РАЗВИТИЕ УСТНОЙ РЕЧИ

ПРАКТИКУМ
ПО АНГЛИЙСКОМУ ЯЗЫКУ
ДЛЯ СТУДЕНТОВ I КУРСА
В 3-х частях
Часть 1

ENRICHING ORAL SPEECH

ENGLISH PRACTICE BOOK
FOR 1ST YEAR STUDENTS
In 3 parts
Part 1

2-е издание, исправленное и дополненное

МИНСК 2004

Практикум предназначен для развития навыков устной речи на английском языке у студентов I-II этапов обучения.

Цель его – способствовать развитию навыков говорения и активизировать грамматический минимум в диалогизированной речи. Каждая тема представлена комплексом речевых упражнений, образцами монологической и диалогической речи; типовыми ситуациями.

Практикум создан на базе оригинального английского учебного пособия “HEADWAY” LIZ & JOHN SOARS и может быть использован для самостоятельной работы студентов и для работы в аудитории под руководством преподавателя.

УДК 802.0 (075.8)
ББК 81.2 Англ. Я73
What a wonderful world!
Auxiliary verbs
Social expressions

Test your grammar
1. Make questions with you from the sentences.
   Example
   I come from Australia. (Where?).....................Where do you come from?

   a) I live in a flat near the centre of town. (Where?)
   b) I speak three languages. (How many?)
   c) I’m learning English because I need it for my job. (Why?)
   d) I’ve been to France, Germany, Sweden, and the United States. (Which countries?)
   e) I was born in Dublin in 1961. (Where? When?)
   f) I’ve been learning English for three years. (How long?)
   g) I have two brothers and a sister. (How many?)
   h) I’ve got $10 in my pocket. (How much?)
   i) I went to the cinema last night. (Where?)
   j) I’m wearing jeans and a jumper. (What?)

   In pairs, ask and answer the questions about you.
   Tell the class about your partner.

2. Make the statements negative.
   Example
   I smoke.................................I don’t smoke.

   a) My mother works in a bank.                      e) We’ve got a dog.
   b) It’s raining.                                      f) I had a shower this morning.
   c) I went out last night.                             g) English is spoken in every country in the world.
   d) I’m learning Russian.

PRESENTATION
Auxiliary verbs
1. Answer the questions in the QUIZ.

1. When did the modern Olympic Games start?
   a) 1876       b) 1888       c) 1896
2. How long does it take for the sun’s rays to reach Earth?
   a) 8 minutes   b) 8 hours   c) 8 days
3. What was Neil Armstrong doing when he said, ‘That’s one small step for a man, one giant leap for mankind’?
4. What doesn’t a vegan eat?
5. If you are buying things with rupees, which country are you in?
6. Where were the first books printed?
   a) Germany   b) Egypt   c) China
7. In which religion are the gods Brahma, Vishnu and Siva worshipped?
8. Which record album has sold more than any other?
9. What does VIP stand for?
10. Why didn’t Ben Johnson get the gold medal for the 100 metres at the Seoul Olympics?
11. What was Abraham Lincoln doing when he was assassinated?
12. How many times has Brazil won the World Cup?
13. How many wings does a butterfly have?
14. If you are eating sushi, what exactly are you eating?

T.1 Listen and check your answers.

2. Find an example of the following tenses in the quiz.
   Present Simple   Present Continuous   Present Simple passive
   Present Perfect Simple
   Past Simple   Past Continuous   Past Simple passive

3. Write some general knowledge questions. Ask the class.

PRACTICE

Grammar and pronunciation
1. Correct the factual mistakes in sentences a) – k) and give the right information.
   Example
   The sun rises in the west.                 It doesn’t rise in the west!
   It rises in the east!

   a) The Pope comes from Australia.
   b) The teacher’s wearing a swimming costume.
   c) People drive on the right in Britain.
   d) My mother has got ten sisters and brothers.
   e) We went to Iceland on holiday last summer.
   f) I had a huge breakfast.
   g) It’ll snow tomorrow.
   h) We’re learning Chinese.
   i) I live in a palace.
j) Champagne is made in Scotland.
k) Cats and dogs can swim.

T.2 Listen and check your answers.

2. Write questions for the answers.

Example
How many books did you read on holiday?
Four.

a) What ___________________________ last night?
   I stayed in and watched television.
b) What sort of books ___________________________ reading?
   I like horror stories and science fiction.
c) ___________________________ been to America?
   Yes, I have. I went there last year. I really enjoyed it.
d) What ___________________________ the teacher ___________________________?
   She’s helping Maria with this exercise.
e) ___________________________ your father do?
   He works in a bank.
f) Why ___________________________ your homework last night?
   Because I didn’t feel well.
g) How long ___________________________ it take you to come to school?
   It takes me about twenty minutes. I come by bus.
h) What ___________________________ doing next weekend?
   I don’t know. I haven’t got any plans yet.
i) ___________________________ a CD player at home?
   No, I haven’t. Just a tape recorder.

In pairs, ask and answer the questions about you.

Short answers
1. T.3 Read and listen to the breakfast conversation.

   Dad       Morning! Did you sleep well?
   Emma     Yes.
   Dad       Do you want any breakfast?
   Emma     No. I’m not hungry.
   Dad       Oh. Have you fed the cat?
   Emma     Yes.
   Dad       Has the post come?
   Emma     No.
   Dad       OK. Are you going to be late tonight?
   Emma     No. I’ll be back at the usual time.
2. T.4 Listen to a similar dialogue. What’s the difference?

3. Ask three students the following yes/no questions. Add one or two questions of your own. Put a tick (v) or a cross (+) in the columns. Give short answers in your reply.

