Performance Incentives and Bonus Structure Discussion

1.Role-Play Dialogue (Approx. 10 minutes)

Scenario: A management meeting discussing changes to the company's bonus structure to enhance employee motivation.

Characters:

- **CEO (Mr. Johnson)**
- **HR Director (Ms. Reynolds)**
- **Finance Manager (Mr. Lee)**

Dialogue:

CEO: Good morning, everyone. Today, I'd like to discuss our current incentive system. If we adjust our bonus structure, then we might motivate employees further.

HR Director: I completely agree. Employees are driven by rewards, and a well-structured bonus system can boost productivity. Have you considered performance-based incentives?

Finance Manager: That's a valid point. However, we need to ensure that the incentives align with our budget. If we allocate too many resources to bonuses, we could affect other critical investments.

CEO: That's why we need a balanced approach. We might offer tiered bonuses—higher percentages for top performers while maintaining a fair base for everyone.

HR Director: That makes sense. We could also introduce non-monetary incentives, such as additional vacation days or professional development programs. Employees might find those equally valuable.

Finance Manager: Agreed. If we provide flexible incentive options, then employees can choose what benefits them most. I can run some numbers and see what works financially.

CEO: Great. Let's finalize a proposal by next week. If we roll out an improved bonus system by next quarter, we could see an increase in overall performance and employee satisfaction.

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2. Comprehension Questions & Sample Answers (Approx. 5 minutes)

1. **What is the main topic of discussion in the meeting?**
   The meeting focuses on revising the company's bonus structure to enhance employee motivation.

2. **What concern does the Finance Manager raise?**
   He is concerned that allocating too many resources to bonuses could impact other critical investments.

3. **What alternative incentives does the HR Director suggest?**
   She suggests non-monetary incentives like additional vacation days or professional development programs.

4. **What is the expected outcome if the revised bonus system is implemented?**
   The company expects increased employee performance and satisfaction.

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3. Teacher's Lesson Points (Concise Version)

Pre-Class Preparation:

- Review the dialogue, key vocabulary, and grammar points (modal verbs and conditionals).

- Prepare explanations for additional business-related terms if needed.

Introduction (2–3 minutes):

- Start with a warm-up discussion: "What motivates employees the most— salary, bonuses, or workplace environment?"

- Introduce the lesson objectives: understanding incentive structures and practicing conditionals and modal verbs.

Reading & Analysis (10 minutes):

- Have the student read the dialogue aloud.

- Emphasize pronunciation, intonation, and fluency.

- Highlight the key vocabulary (incentives, bonus, motivation) and grammar points (e.g., conditionals: "If we adjust... then we might...").

Comprehension Check (5 minutes):

- Ask the comprehension questions.

- Provide immediate, constructive feedback.

- Discuss the significance of the responses in a real business context.

Role-Play Practice (Remaining Time):

- Conduct a role-play where the student takes on different roles (CEO, HR, Finance Manager).

- Encourage the use of the targeted vocabulary and conditionals.

- Offer feedback on their responses and negotiation skills.

Wrap-Up (2–3 minutes):

- Summarize the key vocabulary and grammar points.

- Assign a homework task: "Prepare a short email proposing a revised bonus structure using modal verbs and conditionals."