



12.09.22 — Lesson 1 – Picture description + written comprehension

26.09.22 — Lesson 2 – Reading & Listening

10.10.22 – Lesson 3 - test 1 [ 50%] - writing and speaking

24.09.22 – Lesson 4 – Resumes [CV] and preparation

07.11.22 – Lesson 5 - final exam [lesson test 50%]

**present**: nature (cartoon, drawing, map, picture, photograph, painting)

**description** :

**PEOPLE** :

- actions : be + vb/ ing ( he is sitting **whereas** she is standing)
- visual elements : physical features (age, size, the clothes,

**OBJECTS** : shape, colour, position, size (small or big)

**MESSAGE** :

**interpretation**: (opinion and undercurrent message of the author)

she is standing and holding official documents and the schedule / the timetable.

The cartoonist / the author might want to say that she's in charge in the office and she must know more about the job.

**Moreover**, the message below the drawing proves that the boss, who is probably a notary or a lawyer, is just sitting behind his office with a dumb and stupid look on his face and his job doesn't seem to be very important.

## Activity #2

Work in pairs: 10 MIN maximum

student A select a picture and describe orally to student B

Student B listen to the description and make a drawing

## MAKING AN ORAL PRESENTATION

1. Contents & ideas
2. Language: voc + gram + phonology
3. Communication: eye contact, pronunciation, body language, etc...

## A day in the life of a legal assistant

1. What do you think this document is about ? Nature ? Style ? Facts ?
2. Can you find some analogies with your previous job ?
3. How this professional opportunity is different from learning the job at school ? Quote the document
4. L.15 down to L.20 show the feelings given by this situation
5. Identify the different moments of the day
6. What happens at lunch time ? Is it really relaxing ?

## NEXT LESSON: 26.09.22

HW1: Answer the questions

HW2: take the test online + upload your score

HW3: learn the lessons on paralegal cliches

HW4: prepare on oral presentation [2min long] on the lesson. Remember the criteria

HW5: Vocabulary practice 1 [moodle page]

HW6: Exercise Cover letter 1 [moodle page]

HW7: Make sure you have access to the moodle page:

English for LPAJ [22-23]

Cc: [sophie.keryhuel@u-picardie.fr](mailto:sophie.keryhuel@u-picardie.fr) [gestion LPAJ]

2 weeks ago

Paralegal

/O 0 1 0/ unstressed = schwa sound /ə/

These /i:/

Criteria /ai/

Description: BE +vb/ING = How she is working.

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### **Communication feedback:**

Yes.... Thanks you for your help.

This is exactly true, and we can also mention...

I'm going to supplement your presentation because we can also talk about + obj...

Yes, right and we can also bring some additional information to that...

I totally agree with you on that point, and we can also talk about + obj.

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### **How to fix mistakes and learn from failures**

- Have a quick look at the author, the text, the style
- give titles to the different paragraphs according to the major vocabulary fields.
- classify the main vocabulary in 2 or 3 big categories
- what is the point (the argument) of the author ?
- Explain / comment upon the following statement : « *you should avoid making mistakes while embracing the innovative mindset, and get comfortable with things falling from time to time* », l ;40.

CEO

CFO

Admins & HR

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### **LISTENING COMPREHENSION**

Good team player = good quality

Factory worker = job / position

3 people: 2 men 1 women

Boss ? Employees ?

#### **1. Environment**

Where / what

#### **2. People and voices**

Who + gender / age / job & position

#### **3. Words**

Factory worker – good team player (answer) – professional

+ type of sentences: questions

It looks like a job interview but it doesn't sound like a very welcoming environment or a friendly situation.

We can see the admin and the HR officer, who is personally taking care of the recruitment.

Let's get started (shall we? )

	EMPLOYER	EMPLOYEE
Questions / & answer		