



## English Guide N° 7 – Joy From Work

Name: \_\_\_\_\_ Grade: 9<sup>th</sup> A – B - C

Date: \_\_\_\_\_

**Expected Learning**

OA 9 - Demostrar comprensión de ideas generales e información explícita en textos adaptados y auténticos simples, en formato impreso o digital, acerca de temas variados (como temas de interés de los y las estudiantes, temas de otras asignaturas, del contexto inmediato, de actualidad e interés global, de otras culturas y algunos temas menos conocidos) y que contienen las funciones del año.

OA 10 - Demostrar comprensión de textos no literarios (como descripciones, artículos de revista, procedimientos, avisos publicitarios, catálogos, emails, diálogos, páginas web, biografías, gráficos, reseñas, noticias) al identificar: -Propósito o finalidad del texto. -Idea principal, información específica y detalles. -Relaciones de contraste y problema-solución entre ideas. -Palabras y frases clave, expresiones idiomáticas y de uso frecuente y vocabulario temático.

OA 12 - Seleccionar y usar estrategias para apoyar la comprensión de los textos leídos: -Prelectura: leer con un propósito, hacer predicciones, usar conocimientos previos. -Lectura: hacer lectura rápida y lectura focalizada, hacer inferencias, releer, identificar elementos organizacionales del texto (título, subtítulo, diagramas). -Poslectura: confirmar predicciones, usar organizadores gráficos, releer, recontar, resumir, preguntar para confirmar información.

**Instructions:**

1. Read carefully and complete each section according to what it is required.
2. When you finish the guide, at the end of it, you have to answer a **SELF-EVALUATION** which will help you to see your performance during the development of this guide.
3. If you want to see if your answers are correct, you can check them in the **ANSWER KEY** which will be uploaded in the next guide.
4. Remember that this guide helps you to continue with the development of your knowledge and you can continue practicing your English skills at home.
5. If you can't print this guide, you can write the answers on your copybook.
6. This guide is supposed to be done in **45 minutes**.
7. Remember to keep your guides in a folder if you have them printed.



Hello!

This week you are invited to work with the **ENGLISH BOOK**, but if you don't have it, **DON'T WORRY!** 😊 You can print this guide or you can download the book from this webpage <https://curriculumnacional.mineduc.cl/614/w3-article-145462.html> and write **ONLY** the answers on your copybook, ok?

**Also, remember to check your answers from THATQUIZ – Activity N° 2.**

And finally, remember to write me an e-mail if you have any question! 😊

Part N° 1 – Reading Comprehension (**STUDENT'S BOOK - PAGES 22 AND 23**)

Remember to use the dictionary! ([www.linguee.com](http://www.linguee.com) or [www.wordreference.com](http://www.wordreference.com) )

**Key words:**

- Being fired: \_\_\_\_\_
- Resumé: \_\_\_\_\_
- Typos: \_\_\_\_\_

**Smart Reading**

Having the reading strategy in mind, scan the text and circle the correct alternative.

**a. What kind of text is it?**

- i. An article.
- ii. A brochure.
- iii. A poster.

**b. What is the purpose of the text?**

- i. To inform.
- ii. To instruct.
- iii. To define.

**NOW, IT'S TIME TO READ THE TEXT AND THEN ANSWER THE FOLLOWING ACTIVITIES.**



## Applying for your **FIRST JOB**

**I**  
Be sure to bring your **resumé**, identity card, driver's license, etc. You will probably also need the addresses and phone numbers of previous employers. Do not put too much information in your application form, but make sure you put enough.

**II**  
Always take a few minutes to review the application. Some applications ask for information differently - and all have specific spaces in which you are expected to answer questions. Think of the application as your first test in following instructions.

**III**  
Remember how important handwriting was in school? Make a little extra effort to write legibly - the application is a reflection of you. If completing it by hand, make sure you use only blue or black ink. Do not fold, bend, or damage the application.



**NEW TO JOB-HUNTING?** This brochure will help you with the most important information you need to successfully complete your first job application.

**IV**  
One of the reasons employers want you to complete an application is because they want the same information from all job applicants. Answer all the questions. However, if some of them do not apply to you, simply respond with "not applicable," or "n / a."

**V**  
It is better not to offer too much negative information. Your goal is to get an interview. If you provide a lot of negative information (such as **being fired** from a job) it just gives the employer a reason not to interview you.

**VI**  
Once you have completed the application, sit back and take a few moments to read the document, checking for all errors - especially **typos** and spelling mistakes.

### Your analysis

1. Choose a heading (título) (a - f) for each paragraph (I - VI). Write them in the corresponding place in the text.
  - a. Do not provide any negative information.
  - b. Do not leave any blanks.
  - c. Come prepared with the information you need.
  - d. Read and follow instructions carefully.
  - e. Proof read your application before submitting it.
  - f. Complete the application as neatly as possible.
2. Identify in which paragraph you can find a reference to...
  - a. giving the employer a reason for not interviewing you. \_\_\_\_\_
  - b. information that has no relation to you. \_\_\_\_\_
  - c. the importance of tidiness and order. \_\_\_\_\_
  - d. the documents you should take with you. \_\_\_\_\_

Part N° 2 – Vocabulary in Context

1. Read these sentences from the text and pay special attention to the words in **bold**.
  - a. Be sure to bring your **resumé**, identity card, driver's license, etc.
  - b. One of the reasons employers want you to complete an **application** is because they want the same information from all job applicants.
  - c. Do not fold, **bend**, or damage the application.
  - d. Once you have completed the application, sit back and take a few moments to read the document, checking for all errors - especially **typos** and spelling mistakes.
2. **P** Analyze the meaning of the words in **bold** according to the context in which they are used. Circle the correct alternative for each one.
  - a. i. a summary of your academic and work history  
ii. to begin again, to recommence
  - b. i. an official request for something, usually in writing  
ii. a computer program designed for a particular purpose
  - c. i. to make something become curved  
ii. to move the body
  - d. i. typographical error, error of printing  
ii. the small metal blocks used for printing letters and numbers

Part N° 3 – Word Search Puzzle



Now, you have to find some words that we have already worked in the guides. Find and **highlight** them.



Words:

<ul style="list-style-type: none"> <li>• Baker</li> <li>• Barber</li> <li>• Cashier</li> <li>• Commute</li> <li>• Dentist</li> <li>• Experience</li> <li>• Job interview</li> <li>• Principal</li> </ul>	<ul style="list-style-type: none"> <li>• Reporter</li> <li>• Salary</li> <li>• Seamstress</li> <li>• Secretary</li> <li>• Taxi driver</li> <li>• Veterinarian</li> <li>• Waitress</li> <li>• Writer</li> </ul>
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**SELF-EVALUATION** – Put a ✓ according to the criteria given and think about what you did with this guide.

<b>CRITERIA</b>		
1. I learned new words.		
2. I was responsible doing this guide.		
3. I improved my reading skills.		
4. I understood the content.		
5. I can explain this content to other people.		