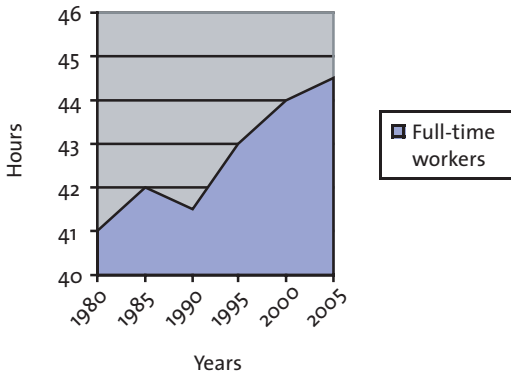


# 6.1

## What is job satisfaction?

1 Average hours worked per week in UK



2 UK employees inspired by their bosses



For example: 65% of people who work 18–28 hours per week feel inspired by their boss.



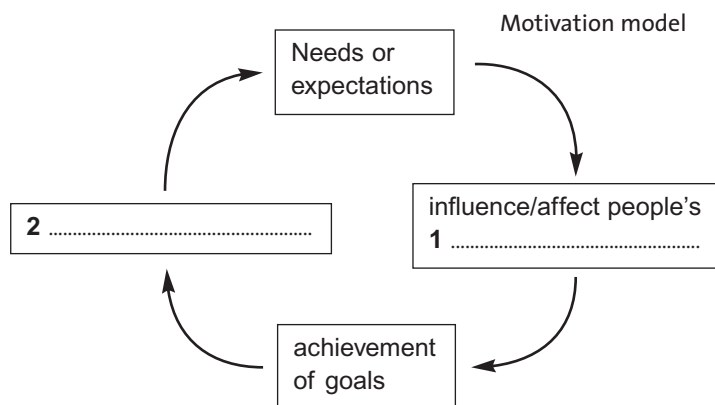
- 1 Talk about charts 1 and 2 above. What do the charts tell you about working life today?
- 2 What makes a good job? Rank the following 1 to 8, with 1 being the most motivating for you, and discuss your decisions with your partner.
  - flexible working hours
  - being part of a team
  - an excellent salary
  - good holidays
  - promotion prospects
  - staff facilities, e.g. a sports centre
  - responsibility
  - an inspirational boss

- 3 You are going to hear a woman giving a lecture to a group of business students on the subject of motivation at work. In the test the recording may pause, but it won't be stopped. For this exercise, however, you should stop after each group of questions so you can look carefully at the next set of questions before you listen to the next part of the recording.

The questions are in the order in which you will hear the answers in the recording. Write **NO MORE THAN TWO WORDS AND / OR A NUMBER** for each answer.

**Questions 1 and 2**

Complete the diagram below.



### Listening

**Test spot**

Section 4 of the Listening Module is always a talk or short lecture related to academic work or study. There will be a mixture of task types and you will be told which questions to read, and be given time to read them, before you hear the recording.

**Questions 3–5**

Complete the sentences below.

Taylor wrote his theory in the 3 ..... century.

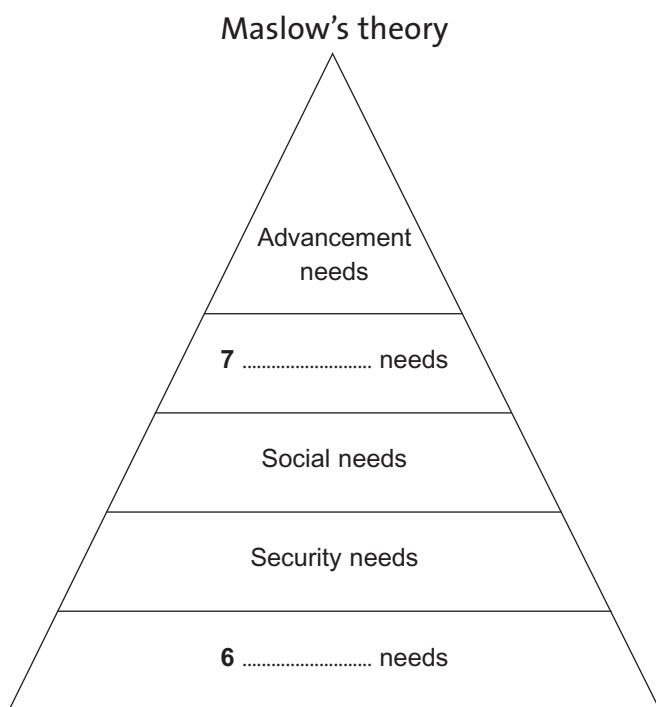
Taylor's theory was that people only worked for 4 .....

