B1 **CLASS NOTES**
BUSINESS ENGLISH

Always tired at work?

Reading + Grammar: **the first conditional and giving advice**

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1 KEY VOCABULARY

fatigue	*n.*	extreme tiredness that rest doesn't easily fix
energy boost	*n.*	something that quickly gives you more energy
nap	*n.*	a short sleep during the day
stimulant	*n.*	a substance like caffeine that makes you more alert
dehydrated	*adj.*	not having enough water in your body
gradually	*adv.*	slowly, step by step
cut down on	*phr. v.*	to use or eat less of something
avoid	*v.*	to stay away from something
reduce stress	*phr.*	to make pressure and worry smaller
regular meals	*n.*	meals eaten at similar times every day

2 USEFUL PHRASES & EXPRESSIONS

- **I'm always tired at work.** — *describe a regular problem*
- **If you exercise, you'll feel better.** — *first conditional: real result*
- **You should cut down on caffeine.** — *give advice*
- **Try to avoid naps in the day.** — *polite suggestion*
- **I need an energy boost.** — *say you need more energy*
- **Take a short walk at lunchtime.** — *imperative for practical advice*

6 CULTURE & BUSINESS INSIGHT

★ **Energy is a business resource**

Tired employees make more mistakes and enjoy their work less. Many companies now encourage short breaks, walking meetings and healthy food at work. If tiredness doesn't improve with rest, it's important to see a doctor.

3 THE KEY POINT

First conditional for real, possible situations: **If + present simple, will + verb**. For advice, use the imperative or **should**.

If you **exercise** regularly, you**'ll feel** less tired.
You**'ll sleep** better **if** you **avoid** caffeine in the evening. (may / might = less sure)
Advice: Drink more water. You **should cut down on** sugary snacks.

4 QUICK PRACTICE

Complete the sentences with the correct form of the verbs.

1. If you ___ (drink) more water, you ___ (feel) more awake.
2. You ___ (not / sleep) well if you ___ (have) coffee at night.
3. If I ___ (take) a walk at lunchtime, I ___ (have) more energy.
4. You ___ (should / reduce) stress before bed.

5 ANSWERS & EXPLANATION

Answers: 1 drink … 'll feel · 2 won't sleep … have · 3 take … 'll have · 4 should reduce

The **if**-clause uses the present simple (never *will*); the result uses **will / won't** + verb. After **should**, use the base verb.

Today's resource: Self-help tips to fight tiredness (NHS) · https://www.nhs.uk/live-well/sleep-and-tiredness/self-help-tips-to-fight-fatigue/

> *Rest is not a reward for work — it is part of good work.*



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