

Objectives

- Talk about success and mindset
- Talk about rules
- Storytelling
- Take part in a video conference



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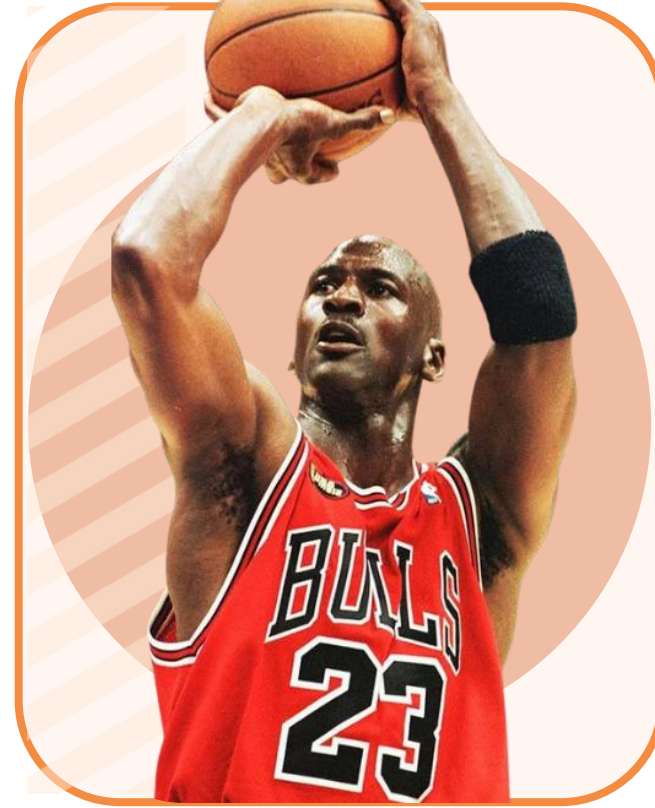
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1. What do you think these people have in common?



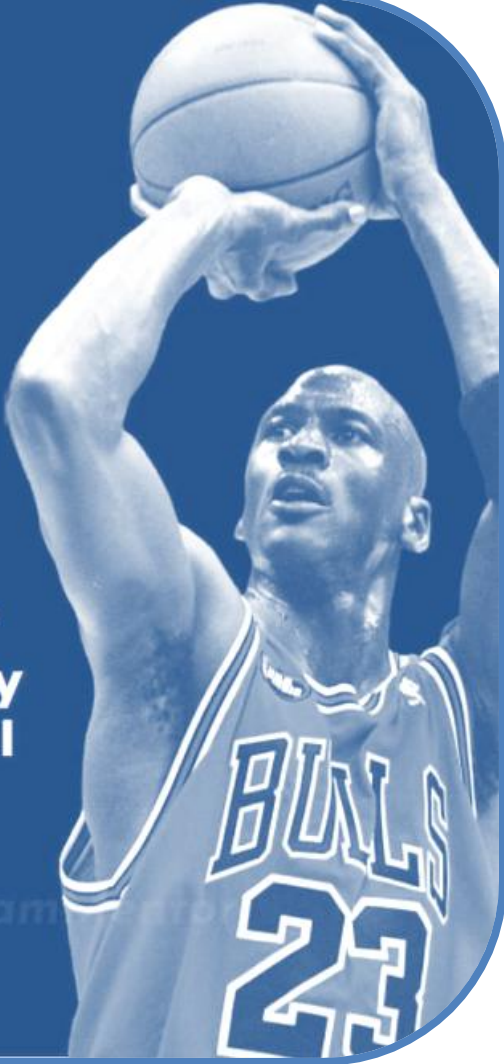
2. Read the quotations. Who do you agree with? Why?



The Success Elite

"FAILURE IS AN OPTION HERE. IF THINGS ARE NOT FAILING, YOU ARE NOT INNOVATING ENOUGH."

- Elon Musk



//

I've missed more than 9000 shots in my career. I've lost almost 300 games. 26 times, I've been trusted to take the game winning shot and missed. I've failed over and over and over again in my life. And that is why I succeed.

BasketBall player
Michael Jordan

@Grammy



"Success isn't about the end result, it's about what you learn along the way."

- Vera Wang



"It's fine to celebrate success but it is more important to heed the lessons of failure."

- Bill Gates



Audio
7.1

3. Listen to Part 1 of the interview with a professor of psychology, make notes about a growth mindset and a fixed mindset, then tell your teacher / partner about it.

Growth mindset



Fixed mindset



Audio
7.2

4. Listen to Part 2 of the interview and answer the questions.

1. Do people have the same type of mindset for everything they do?
2. What are the three tips for developing a growth mindset?

5. Match (1-9) with (a-i).

1. It's not a **total waste** ____
2. You can't learn to become a leader, ____
3. Some people are just born ____
4. I tend to **stick** ____
5. Trying hard things and getting better is a **significant** ____
6. I don't see a difficult task as an **absolute** ____
7. A difficult situation is a **real** ____
8. Every effort I make is a **great** ____
9. I can turn life into a **complete** ____

- a. **triumph**, even small steps.
- b. it's something you're born with.
- c. **success**.
- d. **to** what I know I'm good at.
- e. with the ability to write well.
- f. **of time** to try something hard.
- g. **disaster**, but as a chance to grow.
- h. **achievement**.
- i. **flop**.