<table>
<thead>
<tr>
<th></th>
<th>S1</th>
<th>S2</th>
<th>S3</th>
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<tbody>
<tr>
<td>Do you play a musical instrument?</td>
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<tr>
<td>Does anyone in your family smoke?</td>
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<td>Have you got any pets?</td>
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<td>Can you cook?</td>
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<td>Are you going out tonight?</td>
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<tr>
<td>Did you watch TV last night?</td>
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<td></td>
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<tr>
<td>Have you been to the cinema recently?</td>
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Reading and tenses
Read the text about The Times newspaper. Put the verbs in brackets into the correct tense. There are examples of active and passive sentences.

*Example*

*The Times is printed* (print) six days a week, from Monday to Saturday.

*The Times, symbol of tradition and establishment*

*THE TIMES* is one of Britain’s oldest and most influential newspapers. It (a) **(begin) its life in 1785.** It (b) **(start) by John Walter.** In those days it (c) **(cost) two and a half old pennies.** In the nineteenth century, *The Times* (d) **(develop) a reputation for accurate reporting and independent editorial views.** Now it (e) **(sell) over 650,000 copies a day.** It (f) **(publish) in London, along with its sister newspaper, The Sunday Times, which (g) **(have) at least ten sections and takes all week to read!** ‘The Times (h) **(have) an excellent reputation for over 200 years’, said its editor, who (i) **(work) for the paper since 1980, ‘and now we (j) **(try) our best to continue that tradition in order to produce a newspaper for the twenty-first century’.*

READING AND LISTENING

**Pre-reading task**

1. In the 2nd century BC a list was made of the most impressive and beautiful man-made objects in the world. These were called **The Seven Wonders of the World:**

- The Pharos, lighthouse of Alexandria
- The Hanging Gardens of Babylon
- The Statue of Zeus at Olympia
- The Pyramids of Egypt
- The Colossus of Rhodes
The Tomb of Mausolus
The Temple of Diana

2. How many can we still see today? What do you think are some of the greatest wonders of the twentieth century? Don’t just think of buildings!

Reading
1. In the text, the journalist, Ann Halliday, describes what are for her the seven wonders of the modern world. Read about them.

2. In what way does she say modern wonders are different from ancient wonders? Put them in order, 1 – 7, according to which you think is the most important (1 = the most important, 7 = the least important).

Computers  space travel  medical science  holidays
the Olympic Games  agriculture  we are still here

Discuss your decisions as a class.

WONDERS OF THE MODERN WORLD
by Ann Halliday

I don’t believe that today’s wonders are similar in kind to the wonders of the Ancient World. They were all buildings and statues. In the last two centuries we have seen unprecedented technical and scientific achievements. These are surely our modern wonders. Here is my list.

1. Computers
They have already revolutionized the way we live and work. But it is early days for computers. We don’t know how much they are still changing the world. More computer wonders are yet to come.

2. Space Travel
Only a few years before men were walking on the moon, reputable scientists declared that it was impossible. But in 1969 Neil Armstrong stepped out of his space capsule and made his famous statement: ‘That’s one small step for a man, one giant leap for mankind’.

3. Medical Science
Surely nothing has done more for the comfort and happiness of mankind than the advance of medical knowledge! How many millions of people have benefited from the humble aspirin? How many lives has penicillin saved? Average life expectancy in Europe has risen dramatically over the last hundred years, from about 50 years in 1906 to about 75 years today.

4. Holidays
Yes – holidays! In fact there have always been holidays – in ancient Rome there were more than 150 a year – but a holiday used to mean simply a day
when you didn’t work. Now holidaymakers travel to all parts of the world. Perhaps you don’t like so many tourists in your country, but you must agree that a phenomenon which sees the population of Greece treble in summer, and which sends office workers and shop assistants to Spain, Turkey, or the Caribbean is a wonder of the world.

**5. The Olympic Games**
It is true that the Olympic Games are now commercialized and there is greed and drug abuse. However, it is a competition in which every country in the world takes part. Every four years, for a brief moment, we see these countries come together in peace and friendship. We feel hope again for the future of mankind.

**6. Agriculture**
In 1724, Jonathan Swift wrote, ‘Whoever makes two blades of grass or two ears of corn grow where only one grew before serves mankind better than the whole race of politicians’. In Europe our farmers have done this. In 1709, whole villages in France died of hunger. Now, in Europe we can’t eat all the food we produce. If only the politicians could find a way to share it with those parts of the world where there is still famine.

**7. We are still here**
The last wonder of the modern world is simply that we are still here. We have bombs that could destroy the world but we have not used them. This is surely the greatest wonder of all!

**Comprehension check**
Here are seven more statements made by Ann about her choice of wonders. Which statement goes with which wonder? Discuss your answers with a partner.

1. Surgeons can perform the most amazing operations.
2. We see people from warring countries shake hands.
3. Small children can program them, sometimes more easily than adults!
4. No government dares to use such weapons.
5. Maybe visiting one country a day is not your idea of the best way to see the world.
6. We produce enough to feed the world!
7. Progress in this area is slower now. Not as much money goes into research as in the 1960s.

**Language work**
Complete the following with the correct auxiliary verb in the positive or negative form. Check your answers with the text.

1. Computers ________ already revolutionized the way we live and work.
2. We ________ know how much they ________ still changing the work.
3. Only a few years before men ________ walking on the moon, scientists said that it was impossible.
4. How many lives ________ penicillin saved?
5. A holiday used to mean a day when you ________ work.
6. The Olympic Games ________ now commercialized.

**Listening**

T.5 You will hear three people giving their ideas of the wonders of the modern world.

