



Structure



SWOT Analysis

What is it?

Passive Voice

Appreciating the use in scientific language

Strengths & Weaknesses

Focusing on the positives and recognising & dealing with negatives

Technical vocabulary

Words that are used in a technical capacity.

Opportunities & Threats

Reacting to various issues

Idioms

Some idioms to improve your vocabulary.





A strategic planning tool

It provides a structured framework for evaluating both internal and external factors that can impact our organization's performance.

SWOT analysis

Internal factors

- Strengths: These are internal factors
 that represent the organization's
 advantages and capabilities.
 Strengths are what sets us apart and
 give us a competitive edge.
- Weaknesses: These are internal factors that hinder our performance or put us at a disadvantage. Identifying weaknesses helps us address areas for improvement.



SWOT analysis

External factors



- Opportunities: These are external factors in the business environment that can benefit our organization. Recognizing opportunities allows us to seize them for growth.
- Threats: These are external factors that pose risks or challenges to our organization. Being aware of threats enables us to develop strategies to mitigate them.

Focus on the positive

Always look on the bright side of life.





Bedrock

The high quality of our service is the **bedrock** of our reputation

Ground-breaking

Apple is well-known for their **ground-breaking** designs.





Edge

Investing in people is what gives us an **edge** over our competitors

Top-notch

Spanish wine is absolutely **top- notch**



Key

The **key** to our success is our intellectual property.

Tailored

Our expertise lies in developing fully **tailored** webpages for our clients



Approach

Our personal touch means our **approach** will be creative and totally unique.

Broad

The diverse experience of our partners gives us a **broad** perspective.

- 1. We're aware of **the negative effect** on our reputation
- 2. It's true that we have **little experience** in this area.
- We fully acknowledge a need for proper back-end systems
- 4. This **lack** of critical R&D funding is on our radar.
- I think we all agree that our **inability to** calculate risk more precisely makes us **vulnerable**.

Acknowledging

Negatives







- I think we're all conscious of our main shortcomings.
- 2. We realise that our product development cycle is too long.
- It's quickly becoming clear that high tax rates are the main stumbling block to new investment.
- With hindsight, I see that our downfall was a result of being too set in our ways.

Acknowledging

Negatives

Reacting to opportunities

- 1. **Exploit**: The company decided to exploit the growing interest in eco-friendly products by launching a new line of sustainable goods.
- 2. Capitalise on: The smart entrepreneur saw an opportunity to capitalise on the rising demand for remote work solutions and developed a successful telecommuting software.





Reacting to opportunities

Useful verbs

- 1. Use something to your advantage: She knew her language skills were an advantage, so she used her multilingual abilities to secure a job in international sales.
- 2. Make the most of: As a student, it's important to make the most of your time in college by getting involved in extracurricular activities and networking with peers.
- **3. Take advantage of**: Students should take advantage of the resources available at the library for their research projects.





Reacting to opportunities

6. Make hay while the sun shines: The beach resort owners know they must make hay while the sun shines during the summer tourist season.



- Adapt to: In order to thrive in the new digital age, companies must adapt to rapidly changing technologies.
- 2. Offset: The reduction in carbon emissions from the new eco-friendly transportation system will help offset the environmental impact of the factory.
- **3. Bide our time**: Instead of rushing into the decision, the team decided to bide their time and wait for a more favourable market situation.

Reacting to

Threats

- 4. Get around: When traffic was congested, he found a way to get around it by taking a different route to work.
- 5. Deal with: The manager had to deal with a difficult situation when two employees had a conflict in the workplace.
- 6. Minimise: To reduce the risk of accidents, it's important to take steps to minimize potential hazards in the workplace.

Reacting to

Threats



When to use the passive

1. The action is emphasised, but the sentence still mentions who is or was responsible for it.

The world record for the men's 200 metres **was broken** by Usain Bolt in 2009.







When to use the passive

Who is or was responsible for the action is not important or not known.

Jonathan's apartment was broken into twice last year.



3. The action is emphasised, but the sentence still mentions what was responsible for it.

Over a thousand people **have been affected** by the recent flooding.







When to use the passive

4. What is or was responsible for the action is not important or not known

The front of the **building has been** severely **damaged**.

5. Who or what is or was responsible for the action is obvious so does not need to be mentioned

Jenny's knee **is being operated on** tomorrow at the City Hospital.



Translations

PHRASE	SIGNIFICADO
Food and drink must not be brought into the lab.	No se debe introducir comida ni bebida en el laboratorio.
No photographs may be taken inside this museum.	No está permitido hacer fotografías en el interior del museo.
Infra-red equipment is being used to search for further survivors.	El equipo de infrarrojos se está utilizando para buscar más supervivientes.
The award for best innovation will be shared by three postgraduate students.	El premio a la mejor innovación será compartido por tres estudiantes de posgrado.
Thorough safety checks will be carried out immediately.	Se realizarán inmediatamente comprobaciones de seguridad exhaustivas.
The discovery of the new planet was announced by the astronomers, and it is believed to be located in the habitable zone.	El descubrimiento del nuevo planeta fue anunciado por los astrónomos, y se cree que está situado en la zona habitable.
The experiment was conducted by the research team to investigate the effects of the new drug on cancer cells.	El equipo de investigación llevó a cabo el experimento para investigar los efectos del nuevo fármaco en las células cancerosas.





Cutting edge - expressions

1. In the vanguard

2. A double-edged sword

3. The lay person

4. For its own sake

5. Subject to regulations

6. The greater good

At the cutting edge

Having advantages + disadvantages

Non-expert

As an end in itself

Effectively controlled by law

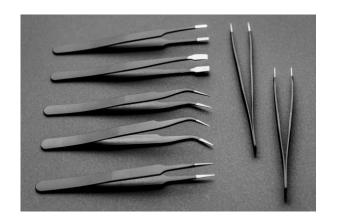
The benefit of society at large

Technical things



Tweezer

The splinter was finally pulled out with **tweezers**



Valve

A trumpet is played by shutting a series of **valves**



Technical things



Padlock

The bike had been secured to the railings with a **padlock**



Pump

The floodwater as extracted by means of a **pump**



Scientific phrasal verbs



Break through

To make a significant discovery

Scientists made a **breakthrough** in the study of quantum mechanics.

Find out

To discover information

The scientists **found out** that the experiment yielded unexpected results.

Bring about

To cause or initiate change

This invention will **bring about** a revolution in the industry

Run into

To encounter a problem

During the experiment, they **ran into** some technical difficulties

Come up with

To invent something new

The research team **came up with** an incredible solution to
the problem

Set up

To establish systems

It took them several hours to set up the new supercomputer

At the cutting edge



Expressions



Technical idioms

- 1. The final **nail** in the coffin
- 2. To call a **spade** a spade
- 3. To go down the **drain**
- 4. A weak link in the chain
- 5. To blow a **fuse**







Technical idioms

- 1. With (no) **strings** attached
- 2. To get your wires crossed
- 3. To shoot your **bolt**
- 4. To get into **gear**
- 5. To twist the **knife**

