

# Email in Real Life – Video Lesson

## A. Introduction

1. Look at the three email related terms below. What sort of communication problems can they cause?
  - Reply all
  - Auto-response
  - Attachment
2. Can you think of 3 more email related communication problems?



Photo by Cyttonn Photography on Unsplash

## B. Video

1. The video is called “**Email in Real Life**” by Tripp & Tyler. From this title, what do you think is going to happen in the video?
2. Watch the first 15 seconds of the video. Were you right? Describe how emails are represented in the video.

[Email in Real Life – Tripp & Tyler](#)

3. Now watch the rest of the video up until 2’41. How many of the issues did you spot that you listed in Exercises 1 & 2? What were they?
4. Watch the video again, make notes of the other problems shown in the video.

## C. Listening Focus

1. In pairs, listen to the exchange from 1’14 – 1’24.  
Fill in the missing words in the sentences below:
  - a) Hey Beth! \_\_\_\_\_ all the submissions \_\_\_\_\_ today?
  - b) Easy \_\_\_\_\_ caps!
  - c) \_\_\_\_\_ okay! \_\_\_\_\_ close parentheses!
2. Check with other pairs to see if you got the same answers.
3. Listen again this time slowed down. Why is it difficult to hear some words?
4. What issue with email correspondence does this conversation highlight?

## D. Language Focus

1. Can you match the icons on the left with the responses on the right from the video?  
There may be more than one possible option for some responses.



Yeah, sounds good.



OMG I know!



It's OK



Yeah, I know what I wrote...



I don't know what that means.



Rain check?



Will do!

2. Watch the video again. Check your answers by listening to the reactions in context.
3. Compare with some other students in the class to see if you have the same answers.  
Check what the different expressions mean.

## E. Discussion

1. Which email issues do you most identify from the video?
2. Which ones are no longer a problem?
3. What other email communication problems can we experience nowadays?
4. How important is email to your work?
5. How do you think email could change in the future? Will it be replaced altogether?

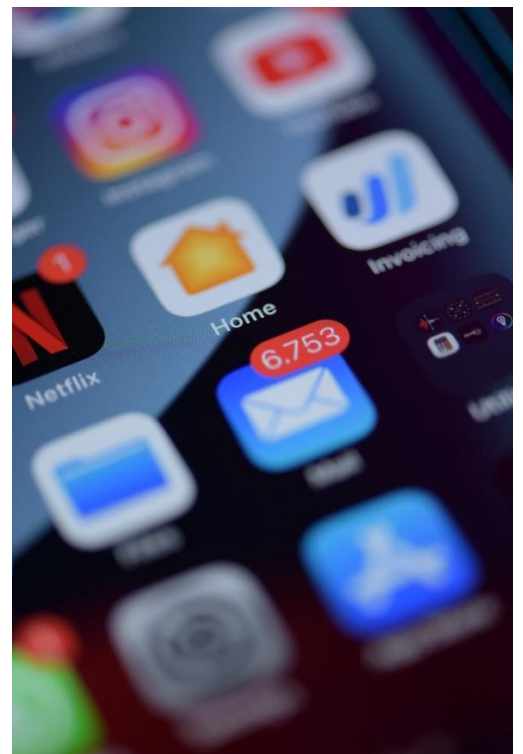


Photo by [Brian Tromp](#) on [Unsplash](#)