- Make a list of the wonders they mention.
- What is good about each wonder?
- Are there any problems with it?

**SPEAKING**

**Discussion**

1. What machines are important in your life? In pairs, put the invention in order. Which do you think is the most important? Which has changed the world the most? Mark them 1 for the most important down to 10 for the least important.

   the telephone  the atom bomb  the plane  the washing machine
   the car  the space rocket  the fax machine
   the television  the computer  the space satellite

2. Work in groups of four. Try to persuade the others that your order is the right one!

3. Talk together as a class. What other machines would you add to the list?

**Social expressions**

1. When we’re talking and chatting, we use a lot of idiomatic expressions!

   **Example**
   - Hurry up, we’re late!  - Hang on a sec.  I’m just going to the loo.
   - Mach a line in A with a line in B.

   **A**
   a  Sorry I’m late. I got held up in the traffic.
   b  Bye, Mum! I’m off to school now.
   c  Have you heard that Jenny’s going out with Pete Boyd?
   d  How long did it take you to do the homework?
   e  I don’t know about you, but I’m fed up with this weather.
   f  Who was that I saw you with last night?
   g  I’m tired. I’m having next week off.
h Right! Let’s go for a ten-mile jog in the park!
i Let me buy you a drink.
j Shall we meet this afternoon at 3.00?
k What a fantastic coat! Was it expensive?

B
1. No, no It’s my round. What would you like?
2. That’s a good idea. The break will do you good.
3. Me, too. I’m just longing for some sunshine.
5. Ages. What about you?
6. It cost an absolute fortune!
8. Sorry. I can’t make it then. What about a bit later?
9. Take care, my love. Have a nice day!
10. You must be joking!
11. Mind your own business!

2. T.6 Listen and check your answers. Memorize some of the dialogues. Close your books and practise them in pairs.

3. T.7 Listen to the sentences. Reply, using one of the lines in column B. You will have to change some of them a little.

4. Choose some of the dialogues and continue them.

Example
A What a fantastic coat! Was it expensive?
B It cost an absolute fortune. But the material’s beautiful, and it’s got a silk lining.
A Where did you get it?
B I saw it in the window of that new shop in town, you know, it’s called ‘Chic’.
A Yes, I know it. They have some lovely stuff, don’t they?

1 Auxiliary verbs

have/ have got

Auxiliary verbs

1. The forms of do, be and have

Read the following sentences.

a) I like tea. d) My father likes tea.
b) I don’t like coffee. e) My mother doesn’t like tea.
c) Do you like tea? f) Does your father like tea?
Continue the following sentences in the same way.

a) I work in an office.
b) c) d) e) f)
a) I’m learning Spanish.
b) c) d) e) f)
a) I saw the Taj Mahal.
b) c) d) e) f)
a) I’ve met the Queen.
b) c) d) e) f)

2. Full verb or auxiliary verb?
Write A or F next the following sentences to show whether *have, be, or do* is used as an auxiliary verb or a full verb.

*Example*
Have you ever stayed at the Ritz?  A
We had breakfast in bed.  F

a) Did John give you those flowers?
b) I did my homework very quickly last night.
c) She *has* a shower every morning before school.
d) We *weren’t* talking to James about his exam.
e) Lots of trees *were* blown down.
f) Where *were* you yesterday?
g) Mary never *does* the washing up.
h) Thank goodness we *have* a dishwasher!
i) How many people *have* you invited to the party?
j) Why *are* you leaving so early?
k) We’ve *got* a beautiful puppy called Molly.
l) We *have* a beautiful puppy called Molly.

3. Contracted forms
Rewrite the sentences with contracted forms where they are possible.

*Example*
I do not know where the post office is.
*I don’t* know where the post office is.

a) She has got two brothers and she does not get on with either of them.
b) He has no brothers or sisters, he is an only child.
c) We were not interested in the film so we did not stay until the end.
d) He did not go to the party because he had a cold.
e) They are getting married when they have saved enough money.
f) John is not sure where Jill is.
g) She is feeding the dog. It is always fed at six o’clock.
h) I do not want them to know who I am.
i) Do you not understand what I am saying?
j) Where is the man who has been to New Zealand?

4. My computer’s gone wrong!
1. Read the telephone conversation and put the correct auxiliary verb into each gap. Use the contracted form where possible.

D Good afternoon, Apple Helpline here. I’m Damian. How can I help you?
V Oh, at last! Hello, Damian. I (a) got a terrible problem with my computer. It (b) (not) working at all!
D OK, OK. Tell me your name and your company name and describe what (c) happened.
V My name’s Valerie, Val actually, Valerie Marks. I (d) (not) work for a company, I’m self-employed. I work at home, and I (e) trying to meet an important deadline at the moment. This morning I (f) working away happily, when suddenly everything stopped and a message came on the screen. Then the screen went blank.
D OK Val, (g) (not) worry! What (h) the message say?
V I can’t remember exactly, because I (i) understand it, but I think it said something about ‘not enough memory’.
D It’s OK, Val. I understand. Tell me, Val, (j) you switched the computer off?
V No, I (k) (not). It’s still on.
D Fine, Val. Now do exactly what I say. Go to your computer, OK? Can you see a ‘W’ in the top right-hand corner? Click on that ‘W’ with the mouse. What (l) it say? Can you read it to me?
V It says three things. There’s a list of three things. First it says…

2. Here are some questions about the conversations. The words are mixed up. Put them in the right order. Then answer the question.

a) Val the is why Apple Helpline ringing?
Because _____
b) work for Val does company which?
She _____
c) doing when computer she her was what stopped?
She _____
d) Val why remember message the can’t?
Because _____
e) switched computer she has her off?
No, _____
5. Making questions
1. Put the words in the right order to make questions. Then answer them about yourself.

