

ŽUPANIJSKO NATJECANJE U ZNANJU ENGLSKOG JEZIKA
za 4. razrede srednjih škola

2008. / 2009.

SLUŠANJE S RAZUMIJEVANJEM
TEKST ZA NASTAVNIKE

UPOZORENJE: Prije izlaska pred natjecatelje nastavnici odabrani za čitanje teksta trebaju se u sigurnoj prostoriji okupiti i pročitati tekst.

Good morning, may I have your attention, please... the listening part of the test will start now. Open your tests to page 2. As you can see, the listening task and the questions are on this page.

You will hear a speech made by a time management expert about organizing your time.

You will hear the speech twice, and there will be a short pause between the two readings.

You can write your answers during the first reading and the second reading.

For questions 1 to 10, complete the sentences with the words you hear.

Write no more than two words for each answer.

While you are listening, write your answers in the task itself.

Here, you can cross out your answers, change them, make notes or underline words, if you wish.

After the second reading you will have 1 minute to check your answers.

And, in that time, transfer your final answers into the correct answer box on the separate Answer sheet. You must do this carefully and clearly, and you must not change what you write in this box in any way.

Now, let's begin. You have 30 seconds to read through the questions.

[Count silently to 30.]

Now you will hear the speech.

[Read the speech at natural speed.]

Time, ladies and gentlemen, is one of our greatest assets, and in this fast-moving competitive world, poor management of our time is a major cause of stress both in the workplace and at home. The first and most essential element of effective time management is forward planning. If you start the morning by mapping out what you hope to achieve during the day, you can go a long way to avoiding unnecessary

frustration and wasted effort. Be realistic, though, in terms of what you hope to achieve in the time available, and think through carefully how and when you will achieve it. Unmet expectations will only serve to put you under more pressure, to create more stress - and you'll only have yourself to blame if that happens.

Of course, tiredness - rather than any lack of ability - can often present a major obstacle to our obtaining the goals we've set ourselves, or indeed to meeting the deadlines that others have set for us. If that's the case, stop, turn your computer off, take a break. If you feel you can't go on, or you're just too snowed under, don't make yourself ill. Work should always take second place to your health. It can be counterproductive to carry on regardless, particularly if the next day you have to phone in sick and take time off work.

And also, if time is against you, if you're pressed for time, be prepared to adapt to the circumstances - don't worry if what you produce is less than wonderful. We cannot, we should not always aim to achieve perfection. It slows us down, it reduces productivity and means we have no time for other tasks. Good enough is still good, and in all probability no one will notice the difference. And the same principles apply in the home as they do at work. A similar dose of self-discipline is needed when we take on the household chores. Limit the amount of housework you try to do in a day, lower your expectations and relax if the shirts you've just ironed still have creases. It doesn't matter.

Because ultimately, let's face it, what we all work for is to make time for ourselves, to free up time for the things we really want to do outside of work. It's essential to set aside enough time to pursue your interests, to do the things which are most fulfilling for you in life. Many people fail to achieve the right balance between work and relaxation and once again, stress is the outcome. And just a word of warning here - if by relaxation you understand slumping in front of the television, think again. It is a poor use of time, and it usually ends up making you feel more tired, and time-pressured than before.

[Count silently to 5 and then say the following:]

Now you will hear the speech again.

[Read the speech again at natural speed.]

[After the second reading, say the following:]

You now have 1 minute to check your answers and copy them into the correct box on your Answer sheet.

[Count silently to 60 – and then say the following:]

This is the end of the listening task. You may now go on to do the other test tasks.