

After You Listen

Excerpt 2 - Vocabulary



1. Listen to Excerpt 2 again. In the chart below, identify the words and phrases you heard. Talk about what the words and phrases mean. Compare them with the meanings you had discussed in the *Before you listen* section.

- | | | | |
|--------------------------------------|------------------------------------|---|-------------------------------------|
| <input type="checkbox"/> achievable | <input type="checkbox"/> concrete | <input type="checkbox"/> measurable | <input type="checkbox"/> recap |
| <input type="checkbox"/> action plan | <input type="checkbox"/> conduct | <input type="checkbox"/> motivate | <input type="checkbox"/> relevant |
| <input type="checkbox"/> bonus | <input type="checkbox"/> deadline | <input type="checkbox"/> performance review | <input type="checkbox"/> specific |
| <input type="checkbox"/> brief | <input type="checkbox"/> document | <input type="checkbox"/> potential | <input type="checkbox"/> time frame |
| <input type="checkbox"/> commitment | <input type="checkbox"/> increment | <input type="checkbox"/> probation | <input type="checkbox"/> tool |

2. Use a dictionary to look up the words and phrases you identified above. Write down their meanings. Some words may have more than one meaning. Be careful to select the meaning of the word as it is used in the listening.

Important! Download and save this fillable PDF on to your computer, and then complete the task using the PDF that you saved on your computer.

3. Write sentences using the words and phrases you wrote meanings for. Talk about your sentences.