Later research concluded that some people preferred to work 5 .....

**Questions 6 and 7**

Complete the diagram below.

Look carefully at the diagram and check you understand where to write your first answer.



**Questions 8 and 9**

Complete the table below.

Look at the table and notice that in this section you need to listen for percentages.

Source of job satisfaction	% of employees
Inspirational leader	72%
Type of work	8 .....
Good pay	50%
Flexible working hours	9 .....

**Question 10**

Choose the correct letter, A–D.

What does the speaker say about workers in the UK?

- A They want to have a good lifestyle.
- B Socialising at work is not a priority for them.
- C They want to earn a lot of money.
- D Having a job title is a priority for them.

**Vocabulary**

**Collocations with money**

4 Complete the sentences with a verb from the box in the right form.

change	give	invest	leave	lend
make	pay	save	spend	waste

- 1 Don't ..... your money on buying a cheap office desk – it won't last very long.
- 2 My grandmother ..... me £10,000 when she died.
- 3 Claudia ..... all her money on presents for the family.
- 4 Don't ..... your money at the airport – they don't give a very good rate.
- 5 Every month I ..... a certain percentage of my salary into my pension scheme.
- 6 Can you ..... me £20 until the weekend?
- 7 The woman ..... £10 to the man playing the guitar in the market square.
- 8 If you ..... your money in stocks and shares, you might lose it.
- 9 Jon ..... over £100 by buying his books second hand.
- 10 Steve Rogers ..... his money selling insurance.

5 How do you handle money? Ask and answer these questions with a partner.

- 1 Do you spend more than you have?
- 2 What's the best way to make money?
- 3 Would you ever buy anything second hand?
- 4 Would you lend or borrow money?
- 5 What do you think about investing on the stock exchange?



The Shanghai stock exchange

# 6.2

## Grammar Past simple or present perfect?

**Present perfect** *There **have been** many theories which **have attempted** to explain the nature of motivation.*

**Past simple** *In 1943, Maslow **identified** five important needs which he **placed** in a triangle.*

1 IELTS students often confuse the past simple and the present perfect. Look at some facts about each tense. Which fact is true for the past simple (PS) and which is true for the present perfect (PP)? Write PS or PP next to each statement 1–4.

- 1 This tense is used to talk about events and situations that occurred at a specific time. The time is either stated or is clear from the context.
- 2 This tense is used to talk about events and situations that occurred in the past (and may be continuing), but we don't know when, or the time isn't important.
- 3 We use it with words like *ago, in 2001, at the weekend, on Monday, in March, in the morning*, etc.
- 4 We use it with words like *for, since, often, just, already, yet, three times*, etc.

**G** page 139

2 Read this article about the British entrepreneur Richard Branson. Circle the correct tense.

Richard Branson was born in 1950 and 1 *grew up / has grown up* in Britain. He 2 *went / has been* to public school, where, at the age of sixteen, he 3 *started / has started* a national magazine called *Student*. After 4 he *left / has left* school, he 5 *went / has been* to Oxford University but 6 *didn't graduate / hasn't graduated*. At the age of 20, he 7 *founded / has founded* Virgin Records and 8 *opened / has opened* a shop in London's Oxford Street.

Since then, the interests of Branson's Virgin Group 9 *expanded / have expanded* into publishing, transport and hotels. Virgin Atlantic Airways, which Branson 10 *started / has started* in 1984, is now the second largest British long-haul international airline. Branson 11 *founded / has founded* the airline with the idea of offering competitive and high quality first-class and economy services. In 1993, the combined sales of Virgin Group companies 12 *exceeded / has exceeded* US\$1 billion.

