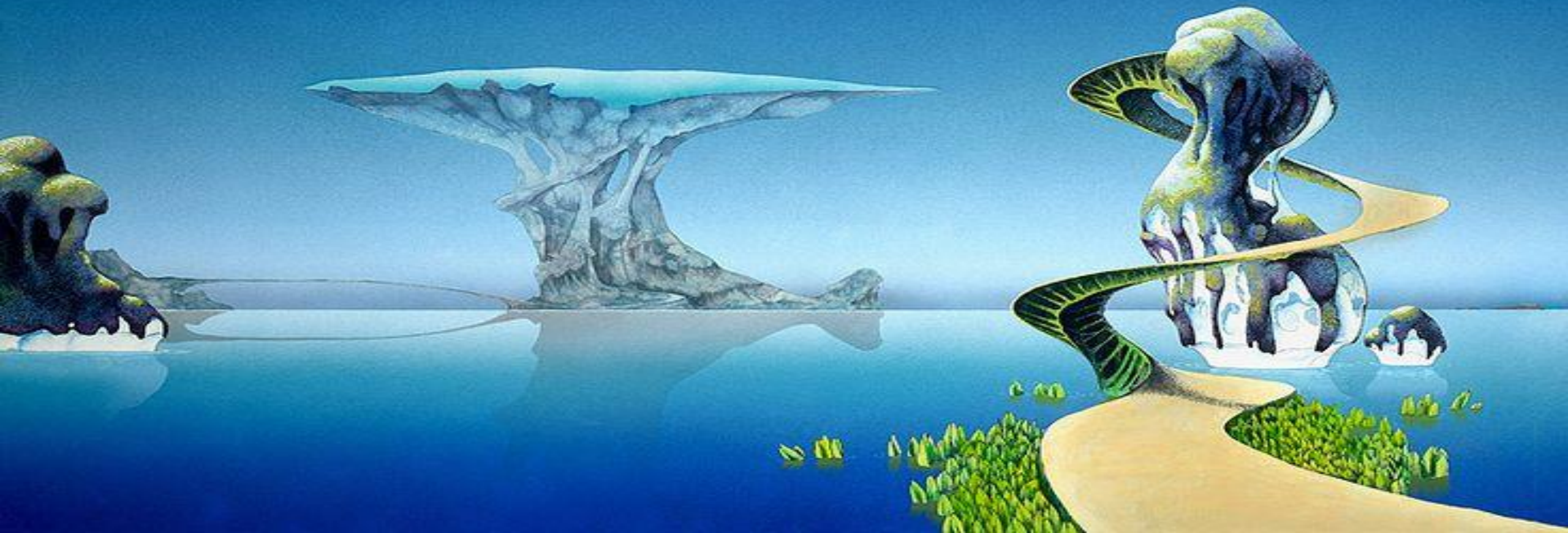


June 2023 OPEN INTERMEDIATE WORKSHOP

# WELCOME TO THE FUTURE!

FUTURE PLANS, ARRANGEMENTS and INTENTIONS



# OVERVIEW

At work, we often need to discuss and explain our future plans, arrangements and intentions.

There are various ways to do this, and we need to know how to choose between the different structures available to us.

When we talk about future plans, the 3 most common forms are:

*'will'*

*'going to'*

*present continuous*

Let's take a look at how we use these structures and the differences between them.



# 1. 'WILL'



When we are discussing the future, "will" is used for predictions (see *examples 1-2 next slide*) and decisions made at the moment of speaking (*examples 3-4*).



'will' is also used to talk about future events already decided in the past (*example 5*).



\* Because we use 'will' to talk about predictions (or our opinions about the future), it is often used with phrases such as '*I think*', '*I believe*', or with adverbs such as '*probably*'.



\*\* When we are less sure about our predictions, 'will' is commonly replaced with 'might', 'may' or 'could'



# ‘WILL’ – EXAMPLE SENTENCES

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1. I **believe** that the company **will** need to invest even more in R&D to stay competitive in the semiconductor market.

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2. We **will probably** need to increase production to meet the growing demand for our products.

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3. “I’m sorry Bill, but I can’t talk right now because I’m really busy. **I’ll** call you back as soon as I can.”