   **Example**
   parents where were your born? Where were your parents born?
   My mother was born in Scotland and my father was born in Durham.

   a) moment what you at are the wearing ?
   b) living you started were where when you school ?
   c) go you where holiday were did child when you on a ?
   d) play any the at sports weekend you do ?
   e) up time morning what did get this you ?
   f) pyramids Egypt ever to to been the have see you ?
   g) mother look your you like do ?

2. Reply to the following sentences with a suitable question.
   **Example**
   ‘I’m going shopping.’ ‘What are you going to buy?’

   a) ‘David speaks four languages.’
   b) ‘We had a wonderful meal in the restaurant.’
   c) ‘Joy and Eric paid a lot of money for their house.’
   d) ‘Bob’s cat has just had kittens.’
   e) ‘Lily’s going to the cinema tonight.’
   f) ‘Joan’s writing a letter.’
   g) ‘My job’s really interesting.’
   h) ‘We had a wonderful holiday.’

6. Negatives and short answers
1. Complete the sentences with the correct auxiliary in the positive or negative.
   **Example**
   Anna likes ice-cream but John doesn’t. I don’t like ice-cream but Jill does.

   a) I’ve been to Australia but Anna ____________.
   b) Maria isn’t studying hard but I ____________.
   c) John loves flying but we ________________.
   d) I watched TV last night but my sister ________.
   e) Bill hasn’t finished his work but we __________.
   f) We don’t want to leave early but they ________.
   g) They didn’t remember my birthday but you _____.
   h) Your English is really improving but mine _____.
2. Answer the questions about you with a short answer and some more information.

   Example
   Do you speak three languages?
   Yes, I do. I speak French, German, and Russian.
   No, I don’t. I only speak two, French and Russian.

a) Are you having a holiday soon?
b) Did you have a good holiday last year?
c) Have you ever been to Amsterdam?
d) Do you often travel abroad?
e) Does your friend sometimes go on holiday with you?

7. Sentence completion
   Complete the sentences with the correct form of have or have got. There are questions, negatives, positives, and various tenses.

   Example
   Excuse me! Do you have the time, please?
or Excuse me! Have you got the time please?

   a) I’m starving. I ____ anything to eat last night.
b) ‘Excuse me! ____ a light, please?’ ‘Sorry. I don’t smoke.’
c) ‘Why’s Ann taking some aspirin?’ ‘Because she ____ a headache.’
d) ‘What would you like to drink? ‘I ____ a Coke, please.’
e) ‘Can you lend me two pounds?’ ‘Sorry. I ____ any money on me at all.’
f) Maria ____ her baby. It’s a girl. They’re calling her Lily.
g) We ____ a party next Saturday. Would you like to come?
h) David! Can I ____ a word with you for a moment?
i) How was the party last night? ____ you ____ a good time?
j) Peter, could you help me? I ____ a problem, and I don’t know what to do.
k) ‘What time ____ she usually ____ lunch?’ ‘About 1.00’

Vocabulary

8. Holidays and medicine
   1. In the text about the Wonders of the Modern World, the journalist mentioned holidays and medicine. Complete this vocabulary network on holidays with words from the box. Some are done to help you.

   water-skiing          traveller’s cheques          youth hostel
   rucksack              flight attendant           camp-site
2. In the box are words to do with medicine. They can be divided into four groups. Decide what the four groups are, then complete the network.

<table>
<thead>
<tr>
<th>surgeon</th>
<th>heat</th>
<th>stomach</th>
<th>injection</th>
<th>lungs</th>
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<tbody>
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<td>sore throat</td>
<td>patient</td>
<td>X-ray</td>
<td>prescription</td>
<td>cough</td>
</tr>
<tr>
<td>constipation</td>
<td>rash</td>
<td>specialist</td>
<td>operation</td>
<td>liver</td>
</tr>
<tr>
<td>diarrhoea</td>
<td>kidney</td>
<td>sprain</td>
<td>check-up</td>
<td>pills</td>
</tr>
</tbody>
</table>

MEDICINE

1) things that doctors give you
2) _______ 3) _______ 4) _______

Preposition

9. Verb + preposition

Many verbs are followed by a particular preposition. Fill each gap with a preposition from the box. Some are used more than once.

of about to in with for on

a) I think you’re wrong. I don’t agree _____ you at all.
b) I’m not interested _____ what you think or what you want.
c) We might have a picnic. It depends _____ the weather.
d) What are you listening _____?
e) If you have a problem, talk _____ the teacher.
f) ‘What did you talk _____?’ ‘Oh, this and that.’
g) You aren’t concentrating on your work. What are you thinking _____?
h) ‘What do you think _____ Pete?’ ‘I really like him.’
i) Where’s the cash desk? I’d like to pay _____ this book.
j) ‘I’ve lost your pen. Sorry…’ ‘It’s all right. Don’t worry _____ it.’
Happiness!
Present states and actions
Active and passive
Numbers

Test your grammar
Look at the pairs of sentences. Which one is correct? Why?

1 She speaks five languages.
   She's speaking five languages.
2 Look at that man! He wears such a funny hat.
   Look at that man! He's wearing such a funny hat.
3 Don’t take that book back to the library. I’m reading it.
   Don’t take that book back to the library. I read it.
4 They have two daughters and two sons.
   They’re having two daughters and two sons.
5 Do you understand Spanish?
   Are you understanding Spanish?
6 We’re thinking opera is boring.
   We think opera is boring.
7 English speaks all over the world.
   English is spoken all over the world.

