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BBC LEARNING ENGLISH

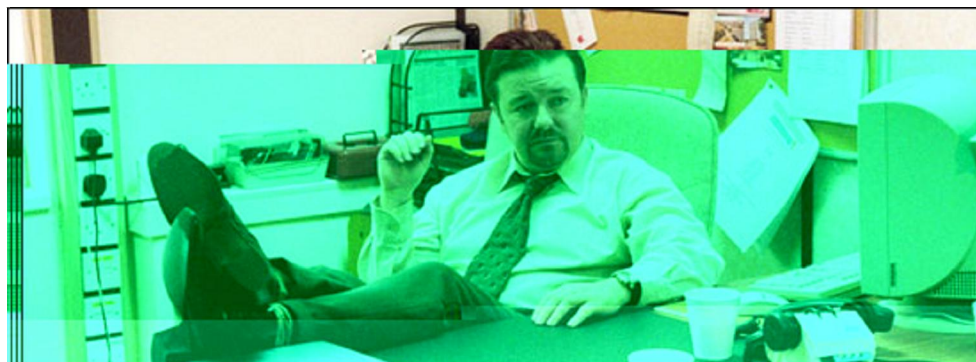
More 6 Minute English



June 2008

March - April 2008

- Social business
- Why save worms?
- Manager
- Are you intelligent?
- Cyber crime
- Mosquitoes and teenagers
- Air travel
- Six-word stories



Manager

Today Jackie and Doug talk about the language of management and managers. Is being a manager ever fun? We hear the views of a management columnist at the *Financial Times*.

**This week's question:** The verb 'manage' comes from the Italian *maneggiare*. What does this mean?

- a) to move
- b) to handle
- c) to control

Listen out for the answer at the end of the programme!

Listen

 Managers

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#### Vocabulary from the programme

##### management

controlling or organizing the work that a company or organisation does

Example:

*I've always wanted a career in management.*

verb: to manage

noun: to be a manager

##### examples of types of manager:

junior manager / senior manager

general manager

project manager

department manager

branch manager

sales manager

Terms often associated: to be the boss, the head, the chief (chief executive)

##### intrinsically

part of the nature of something

Examples:

*Management is one of the most intrinsically miserable jobs there is!*

*Communication is an intrinsic part of any strong business.*

##### a task

something you have to do

Example:

*Your task is to make sure all the clients know about this new product.*



Some similar words:

**job**

**role**

Examples:

*My job involves writing reports.*

*My role here is to serve customers.*

**duties**

things you do as part of your job

Example:

*Jennifer's duties include cleaning cars.*

**an underling**

an insulting word for someone who has a low rank, often used humorously

Here are some more appropriate ways to describe a group of people who work for a manager...!

**staff**

**team**

**employees**

### Describing managers

#### Positive words:

He is a **competent** manager.

She is an **effective** manager.

She's a really **good** manager.

He's a very **strong** manager.

She has **good leadership skills**.

#### Negative words:

He is an **incompetent** manager. (very strong)

She's an **ineffective** manager.

He's a really **poor** manager.

As a manager, she's very **weak**.

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### Extras



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