มหาวิทยาลัยราชภัฏนครปฐม

มหาวิทยาลัยราชภัฏนครปฐม
Nakhon Pathom Rajabhat University

1551111
LISTENING AND SPEAKING IN BUSINESS 1

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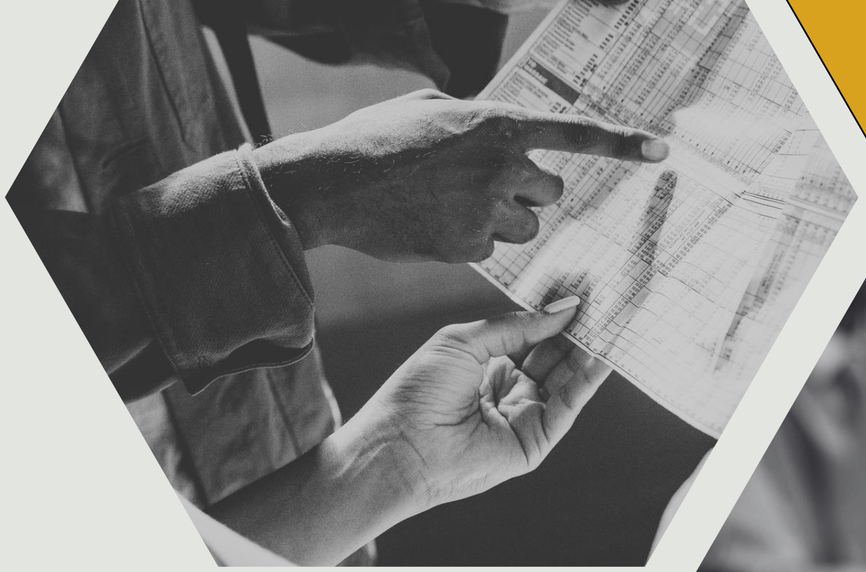
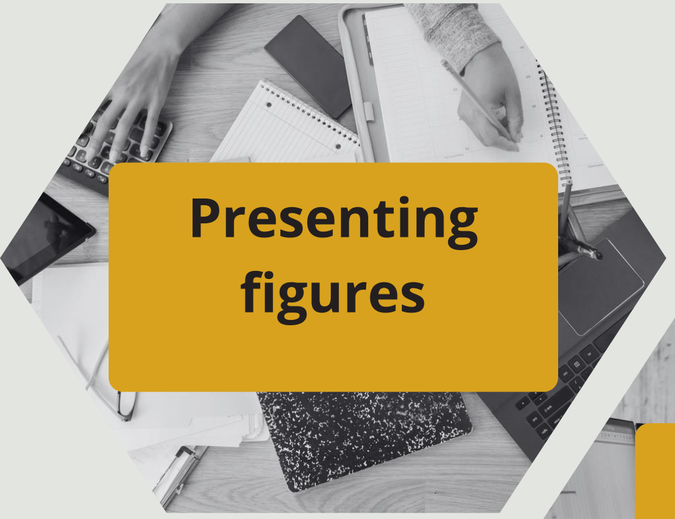


UNIT 4
COMPANY PERFORMANCE

LESSON OBJECTIVES

1. Describe trends and data from graphs and charts accurately using appropriate language
2. Expand their vocabulary related to numbers, graphs, and charts
3. Practice comparing and contrasting data points in charts and graphs
4. Deliver a short presentation on company sales figures

