

# NO NEWS is GOOD NEWS



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**Extra-Curricular** ENGLISH THEATRE  
since 1988

## How to create a fantastic CV!

Every CV has the following sections.

**Objective or summary:** After your heading, a brief description about your professional life. This will include the kind of job you're looking for as well as the skills you can offer. It should be short, and interesting to the person reading your CV.

**Extras:** Here you focus on any extra skills or licenses you have. That Photoshop course you took, or the swimming team you were captain of that won gold in your year. In this section you can also include things like word processing experience or having a driving license.



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### CV Writing Vocabulary and Style

Remember to always speak in the first person, "I", about yourself.

#### Power verbs:

Think about the next sentence:

"I was manager of a sales team that hit all its targets."

Using power verbs the same sentence becomes:

"I directed, trained and coordinated a sales team that surpassed their targets."

Remember: *good* sounds *better* when it is ***excellent!***

#### Numbers:

For example:

"I was in charge of a sales team that hit all their targets."

...with power verbs and numbers the sentence is transformed...

"I directed, trained and coordinated a sales team that surpassed their targets by 150%."

Remember to always speak in the first person, "I", about yourself.

#### Edit and revise:

Employers hate to see mistakes in your CV! Read, reread and then reread your CV again until you're 100% sure you have no mistakes.

Now choose one of the CV templates included with this material and create your own CV. Remember the help given above.

Good luck!

We hope you get an interview!

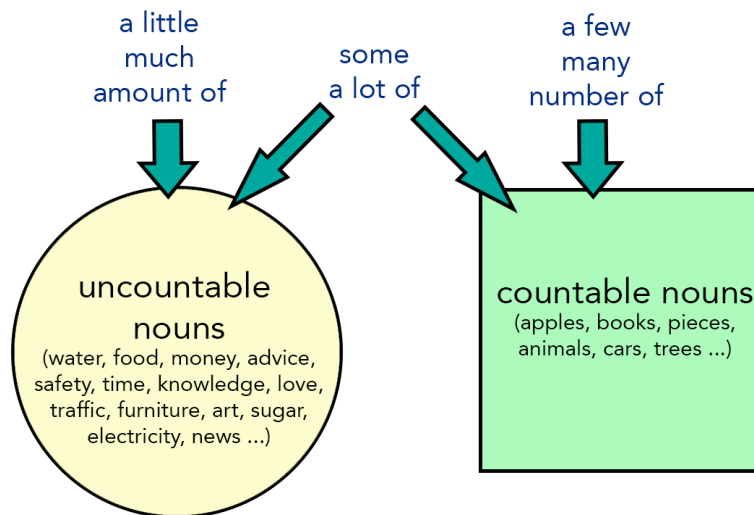


# No News is Good News



**Harry's Un-Healthy Shopping List**

## Countable and Uncountable Nouns



Look at the rule above and then do the exercises in the Shopping List Worksheet

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## **The Interview - common interview questions**

### **"What is your greatest weakness?"**

What They Want to Know: Try to focus on positive aspects of your skills and abilities as an employee, and convert a weakness into a strength. For example, if you are quite timid you can explain that this makes you reserved and discreet.

### **"Tell me about yourself"**

What They Want to Know: You can start by sharing some of your personal interests and experiences that don't relate directly to work, such as a favorite hobby or a brief account of where you grew up, your education and what motivates you. You can even share some fun facts and show your personality to make the interview a little more interesting.

### **"What is your greatest strength? "**

What They Want to Know: This is one of the questions that employers almost always ask to determine how well you are qualified for the position. When you are asked about your greatest strengths, it's important to discuss the attributes that qualify you for that specific job, and that will differentiate you from other candidates.

### **"Describe a difficult work situation or project and how you overcame it."**

What They Want to Know: The interviewer wants to know how you respond when faced with a difficult decision. Be prepared to share an example of what you did in a difficult situation.

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### **"Why should we contract you?"**

What They Want to Know: Are you the best candidate for the job? The interviewer wants to know whether you have all the required qualifications. Be prepared to explain why you're the applicant who should be contracted.

### **Why do you want this job?**

What They Want to Know: This question gives you an opportunity to show the interviewer what you know about the job and the company, so take time beforehand to thoroughly research the company, its products, services, culture and mission. Be specific about what makes you a good candidate for this role, and mention aspects of the company and position that appeal to you most.

Now listen to "The Interview". Listen to Bob's responses and decide which question the interviewer asked before each answer.

With another person, either in class or by zoom or skype, invent a job and an interview. One of you be the interviewer for the company and the other the candidate for the job. After, invent another company and job and change roles.



# No News is Good News

## Worksheet: Listen to the song "No News is Good News" and write the missing words

Nine O'clock, ten O'clock, twelve O'clock ....., Never stop, gossip shop, political .....

Bombs and shots and harrowing ....., People die, others lie and families .....

Cars are too fast and paperwork's ....., Prices are high and wages are .....

Democracy's dying and it's still brand .....,

We're trying and trying but there's nothing we can ..... The more we hear, the less we .....,

So No News Is Good News to .....

Finders keepers, losers weepers, Laughter, tears and misery.

War's ....., people are ..... Running from their homes, literally.

Something's booming, someone's losing, A wave just hit the estuary.

An earthquake's ....., Disaster's ..... with a D, as big as my TV

So as far as I can see

If there's No News it's Good News to me.

Here it comes... Newsflash, latest, breaking news blast.

Man United scored, but they've got no ..... They're bringing out a law to recycle .....

Someone won the lottery and someone else ....., Twins were born to a man called .....

The more I hear, the less I ....., The more they speak, confusion .....

Information comes and ..... Presentation, a change of .....

Public service so that we all ....., The world is turning and it never .....

Keep up, keep track, or lose your ....., Hold tight and listen to what they .....

'Though news is cheap it's never free,

So No News Is Good News to... No News Is Good News to... No News Is Good News to... No

News Is Good News to me.



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