

The last minute

Worksheet Progress check

31-35

ACTIVITY

Pairwork or groupwork: speaking

AIM

To talk about which items are necessary on a business trip.

GRAMMAR AND FUNCTIONS

Zero and first conditional

In case

VOCABULARY

laptop computer, mobile phone, modem, portable printer, diary, calculator, on disk, credit card, address book

PREPARATION

Make one copy of the worksheet for each pair of students in the class. If possible, have dictionaries available.

TIME

10-15 minutes

PROCEDURE

- 1 Tell the students they are going to talk about packing for a business trip. Set up the situation: Nigel, a young salesman has to go away at very short notice to see a major client. He is leaving in the morning and will be back the following night.
- 2 Divide the class into pairs.
- 3 Give each pair a copy of the worksheet.
- 4 Ask the students to choose, together, eight items from among the illustrations which, in their opinion, Nigel should definitely take. Some of the things are hard to make a definite decision about. For example: Should Nigel take his laptop? It depends what information he has on disk or if he expects to work on other things while he is away. Don't feel that the students have to come to a definitive answer.
- 5 When they have a solution, combine pairs to form groups of four to compare their answers.

FOLLOW-UP

- Ask the students to list five things that they always take with them on business trips. Write these up on the board as students dictate them. The class votes for the five most useful items from the list.
- Ask the class to choose six items that someone travelling on business should pack in their hand luggage to avoid being separated from them if their checked-in luggage goes astray.