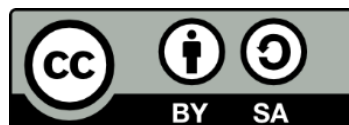


ΑΓΓΛΙΚΑ ΙΙΙ

Ενότητα 9: Telecommuting

Ζωή Κανταρίδου

Τμήμα Εφαρμοσμένης Πληροφορικής



Ευρωπαϊκή Ένωση
Ευρωπαϊκό Κοινωνικό Ταμείο



ΥΠΟΥΡΓΕΙΟ ΠΑΙΔΕΙΑΣ ΚΑΙ ΘΡΗΣΚΕΥΜΑΤΩΝ
ΕΙΔΙΚΗ ΥΠΗΡΕΣΙΑ ΔΙΑΧΕΙΡΙΣΗΣ

Με τη συγχρηματοδότηση της Ελλάδας και της Ευρωπαϊκής Ένωσης



ΕΣΠΑ
2007-2013
Πρόγραμμα για την ανάπτυξη
ΕΥΡΩΠΑΪΚΟ ΚΟΙΝΩΝΙΚΟ ΤΑΜΕΙΟ

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επένδυση στην κοινωνία της γνώσης
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Read the text and concentrate on finding the following information:

- the type of equipment needed to go mobile
- the advantages gained for
 - the individual,
 - the company and
 - the society

Check the different people that are reported in this article.

1. Victor Cousins
 2. Caroline Jones
 3. Rita Walston
 4. Ann Bamesburger
 5. Sharon Douglas
 6. Michael Kirsten
 7. Dixson Haaren
 8. Daniel Burrus
 9. Anna Mariano-Morris
- What kind of work do they provide?
 - What kind of company do they work for?
 - Why does the author use their opinions in the text? Then
 - Draw tentative conclusions on the type of jobs that can easily go mobile.

T/ F statements

- Telecommuters work at home exclusively.
- Telework employees are expected to rise by 2 million in 2 years.
- The Open Work program has saved \$87 m for Sun Microsystems.
- The Sun Open Work program provides 3 options.
- Telecommuters are expected to provide themselves the hardware and software needed for their work.
- There is no need for human interaction in the new era.
- A hotel concierge is a type of work that can not be performed at a distance.

Answer the questions (1)

1. What is the author's attitude towards telecommuting? Find evidence in the text to support your answer.
2. Why does the author call telecommuting “the quiet revolution”?
3. The text refers to job sharing and maternity leave as ‘standard flexible work options’.
 - a. what does job sharing mean?
 - b. can you think of other ‘standard flexible work options’?

Answer the questions (2)

4. What is the difference between 'telecommuting' and 'teleworking'?
5. Which new technologies will be used in the new state of affairs?
6. What is a 'mini huddle'?
7. Which are the possible disadvantages of telework?
8. Which people benefit more from teleworking?

Guess the meaning of the following expressions (1)

- **Take Cousins.** Even though he doesn't have an office, he reserves office space at Sun's ... What is the function of the short sentence in the beginning of the paragraph?
- Cousins is an example of the mobile worker that will become much more **pervasive** in the next 10 years.
- telecommuting will become a **mainstay** in Corporate America
- The U.S. worker will be a **mélange** of office inhabitant and work-anywhere warrior.

Guess the meaning of the following expressions (2)

- he splits his time 50-50 between home and in the office, but envisions spending more time away from the **mother ship** in the months ahead.
- Many factors have converged to create the perfect **storm** for telecommuting.
- Two major challenges for workers in this environment will be keeping a high enough profile and not ending up working **24-7**.
- Workers will have more of the onus on them to prove that **they're worth their salt** since they won't be hanging around the office where bosses can see them working away.

Guess the meaning of the following expressions (3)

- Workers will have to set boundaries, and they'll have to find jobs they love or they'll end up **burning out** faster.
- Walston sees companies increasingly **paring down** their offices and office buildings to save money and accommodate teleworkers.
- Only one worker thus far couldn't **cut** the new environment.
- Advances in technology, ... have **buoyed** the trend.

Find words or phrases in the text that are related to:

Traditional work

Telework

Find words or phrases in the text that are related to: **ANSWERS**

Traditional work

- Office
- locker
- workplace
- office inhabitant
- co-workers
- managers
- cubicle

Telework

- Office-less
- Go mobile
- Mobile worker
- Work anywhere
- Set up home workstations
- burn out
- co-workers
- in house
- flexible work

Match the words in the 2 columns to form common English collocations(1)

•Go

•Job

•Maternity

•Drop-in

•Baby

•Production

•Insurance

•leave

•standards

•claims

•boomers

•centres

•sharing

•mobile

Match the words in the 2 columns to form common English collocations(2) ANSWERS

- Go mobile
- Job sharing
- Maternity leave
- Drop-in centres
- Baby boomers
- Production standards
- Insurance claims

Discuss[1]

- The personality of a teleworker
- The professional skills needed

Discuss[2]

- The personality of a teleworker
 - Ambitious, dedicated, disciplined, organized, hard-working, self-confident, with initiative, adaptable, creative, reliable, meticulous, perceptive, persuasive,
- The professional skills needed
 - Computer literate, with analytical mind,
 - able to check for details/ have a good eye for details
 - articulate

Activity 1

Group 1:

- Imagine you are going to interview Victor Cousins or Anna Mariano-Morris. Write 5 questions to ask him/her about the conditions of his/her work.

Group 2:

- Imagine you are going to interview a senior manager from a major company that employs telecommuters. Write 5 questions to ask him/her about the benefits of telework for their company.

Senior managers who employ teleworkers

Ann Bamesburger, Sun Open Work Program:

- Savings in IT & real estate (387m \$)
- Three work options: a. Sun campuses, b. from home, c. flexible (use drop-in centres)
- 56% of employees without an assigned office
- Always provide a gather-up place for employees

Caroline Jones, analyst for Gartner Dataquest:

- Increasing numbers of teleworkers
- Advances in technology
- Quiet revolution

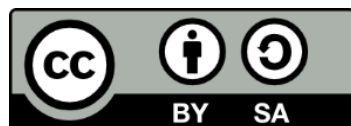
Activity 2: simulation

The situation is that a company is considering applying telework conditions for some of the employees and the managers have some concerns about this new type of working conditions.

- **The managers** will elaborate on given concerns adding their own words and opinion. Be prepared to ask additional questions. Also they should be prepared to continue the argument i.e. not to be easily convinced.

The telework consultants will have to convince the managers of the benefits of working at a distance and counter their concerns using ideas from the prompts (rephrasing where possible) as well as their own ideas

Τέλος Ενότητας



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