Part 1 Language Preview Try to guess the meaning of the underlined words from context before you watch the video.

- 1. Bill Gates and Paul Allen are the **founders** of Microsoft. They founded it in 1975.
- 2. My trainer doesn't count walking as exercise. She wants me to do something more strenuous.
- 3. You will be a **floater** until we can find a specific job for you.
- 4. I know the job is difficult, but hang in there. It will get easier after a few weeks.
- 5. I have **secured** a meeting with the vice president for next Monday at 2pm.

Part 2 Comprehension Decide if these statements are true or false.

- 1. T/F Ben will get his own private office at ATF.
- 2. T/F Jules rides her bicycle to the office every day.
- 3. T/F ATF now has more than 200 employees.
- 4. T/F Davis thinks that Ben should not wear a suit to the office.
- 5. T/F Jason will post the photo of the new interns on Instagram.
- 6. T/F Jason doesn't seem to like Ben.
- 7. T/F Ben will be working with Jules.
- 8. T/F Ben's meeting with Jules is scheduled for 15 minutes.

Part 3 Language Review Choose the word or expression from the video that best matches the highlighted expressions.

Davis: Hey Ben. Are you going to wear a suit every day?

Ben: [Yes!]

Davis: Confident! [I like your style.]

Ben: Thanks.

Jason: Please [sit down] at one of the intern tables.

Ben: Okay. Thanks.

Ben: Looks like I'm going to be a personal intern to Jules Austin.

Worker: Unfortunate.

Jason: [Don't give up]

Part 4 Discussion Discuss these questions with your partner or group.

- 1. Jason talks about Jules very positively. However, one of the workers says, "Unfortunate." What are your expectations about Jules. What strengths and weaknesses as a manager do you think she has?
- 2. What is the ideal length of time for a business meeting? Do you prefer shorter or longer? Is five minutes too short? Why?
- 3. What should be a longer a group meeting or a one-on-one meeting?
- 4. Would you like to be an intern at this company? Why?
- 5. If you were an intern at this company, what type of job would you want web design, fashion design, marketing, shipping, accounting, personal assistant? What type of job would you want to avoid?
- 6. Do you prefer to work in a private office or an open communal office? Why?
- 7. When you have a business meeting, when do you usually arrive? A little early? A little late? Right on time? How about social appointments?

completes each sentence. (Nothing is possible.)	
1.	New interns, welcome ATF. We all work this one floor.
2.	She was online four months. She started 25 employees. She's now up 216
3.	Grab a seat one of the intern tables over there.
4.	You may find that you've been assigned one particular person or one particular team.
5.	Your internship will be directly our founder, Jules Ostin.
6.	Hang there.
7.	I have secured an appointment you to meet Jules Ostin today 3:55 p.m.
8.	Please be prompt as Jules has another meeting 4:00 p.m.

Script

Jason: New interns, welcome to ATF. We all work on this one floor, and that is because we are all

about communication and teamwork.

Jason: No one has a private office, not even our founder and CEO, Jules Ostin, who is actually right

over there. She loves to ride her bike through the office. That woman does not like to waste

time. Plus, she counts it as exercise.

Woman: That's adorable.

Jason: A few words about Jules. She started About the Fit only 18 months ago. She was online in four

months. She started with 25 employees. She's now up to 216. With you four, 220.

Ben: Wow.

Davis: Hey, Ben, are you going to wear a suit every day?

Ben: You bet!

Davis: Confident. I like how you roll. I like it a lot.

Jason: Grab a seat at one of the intern tables over there. Check your email. You may find that you've

been assigned to one particular person or one particular team. Or you might just be a floater.

It's all good.

Jason: Okay, let me Instagram this. A moment in time. Gray is the new green. Take a seat.

Ben: Got one.

Email: Welcome Ben! Your internship will be directly with our founder, Jules Ostin.

Davis: Hey, Ben, what'd you get?

Ben: Looks like I'm going to be a personal intern.

Jason: Nice. To?

Ben: Jules Ostin.

Worker: Unfortunate.

Jason: Hang in there.

Email: Hi Ben. I have secured an appointment for you to meet with Jules Ostin today at 3:55 p.m.

Please be prompt as Jules has another meeting at 4:00 p.m.