Statistics and Trends

ZEnglish

This week...

Chris is going through some of the sales data with Akio for the past year before he has to present it to the sales team on Friday.

Lesson Objectives...

➢ Presenting sales data

➢ Reading charts and graphs

Business English Conversation

Basic Class

Do you work with charts and graphs at your job?

ZEnglish

B

What question is the man wearing the dark suit asking?

*Create a short story using the following format

1. Who
2. Where
3. When
4. What's happening?

A

What data is that woman presenting?

ZEnglish

I am **confident** sales will start to pick up from next month.

*Create simple sentences using the vocabulary

1. data

2. reason

3. confident

4. improve

Basic Class

1. **I am interested to see** your sales data for the year.

2. **As you can see from these figures**, sales have increased recently.

3. **What was the reason for** the drop in sales?

4. **Unfortunately, we** had a lot of issues we had to fix.

- Words
- Phrases

ZEnglish

Chris	I want to go through some of the sales data with you.
Akio	Sure, Chris. I am interested to see your chart.
Chris	As you can see from these figures in the first quarter, sales rose sharply before steadily declining in the second quarter.
Akio	What was the reason for the decline in sales in the second quarter?
Chris	Unfortunately, we had to take a line of our products off the shelves due to a defect.
Akio	Has the issue been fixed?
Chris	Yes. We have fixed the problem and we are confident that sales will start to improve. Our forecast is very positive for next quarter.
Akio	Thanks for showing me the data.

Basic Class

ZEnglish

1. I am interested to see ……

2. As you can see from these figures ……

3. What was the reason for ……?

4. Unfortunately, we ……

Basic Class

Responses - Articles

ZEnglish

1.
A: I want to go through …. yearly sales data with you.
B: Thanks. I'm interested to see your charts.

no article / a / the

2.
A: I believe sales will improve from …. next quarter.
B: I hope you are right. We need to turn things around.

a / an / no article

3.
A: Thanks for showing me the data. It was …. interesting presentation.
B: It was my pleasure.

the / no article / an

4.
A: If you look at this chart you will see sales declined sharply.
B: What was …. reason for the sudden drop?

no article / the / a

5.
A: What are your predictions for …. future?
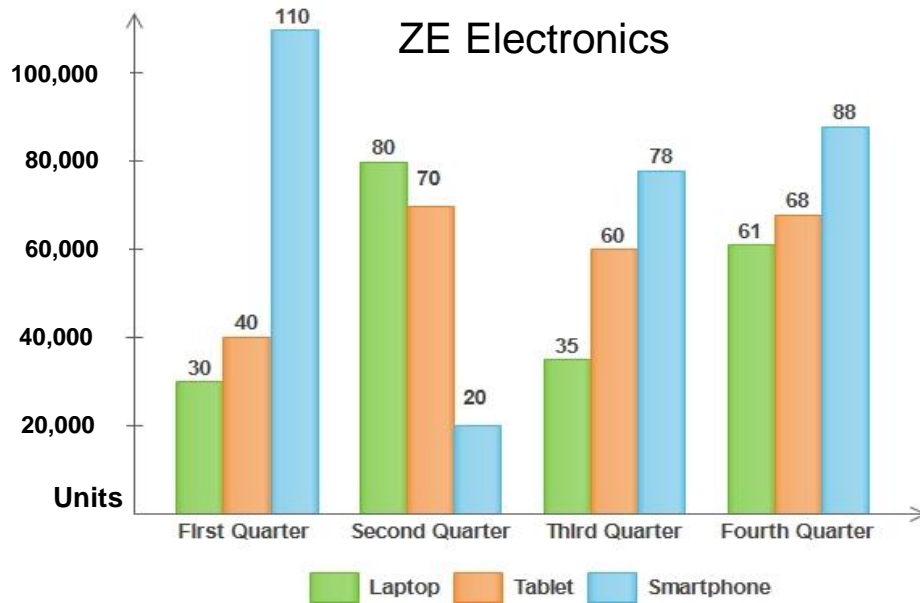B: I am confident sales will start to rise from next month.

no article / the / a

6.
A: Can you please analyse …. sales data?
B: Sure. I will do it for you this afternoon.

the / no article / a

Basic Class

Role Play – Statistics and Trends

ZEnglish

ZE Electronics

Student A is presenting the yearly sales data for the company's products to Student's B, C and D. After the presentation, Student's B, C and D will ask one question each.

Questions

- What was the reason for the rise/fall in sales in the …quarter?
- Why do you think the market for…. got stronger/weaker in the …. quarter?
- What are your predictions for the future?
- *Other*

Key Phrases

- If you look at this chart you will see….
- As you can see from these figures….
- Sales for (….) rose/fell slightly in the…quarter.
- Sales for (….) decreased in the ….quarter.
- Sales for (….) improved/were steady from….to….
- Sales increased/decreased from .... to ....

Vocab:

drop/fall/rise/improve/peak/steadily/sharply/increase/decrease/recover/decline/plunge

Basic Class
Copyright © 2021 Lyngo LLC

Presentations   9

- Do you enjoy analysing data?

- Have you ever given a presentation using charts and graphs?

analyse - *We need to analyse the report before the next meeting.*

data - *The sales data for last year has just been released.*

decline - *There has been a decline in sales recently.*

figures - *The sales figures for last quarter are very impressive.*

forecast - *Four percent inflation is forecast for this year.*

improve - *I believe sales will start to improve from next quarter.*

reason - *I'd like to know the reason why sales decreased.*