Unit 2 — The World of Work — Teacher copy

Track E · Klasse 10 · Niveau E

Niveau E

1. Vocabulary

Match each item to its meaning or use it in a sentence.

Term	Your note
portfolio	
brief	
milestone	
deliverable	
stakeholder	
senior / junior	
line manager	
probation	
performance review	
mentor	
mentee	
feedback loop	
pivot	
lateral move	
soft skills	
hard skills	

2. Reading

Read the text and use it for the activities below.

Reading — *Inside an Architecture Firm* (extract)

The firm has been working on small-scale public buildings — kindergartens, libraries, a community centre — for the past fifteen years. The senior architect, who founded the firm at 31, says the biggest professional change of her career has been the shift from drawing on paper to building on screen. The biggest skill, she adds, has not changed: listening to a brief twice before answering once.

Vocabulary — workplace (extended)

portfolio, brief, milestone, deliverable, stakeholder, senior / junior, line manager, probation, performance review, mentor, mentee, feedback loop, pivot, lateral move, soft skills, hard skills.

3. Practise

Niveau E — controlled

1. Match: brief → instructions; milestone → checkpoint; deliverable → finished output.
2. T or F: the senior architect said the biggest skill is drawing.

Niveau E — productive

3. Build 5 sentences using 5 workplace-vocabulary words about a real or imagined internship.

4. Your turn

Structured job-interview role-play. 5 minutes each direction. 6 questions including: experience, motivation, mistake / lesson, future ambition. Use 2 present perfect continuous + 1 third conditional + 1 *despite* / *because of*.

Sample

— What experience do you bring? — I have been doing weekend shifts at a café for two years. Despite the limited scope, the work has taught me to read a busy room. If I had started earlier, I would already have line-manager experience.

5. Further reading / listening

- BBC Worklife — short articles.
- Harvard Business Review — accessible career articles.

6. Teacher answer key

Controlled. 1. all true.

2. F (the biggest skill is listening to a brief twice before answering once).

Productive. 3. Open.