3 With a partner, ask and answer questions 1–8 using either *Have you ever ...?* or *Did you ...?* Use each of the verbs in the box once, in the right form. Give full answers.

have	have	learn	see
spend	take	think	want

- 1 ..... a job?
- 2 ..... computing when you were at school?
- 3 ..... of being a doctor?
- 4 ..... any time doing work experience?
- 5 ..... to be a train driver/nurse when you were young?
- 6 ..... an inspirational boss or teacher?
- 7 ..... your parents' advice about jobs when you were at school?
- 8 ..... an advisor about your career?



Branson 13 *spent / has spent* most of his life living in London and Oxfordshire, but he 14 *didn't only spend / hasn't only spent* his time working. Since 1985, he 15 *tried / has tried* to break a number of land and air speed records. His boat 16 *crossed / has crossed* the Atlantic in 1986 in a record time, and in 1991 Branson 17 *broke / has broken* all records in his balloon flight across the Pacific.

What type of person do you think Richard Branson is? Would you like him as your boss? Do you think he sounds inspirational? Why, or why not?

**Writing extra**

4 In the GT Writing Module you may be asked to write a letter of application for a job. (TF 4) You will need to use a range of vocabulary, some quite specialised, in your letter.

Complete the letter with words from the box.

- closing
- CV
- Department
- experience
- interview
- manager
- post
- qualified
- salary
- skills

Dear Sir,

I am writing to apply for the 1 ..... of Sales Manager advertised on 3rd March in *The Times* newspaper. I have worked for the past two years as a junior 2 ..... in an electronics company in the Marketing 3 ..... . I feel now is the right time to apply for a higher position as I believe I have gained the necessary 4 .....

I am a 5 ..... engineer (see the enclosed 6 ..... ) and believe I have excellent management 7 ..... . My 8 ..... at present is £25,000 a year.

I realise that the 9 ..... date for applications was last Friday, but I hope that you will still be willing to consider my application. I am available for 10 ..... at any time. I look forward to hearing from you in the near future.

Yours faithfully,

*Jason Stephenson*

**Speaking Part 2**

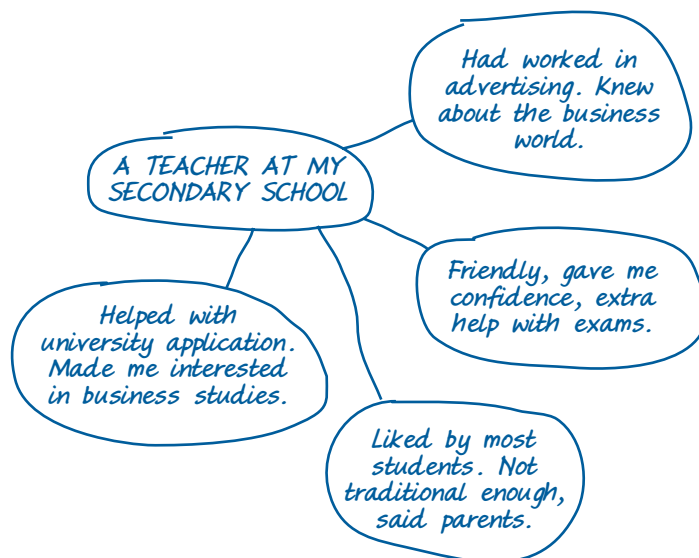
**Test spot**

In Part 2 of the Speaking Module you will have to give a short talk lasting 1–2 minutes. The examiner will give you a card to read and then you will have 1 minute to prepare. It is a good idea to make notes. You must talk about all the points on the card. (TF 9)

5 Look at this task.

**Describe someone who has motivated you.**  
 You should say:  
 who they are  
 what was special about this person  
 what other people say about this person  
 and explain why this person has motivated you.

Use a mind map like the example opposite to make notes of important points and then give your talk to your partner. Time yourself – make sure you speak for a maximum of two minutes, preferably a little less.



