

Awaydays

Level

Intermediate and above

Tasks

Comparing experiences of attending awaydays and conferences

Skimming two letters to see if the writers are for or against the effectiveness of awaydays

Reading two letters about awaydays and conferences

Identifying words in the letters from their definitions

Planning and presenting the content of an awayday

How to use the lesson

- 1 Tell students that this lesson is about awaydays. Write this word on the board and check students know what this is (*a day or weekend organised by a company somewhere out of the office in order to brainstorm, attend talks, engage in team-building activities etc*). Hand out the worksheet. Ask students to tick the events they have attended. Students compare their answers with a partner. Find out about the students' experiences of such conferences, seminars etc.
- 2 Give students a minute to skim the two letters and decide which writer is in favour of awaydays, and which writer is against them.

Answers

The writer of letter (a) is against awaydays

The writer of letter (b) is for awaydays

- 3 Ask students to read both letters. Which letter do they agree with most? Why? You may wish to look at useful vocabulary, such as: *recession / inconvenient / mind-numbing / outperform / outcome*.
- 4 Ask students to find words in the letters from the definitions.

Answers

(a) delegate (b) sales pitch (c) out-of-the-box (d) cutting edge (e) networking

- 5 Divide the class into groups and ask the students to plan an awayday. Monitor the discussions. Offer help and encouragement to groups who find it difficult to come up with ideas. Ask someone from each group to report back to the whole class their group's idea(s). Encourage questions from the audience. If appropriate, hold a light-hearted vote to choose the 'best' idea. Finish the lesson by providing language feedback.

Related websites

Send your students to these websites, or just take a look yourself.

<http://www.ft.com/cms/s/0/978b70cc-a2d3-11dc-81c4-0000779fd2ac.html>

<http://www.eventus.co.uk/>

<http://www.loch-lomond.co.uk/awaydays.html>

<http://en.wikipedia.org/wiki/Awayday>