

Lesson 96: Appreciation 1 (Thanking a Colleague)

By Xandra

1. Dialogue

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

Ken is organizing a company seminar. He is talking to his co-workers, Jack and Sam, about it.

Ken: Mr. Lee has asked me to organize a company seminar. It's a lot of work so I'm going to need your help.

Sam: Sure. We're not so busy these days. We can help.

Ken: Thanks! The first thing I need to do is to look for a place to hold the seminar.

Jack: I organized last year's company seminar. I kept a list of seminar halls in the city. I visited them all last year.

Ken: Your information would be very helpful, Jack.

Sam: If you need to hire a caterer, I can recommend a couple of companies. They're the best in town.

Ken: I'm really grateful to both of you for all your advice.

Jack: Don't mention it. We'll give you the list of companies and their phone numbers, so you can start calling them.

2. Today's Phrase

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

1. The typhoon victims are grateful to the Japanese government for their donation.
2. Mr. Lee is grateful to his boss for promoting him.
3. Lady Gaga was grateful to her fans for their support.

* be grateful (to A) for ~ / (Aに)~のことで感謝している

3. Your Task

Your colleagues (=your tutor) helped you with a project. Sam stayed up late in the office to make a Power Point presentation for this project. Thank him for his hard work. Merry was at the office at 6:00AM today to print out some papers for you. Express your appreciation for her effort. Pippin did some research for the project. Tell him how much you appreciate the information he's given you. Invite Sam, Merry and Pippin to dinner. Tell them that you're buying them dinner to show your appreciation.

4. Let's Talk

What are the do's and don'ts when thanking a co-worker?

When you receive help from a co-worker, should you mention it to your boss? Why do you say so?

How do you show your appreciation to your co-workers?

5. Today's photo

Describe the photo in your words as precisely as possible.

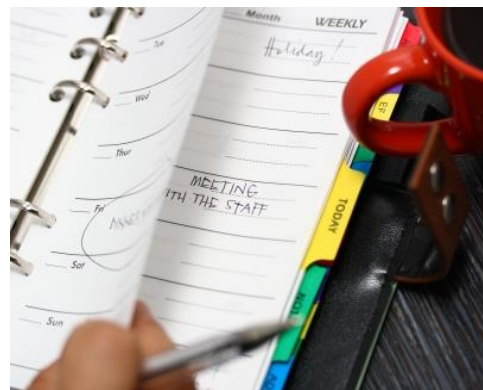


Image courtesy of Stuart Miles / FreeDigitalPhotos.net