

Unit 4: Housing & Maintenance

GECO LEVEL B, DAY 2

TEACHER- MORGAN GREENE



Today's Class:



1. Warm Up- What did you do yesterday?



2. Vocabulary Review- Breakout Room #1



3. Important Parts of the Maintenance Request



4. Practice Making a Maintenance Request- Breakout Room #2

What did you do yesterday?

Go

Be

Make

See

Have

Read

Work

Write

Talk

Play

Visit

Finish

Eat



Vocabulary Review-Breakout Room #1

The Maintenance Request

➤ Use Formal and Polite Language

- Examples?

- Hello Mr./Ms. _____

- I am writing/calling to tell
you _____

- Would/Could you _____

➤ What should you include?

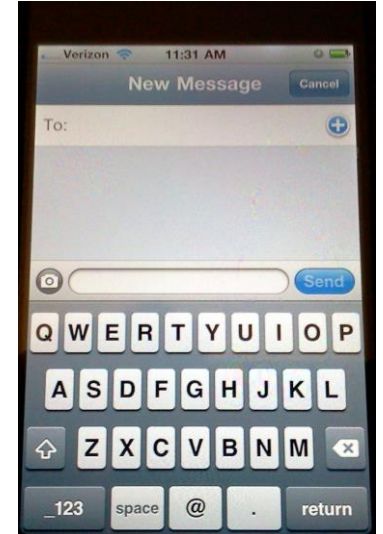
- What the problem is

- When it started

- What you expect the landlord to do

The Structure of a Maintenance Request

1. Greeting
2. Problem
3. Request
4. Closing





Practice Making a Maintenance Request (Breakout Room #2)

How Was Class Today?



What was something you learned?



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