

solutions for English Teaching
Reward Pre-intermediate
Business Resource Pack

## **Company profile**

Company name Type of company Number of employees Headquarters	Astra Lamps UK Ltd Lighting equipment importer and supplier 430 Astra Lamps International, Nijmegen, Netherlands			
Comments	The company is looking for a good place to set up a sales office and warehouse to supply the British market. There are two possibilities: one in Kingston and one at Fordham, about			
THE BUILDING	20 kilometers from Kingston.			
Location				
Size of main building				
Number of offices				
Warehouse				
Car park				
Other facilities				
THE AREA				
Transport				
Bus				
Trains				
Housing				
Schools				
Shops				

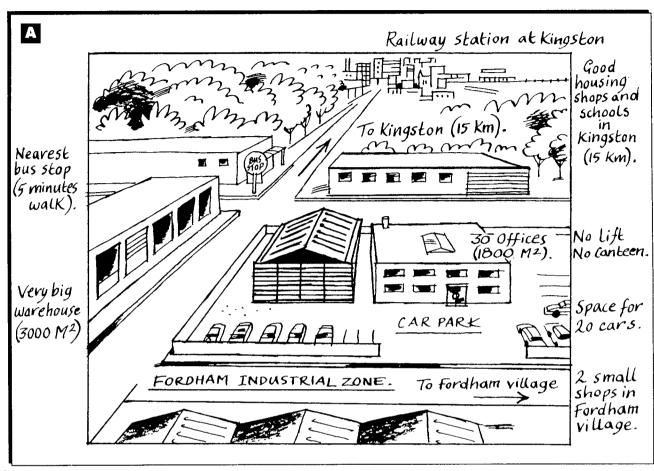


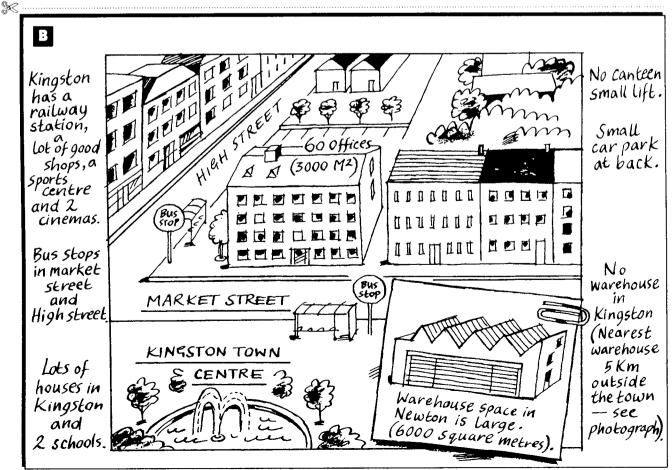
# 3b | Is there a warehouse?

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#### Maps







#### Teacher's Notes

## Is there a warehouse? Worksheets 3a





NOTE: Use Worksheets 3a and 3b for this activity.

#### ACTIVITY

Pairwork: speaking

#### **MIA**

To choose a new building for your company by talking about the facilities offered at two sites.

#### **GRAMMAR AND FUNCTIONS**

There is/there are, have/have got Statement and question forms Describing business premises

#### **VOCABULARY**

Buildings: warehouse, factory, office, car park, canteen, reception

#### **PREPARATION**

Make one copy of Worksheet 3a for each student, and one copy of Worksheet 3b (map) for every other student. Cut out pictures A and B as indicated.

#### TIME

25 minutes

#### **PROCEDURE**

- 1 Elicit from the students the names of the different buildings and parts of a company. For example: office, factory, warehouse, canteen.
- 2 Give a copy of Worksheet 3a to each student and ask them to read the Company Profile.

**3** Ask the students to read the checklist under the headings, 'The Building' and 'The Area' and elicit the appropriate questions.

For example:

Location: Where is the building? Warehouse: Has it got a warehouse? How big is it? Trains: Is there a railway station near the factory?

- Ask students to work in pairs and divide them into Student A and Student B. Give each Student A a copy of map A and each Student B a copy of map B. Give them a few minutes to study the sites.
- Ask students to ask and answer questions about the building and area in their partner's picture. They should note down the answers on the worksheet.
- When they have finished, the students should, together, decide which of the two sites is the more suitable or attractive.
- 7 Ask students to report back their decision to the rest of the class, giving their reasons.

#### **FOLLOW-UP**

Ask students to write a memorandum to their Managing Director, recommending the site they have chosen. Begin like this:

Site for new factory	
We looked at the two buildings yesterday and we	
recommend the It has got	_ana
there is	



## Teacher's Notes

# Is there a warehouse? Worksheet



#### **ANSWERS**

THE BUILDING	
Location	Fordham Industrial Zone
Size of main building	1800m²
Number of offices	30
Warehouse	yes
Car park	space for 20 cars
Other facilities	none
THE AREA	
Transport:	
Bus	nearest bus stop 5 minutes walk
Trains	Kingston railway station – 15km
Housing	good housing in Kingston
Schools	Kingston
Shops	Kingston and 2 small shops in Fordham village

#### В

THE BUILDING	
Location	Kingston
Size of main building	3000m²
Number of offices	60
Warehouse	nearest warehouse 5 km outside town
Car park	small car park at back of building
Other facilities	small lift
THE AREA	
Transport:	
Bus	bus stops in Market Street/High Street
Trains	Kingston railway station
Housing	good housing in Kingston
Schools	2
Shops	lots of shops, a sports centre, 2 cinemas