_\_\_ **(problem/issue)** with ...  
my wife / husband / children / buddy / friend / colleague / staff.

I will need to take some time talking to him / her.

**3) Work**

There is just too much work. I need to \_\_\_\_\_.

I have some issues at work. I need to \_\_\_\_\_.

**4) Finance**

I have some \_\_\_\_\_. I need to work on my income and expenses.

**5) Time**

I need to free myself \_\_\_\_\_.

I have very little time for myself. I need to \_\_\_\_\_.

I do not have much time for myself. I need to adjust my life expectations.

**ACTION PLAN**

- 1) In your *Journal*, write **3 specific concerns that you want to address**.
- 2) Write 3 things that you are grateful for today.
- 3) Share your Gratitude.

**COMMUNICATION : Corporate English****Busy Schedule**

Vocabulary	Application (Sentences)
<b>Schedule</b> (noun) /'ʃedju:l/ : <b>a plan</b> of activities or events	Let me check my <b>schedule</b> (noun).
<b>Schedule</b> (verb) /'ʃedju:l/ : <b>to plan</b> for something to happen at a particular time	Let us <b>schedule</b> (verb) for a discussion.

**1) A busy / full schedule**

I have \_\_\_\_\_

I'm busy with work. I have a \_\_\_\_\_.

My schedule is full.

**2) A tight / packed schedule**

My schedule is \_\_\_\_\_.

I have a \_\_\_\_\_ schedule.

**3) Behind schedule**

We need to get this done by (date). However, we are \_\_\_\_\_.

We will do our best to complete this on time.

**4) Asking for schedule**

How's your schedule? Could we \_\_\_\_\_ an appointment next Monday?

When is the deadline? We need to \_\_\_\_\_.

When do you need this? Let me know so that I could schedule it.

When do we need to submit this? I need to plan my schedule.

**5) Apologising for a busy schedule**

I'm sorry. I am \_\_\_\_\_ at the moment.

I'm sorry. I am in a meeting now.

→ I will come back to you soon.

→ I will look into this matter soon.

→ Please do allow me some time to get back to you.