6. Discuss which characteristics in exercise 5 belong to a growth mindset and a fixed mindset. Which of the characteristics fit you best?

Growth mindset



Fixed mindset

7. Discuss with your teacher / partner.

1. What's your attitude to challenge?
2. Do you have a growth mindset or a fixed mindset? Explain and give examples.
3. What would you like to change about your mindset? How would you do it?

extra writing

Think of a person you know who is successful. Why are they successful? **(50-80 words).**

extra vocabulary

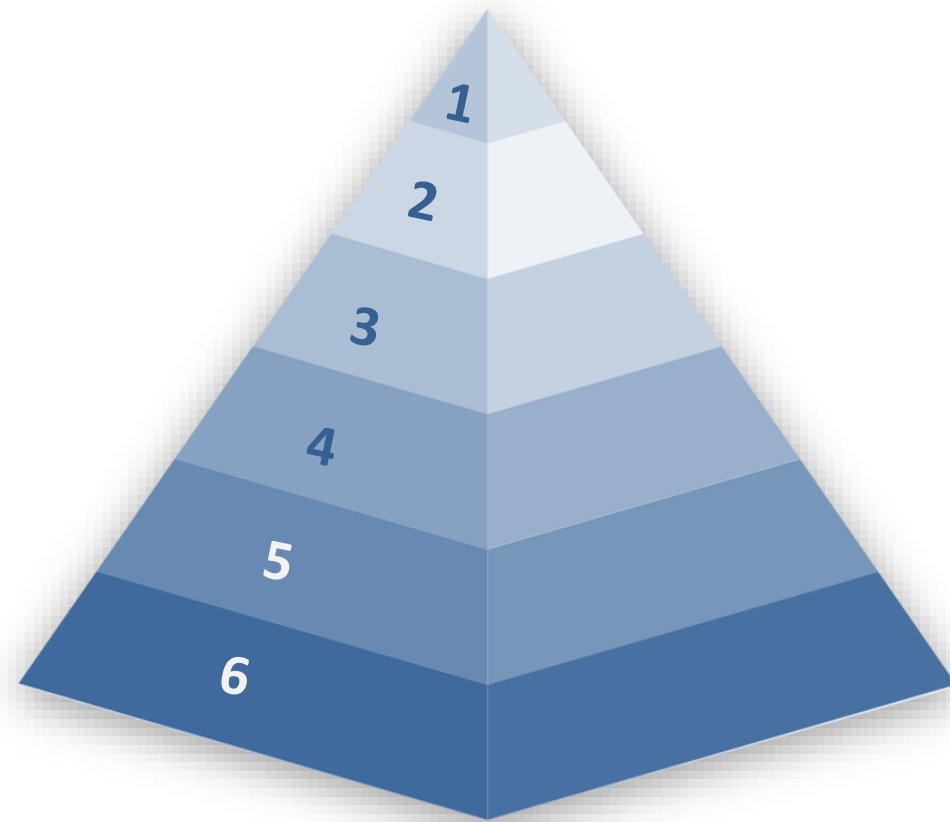
be a recipe for disaster / trouble / success, etc. - to be very likely to become a disaster, success, etc.

E.g. Writing your logins and passwords on scraps of paper is a recipe for disaster.

1. Answer the questions.

1. What is the most important quality needed to be successful?
2. What is the biggest success in your life?
3. What is the best way to measure success? Rank the things on the list (a-f) from 1 (very important) to 6 (not important). Explain your choice.

- a. Money
- b. Family
- c. Career
- d. Health
- e. Fame
- f. Education



2. Read the text and answer the questions.

1. Why is a good attitude important at work?
2. Who are 7:59 to 5:01 guys?
3. How do hard workers stand out?
4. What quality is the most important in your opinion?

3. Find the expressions in the text that mean the same as:

1. to try to find something or someone.
2. to discover information or learn a fact.
3. to give a particular impression.
4. to result in success or a benefit.
5. to succeed in doing something, especially something difficult
6. to be more successful than other people.
7. to suddenly become successful or popular
8. to fail
9. to encounter something negative unexpectedly.

3 things needed to be successful

Firstly, having a good **attitude** is very important. Imagine someone who is very smart and good at their job, but they are not friendly or happy. People usually do not like working with someone who has a bad attitude. However, if you **manage to** stay positive and friendly, even if you are still learning your job, it can really help. A positive person can **walk into** trouble and still **come off** better because their cheerfulness is contagious.



Effort is about how hard someone works. Some people just do the least they can, they are 7:59 to 5:01 guys. They arrive at work one minute before, and leave one minute after. But there are others who **stay ahead** by putting effort. And this hard work **pays off**. They might not get paid more for staying late, but their hard work shows and helps them get noticed and maybe even get a better job in the future.

Progress is about always getting better. It's good to always **look for** ways to do things better at work. If you **find out** how to make your product better, your career will **take off**. Keep offering ideas, and your resilience will help you **fall through** less and achieve more.