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4. “Oh no! The photocopier has run out of ink and I need to finish making copies of my report for the meeting this afternoon.”

“Don’t worry. **I’ll** go to the print shop on the corner for you.”

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5. The sales conference **will** be held in Osaka next year.

## 2. “GOING TO”

We use *‘going to’* to talk about **decisions that have already been made (*but perhaps not yet finalised*)** and **firm intentions**.

*We have **decided** to do something. We **intend** to do it.*

*‘going to’* usually indicates that plans are in the process of being confirmed or are dependent on certain conditions being met.



# ‘GOING TO’ - EXAMPLE SENTENCES

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1. We have had a few problems with the quality of our new products, so we are **going to** review all our production processes.

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  2. Because we need to keep one step ahead of the competition, we are **going to** launch a new line of semiconductors that will be more energy-efficient and eco-friendly.

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  3. We have decided to expand our manufacturing facilities to increase our production capacity of semiconductors, so we are **going to** build a new factory in either Hiroshima or Kumamoto.

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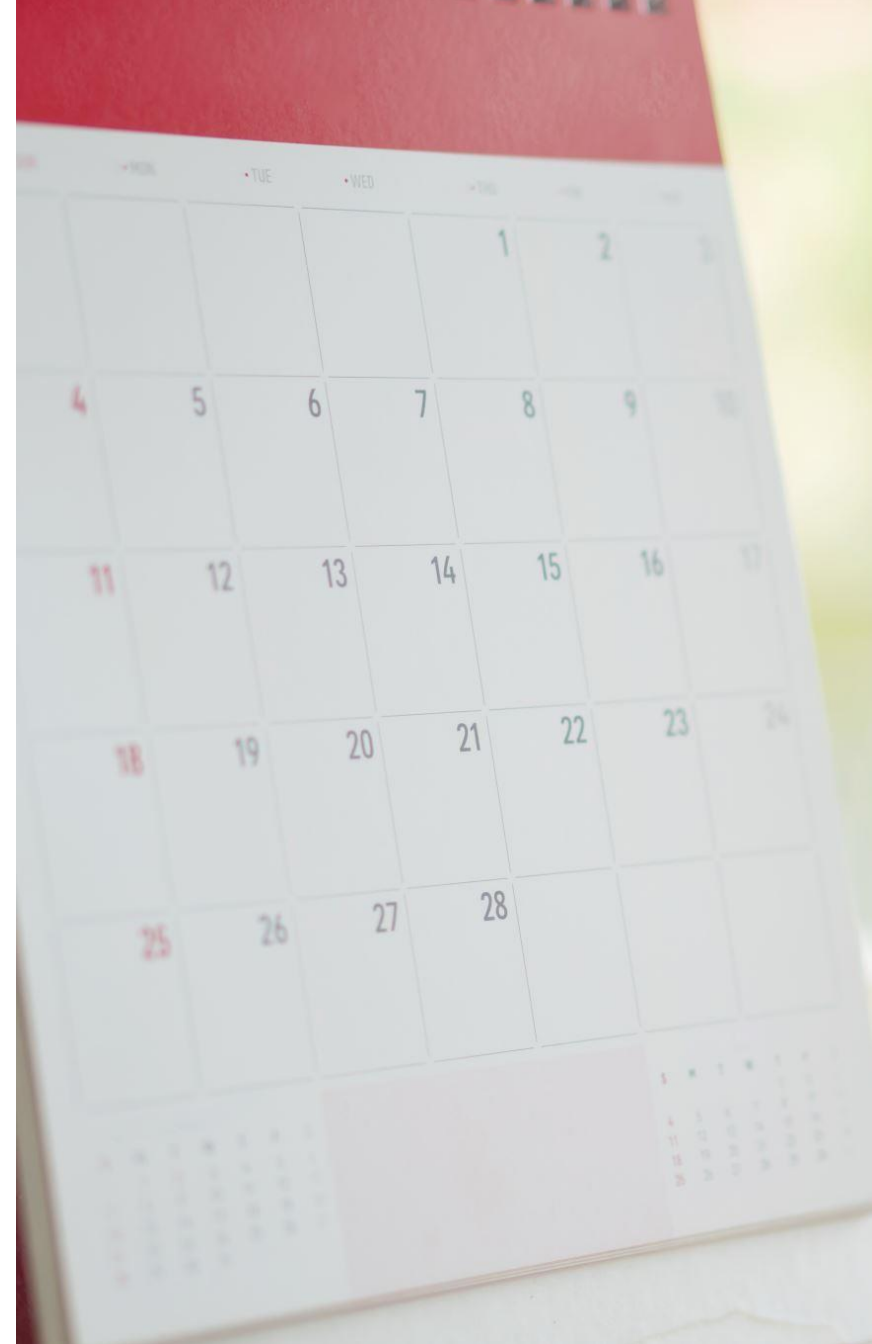
  4. I want to communicate better with my global colleagues, so I’m **going to** study English.

