



Cultural Linguistic Services
OFFICE OF HUMAN RESOURCES
UNIVERSITY OF WISCONSIN-MADISON

Employee Learning Center English Learning Newsletter

Wednesday, April 1, 2020

New words of the week:

We need to **stock up on** (buy and keep) extra food and supplies so we can stay home.

But we shouldn't **stockpile** (buy and keep more than we need) so that it causes shortages for others.

Planning & Organizing

Major accomplishments don't just happen. You must plan carefully to prevent making mistakes and overlooking things. Prioritization, time management, and system creation are important skills you need in order to finish your projects.

You can't just strike out with a desire to do something big. You have to have a plan and manage your limited resources to make sure that you can get there. Benjamin Franklin once said, "if you fail to plan, you plan to fail." Set yourself up for success by developing planning and organizing skills.

-adapted from **8 Critical Soft Skills for Workplace Readiness** by the Conover Company.

Proverb: Waste not, want not.

Meaning: If you don't waste things, you will have them when you need them.

Phrases for conversation:

Use these phrases to talk about deciding something:

- I've **decided to** call at least 1 friend every day.
- I've **made a decision to** read 1 book each week.
- I've **taken the first step toward** learning French.
- I've **made up my mind to** repaint the living room.
- I've **opted for** a new exercise program.
- I'll **have** the family size pizza.
- **This is the deal.**

-adapted from Perfect Phrases for ESL Conversation Skills by Diane Engelhardt

For Parents:

Public Broadcasting Service (PBS) of Wisconsin has **At-Home Learning** resources for you and your children:

<https://pbswisconsin.org/at-home-learning/>



Learn More:

Take these free quizzes to learn more about health and safety:

<https://app.quizzify.com/demos/coronavirus-quiz>

<https://app.quizzify.com/demos/coronaquiz-advanced>

Watch this video about pronunciation and vocabulary:

<https://rachselenglish.com/coronavirus-pronunciation/#video>

For fun: Take virtual trips to five U.S. National Parks, and make plans for where you'd like to go in the future:

<https://www.travelandleisure.com/trip-ideas/national-parks/virtual-national-parks-tours>