# Writing folder 3

## Task 2: Understanding the question and planning your writing

In both the Academic and General Training Modules of IELTS you will be asked to write 250 words, giving your opinion on something or suggesting a solution to a problem. You should allow 40 minutes for this task.

### Understanding the question

#### 1 Look at the example Task 2 question below.

Write about the following topic:

**Working hours today are too long and people are not spending as much time as they should with their families or on leisure activities.**

**What is your opinion on this?**

Give reasons for your answer and include any relevant examples from your own knowledge or experience.

Work with a partner. Which of the following ideas might be appropriate to include in your answer? Which would not be appropriate? Why?

Your answer could ...

- 1 say why you think people are spending more time at work
- 2 talk about just one type of job
- 3 explain what kind of job you want to have in the future
- 4 give examples of possible problems of someone who is always at work
- 5 talk about the effect of absent parents on the children
- 6 discuss the salaries of different jobs
- 7 say how much money you would like to make
- 8 mention a friend or a member of your family
- 9 say why a particular job would suit you
- 10 include a conclusion disagreeing very strongly with the statement.

### Structuring the essay

You will gain marks if your essay is structured appropriately. This model may help you:

- an introductory paragraph followed by
- two to three paragraphs giving your reasons and examples from your own knowledge or experience followed by
- a concluding paragraph

### Advice

- Make sure you read the question carefully – there are often two parts to the question and you will need to answer both parts. If you don't, you will lose marks.
- There is no correct answer, so you can agree or disagree or a mixture of both, though it is usually a good idea to put forward both sides of the argument.
- Don't repeat the question in your introduction.
- Make a plan before you start writing. Make a list of ideas that you want to include and sort them into the different sides of the argument – for and against, or advantages and disadvantages.

## The introduction

- 2 The introduction to your essay is very important and often the hardest part to write. Look at the three paragraphs below. Which ones do you prefer? Why?

A

I disagree with the statement that working hours today are too long and that people are not spending as much time as they should with their families or on leisure activities. Everyone knows that people today don't work as much as they used to. It is a fact that if people don't work hard, the economy will fail and there will be no jobs for anyone. I think my family is a good example of a family who work very hard.

B

In the twentieth century people believed that life in the future would be easier and that they would have more leisure time and spend less time at work. However, now we are in the twenty-first century we can see that this is not the case. In fact, people in most countries need to work even harder today than they did in the past.

C

The first thing we need to consider is where we are talking about when we say that people are working long hours. It is important to make clear that in many countries people have always worked long hours and to work shorter hours is not an option available to them.

### Useful language

First of all, I would like to say that ...  
 The first thing to consider when discussing X is that ...  
 There is no doubt that ...  
 One of the main arguments put forward for X is that ...  
 I strongly agree/disagree with the statement that ...  
 Although some people say that ..., I believe that ...

## Giving reasons and examples from knowledge or experience

- 3 It is very important to give reasons and relevant examples from your own knowledge or experience. Read through the example below and then work with a partner and think of examples of your own which would be relevant to the essay task in exercise 1.

EXAMPLE: I think a person should not have to work more than 38 hours a week so that he or she can spend time with the family. Firstly, let's say the father, needs time to relax with his children, get to know them and see them grow. One example of a person working too much comes from my own family. My father used to work very long hours and never had the time to attend parents' evenings at school or see me play in concerts. This had a negative effect on the family unit.

### Useful language

Firstly, ...  
 The most important point is ...  
 The next most important point is ...  
 Secondly, ...  
 Next, ...  
 One/An example/illustration of this is ...  
 I can illustrate this with an example from my own experience.  
 ... such as ...

## The conclusion

It's important to have a conclusion – a short paragraph which summarises your arguments. You shouldn't introduce new arguments in your conclusion. It should summarise what you have already said earlier in your essay.

### Useful language

Finally, ...  
 To sum up, ...  
 In conclusion, ...

- 4 Write your answer to the task in exercise 1. Before you begin, read the question again and underline the important words. The question has two parts: what are they?

You can use one of the introductory paragraphs from exercise 2 or one of your own. Make sure you write 250 words or just over. If you write fewer than 250 words, you will lose marks.