IDIOMS & PHRASAL VERBS

Work and Resources

C1 | Adults / Teens | Idioms + Discussion | 45-60 minutes
Topic: Workplace | Skills: Vocabulary, Speaking

Study the phrases and examples. Discuss the questions and try to use the new language.

USEFUL LANGUAGE

1. take stock of	carefully assess a situation before deciding what to do	We paused to take stock of the project's progress.
2. scale back	reduce the size or extent of something	The organisers scaled back the event to stay within budget.
3. phase out	gradually stop using or providing something	The library is phasing out its old booking system.
4. spread yourself too thin	take on more tasks than you can do well	I spread myself too thin by joining four committees.
5. cut corners	skip necessary steps to save time or money (disapproving)	The contractor cut corners and the repairs soon failed.
6. pull your weight	do your fair share of the work	Every volunteer needs to pull their weight.
7. a bottleneck	a point that slows the progress of a whole process	One approval stage became a bottleneck for every order.
8. in the long run	over a long period rather than immediately	Better training should save time in the long run.

DISCUSSION

1. When should a busy team stop and take stock of its priorities?
2. How can a project scale back without losing its main purpose?
3. What should an organisation consider before phasing out a familiar service?
4. What early signs show that someone is spreading themselves too thin?
5. How can a manager distinguish efficiency from cutting corners?
6. How should a team respond if someone is not pulling their weight?
7. How would you identify the real bottleneck in a slow service?
8. What worthwhile changes are difficult to justify because they pay off only in the long run?