Lesson 40:   Performance Review

By Xandra

1. Dialogue

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

Mr. Yamamoto is talking to William about his performance in the company.

Mr. Yamamoto: William, because you're a trainee, I have to give an evaluation based on your first six months with the company.
William: I'm aware of it, sir.
Mr. Yamamoto: Apart from my evaluation, I've also asked your co-workers to rate your performance.
William: I understand.
Mr. Yamamoto: Out of 10, you received a score of 7. It's not bad. But there's a lot of room for improvement, don't you think?
William: Can you tell me what I should improve on?
Mr. Yamamoto: I suggest that you build good relationships with your colleagues. We believe teamwork is very important for our company.
William: I will work on it.
Mr. Yamamoto: Another thing: You don't seem to show a lot of enthusiasm during our projects. In other words, be pro-active. Make sure you contribute some ideas.
William: Thank you for your advice, Mr. Yamamoto.

2. Today's Phrase

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

1. Do you have the skills and experience? In other words, can you do the job?
2. A: How was the food at Le' Frenchie?
   B: The chef wasn't in a good mood tonight.
   C: In other words, the food didn't taste good.
3. The weather was really bad, and I couldn't get a cab. In other words, I missed the meeting.

* in other words / 言い換えれば

3. Your Task

Your boss has asked for your help in evaluating your co-workers. Co-worker A is always late for work, but she's very efficient with her tasks. Co-worker B often works overtime, but he's slow completing paper work. You have to rate your co-workers from 1 to 10 (1 being the lowest). Inform your boss of your rating for each co-worker and give an explanation.

4. Let's Talk

From 1 to 10 (1 being the lowest), rate your performance as an employee. Explain your answer.
Do you always agree with the results of the performance reviews? Why or why not?
Talk about the results of your most recent performance review.

5. Today's photo

Describe the photo in your words as precisely as possible.

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