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Level 1

No work E-mail for workers on vacation

17th August, 2014

<http://www.breakingnewsenglish.com/1408/140817-email-1.html>

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THE READING

From <http://www.breakingnewsenglish.com/1408/140817-email-1.html>

It is difficult for workers to switch off from work. Many workers answer or write e-mails going to and from work, at lunchtime and at home. They check their work e-mail on vacation. This will change for workers of the carmaker Daimler. They can choose to delete e-mail when they are on holiday. Workers will be able to relax on holiday and not answer mail. Daimler says it wants workers to enjoy family time or "me time" when on holiday.

Daimler said staff worked better when they returned from holiday feeling refreshed. A human resources officer said staff should relax on holiday and not read emails. Daimler's 'Mail on Holiday' system sends replies that say: "Your e-mails will be deleted....If you want me to read this e-mail ...send me the information [next week]." This might not be a good idea. People may not like writing again. Companies could lose business.

Sources: <http://www.marketplace.org/topics/business/daimler-and-disappearing-emails>
<http://www.techrepublic.com/article/the-digital-fightback-the-struggle-to-stop-work-taking-over-our-lives/>
<http://www.theatlantic.com/business/archive/2014/08/daimlers-german-employees-can-set-emails-to-auto-delete-during-vacation/376068/>

VOCABULARY MATCHING

From <http://www.breakingnewsenglish.com/1408/140817-email-1.html>

PARAGRAPH ONE:

- | | |
|----------------------------------|------------------|
| 1. It is difficult for workers | a. e-mail |
| 2. answer or | b. from work |
| 3. going to and | c. time |
| 4. check their work e-mail | d. on holiday |
| 5. They can choose to delete | e. to switch off |
| 6. Workers will be able to relax | f. family time |
| 7. it wants workers to enjoy | g. write e-mails |
| 8. me | h. on vacation |

PARAGRAPH TWO:

- | | |
|-------------------------------|------------------------|
| 1. Daimler said staff | a. be deleted |
| 2. they returned from holiday | b. lose business |
| 3. human | c. on holiday |
| 4. staff should relax | d. worked better |
| 5. Your e-mails will | e. to read this e-mail |
| 6. If you want me | f. feeling refreshed |
| 7. send me | g. resources |
| 8. Companies could | h. the information |

LISTEN AND FILL IN THE GAPS

From <http://www.breakingnewsenglish.com/1408/140817-email-1.html>

It is difficult for workers (1) _____ work. Many workers answer or write e-mails (2) _____ work, at lunchtime and at home. They (3) _____ e-mail on vacation. This will change for (4) _____ Daimler. They can choose to delete e-mail when they are on holiday. Workers (5) _____ relax on holiday and not answer mail. Daimler says it wants workers to enjoy family (6) _____ when on holiday.

Daimler said staff (7) _____ they returned from holiday (8) _____. A human resources officer said staff should relax on holiday (9) _____. Daimler's 'Mail on Holiday' system (10) _____ say: "Your e-mails (11) _____If you want me to read this e-mail ...send me the information [next week]." This might not be a good idea. People (12) _____ again. Companies could lose business.

PUT A SLASH (/) WHERE THE SPACES ARE

From <http://www.breakingnewsenglish.com/1408/140817-email-1.html>

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WRITE QUESTIONS & ASK YOUR PARTNER(S)

Student A: Do not show these to your speaking partner(s).

a)

b)

c)

d)

e)

f)

g)

h)

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WRITE QUESTIONS & ASK YOUR PARTNER(S)

Student B: Do not show these to your speaking partner(s).

a)

b)

c)

d)

e)

f)

g)

h)
