



Business Idioms in Action- 5

Join us as we follow Alex making a call to his manager to inform her he is taking a sick day from work.

Alex- Oh no, I can't work today.

Sarah- Hello, this is Sarah. How can I help you?

Alex- Hi Sarah, it's Alex. I hate to do this, but I'm really **feeling under the weather**. I won't be able to make it to work today. I've been **burning the candle at both ends** lately, and it finally caught up with me.

Sarah- I'm sorry to hear that, Alex. Your health is the priority. Take the time you need.

Alex- Thanks, Sarah. I just need a day to **recharge**. This constant workload got me feeling like I'm **down for the count**.

Sarah- I completely understand. It's essential to take care of yourself. Anything specific you've been working on that I need to know about?

Alex- Well, I've been leading the project on the new client proposal. I've documented everything and Lisa knows most of the details if anyone has any questions in my absence.

Sarah- No worries, Alex. We'll manage it for a day. I'll **keep you in the loop** on any updates and hope you feel better soon.

Alex- Thanks, Sarah. I appreciate your understanding. I'll make sure to **catch up on** anything I miss.

Sarah- Rest up, Alex. We'll handle things here. Let us know if you need anything, and take care.



Idioms:

Under the weather:

- **Definition:** Feeling unwell or sick.
- **Example sentences:**

- "I won't be able to come to work today; I'm feeling a bit under the weather."
- "She missed the party because she was under the weather."

Burn the candle at both ends:

- **Definition:** To work excessively hard or to engage in activities that use up one's energy late into the night and early in the morning.
- *Example sentences:*
 - "She's been burning the candle at both ends trying to meet the project deadline."
 - "You'll burn the candle at both ends if you keep staying up so late."

Recharge:

- **Definition:** To regain energy or strength by resting or taking a break.
- *Example sentences:*
 - "After a long week of work, I like to recharge by spending time outdoors."
 - "Taking a short nap during the day helps me recharge and stay focused."

Down for the count:

- **Definition:** To be defeated, overwhelmed, or incapacitated, often temporarily.
- *Example sentences:*
 - "After working non-stop for days, I'm down for the count and need a break."
 - "The flu knocked me down for the count, and I had to stay in bed for a week."

Keep you in the loop:

- **Definition:** To keep someone informed or updated about a situation or development.
- *Example sentences:*
 - "As soon as we have more information, we'll keep you in the loop."
 - "Don't worry; I'll keep you in the loop about any changes to the project."

Catch up on:

- **Definition:** To spend time doing something that one has not had time to do earlier, typically to bring oneself up to date with recent events or tasks.
- *Example sentences:*
 - "I need to catch up on my emails after being out of the office for a few days."
 - "I spent the weekend catching up on my reading and relaxing."

Fill in the blanks with the correct idiom:

1. If you keep _____, you'll eventually burn out.
2. I need to _____ my assignments after missing a few days of school due to illness.
3. I had to leave the party early because I was feeling _____.
4. After running the marathon, I was _____ and spent the entire weekend resting.
5. Taking a short walk during lunchtime helps me _____ for the rest of the workday.

6. As your manager, it's important to _____ about any changes in our project timeline."

Conversation Questions:

1. Have you ever had to call in sick to work because you were feeling under the weather?
2. How do you balance your work responsibilities to avoid burning the candle at both ends?
3. What activities do you find most effective for recharging after a busy day?
4. How do you know when it's time to admit you're down for the count and take a rest?
5. How important is it for managers to keep their team members in the loop about company updates?
6. How do you prioritize tasks when you need to catch up on work or personal commitments?

Listen to the audio and fill in the blanks with the correct idioms:

Alex- Oh no, I can't work today.

Sarah- Hello, this is Sarah. How can I help you?

Alex- Hi Sarah, it's Alex. I hate to do this, but I'm really _____. I won't be able to make it to work today. I've been _____ lately, and it finally caught up with me.

Sarah- I'm sorry to hear that, Alex. Your health is the priority. Take the time you need.

Alex- Thanks, Sarah. I just need a day to _____. This constant workload got me feeling like I'm _____.

Sarah- I completely understand. It's essential to take care of yourself. Anything specific you've been working on that I need to know about?

Alex- Well, I've been leading the project on the new client proposal. I've documented everything and Lisa knows most of the details if anyone has any questions in my absence.

Sarah- No worries, Alex. We'll manage it for a day. I'll _____ on any updates and hope you feel better soon.

Alex- Thanks, Sarah. I appreciate your understanding. I'll make sure to _____ anything I miss.

Sarah- Rest up, Alex. We'll handle things here. Let us know if you need anything, and take care.