

ADULT ESOL LESSON PLAN  
PHONEMIC AWARENESS INFUSION  
LCP B - LOW BEGINNING

Standard 18.0 - Maintaining Employment  
Competency 19.02B  
Standard 34.0 - Pronunciation  
Competency 34.01



Student Activity  
Handout B

### *A New Employee*

Jill is a new employee at Office Station. **She's** learning about her new responsibilities.

The manager, Mr. Taylor, says, "Jill, please file these papers, type this letter, and put these boxes on the top shelf."

Jill answers, "**Let's** see if I understand. You want me to file these papers, type this letter, and put these boxes on the shelf."

"**That's** right," says Mr. Taylor.

Jill answers, "**I'll** be happy to."

Jill asks another employee for assistance.

Jill says, "Excuse me, Mary, I **can't** reach the shelf. I **don't** know where the ladder is."

Mary says, "**It's** in the storage room."

Jill asks, "Can you show me where the storage room is?"

"**I'll** take you there," says Mary.

Jill says, "Thanks, Mary. **There's** a lot to learn."

"**I'll** help you carry the ladder," Mary says, "You **can't** carry it by yourself."

After the boxes are on the shelf, Jill thanks Mary for her help.

**I'm** glad you helped me today," Jill says.