4. Replace the underlined phrases in the sentences below with their synonyms (a-d).

1. Jacob was able to accomplish the task despite the challenges.
2. Have you heard the news? Luca is seeking a new job.
3. The deal failed unexpectedly.
4. Sarah ran into difficulties with the project.

- a. fall through
- b. walk into
- c. manage to
- d. look for

5. Choose the correct word to complete the questions.

1. What have you **found** ____ today?
a) for b) out c) into
2. Does hard work **pay** ____ in your company?
a) off b) away c) to
3. What do you need to do to **come** ____ as a successful person?
a) through b) in c) off
4. What does your company do to **stay** ____ of its competitors?
a) ahead b) in front of c) forward
5. What do you need to do to ensure that your career **takes** ____?
a) up b) off c) ahead

6. Answer the questions in exercise 5.



1. Answer the questions:
- Do you have to be lucky to be successful?
 - Can anyone be successful with the growth mindset?
 - What do you need to succeed?

2. Read the sentences below and decide if they are typical for the growth mindset or the fixed mindset.



Growth mindset

I **mustn't** stop every time I make a mistake.

I **don't need to** learn from my mistakes.

You **can** always ask for feedback because it helps you learn.

You **must** be born with talent to be successful.

If you want to succeed, you **have to** work hard.

I **have to** keep practicing if I want to improve.

You **must** believe in your potential to learn more.

You **can't** just change the rules because you don't like them.

I **don't have to** be perfect now; I can improve over time.



Fixed mindset

3. Complete the categories in *the Language point* with the verbs from the list below and the examples from exercise 2.

LANGUAGE POINT		
1.	We use _____ and _____ to speak about obligations. E.g. _____	• have to
2.	We use _____ to speak about something that is forbidden or very unacceptable. E.g. _____	• don't have to
3.	We use _____ and _____ to speak about something that is not necessary (but we can do it if we want). E.g. _____	• can
4.	We use _____ to speak about something that is permitted. E.g. _____	• can't
5.	We use _____ to speak about something that is not possible / allowed. E.g. _____	• must
		• mustn't
		• don't need to

4. Choose the correct option.

1. If you want to be successful, you **must / can't** always go beyond expectations.
2. To stand out in a competitive field, you **don't need to / have to** learn new skills.
3. You **mustn't / don't have to** be naturally talented; sometimes hard work **can / don't need to** pay off.
4. To get ahead, you **mustn't / can** rely on loyalty; you also need to innovate.
5. You **can't / don't have to** say 'Yes' to every opportunity; sometimes focusing is key.
6. You need a degree to work here. You **can't / have to** apply without one.
7. When problems arise, you **have to / don't need to** face them and keep trying.

5. Rewrite the advice below using *have to*, *don't have to*, *must*, *mustn't*, *don't need to*.

1. Make sure your health comes first. _____ E.g. You **must** prioritize your health.
2. It's important to plan your career steps wisely.
3. Remember, there is no need to follow all the advice people give you.
4. It's not necessary to work without any breaks.
5. It's essential to keep learning to stay good at your job.

extra grammar

- We use **must** when we oblige ourselves to do something.
E.g. I **must** buy my girlfriend a present before I go home.
- We use **have to** when the obligation is imposed by other people or external circumstances.
E.g. We **have to** wear a uniform at work.

6. How important are the qualities below for a successful person? Which ones are essential, which are important and which are not necessary?

Discuss them with your partner / teacher. Use *have to*, *don't have to*, *can*, *can't*, *must*, *mustn't*, *don't need to*.

- | | | |
|--------------------------|----------------------|---------------|
| • creative | • experienced | • competent |
| • analytical | • a good team player | • rude |
| • motivated | • hard-working | • charismatic |
| • responsible | • reliable | • lazy |
| • confident communicator | • polite | • independent |

7. Write down 4 rules that you think will help you succeed. Compare your answers with your partner's.

extra writing

Imagine that you need to give a graduation speech. Give advice on how to achieve success in life (**80-100 words**).

extra grammar

- We use **must** when we oblige ourselves to do something.
E.g. *I must buy my girlfriend a present before I go home.*
- We use **have to** when the obligation is imposed by other people or external circumstances.
E.g. *We have to wear a uniform at work.*

1. Answer the questions.

1. When someone talks, what makes you listen to this person?
2. What are the characteristics of a good story?
3. What is storytelling?
4. Why is storytelling useful as a business skill?