LESSON CONTENT



Presenting figures

Describing graphs & figures

Comparing information

Perfomance task

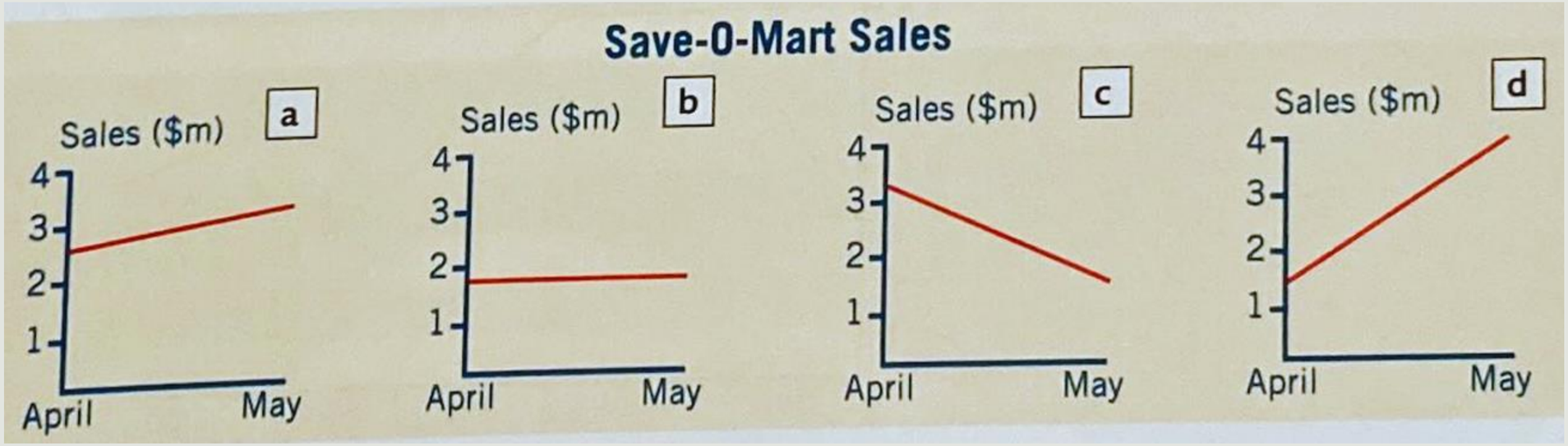
Let's start

01 DESCRIBING GRAPHS & FIGURES

PRESENTING FIGURES

Match the phrases (1-4) with the graphs (a-d).

1. rose sharply
2. fell sharply
3. remained constant
4. rose slightly



(Barnard et. al, 2018, p. 25)

PRESENTING FIGURES

Match the phrases (1-4) with the graphs (a-d).

d 1. rose sharply

c 2. fell sharply

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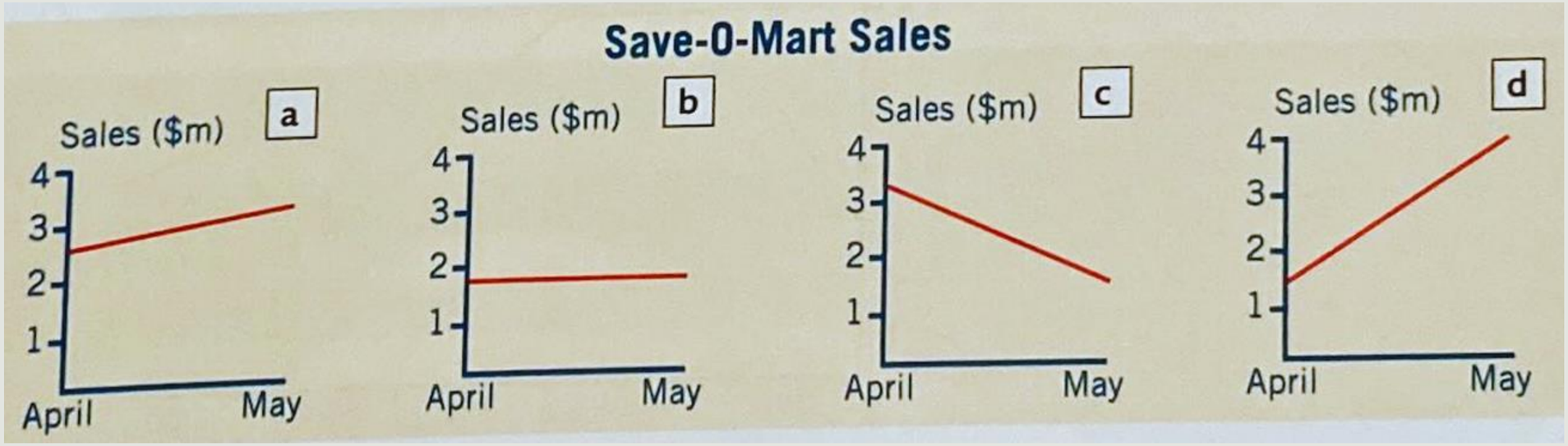
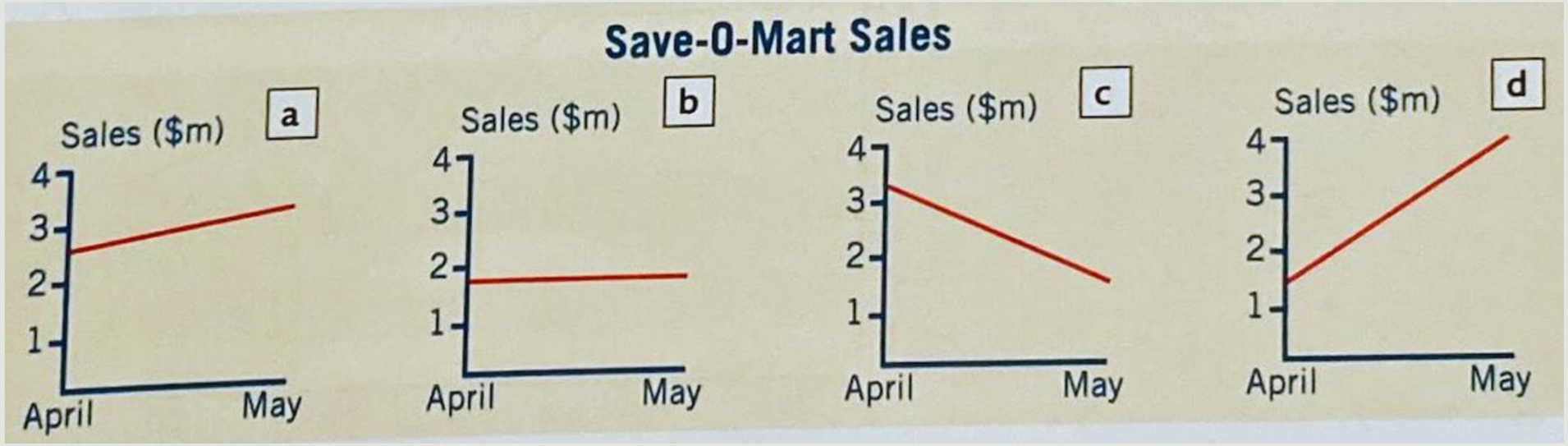
a 4. rose slightly



