

## GlobalEnglish Check-In

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Do you have any questions about your GlobalEnglish assignment? Ask your teacher.

## Learning Objectives

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At the end of this lesson, you will be able to

- **Use vocabulary and expressions related to contracts**

*Article 12 of the contract states that the agreement is **up for renewal** this year.  
If they won't meet our demand for **exclusivity**, we will find another manufacturer.*

- **Use question words in clauses.**

*He wants to know **how** much you are willing to spend.  
Can you tell me **why** they rejected the proposal?*

## 1. Warm Up Activity – elements of a contract negotiation

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**Think about the following:**

provisions    terms and condition    exclusivity

arbitration    up for renewal    articles (of contract)    dispute

## 2. Speaking Activity – what do you need to know before signing a contract

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### 3. Group Discussion – renewing your contract

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Your teacher will divide you into groups. In each group there will be manufacturers and distributors. Your teacher will give each group some secret information. You will need the information to do the simulation.

### 4. Writing Activity

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Write a summary of your negotiations from Activity 2. What did you discuss? What was the result? What could you have done that would have improved the negotiations?

Example:

I was in the distributor group. We reached an excellent agreement, but the negotiations were rather convoluted. We had numerous problems with communication. The information was complex and we misunderstood the other side's position at first. In the future, I would recommend.....

### 5. Resources

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**Business English Course 8 Assignment 4:**  
**Question-Word clauses**

#### Tips for Using GlobalEnglish

##### **My Progress**

Go to My Progress to get feedback about your strengths and weaknesses. You can also find your latest test scores there.

## Important Language

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### Vocabulary

terms and conditions  
exclusivity  
up for renewal  
articles (of contract)

provisions  
arbitration  
dispute

### Expressions – Using Question-word Clauses

- Both sides have a better understanding of what the stakes are.
- We need to know why the price is so high.
- We need to know when the contract will be signed.
- We should ask who else is bidding.
- I don't know where we're meeting for the negotiation..
- They don't know how to bargain effectively.