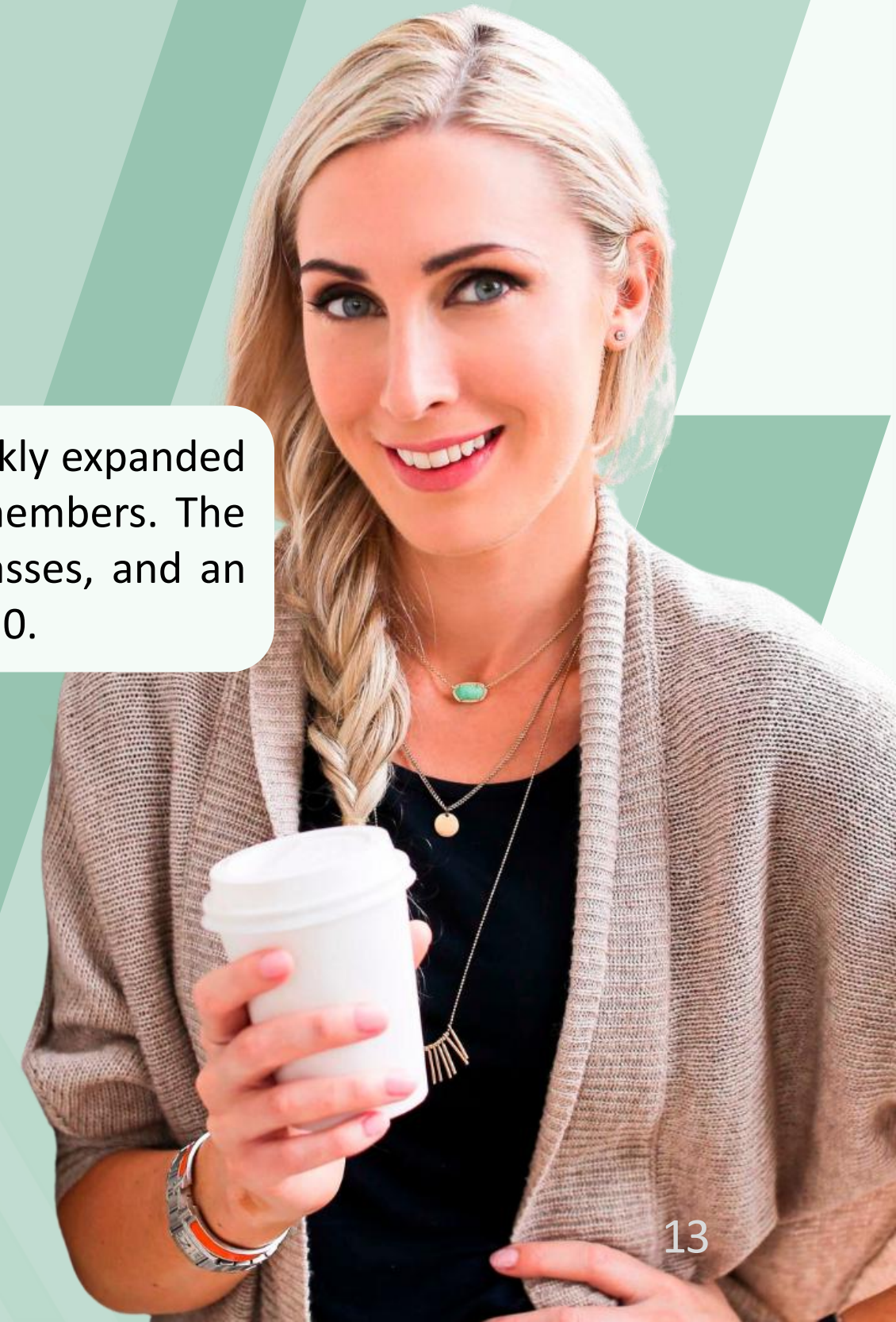
2. Read about Carrie Green, then listen to her story and answer the questions.

Carrie Green is a female entrepreneur who started her first online business when she was 20 and quickly expanded it worldwide. In 2011, she started the Female Entrepreneur Association, which now has 270,000 members. The Association helps women from around the world to build successful businesses through videos, classes, and an online community. In 2014, Carrie was recognized as an entrepreneurial "rising star" under the age of 30.



Audio 7.3

1. Why did Carrie start selling ice cream at Cirque du Soleil?
2. What type of business did she start online?
3. What dilemma did Carrie face after graduating from law school?
4. What lesson did she learn from her experiences?
5. Did you like how Carrie told her story? Why?



3. Match the sentence halves.

- a. In the end, _____

b. So, this has taught me an _____

c. And then all of a _____

d. And you know what the _____

e. The problem with all of this was _____

f. And I think we can all learn _____

g. To begin, I'd like to _____

h. So, the story starts with _____
1. **sudden**, my business took off.

2. **funny thing is**, I ended up giving up law.

3. me trying to make some extra cash by selling ice cream at Cirque du Soleil.

4. **that** I was torn between becoming a lawyer and growing my business.

5. **from this** because it about the drive to create something on your own.

6. **after a lot of thinking**, I realized I wasn't living the life I wanted.

7. **important lesson** about listening to your inner voice.

8. **tell you about** something that happened to me.

4. Put the parts of the storytelling structure in order. The first is done for you.

- _____

1

- a. Share emotions

b. Make it relevant

c. Describe the failure / problem

d. Start with the purpose

e. Introduce a 'turning point'