PRESENTATION (1)
Present Simple
What do you think is the happiest time of a person’s life: when you are a child or an adult?
T.1 Read and listen to the text.

THE HAPPIEST PERSON IN BRITAIN

The happiest person in Britain today is a professional married man between the ages of 35 and 54. He lives in the south of England but not in London. He owns a comfortable, detached house and has two children.

What does he do? He has a steady job in an office in London. After a hard day at work, he relaxes in front of the television or watches a video. He doesn’t go out every evening, but two evenings a week he meets friends for a drink in the local pub. He owns a pet, usually a dog, and takes it for a walk every day after work. He spends on average 120 pounds per week.

Where does he go? At the weekend, he regularly eats in restaurants, goes to see shows, and plays a sport (usually golf). Most weekends he puts
on a pair of old blue jeans, and potters in the garden. He usually goes on holiday abroad more than once a year.

What does his wife do? His wife is happy, too, but not quite as happy. She runs the home and has a job, but she doesn’t earn as much as her husband.

Grammar questions
- What tense are all the verbs in italics? Why?
- Why do the verbs in the text end in –s?
- Which auxiliary verb is used to form questions and negatives in the Present Simple?

PRACTICE
Speaking
1. Ask and answer questions about John Smith.
   John Smith aged 45, an accountant from Surrey.
   Example
   ... married? - Is he married? - Yes, he is.
   a) Where ... live? e) How much ... per week?
   b) What ... do? f) What ... do at the weekend?
   c) How many children ... ? g) How often ... holiday abroad?
   d) How ... relax after work?

T.2 Listen and check your answers.

2. Ask and answer the same questions with a partner.
   - Are you married? - No, I’m not.

3. John Smith’s lifestyle isn’t very exciting.
   - Why do you think he is so happy?
   - Why is his wife less happy?
   - Do you think men are generally happier than women in your country?

PRESENTATION (2)
Present Simple and Present Continuous Active and Passive
1. T.3 Listen to Roger Dromard, also aged 45, talking about himself. Answer the questions.
   - What’s the best thing that ever happened to him?
   - What was his job before? What does he do now?
   - Where does he live?
   - Is he married?
- What does Fiona do? Does Roger earn more than Fiona?
- What is Roger’s hobby? What is Fiona’s hobby?
- Does Roger play any sports?
- Are there any problems with his job?
- Does he often eat out in restaurants?
- Is Roger’s life like John Smith’s? Is he happy?

4. Listen again. Complete the sentences with the exact words Roger uses.

a) In summer I usually _____ home at about 5.30 in the morning.
b) I _____ a small van, and I _____ all my tools and equipment in that.
c) It’s autumn now so I _____ the gardens and _____ the leaves.
d) I _____ lots of daffodils and tulips.
e) After work I always _____ home and _____ in a hot bath.
f) I usually _________ our evening meal because she (Fiona) _____ home from work after me.
g) At weekends we often _____ into the country and _____ to antique shops and antique sales.
h) We _____ a television! Everybody _____ one these days but we _____.
i) I _____ old radios and Fiona _____ old cookery books.
j) I’ve just bought two 1930s radios and I _____ them and _____ them.
k) I never _____ any sports.
l) I _____ much in autumn and winter so I _____ much at the moment.

Grammar questions
- What tense are the verbs in sentences a) and b)? Why? Find some more examples of this tense.
- What tense are the verbs which complete sentence c)? Why? Find some more examples.
- What part of speech are the words in italics? Which tense do they (nearly always) go with?

PRACTICE
Note-taking and speaking
Write notes about John Smith and Roger Dromard under the headings.

<table>
<thead>
<tr>
<th>John Smith:</th>
<th>Work</th>
<th>Leisure</th>
<th>Home &amp; Family</th>
</tr>
</thead>
<tbody>
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</table>

<table>
<thead>
<tr>
<th>Roger Dromard:</th>
<th>Work</th>
<th>Leisure</th>
<th>Home &amp; Family</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

Talk to a partner. How many similarities and differences can you find?

Dialogues
1.T.4 Read and listen to the dialogue. Then work in pairs, and read and memorize it.
A  What do you do?
B  I’m an interior designer. I decorate people’s houses, and give them ideas for furniture and lighting.
A  And what are you doing at the moment?
B  Well, I’m not working on a house. I’m working on a hotel. I’m designing a new dining-room for the Hilton.

2. Work in pairs. Make up similar dialogues with some of the jobs:

- a film director
- a journalist
- an actor
- an artist
- a mechanic
- a traffic warden
- a farmer
- a plumber
- a football manager
- a travel agent
- a ski instructor
- an architect

3. Ask each other about your own jobs or studies.

Discussing grammar
1. Ten of the verbs are not usually used in the Present Continuous. Underline them.

- go
- understand
- believe
- like
- agree
- enjoy
- cost
- want
- listen to
- think (=opinion)
- mean
- know
- play
- love
- tell

2. Put + if the sentence is right and - if it is wrong. Correct the mistakes.

Example
I don’t understand English newspapers. +
What are you wanting to drink? -    What do you want to drink?

a) Jim isn’t wanting an ice-cream. He doesn’t like it
b) We’re enjoying the course very much. We’re learning a lot.
c) I’m understanding you but I’m not agreeing with you.
d) Do you think that Vanessa plays golf well?
e) I’m sorry. I’m not knowing the answer.
f) I’m not believing you. You’re telling lies.
g) They know the car costs a lot of money but they want to buy it.
h) She listens to a French song but she doesn’t understand what it is meaning.

