

Lesson 35: Presenting an Idea to Your Boss

By Xandra

1. Dialogue

First, repeat after your tutor. Then, practice each role.

Makoto works at a store that sells computers and gadgets. He thinks that the store could also serve as a repair shop for broken computers and cellphones. He is talking to his boss about it.

Makoto: Hello, Mr. Allen. Do you have a moment?

Mr. Allen: What is it, Makoto?

Makoto: Some people who come to the shop often ask if we can fix computers and cellphones.

Of course, I tell them that we don't do repairs. Sir, what do you think about adding repair services in the store?

Mr. Allen: It hasn't crossed my mind.

Makoto: Each one of our staff is an expert in computers. They can certainly repair them too. Mr. Allen: Are you sure that our staff can handle such tasks?

Makoto: To be sure, we could attend a course and obtain a license. But even without a certificate, I'm pretty sure I could do the job.

Mr. Allen: It's not a bad idea, but there are many things to consider.

Makoto: I understand, Mr. Allen. It's just a suggestion.

Mr. Allen: I appreciate your suggestion, Makoto. Should you have any more ideas, don't hesitate to talk to me about it.

2. Today's Phrase

First, repeat after your tutor. Then, make a few sentences using Today's phrase.

1. Fearful of the dog, she hesitated to go near it.

- 2. If you have any questions, please don't hesitate to ask.
- 3. Most women never hesitate to express their thoughts.

3. Your Task

You work in a bookstore. Lately, the store has not been selling a lot of books. You've come up with an idea of setting up some chairs and tables in the bookstore so that people could choose to stay and read. The bookstore could also sell gourmet coffee and delicious pastries. Tell your manager about this idea.

4. Let's Talk

What are the good things about expressing your ideas to your boss? How would you feel if your boss didn't like your idea? Explain your answer. In your office, is it easy to approach your boss? Why do you say so?

5. Today's photo

Describe the photo in your words as precisely as possible.

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