f. State the lesson

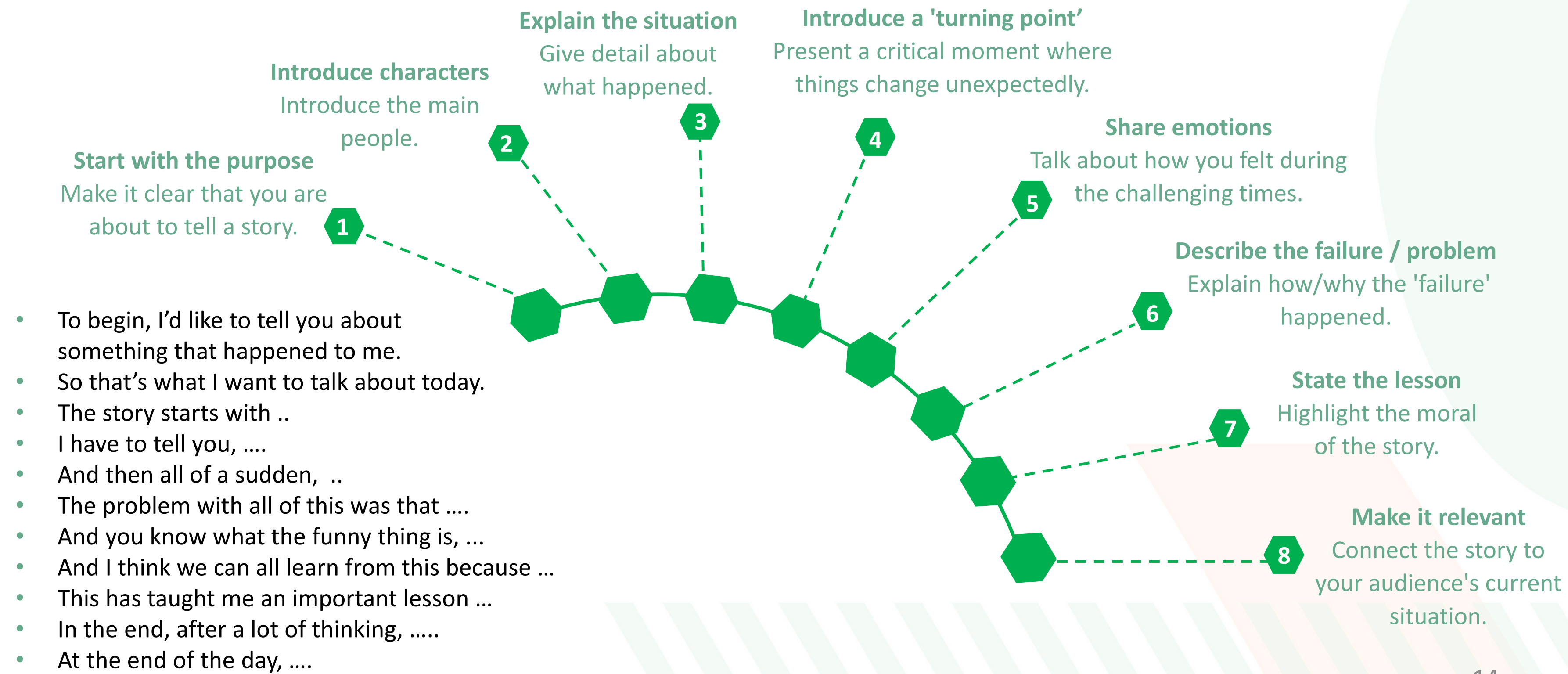
g. Explain the situation

h. Introduce characters

5. Match the storytelling structure in exercise 4 with the sentences from exercise 3 (optional).



6. Use the storytelling structure and the expressions below to tell Carrie’s story.



7. Choose a different story to tell your partner / teacher.

1-A. Complete the information with the numbers below. Then check and discuss your answers with your teacher.



Almost _____ % of employees multitask during video meetings.



The most effective video meetings finish in _____ minutes.



_____ issues are the biggest pain point.



Employees spend _____ % of their time with their audio or video turned off, joining 'unnecessary' video meetings.



_____ % of employees experience fatigue due to being on a webcam.

45

90

13

49

1-B. Were your answers correct? Review and discuss the data with your teacher.



Almost **90** % of employees multitask during video meetings.



The most effective video meetings finish in **13** minutes.



Audio quality issues are the biggest pain point.



Employees spend **45** % of their time with their audio or video turned off, joining 'unnecessary' video meetings.



49 % of employees experience fatigue due to being on a webcam.

2. Answer the questions.

1. Do you prefer online or face-to-face meetings? Why?
2. What technical issues can people have during online meetings?
3. Do you use any ground rules in your online meetings at work? (e.g. Don't interrupt. The webcam must always be on during meetings)



Audio 7.4

3. Listen to a part of a webinar and match the participants (1-6) with the problems (a-g). One person has 2 problems.

- | | |
|--------------|----------------------------|
| 1. Presenter | a. background noise |
| 2. Adrian | b. bad internet connection |
| 3. Larry | c. blank / frozen screen |
| 4. Peter | d. low volume |
| 5. Donna | e. switched off webcam |
| 6. Kate | f. cutting out |
| | g. muted microphone |

4. Choose the correct option.

- | | |
|---|---|
| 1. Can you please speak down / up ? | 5. We lost / disappeared you for a second. |
| 2. Sorry, Adrian, your way / line isn't very good. | 6. I hear some background / foreground noise. |
| 3. You're breaking up / down . | 7. Would you mind muting / deleting your microphone? |
| 4. Can I come out / in here? | |

5. Read the Key Expressions and ask your teacher to clarify any phrases you do not understand.

Starting

- *(name) is here with me.*
- *(name), are you there?*
- *We're just waiting for ...*