(Barnard et. al, 2018, p. 25)

PRESENTING FIGURES

Listen to Michelle Li giving a presentation on the sales figures. Match the graphs (a-d) with the correct departments (1-4)

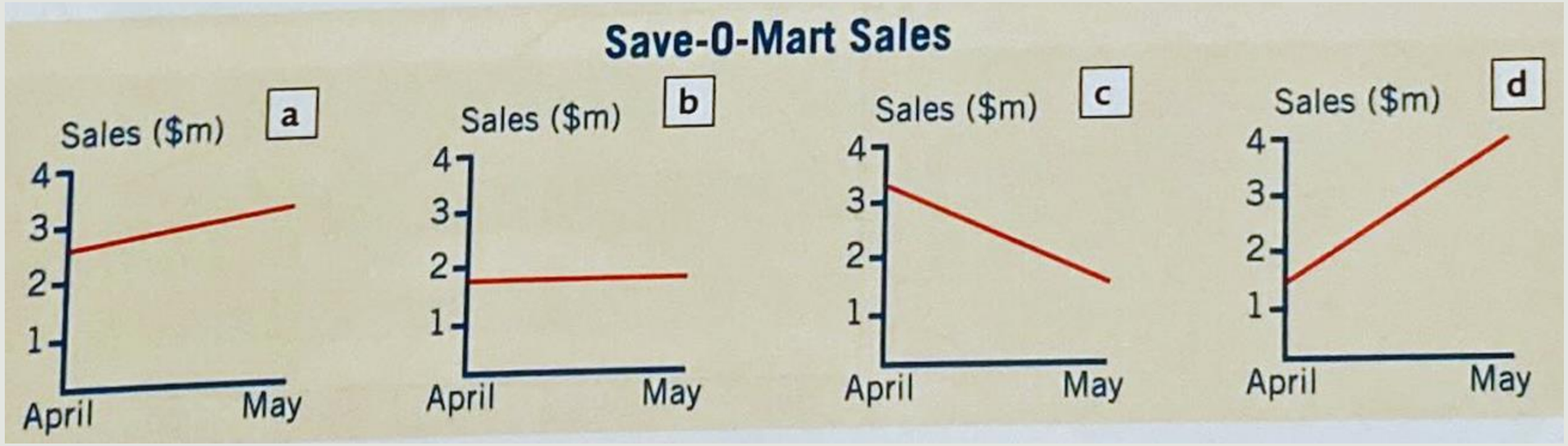


1. stationery _____
2. cosmetics _____
3. household appliances _____
4. home improvement _____

(Barnard et. al, 2018, p. 25)

PRESENTING FIGURES

Listen to Michelle Li giving a presentation on the sales figures. Match the graphs (a-d) with the correct departments (1-4)