3. Complete the following pairs of sentences using the verb in italics. Use the Present Simple for one and the Present Continuous for the other.

a) come
Alec and Mary are Scottish. They ____ from Glasgow.
They’ll be here very soon. They ____ by car.
b) have
  Lisa can’t answer the phone. She ____ a bath.
  She ____ two new pairs of jeans.
c) think
  I ____ that all politicians tell lies.
  I ____ about my girlfriend. She’s in New York at the moment.
d) not enjoy
  We ____ this party at all. The music is too loud.
  We ____ going to big parties.
e) watch
  Be quiet! I ____ my favourite programme.
  I always ____ it on Thursday evenings.
f) see
  John’s not at home. He ____ the doctor about his sore throat.
  I ____ the problem but I can’t help you. Sorry.
g) smell
  Mmmmm! Dinner ____ good. What is it?
  Why ____ you ____ those roses? They’re plastic!
i) use (Careful!)
  This room ____ usually ____ for big meetings. But today it ____ for a party.

Present Simple active or passive?
1. Which of the sentences are active and which are passive?

   a) I use this room as a study.
   b) This room is used for meetings.
   c) We feed our cats twice a day.
   d) But the dogs are fed just once a day.

2. Read about some of the things that happen all over the world. Put the verb in brackets into either Present Simple or Present Simple passive.

   Example
   Every hour the planet Earth travels (travel) 66,620 miles around the sun.
   Eleven earthquakes are felt (feel) somewhere in the world.

LOOK AT WHAT HAPPENS IN JUST 60 MINUTES!

1. The world’s population ____ (grow) by 9,3000.
2. 75 millions pounds ____ (spend) on all kinds of weapons.
3. Your heart ____ (beat) 4,800 times.
4. Your hair ____ (grow) 0.18796 mm.
5. 12,540,000 cans of Coca-cola ____ (drink).
6. 916,500 McDonald’s hamburgers ____ (eat).
7. 17,465 bottles of whisky ____ (produce) in Scotland.
8. 1,426,940 letters ____ (send).
9. The Pentagon in Washington ____ (receive) 8,300 telephone calls.
10. 558,000 pounds worth of goods ____ (sell) in Harrods department store.
11. 12,000 passengers ____ (pass) through Heathrow airport.
12. 166 Volkswagen cars ____ (make) in Germany.

READING AND SPEAKING

Pre-reading task
1. What do you think the life of a nun is like? What do they always do, sometimes do, and never do?

2. Which of the following do you think are important to nuns?

- sport
- clothes
- prayer
- food and drink
- children
- television
- solitude
- hotels
- travel
- gardening
- reading
- singing
- money

Reading
1. Read the text. Which of the things in the box above does she mention?

SISTER WENDY, TV STAR!

Sister Wendy Beckett has been a nun for nearly 50 years, since she was 16. Most of the time she lives in solitary confinement in a caravan in the grounds of Carmelite monastery in Norfolk, often not speaking to anyone for 22 hours a day. But every few months she leaves her caravan and travels round Europe, staying in international hotels and eating in famous restaurants. Why is she leading this double life? How does a nun who has devoted her life to solitude and prayer become a visitor to the Ritz?

Sister Wendy has a remarkable other life. She writes and presents an arts programme for BBC television called ‘Sister Wendy’s Grand Tour’. In it, she visits European art capitals and gives her personal opinions on some of the world’s most famous works of art. She begins each programme with these words: ‘For over 20 years I lived in solitude. Now I’m seeing Europe for the first time. I’m visiting the world’s most famous art treasures’.

She speaks clearly and plainly, with none of the academic verbosity of art historians. TV viewers love her common-sense wisdom, and are fascinated to watch a kind, elderly, bespectacled, nun who is so obviously delighted by all she sees. They are infected by her enthusiasm. Sister Wendy believes that although God wants her to have a life of prayer and solitary contemplation, He has also given her a mission to explain art in a simple manner to ordinary people. She says: ‘I think God has been very good to
me. Really I am a disaster as a person. Solitude is right for me because I’m not good at being with other people. But of course I enjoy going on tour. I have a comfortable bed, a luxurious bath and good meals, but the joy is mild compared with the joy of solitude and silent prayer. I always rush back to my caravan. People find this hard to understand. I have never wanted anything else; I am a blissfully happy woman.’

Sister Wendy’s love of God and art is matched only by her love of good food and wine. She takes delight in poring over menus, choosing a good wine and wondering whether the steak is tender enough for her to eat because she has no back teeth. However, she is not delighted by her performance on television.

I feel that I look so silly – a ridiculous black-clothed figure. Thank God we don’t have a television at the monastery. I suppose I am famous in a way, but as 95% of my time is spent alone in my caravan, it really doesn’t affect me. I’m unimportant.’

Sister Wendy earned 1,200 pounds for the first series. The success of this resulted in an increase for the second series. The money is being used to provide new shower rooms for the Carmelite monastery.

Comprehension check
1. What do these numbers in the text refer to?
   16 22 20 95% 50 1,200

2. Are the following statements true (+) or false (-)? Correct the false ones.
   a) Sister Wendy spends a lot of time alone. (+)
   b) She travels to art capitals all over the world. (+)
   c) Her television programmes are popular because she meets famous art historians and interviews them. (+)
   d) She believes that God wants her to lead this double life. (+)
   e) She doesn’t enjoy being alone in her caravan any more. (-)
   f) She only eats plain food and she doesn’t drink alcohol. (-)
   g) Some of her teeth are missing. (+)
   h) She loves watching herself on television. (-)
   i) The other nuns at the monastery always watch her programmes on television. (-)
   j) Sister Wendy is using the money she has earned to improve the monastery. (+)

