1 TOPIC QUESTION
今日のトピック

Is it necessary to reward employees? What are motivating types of rewards?

従業員に報奨は必要か？やる気を出させる報奨とは？

2 ARTICLE
記事

Directions: Read the following article aloud.
課題: 以下の記事をはっきりとした声で音読しましょう。

A Working Example of Successful Recognition

Employee recognition is not just a nice thing to do for people. Employee recognition is a communication tool that reinforces and rewards the most important outcomes people create for your business. When you recognize people effectively, you reinforce, with your chosen means of recognition, the actions and behaviors you most want to see people repeat. An effective employee recognition system is simple, immediate, and powerfully reinforcing.

When you consider employee recognition processes, you need to develop recognition that is equally powerful for both the organization and the employee.

A client company established criteria for rewarding employees. Criteria included such activities as contributing to company success and serving a customer without being asked to by a supervisor. Each employee, who meets the stated criteria, receives a thank you note, hand-written by the supervisor. The note spells out exactly why the employee is receiving the recognition.

The note includes the opportunity for the employee to "draw" a gift from a box. Gifts range from fast food restaurant gift certificates and candy to a gold dollar and substantial cash rewards. The employee draws the reward, so no supervisory interference is perceived. A duplicate of the thank you note goes into a periodic drawing for even more substantial reward and recognition opportunities.

3 VOCABULARY
語い

Directions: First repeat after your tutor and then read aloud by yourself.
課題：先生の後に続いてくり返した後、今度はひとりで発音してみましょう。

recognition	認識	**substantial**	実質的な
criteria	基準	**reinforce**	補強する
duplicate	複製	**establish**	確立する

4 Questions
質問

Directions: Read the questions aloud and answer them.
課題：質問を声に出して読んだ後、答えてみましょう。

1. **What happens when an employee meets the stated criteria?**

2. **What does the first paragraph say about successful recognition?**

3. **Is it necessary to reward employees? Explain your answer.**

4. **What are motivating types of rewards?**