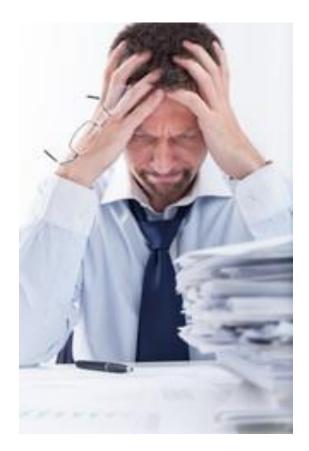
Workplace Stress





This week...

Akio is feeling under pressure at work and is quite stressed. He is talking to the Human Resources Manager, Fiona about it. She is giving him some advice on how to handle workplace stress.

Lesson Objectives...

- Dealing with workplace stress
- Giving advice

Business English Conversation

Super Class

| | Wor | kpla | ice | Stress |
|--|-----|------|-----|--------|
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Warm Up – Topic Question





What are some causes of stress at your workplace?

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Picture Description

Why does he look so tired?





Workplace Stress

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B







| Akio | Do you have a minute? I'd like to talk to you about something. | | | |
|-------|-------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| Fiona | Come on in, Akio. What seems to be troubling you? | | | |
| Akio | I'm under a lot of stress at work, and I am suffering from fatigue and headaches every day. I feel burnt out. | | | |
| Fiona | Can you pinpoint the problems that are making you feel this way? | | | |
| Akio | I feel my workload is excessive, and I'm not getting any support from my co-workers. | | | |
| Fiona | You don't have to do all the work by yourself. You can delegate some tasks to some of the newer employees. | | | |
| Akio | Also, the two supervisors in the department are always telling me to do things in different ways, which is affecting productivity. | | | |
| Fiona | I'll have a word with them about it. I suggest you take short breaks during the day to take a walk or chat to a friendly face to reduce stress. | | | |
| Akio | Thanks for listening. | | | |
| Fiona | Anytime. | | | |

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Role Play – Workplace Stress





Student A is under pressure and feeling quite stressed at work for various reasons. Student A is talking to the HR Manager, Student B about it. Student B is giving Student A some advice on how to cope with workplace stress.

Key Phrases

- What seems to be troubling you?
- Can you pinpoint the problems?
- I suggest youduring the day.
- I will talk to him/her about it.
- Come and talk to me anytime.
- I'm under a lot of stress.
- I feel
- Do you have any other advice on how to reduce stress?
- Thanks for listening.

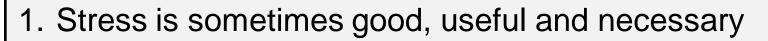
Reason

- too much work
- suffer from fatigue
- the supervisor is always angry
- no support
- Other

Advice

- delegate work
- take short breaks
- go for a walk
- talk to co-worker
- reward yourself
- Other





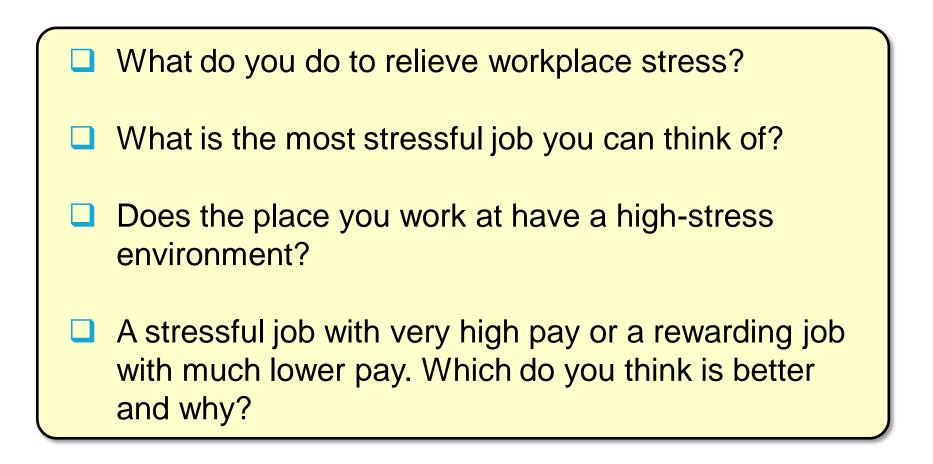
- 2. Different ways to handle workplace stress
- 3. Greatest causes of workplace stress

*Other students in the class, ask one question each to the presenter after the speech













My boss is always telling me what to do and he never listens to me. I'm at my wit's end!

at my wit's end – to be so worried, confused, or annoyed that you do not know what to do next

- I can't deal with this project anymore. I'm at my wit's end.
- **got a lot on my plate** to have a lot of work to do or a lot of problems to deal with
 - I'm sorry I won't be able to help you. I've got a lot on my plate at the moment.

snowed under – exceptionally busy

My boss just gave another project to complete by the end of the week. I'm completely snowed under.