Language work
1. Complete the interview with Sister Wendy.
   I  (a) ___________________________ ?
   SW When I was sixteen. Goodness, that’s nearly fifty years ago!
I (b) ____________________________ _____ ?
SW In Norfolk. In a Carmelite monastery. Well, not actually in the
monastery but in the grounds. I have a caravan.
I (c) _________________________________ ?
SW No, I don’t. Just in Europe – that’s far enough!
I (d) _________________________________ ?
SW I don’t really know. I’m not sure why they’re popular. I feel that
I look so silly, but perhaps people find it funny to watch a silly old
nun!
I (e) _________________________________ ?
SW Yes, I do. Of course I do. The tours are really interesting and
everybody enjoys a life of luxury now and then. I love good food
and drink, but you know, I’m happiest on my own in my caravan.
I (f) _________________________________ ?
SW No, I don’t! I look ridiculous. I never watch if I can help it!
I (g) ________________________________ ?
SW I’m using it to help the monastery. Some new shower rooms are
being built. That’s good, isn’t it?

2. T.5 Listen and check your answers.

Discussion
Work in groups. Look at the list in Exercise 2 of the pre-reading task.
Which of them are important to you? Why?

VOCABULARY AND LISTENING
Sport
1. Make a list of as many sports and leisure activities as you can think of.

2. Write in play, go, or do. There are three of each.

_________ tennis          _________ athletics          _________ football
_________ exercises       _________ volleyball        _________ fishing
_________ jogging         _________ aerobics          _________ skiing

Can you work out the rules?

3. T.6 Listen to three people talking about their favourite sport or lei-
sure activity and make notes under the following headings.

a) Which sport or activity are they talking about?  c) Where do they do it?
b) What equipment do they need?                    d) How often do they do it?

*What sports do you do?  Where?  How often ...?  Are you good at ...?*

**WRITING**

*Describing a person*

1. Think of someone in your family. Write three sentences about them.
   Read your sentences aloud to the rest of the class.

2. Which relative did you choose? Why did you choose that person? Did you write about their character, appearance, or both?

3. Read the description of Aunt Emily.

**MY AUNT EMILY**

Of all my relatives, I like my Aunt Emily the best. She’s my mother’s youngest sister. She has never married, and she lives alone in a small village near Bath. She’s in her late fifties, but she’s still quite young in spirit. She has a fair complexion, thick brown hair which she wears in a bun, and dark brown eyes. She has a kind face, and when you meet her, the first thing you notice is her lovely, warm smile. Her face is a little wrinkled now, but I think she is still rather attractive. She is the sort of person you can always go to if you have a problem.

She likes reading and gardening, and she goes for long walks over the hills with her dog, Buster. She’s a very active person. Either she’s making something, or mending something, or doing something to help other. She does the shopping for some of the old people in the village. She’s extremely generous, but not very tolerant with people who don’t agree with her. I hope that I am as happy and contented as she is when I’m her age.

4. She’s ‘not very tolerant’. This is a nice way of saying she is ‘intolerant’. Sometimes we try to be polite by not using a negative adjective. We can say **not very** + the opposite adjective.
   Use a tactful way to describe someone who is:
   a) rude  b) boring  c) mean  d) ugly  e) cruel  f) stupid

5. Write a similar description of a member of your family in about 200 words. Include the following:

   - your opinion of the person
   - physical description
   - their character, habits, likes and dislikes.
Numbers
1. Read aloud the following numbers. When do we say and?

<table>
<thead>
<tr>
<th>15</th>
<th>50</th>
<th>406</th>
<th>72</th>
<th>128</th>
<th>90</th>
<th>19</th>
<th>850</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,520</td>
<td>36</td>
<td>247</td>
<td>5,000</td>
<td>100,000</td>
<td>2,000,000</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. Practise the numbers.

Money: £100 50p £9.40 £47.99
$400 5,000FF 1,000DM

Fractions: $\frac{1}{4}$ $\frac{3}{4}$ $\frac{2}{3}$ $12\frac{1}{2}$

Decimals and percentages: 6.2 17.25 50% 75.7% 100%

Dates: 1995 1939 1789 15/7/94 30/10/67

Phone numbers: 01865 87676 0171 586 4431 00 44 925 270992

3. T.7 Read the numbers in Exercise 2 aloud. Listen and check your answers after each line.

4. T.8 Work in pairs. You will hear five short conversations. In each one there are some numbers. Write down the numbers you hear. Discuss what each number refers to with your partner.

PRESENT TIME
ALWAYS

Present Simple
1. Profiles
Read the profiles of the different people. Which paragraphs go with who? Put them in the right order:

13-year-old Ursula Buhlmann lives with her family in Lucerne, Switzerland.

Vichai is 18. He lives in a townhouse with his family in Bangkok, Thailand.