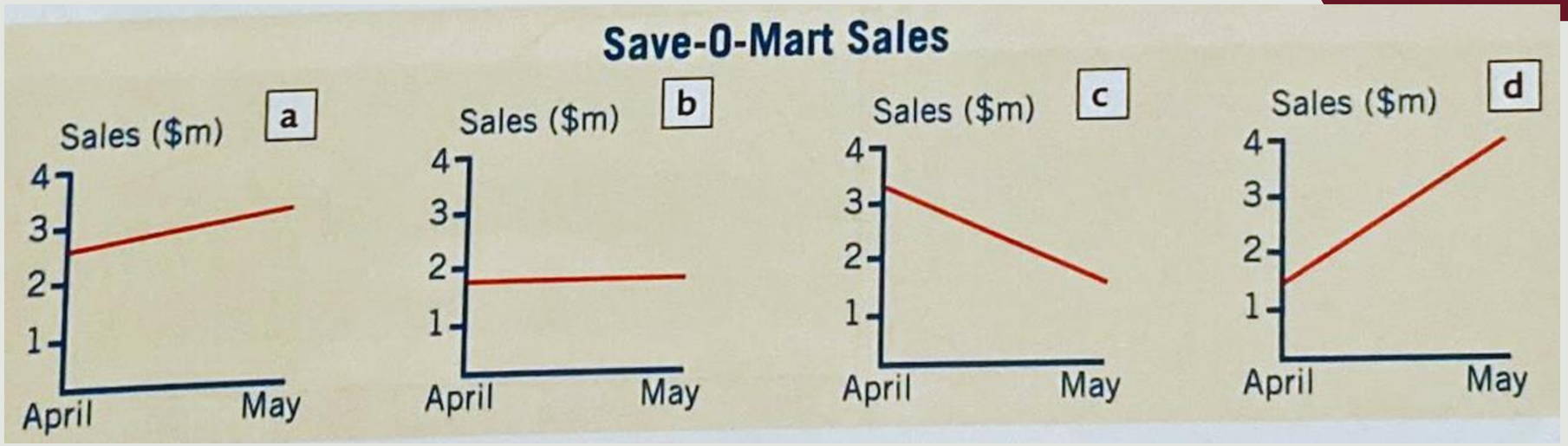
1. stationery b
2. cosmetics c
3. household appliances d
4. home improvement a

(Barnard et. al, 2018, p. 25)

PRESENTING FIGURES

Fill in the blanks.

d 1. rose sharply
c 2. fell sharply
b 3. remained constant
a 4. rose slightly



a. Home improvement sales _____ _____ to just over $3m.

b. Sales of stationery items _____ _____ at $1.8m.

c. Home appliance sales _____ _____ from $3.2m to $1.7m.

d. Sales of cosmetics _____ _____ from $1.5m to $4m.

(Barnard et. al, 2018, p. 25)

PRESENTING FIGURES

Fill in the blanks.

d 1. rose sharply
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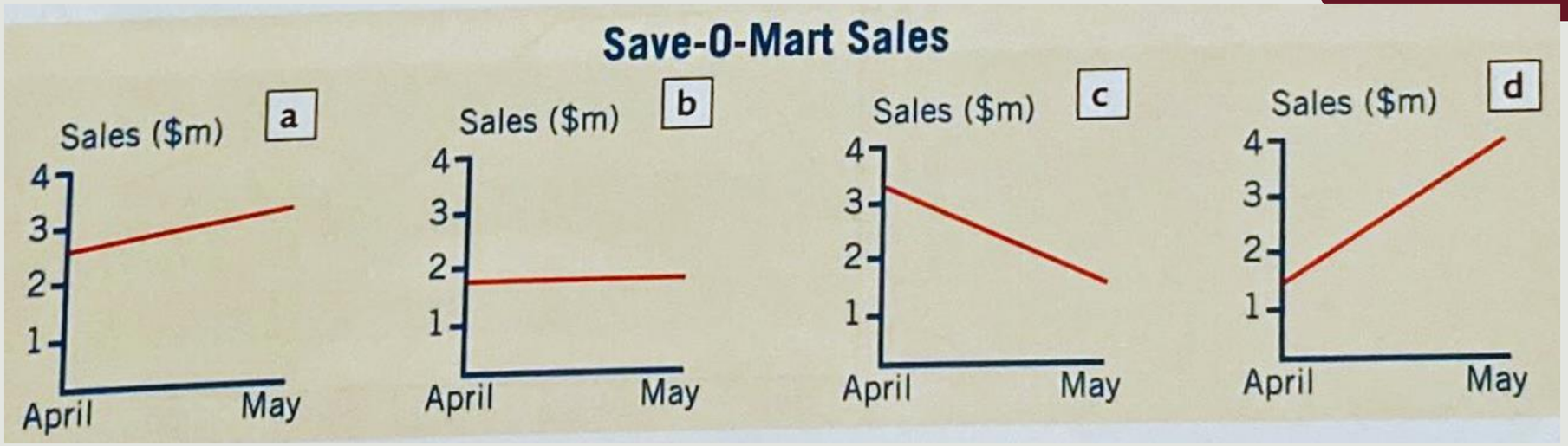

a. Home improvement sales _____ to just over $3m.
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d. Sales of cosmetics _____ from $1.5m to $4m.