Dealing with technical problems

- *(name), can you hear me OK?*
- *(name), are you there?*
- *Your line isn't very good.*
- *Can you speak up?*
- *You're breaking up.*
- *Your screen is blank / frozen.*
- *We lost you for a second.*
- *Could you unmute your microphone?*
- *I hear some background noise.*
- *Would you mind muting your microphone?*
- *Can you repeat that, please?*

Managing the teleconference

- *OK, let's begin/start. Today, I want to discuss ...*
- *(name), can you speak first?*
- *And then (name), you can speak next.*
- *(name), would you like to comment?*

Interrupting

- *This is (name). Can I ask a question?*
- *Can I come in here?*
- *Can I say something here?*

Ending

- *I think that covers everything.*
- *I'll sum up the main points in an email.*
- *Thank you everyone for coming.*
- *Are there any questions before we finish?*

6. Role play. Hold an online meeting on the topic below.

Situation

One of your colleagues is going to retire next month, and you need to decide on the present to give him on behalf of the company. You have a limited budget.

Student A

You're working from home and this is your third videoconference today. You can't hear Student B very well; the volume is too low, he/she keeps freezing and breaking up.

Student B

You are on a business trip and have connected from a hotel room. This is your first meeting today, but the technical equipment worked well when you checked it yesterday. You see that Student A has connected from home – his/her children are running around and you hear a dog barking. The connection isn't good either (is it yours?)

Starting

- *(name) is here with me.*
- *(name), are you there?*
- *We're just waiting for ...*

Dealing with technical problems

- *(name), can you hear me OK?*
- *(name), are you there?*
- *Your line isn't very good.*
- *Can you speak up?*
- *You're breaking up.*
- *Your screen is blank / frozen.*
- *We lost you for a second.*
- *Could you unmute your microphone?*
- *I hear some background noise.*
- *Would you mind muting your microphone?*
- *Can you repeat that, please?*

Managing the teleconference

- *OK, let's begin/start. Today, I want to discuss ...*
- *(name), can you speak first?*
- *And then (name), you can speak next.*
- *(name), would you like to comment?*

Interrupting

- *This is (name). Can I ask a question?*
- *Can I come in here?*
- *Can I say something here?*

Ending

- *I think that covers everything.*
- *I'll sum up the main points in an email.*
- *Thank you everyone for coming.*
- *Are there any questions before we finish?*

1. Answer the questions

1. Who is the world's most successful person in your opinion? Why?
2. Can you think of someone you would consider a failure?

extra vocabulary

To succeed in something

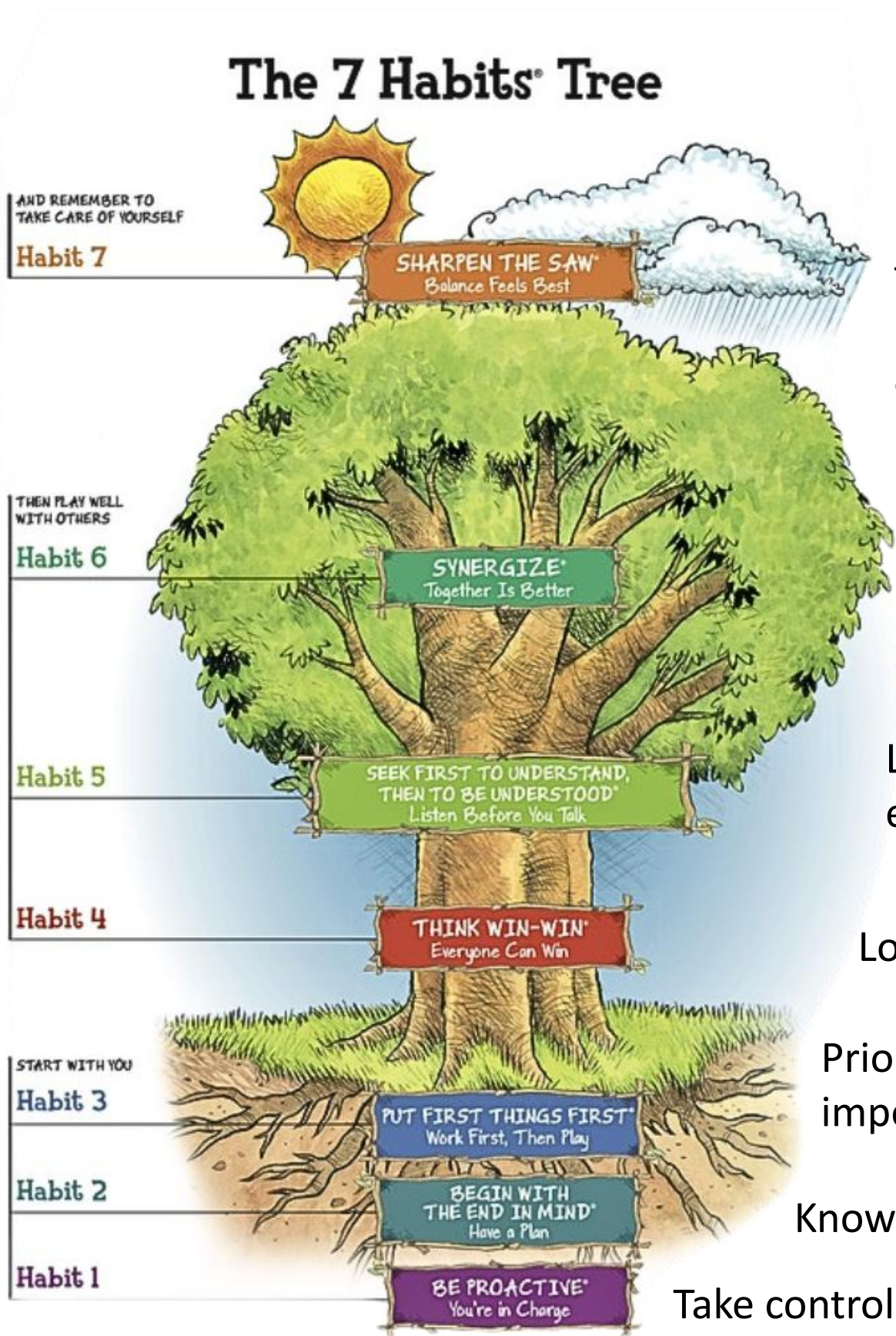
E.g. He is determined to succeed in the property market.

