

# The efficient worker

## Level

Elementary

## Tasks

Completing a mini workplace questionnaire  
Scanning an article about working hours and employee efficiency  
Forming adjectives from nouns  
Discussing ways of increasing employee productivity

## How to use the lesson

- 1 Write the word 'efficient' on the board and check that students understand the meaning. Give examples – an efficient secretary, worker etc. Tell students the lesson is about working efficiently. Check they know the meaning of 'commuting'. Hand out the worksheet and ask students to answer the three questions and compare with a partner. Elicit some answers and find out who works the longest / shortest day, commutes the longest / shortest time etc.
- 2 Tell students to scan the article and find the answers to exercise 1 for the UK average.

### Answers

Hours: *'long hours' (paragraph 3)*  
Average commuting time: *49 minutes (paragraph 3)*  
Lunch break: *27 minutes (paragraph 2)*

- 3 Students read the article again. Ask students to list the main points made in the article. Ask follow-up questions: When is their own most productive time? Do they work too hard? Deal with any useful vocabulary such as 'power nap', 'sacked', 'judge', 'target' and 'workload'.
- 4 When students have completed their answers, ask them to use the nouns and adjectives to create sentences about their job or their life.
- 5 Before students do this activity, check they know what a 'vending machine' is. Students work in small groups to choose three of the most suitable recommendations from the list. They then brainstorm other possible solutions to increasing employee productivity and report their ideas to the class. If appropriate, hold a class vote to choose the three best ideas.

## Related websites

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

<http://www.datamonitor.com/>

<http://www.worklifebalancecentre.org/>

<http://www.metronaps.com/>

<http://www.avenance.co.uk/siesta.htm?topbutton=8&subbutton=1&currentPage=news>