rose slightly
remained constant
fell sharply
rose sharply

(Barnard et. al, 2018, p. 25)

02 DESCRIBING GRAPHS

DESCRIBING GRAPHS

USEFUL PHRASES

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- increase
- rise

- decrease
- fall

- increase continuously
- increase steadily

- decrease continuously
- decrease steadily

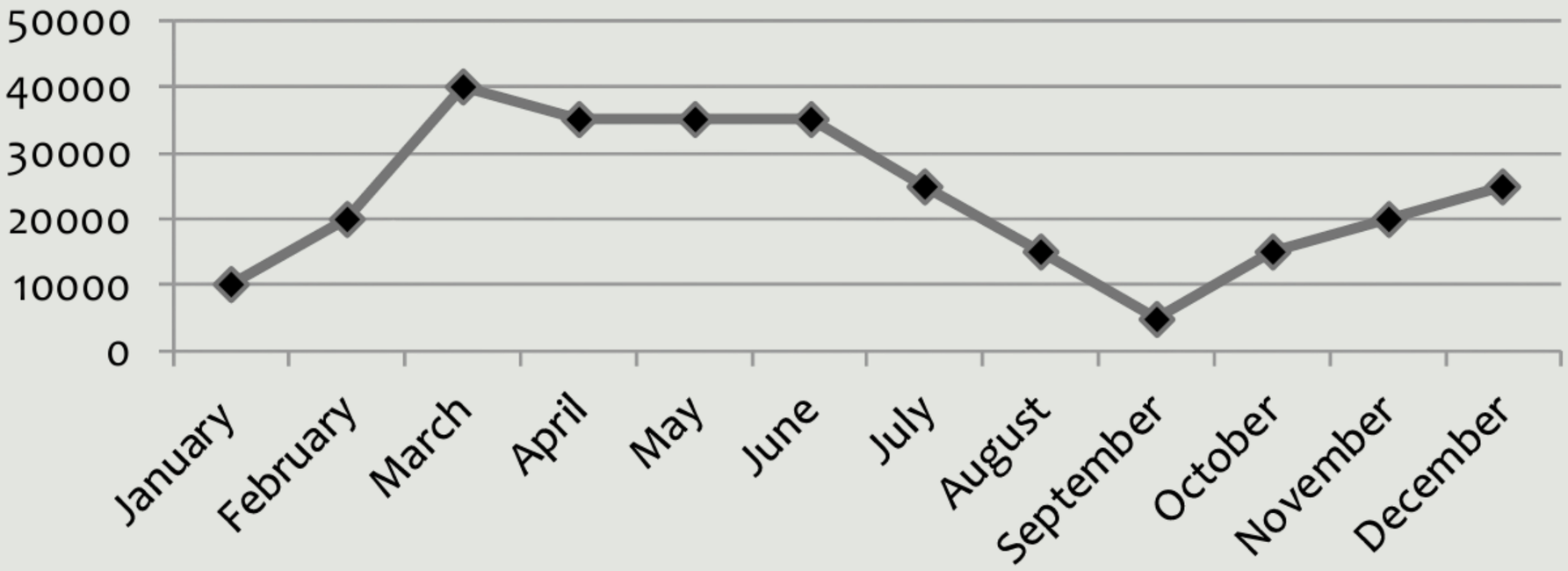
- fluctuate

- remain constant
- ramain the same

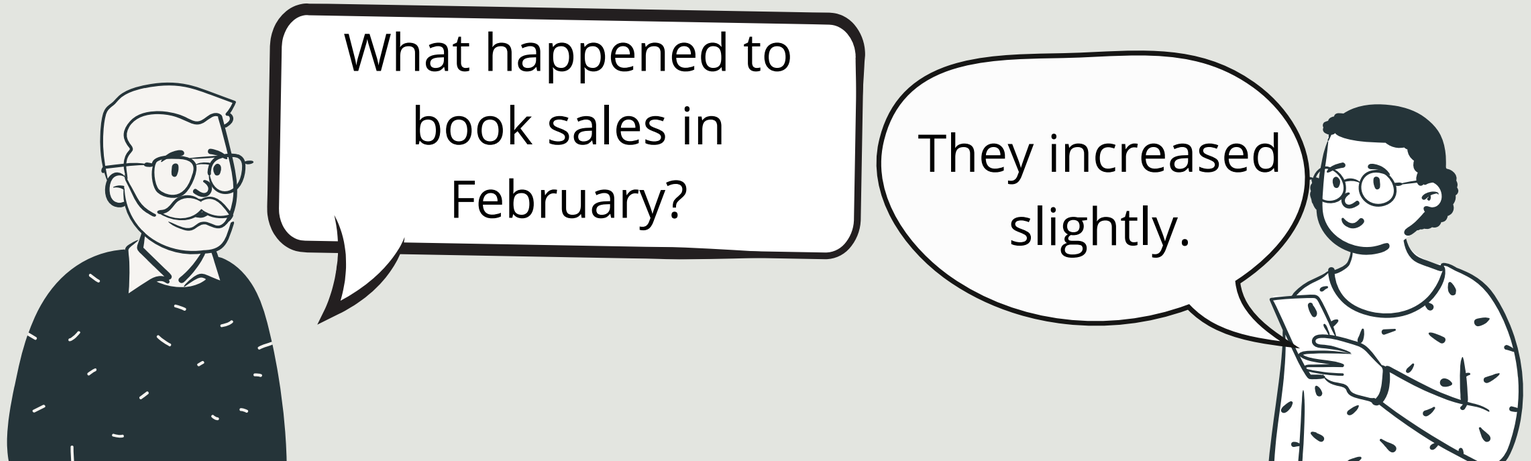
- reach a peak

- hit low

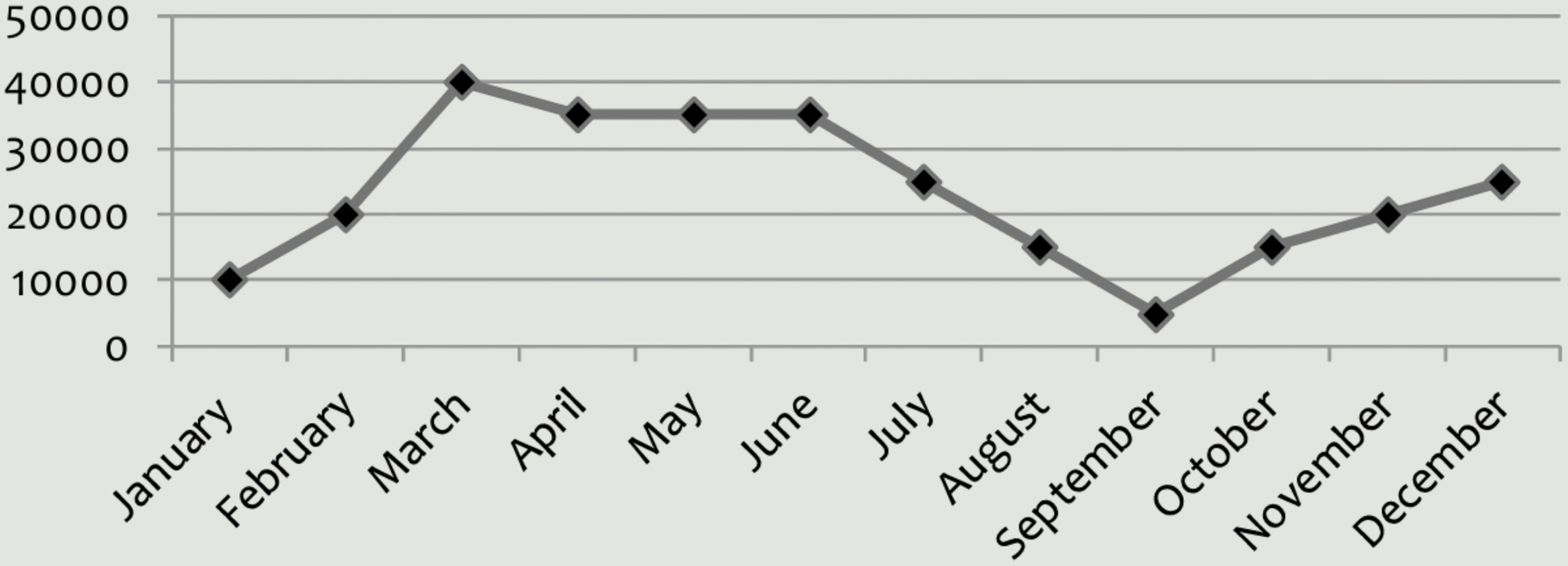
Work with a partner. Take turns asking and answering questions about the graph. Use clear and specific language to describe trends. For example:



in March
in April
until June
in July
in September
in October
until December



Now take turns talking about the following months like this:



in March
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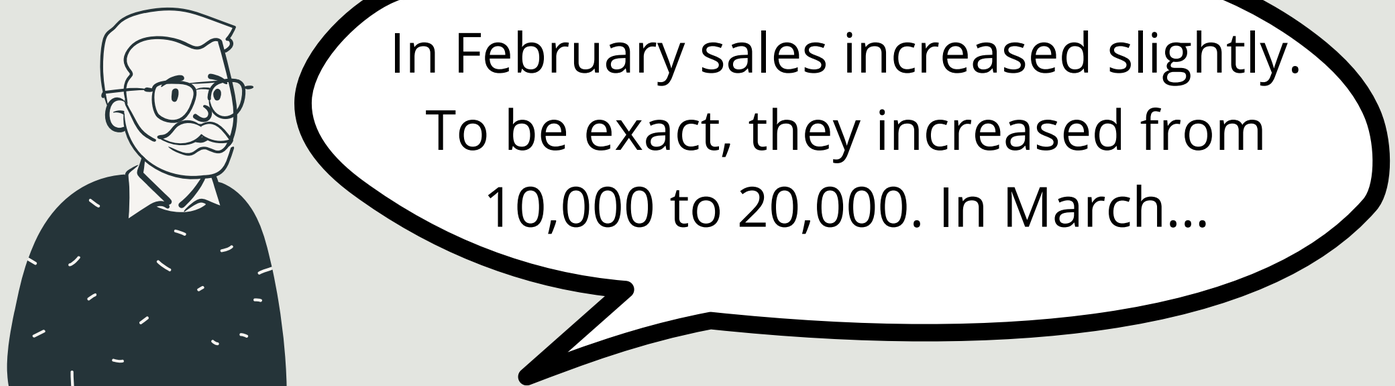
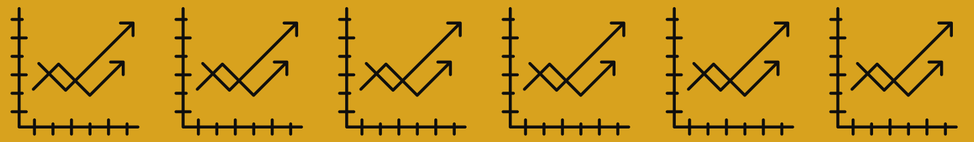


03 COMPARING INFORMATION



COMPARING INFORMATION

USEFUL PHRASES

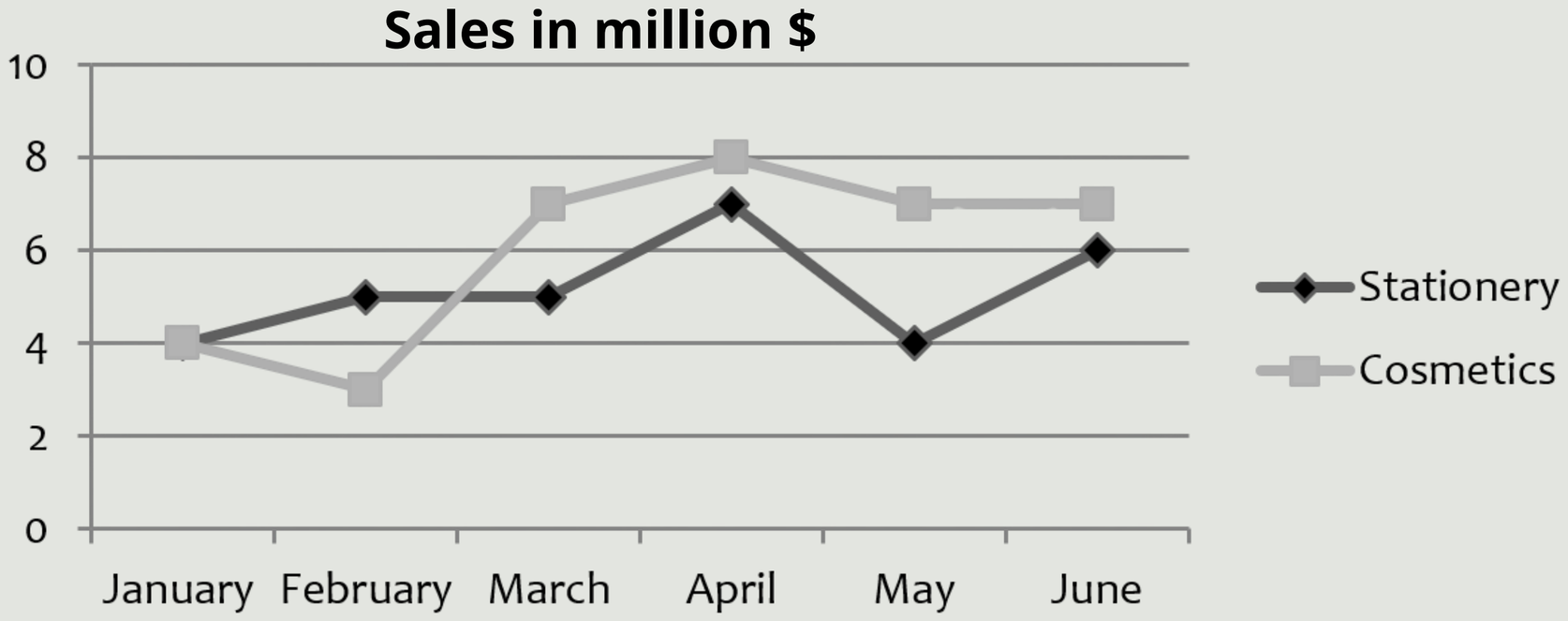
Highlighting similarities:

- **Both** products had steady sales in March.
- Stationery and Cosmetics sales **were nearly the same** in May.

Highlighting differences:

- Stationery sales went up, **but** Cosmetics stayed the same.
- Cosmetics sales dropped in April, **while** Stationery sales went up.

The graph illustrates the sales trends for Stationery and Cosmetics during the first half of the year. Use appropriate language to compare the sales figures, highlighting differences and similarities. For example:



Similarity
Both ...
... and ... sales were nearly the same.

Difference
.... but ...
...while ...

04 PERFORMANCE TASK

PRESENTATING

USEFUL PHRASES

Introduction:

- I’d like to talk about...
- Today, I’d like to present...

Referring to visuals:

- As you can see in this graph...
- This chart shows the sales figures for...
- The graph highlights...

Concluding:

- To summarize, sales increased overall because...
- In conclusion, the data shows...
- Thank you for listening. Any questions?

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TASK

Prepare a short presentation reporting on a company’s sales performance using a graph. Introduce the company and describe key trends, such as increases, decreases, or steady sales, using appropriate vocabulary. Compare data for different products, months, or regions. Include possible reasons and recommendations if possible.

REFERENCES:

Barnard, R., Cady, J., Buckingham, A., & Trew, G. (2015). Business Venture 1. Oxford University Press.

Barnard, R., Cady, J., Buckingham, A., & Trew, G. (2018). Business Venture 2. Oxford University Press.

Helliwell, M. (2016). Business Plus: Preparing for the workplace. Student's Book 1. Cambridge University Press.

UNIT 4
COMPANY PERFORMANCE

Thank you.

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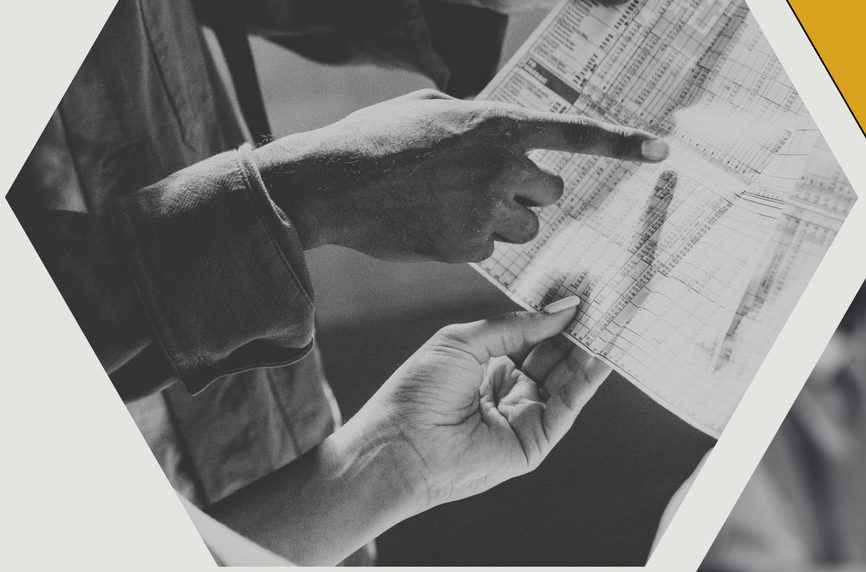

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Thank you.

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