extra vocabulary

To make something of yourself / your life - If someone makes something of themselves or makes something of their life, they become successful.

E.g. My father lived long enough to see that I'd made something of myself.

2. Read about “The 7 Habits of Highly Effective People” and discuss it with your teacher / partner.



Regularly take time to take care of yourself physically, mentally, and emotionally.

Work well with others to achieve more together.

Listen to others before explaining your own viewpoint.

Look for solutions where everyone benefits.

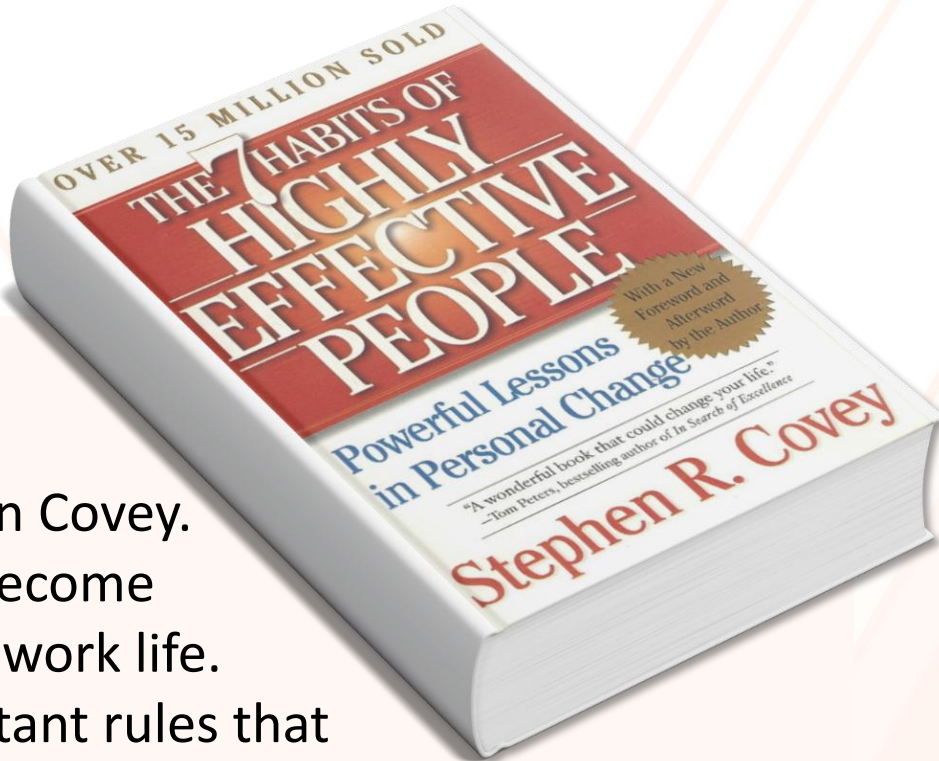
Prioritize important tasks over urgent but less important ones.

Know what your goals are and plan for them.

Take control of your own actions and decisions.

“The 7 Habits of Highly Effective People”

is a popular book by Stephen Covey. It's a guide to help people become better in their personal and work life. Covey explains seven important rules that can make you more successful. These rules teach you how to take control of your life, set clear goals, put the most important things first, and work well with others.



3. Answer the questions.

1. Which advice do you agree / disagree with? Why?
2. Which advice do you follow?
3. Which advice would you like to follow?
4. Think of 2 more Habits of Highly Effective People and discuss them with your partner / teacher.



4. Watch the video and answer the questions.

https://www.youtube.com/watch?v=lzILoMjEpaE&ab_channel=MindsetforSuccess

1. How many times was the Harry Potter book rejected?
2. What happened to Michael Jordan in high school?
3. What should failures teach us?
4. How do we get good at something?

Task

5. Think of the biggest failure you have experienced in your life (use the points below or your own ideas):

- Studies
- Work
- Sports / competitions
- Relationship

Identify:

- What failed
- Why it failed
- What your biggest failure taught you

Discuss it with your teacher / partner.

