

ANGLAIS

Passeport mondial qui propulsera votre futur
diplôme et votre carrière

Terminales
A4(All/Esp), C, D



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Lesson 11- VOCABULARY

WORDS AND EXPRESSIONS RELATED TO ANTICIPATING ONE'S SECOND LANGUAGE NEED AT WORK

Objective

By the end of this lesson, you should be able to identify and use useful words and expressions for anticipating your second-language needs in the workplace.

En français : À la fin de cette leçon, tu dois être capable d'identifier les situations professionnelles dans lesquelles une deuxième langue peut être nécessaire et d'utiliser le vocabulaire approprié.

1. Key vocabulary

English	Français	Example
Workplace	Lieu de travail	English is useful in the workplace.
Second language	Deuxième langue	English can be used as a second language at work.
Language skills	Compétences linguistiques	Good language skills are important.
Communication	Communication	Good communication helps at work.
Customer / Client	Client	I may speak English with customers.
Colleague	Collègue	I communicate with my colleagues.
Meeting	Réunion	I need English during meetings.
Email	Courriel / e-mail	I write emails in English.
Telephone call	Appel téléphonique	I answer telephone calls in English.
Instructions	Consignes / instructions	I need to understand instructions.
Report	Rapport	I may read or write reports.
Vocabulary	Vocabulaire	I need professional vocabulary.

2. Identifying language needs at work

Anticipating your language needs means thinking in advance about the situations in which you may need a second language at work.

- I may need English to speak with customers.
- I may need English to communicate with colleagues.
- I may need English to write emails.
- I may need English to answer telephone calls.
- I may need English to understand instructions.
- I may need English to participate in meetings.

3. Useful expressions

- I need to improve my English. → Je dois améliorer mon anglais.
- I need English for my job. → J'ai besoin de l'anglais pour mon travail.
- I may need to speak with foreign customers. → Je peux avoir besoin de parler avec des clients étrangers.
- I need to understand professional vocabulary. → Je dois comprendre le vocabulaire professionnel.
- I need to write emails in English. → Je dois écrire des e-mails en anglais.
- I need to communicate clearly at work. → Je dois communiquer clairement au travail.
- I would like to improve my speaking skills. → J'aimerais améliorer mon expression orale.

4. Talking about future needs

Useful structures for anticipating future language needs:

- I will need to + verb → I will need to speak English.
- I may need to + verb → I may need to write emails in English.
- I need to + verb → I need to improve my vocabulary.
- I would like to + verb → I would like to improve my English.

5. Common work situations

- Speaking with customers or clients
- Communicating with colleagues
- Participating in meetings
- Making or answering telephone calls
- Reading professional documents
- Writing emails and reports
- Understanding instruction

6. Common errors

- | | |
|---------------------------------------|--|
| ✗ I need improve my English. | ✓ I need to improve my English. |
| ✗ I need English for communicate. | ✓ I need English to communicate. |
| ✗ I will need speaking English. | ✓ I will need to speak English. |
| ✗ I would like improve my vocabulary. | ✓ I would like to improve my vocabulary. |

7. Practice exercise

Complete with: customers – meetings – emails – vocabulary – communicate – instructions.

1. I may need English to speak with foreign _____.
2. I need to participate in _____ at work.
3. I may have to write _____ in English.
4. I need to improve my professional _____.
5. English can help me _____ with my colleagues.
6. I need to understand workplace _____.

Remember

THINK ABOUT THE WORK SITUATION → IDENTIFY THE LANGUAGE NEED → PREPARE THE RIGHT WORDS AND EXPRESSIONS

Key structures: I need to... • I may need to... • I will need to... • I would like to...

