

ANGLICKÉ OKÉNKO 16

IT'S TIME...



Followed by an infinitive:

It's time to buy a new car. (Je načase koupit nové auto)
It's time for her to go to bed.

Followed by past tense with present meaning:

It's high time she went to bed. (Je nejvyšší čas, aby šla do postele)
It's time you washed those trousers.

THE BUILDING BLOCKS OF A KICK-OFF MEETING

Getting to know everyone: who are we and how can we create a great team?



1. **Clarifying** the vision: what is the big picture, and what are we trying to do?
2. Communicating the goals and benefits: what, specifically, do we need to **achieve**?
3. Organizing the team and its **task**: how is the project structured, and who does what?
4. **Confirming budgets** and **resources**: how much can we spend, and how many people do we have?
5. **Developing a communication plan** : what do we need to say, to whom, by when and how?

VOCABULARY



Kick-off meeting [kɪk ɒf 'mi:tɪŋ] – první meeting při rozjezdu nového projektu

Clarify ['klærɪ,faɪ] – ujasnit

Vision ['vɪʒən] – vize, představa

Goal [gəʊl] – cíl

Achieve [ə'tʃi:v] – dosáhnout

Task [tɑ:sk] – úkol

Confirm [kən'fɜ:m] – potvrdit

Budget ['bʌdʒɪt] – rozpočet

Resources [rɪ'zɔ:sɪz] – zdroje

QUIZ: TEST YOUR KNOWLEDGE



Fill in the verb in the correct tense:

1. It's high time you _____(get) a job.
2. It's time for me _____(consider) new career options.
3. It's time we _____(send) the Christmas card.
4. It's time _____(start) learning the new rules.

KEY: 1. got, 2. to consider, 3. sent, 4. to start