1. Match the underlined phrases with the expression (a-g) that best describes their meaning.

- | | |
|--|----------------------------|
| 1. Despite the challenges, the team <u>continued with</u> their original plan. | a. great triumph |
| 2. The movie <u>was a failure</u> , and many people didn't like it. | b. real flop |
| 3. That leadership course <u>was not useful at all</u> . I could have done something better instead. | c. significant achievement |
| 4. We were able to increase profits last month. It was <u>a major success</u> for the company. | d. total waste of time |
| 5. The event <u>ended in chaos</u> . Many attendees complained about the organization. | e. complete success |
| 6. Winning the championship after years of hard work was <u>an outstanding victory</u> for the team. | f. absolute disaster |
| 7. The product launch <u>went exceptionally well</u> , with high demand and positive feedback. | g. stick to |

2. Make sentences using a random generator: your teacher/partner calls out a random number and letter combination to identify two words from the lists below. You then use those words to make a meaningful sentence.

E.g.

Teacher: '5a' (The two words are '**complete**' and '**waste of time**')

Student: 'Traditional advertising to attract young people is a **complete waste of time**.'

- | | |
|----------------|------------------|
| 1. great | a. waste of time |
| 2. real | b. achievement |
| 3. significant | c. triumph |
| 4. total | d. flop |
| 5. complete | e. disaster |
| 6. absolute | f. success |

3. Match the words in A and B below to make a phrasal verb. Then match each phrasal verb to the definition (a-e).

A

1. manage
2. come
3. find
4. look
5. pay

B

- out
for
off
to
out

- a. to result in success or a benefit
- b. to succeed in doing something, especially something difficult
- c. to try to find something or someone
- d. to give a particular impression
- e. to discover information or learn a fact

4. Complete the sentences with the expressions (1-5) from exercise 3.

1. Studying every day will _____ when you take the test.
2. I'm _____ my keys. Have you seen them?
3. She _____ finish her project on time.
4. We'll _____ who won the contest soon.
5. He _____ as very confident during his presentations.

5. Complete the sentences with the words below.

- through
 - off
 - ahead
 - into
1. Our shop must have new products to stay _____ of competitors.
 2. After the article, our sales took _____.
 3. The big contract fell _____, so no bonus.
 4. He's walked _____ a job with huge economic challenges.

6. Choose the best option.

1. In this library, you **can / can't / don't have to** talk loudly. It disturbs others.
2. You **have to / don't need to / can** wear a uniform at our school; it's part of the dress code.
3. On Sundays, I **don't have to / must / can** wake up early because I don't work.
4. You **can / mustn't / have to** smoke in this restaurant. It's against the law.
5. To drive a car, you **can / must / don't need to** have a valid driver's license.
6. You **don't have to / must / can't** bring your own food to the party; the host will provide everything.

7. Complete the sentences with *have to*, *don't have to*, *can*, *can't*, *must*, *mustn't*, *don't need to*.

1. You _____ submit the report by Friday; it's a strict deadline.
2. Visitors _____ touch the exhibits in the museum.
3. In our office, we _____ wear formal clothes on Fridays.
4. You _____ park your car here; it's a private property.
5. We _____ finish the project today, but it would be better if we do.
6. You _____ bring your own laptop to the meeting if you want, but you _____; the company provides computers for presentations.

8. Put the sentences (a-f) in order.

1. — **a. And then all of a sudden**, a global pandemic hits, boosting demand for Jason's service.
2. — **b. So**, Jason's story has taught me an important lesson: always be ready to learn and change, especially when things are not easy.
3. — **c. The problem with all of this was** that Jason's business was not ready for so many customers.
4. — **d. And you know what the funny thing is**, Jason learned new ways to make his business better during this hard time.
5. — **e. So, the story starts with Jason**, a young entrepreneur, launching his first start-up, a mobile app for food delivery.
6. — **f. And I think we can all learn from this** because it shows us how to change and get better when things are tough.

9. Complete the exchanges.

1.

Speaker A: Can you hear me OK?**Speaker B:** _____.

2.

Speaker A: John, are you there?**Speaker B:** _____.

3.

Speaker A: Can you speak up? Your voice is quite low.**Speaker B:** _____.

4.

Speaker A: Your line isn't very good. You're breaking up.**Speaker B:** _____.

5.

Speaker A: You're breaking up. Could you repeat that last part?**Speaker B:** _____.

6.

Speaker A: I hear some background noise. Is there a window open?**Speaker B:** _____.

7.

Speaker A: Sarah, would you like to comment on the marketing strategy?**Speaker B:** _____.

- a. **Speaker B:** Yes, I'm here. Sorry, I was having some connection issues.
- b. **Speaker B:** Let me switch to a different network. One moment, please.
- c. **Speaker B:** Is this better? I just adjusted my microphone.
- d. **Speaker B:** Yes, I can hear you loud and clear.
- e. **Speaker B:** Yes, let me close it. Sorry for the disturbance.
- f. **Speaker B:** Of course, I was saying that we need to meet the project deadline.
- g. **Speaker B:** Yes, thanks. I believe we should focus more on digital channels.