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  5. Sometime in the near future, our engineers are **going to** start work on developing semiconductors for emerging technologies such as quantum computing and 5G networks.

# 3. PRESENT CONTINUOUS

This is generally regarded as the 'strongest' future form. The *present continuous* is used to talk about **future plans and arrangements which have already been fixed and confirmed, usually with another person, and we know the time and place.**



# PRESENT CONTINUOUS — EXAMPLE SENTENCES



1. I'm **meeting** with the client tomorrow at 10 am to discuss the project.



2. We **are flying** to Tokyo next week to attend the conference.



3. Our team **is presenting** our findings to the board of directors next month.



4. We **are interviewing** potential candidates for the position next week.



5. Yumi **is presenting** the budget for the next quarter at the meeting on Wednesday.



**LET'S PRACTICE!**

**01.** Because of the recent, sudden rise in costs of our raw materials, we \_\_\_\_\_ increase our prices soon.

a) *will probably* need to

b) *are needing* to

**02.** The quality of our products has been quite poor this year. As a result, we decided at last week's meeting that we need to do something about it, so we \_\_\_\_\_ all our quality control processes.

a) *will* review

b) are *going to* review

03. Sally \_\_\_\_\_ John at 11:30 this morning to discuss the next training session.

a) *will* meet

b) *is meeting*

04. I've finished analyzing the data and it's quite clear that we need to change our strategy, so I \_\_\_\_\_ a revised plan to the team as soon as I can.

a) *'m going to* present

b) *am presenting*

05. Looking at current market trends, we \_\_\_\_\_ a surge in sales in the final quarter of the year.

- a) *will probably* experience      b) *are experiencing*

06. I \_\_\_\_\_ on the 6:40 flight to Pusan tomorrow morning to meet our supplier.

- a) *am leaving*      b) *will probably* leave



**07.** “I’ve just been told that the deadline for the project has been brought forward, so we \_\_\_\_\_ work overtime to ensure we meet it.”

a) *will* have to

b) *are having to*

**08.** With support from the Japanese government, Micron \_\_\_\_\_ in Extreme Ultra-Violet (EUV) technology over the next few years.

a) *will probably* invest

b) is *going to* invest

**09.** The CEO \_\_\_\_\_ to London tomorrow to speak at a conference on global business trends.

a) *will* fly

b) *is flying*

**10.** “I have so much work to finish today and I still have to do all this photocopying, too.”  
“Don’t worry. I’m not busy at the moment so I \_\_\_\_\_ the photocopying for you.”

a) *will* do

b) *am doing*

**11.** Because we need to keep one step ahead of the competition, we \_\_\_\_\_ a new line of semiconductors that will be more energy-efficient and eco-friendly sometime in the near future.

a) *will probably* launch

b) *are launching*

**12.** Our sales team \_\_\_\_\_ a product demonstration event on Friday morning for potential clients.

a) *will probably* host

b) *is hosting*

13. We intend to expand our product range, so we \_\_\_\_\_ some new machinery and employ some new staff later in the year.
- a) are *going to* buy                          b) *are buying*
14. I'm confident that our sales figures \_\_\_\_\_ if the new pricing strategy is implemented effectively.
- a) *will* improve                                  b) *are improving*



15. The HR department \_\_\_\_\_ a training workshop on leadership skills in Meeting Room 3 from 2:30 this afternoon.
- a) is *going to* run    b) *is running*