

About the language

(Spoken language is different to written language, in that words and sentences are often shortened, and abbreviations and idioms are often used.)

Expression	Meaning	Explanation
'Want to go for coffee?'	'Do you want to go for coffee?'	The subject 'Do you' is understood in spoken English.
'Killing two birds with the one stone.'	'Doing two jobs at the same time.'	Idiom
'I got a mate.'	'I have got a mate.'	The full verb 'have got' has been abbreviated.

Tongue twister (p / b) - Say this quickly three times.

I had a big problem with my part-time business partner.

Useful phrases - Say these sentences to your partner.

- I would like** to be a nurse. (Identifying your career interest)
- I'm interested in** hospitality work. (Identifying your career interest)
- I like to work with** numbers and spreadsheets. (Identifying your career interest)
- I have experience** selling insurance. (Identifying past experience)
- I was a** beautician in my country. (Identifying past experience)
- I like working with** cars and motors. (Identifying your career interest)
- I can** fix anything! (Identifying your skills)
- Can you tell me what qualifications I need?** (Asking for help)
- Are there many jobs in that area?** (Enquiring about job possibilities)
- How can I get some local experience?** (Asking for help)
- How do I go about getting a job?** (Asking for help)
- You need to** get some experience first. (Offering advice)
- It would be a good idea** to do some volunteer work. (Offering advice)
- Maybe you could** talk to Tom about that. (Making a suggestion)
- Maybe I could** help you. (Making a suggestion)

Something to know

- When you are thinking about your future employment, it is important to make sure your expectations are realistic, i.e. that you can achieve your goal.
- It is important to plan a pathway of steps to achieve your goal.
- You may need a plan A and a plan B (if you are unable to achieve your first choice).
- All work experience is valuable.
- Sometimes a casual / part-time job can lead to future full-time permanent employment.

- You need to investigate where to go for advice regarding the education / training / work systems in Australia (e.g. the student counsellor, library, internet, friends, family contacts, TAFE website: <http://www.education.vic.gov.au/tafecourses/>).
- The New Enterprise Incentive Scheme (NEIS) is an Australian government scheme to help eligible unemployed people start and run their own new, viable small business. See <http://www.workplace.gov.au/workplace/Programmes/NEIS/>.

Listening comprehension - Choose the correct answer.

1. Who meets the student counsellor?
 - a) Nick
 - b) Emina
2. What does Marie suggest Emina do?
 - a) **Get experience in a store.**
 - b) Sell clothes at a market.
3. What courses does Marie suggest for Emina?
 - a) **Retail or Fashion Design**
 - b) Retail or Hospitality

The story - Cross out the wrong word.

Emina meets Nick and tells him she is meeting up **with / to** the Student Counsellor to get some **informations / advice** about her next step, after she finishes her Certificate 3. She explains that she would **eventfully / eventually** like to have her own business making and selling clothes. Marie advises Emina to get some experience in a retail store first. Marie also **explanations / explains** that she could do a course in retail or fashion design at TAFE and tells her about the government NEIS program. Afterwards, Nick offers to get in touch with his friend who works in Coles, as he may be **able / possible** to help her.

Getting a job - Circle True or False.

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|---|-------------|--------------|
| 1. You can get career advice from the student counsellor. | True | False |
| 2. You need to plan a pathway to achieve your career goals. | True | False |
| 3. Before you start your own business in Australia, there is a lot to learn. | True | False |
| 4. Communicating in a workplace is a good way to improve your spoken English. | True | False |

Grammar - Write the long form of these abbreviations.

- | | | | |
|------------|-------|------------|-------|
| 1. Who's | _____ | 6. That'll | _____ |
| 2. You'll | _____ | 7. That'd | _____ |
| 3. Don't | _____ | 8. I'd | _____ |
| 4. I've | _____ | 9. It's | _____ |
| 5. There's | _____ | 10. I'll | _____ |

Vocabulary - Complete the sentences with words from the box.

customers	stock	options	suppliers	marketing
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1. I have to go to some warehouses to meet with the _____ for my shop.
2. My shop is near a train station, so there are always plenty of _____.
3. I need to do a course in _____ so I can advertise my business better.
4. I'm not buying more _____ because I have no more storage room.
5. His _____ were to do further study or take the factory job.