Sue Morris and her husband Geoff run a corner shop in North Carlton, a suburb of Melbourne, Australia. This kind of shop is called a milkbar.
a) **His older sister** also lives at home. Their house is near Kasertsart University, where he is in the second year of an engineering course. Lessons start at 8 in the morning and go on until 3 in the afternoon, Monday till Friday. When he graduates, he wants to be a civil engineer.
b) ‘**My father** is a lorry driver and my mother is a housewife. I’m the youngest of five children. We live in a small block of flats with five other families in the old part of town’.
c) ‘I usually have boiled rice for breakfast, then at lunch-time I have chicken with fried rice or a bowl of noodles in the university canteen. In the evening I eat with my family. My mother cooks. Her food’s the best in the whole world!’
d) ‘Shops like these are like community meeting places. We look after people’s keys, pass on messages, look after kids, we even cash cheques for those people who never have time to go the bank’.
e) It takes her about fifteen minutes to walk to school, but in summer she goes by bike. She’s in the second year of the Mariahilf secondary school. It has about 250 pupils, with eighteen to twenty girls and boys in each class.
f) At the weekend he earns some extra money teaching computer studies at a private computer school. He enjoys playing ‘takraw’, a Thai game played with a light ball made of rattan, which you can hit with your foot, knee elbow or heel, but not your hand. He loves living in Bangkok, but he hates the traffic and traffic jams, which get worse every year.
g) ‘I have about thirty lessons a week from Monday to Saturday, starting at 7.45 am and going on until 4.30 or 5.00 pm, with Wednesday and Saturday afternoons free and a lunchbreak of two and a half hours every day. Schools here don’t provide lunch so everyone goes home. When I leave school, I want to work with children, maybe in a kindergarten’.
h) **It sells** all sorts of food and household goods from sandwiches to washing-up liquid, from magazines to nails and screws. ‘We offer a huge range of products. It’s like three or four shops rolled into one’.
i) The hours are terribly long. The shop opens at 6.00 am and closes at 10.00 pm, except on Sunday when it’s 8.30 am until 9.30 pm. Their whole lives are controlled by the shop. ‘There are a lot of things we can’t do anymore. We don’t go to the movies, we don’t go camping at the weekend. But it’s the long hours that make the money’.

2. **Sentence completion**

Complete the sentences about the people in Exercise 1.

a) Sue and Geoff ____a shop.
b) This kind of shop ____a milkbar.
c) Most days the shop ____at 10.00 pm.
d) They____ camping any more.
e) Ursula ____ four brothers and sisters.
f) It ____ her fifteen minutes ____ to school.
g) She ____ school at 7.45 am.
h) Her school ____ lunch.
i) ‘When I ____ , I ____ to be a civil engineer’.
j) ‘I ____ lunch in the university canteen’.
k) ‘I ____ extra money teaching computer studies’.
l) ‘I ____ the traffic in Bangkok’.

3. Questions
Here are the answers to some questions about the profiles in Exercise 1 Write the questions.

a) All sorts of food and household goods.
b) Six am.
c) Why ____ movies ____? Because they work such long hours.
d) He’s a lorry driver.
e) In a small block of flats.
f) Eighteen to twenty.
g) About thirty a week.
h) Two and a half hours.
i) She wants to work with children.
j) Who ____ live ____? With his parents and his sister.
k) Boiled rice.
l) Takraw.
m) Yes, he loves it, but he hates the traffic.

4. Negatives
Complete the sentences with a negative.

a) Vegetarians _____.
b) A vegan ____.
c) An atheist ____.
d) I’m unemployed. I ____.
e) My father’s bald. He ____.
f) They are penniless. They ____.
g) Selfish people ____ other people.

Present states and actions
5. Present Simple or Present Continuous?
1. Some sentences are right and some are wrong. Put a (+ ) next to the right ones and (- ) next to the wrong ones. Correct the wrong sentences.

   a) I’m thinking you are very impolite.
b) Where are you thinking of going on holiday?
c) Why do you leave so early? Don’t you enjoy the party?
d) Nobody is ever laughing at my husband’s jokes. It’s so embarrassing.
e) I don’t believe a word he says. He always tells lies.
f) We’re seeing our son’s teacher at four o’clock.
g) I’m not seeing what your problem is.
h) Does the newsagent sell stamps?
i) He’s never knowing the answer.

2. Put the verbs in the correct form, Present Simple or Present Continuous.

**Conversation 1**

A What (a) ____ (you/do)?
B I (b) ____ (pack) my suitcase. I (c) ____ (leave) you and this house.
A But I (d) ____ (not/understand). Where (e) ____ (you/go)?
B I (f) ____ (not/know). The only thing I (g) ____ (know) is that Peter (h) ____ (meet) me at the airport at six o’clock.

**Conversation 2**

A What (a) ____ (that man/do) over there?
B He (b) ____ (wait) for the bank to open.
A But the banks (c) ____ (not open) on Saturday afternoons.
B (d) ____ (you/think) he’s a bank robber? Watch out! He (e) ____ (take) something out of his pocket. He (f) ____ (walk) towards us!
C Excuse me. Could you tell me the time, please?

3. Complete the pairs of sentences with the verb in *italics*. Use the Present Simple for one and the Present Continuous for the other.

a) *think*
   I ____ of learning how to fly a plane.
   I ____ that’s a good idea.

b) *see*
   ____ you ____ what I mean?
   What time ____ you ____ the bank manager?

c) *have*
   She ____ a wonderful suntan.
   She ____ a wonderful time in Spain.

4. Complete the conversations using *always + Present Simple or Present Continuous*. Choose which is more appropriate.

a) A I’ve left my homework at home again.
   B I don’t believe it! You …
b) A We’re going on holiday to Spain next week.
   B How lovely! You went to Spain last year, didn’t you?
   A Yes, we did. We ...

c) A Bob and Janet are going on holiday next week.
   B What? Again? They ...

d) A I’ve just spent £2,000 on new clothes. I’ve bought four pairs of shoes
   and three new suits.
   B How can you afford it? You ...

e) A I always walk to work.
   B I don’t. It’s too far to walk. I ...

f) A My car’s old but it never breaks down.
   B You’re lucky. My car’s not as old as yours and it ...

Present Passive
5. Past participles
   Add the past participle to the following sentences. Choose from these
   verbs. Use each verb once only.

   grow           produce        make            pull down        take
   deliver        include         employ         decorate          speak

   a) English is ____ here.
   b) Volvos are ____ in Sweden.
   c) Is service ____ in the bill?
   d) Our kitchen is being ____ at the moment.
   e) Whisky is ____ in Scotland.
   f) Our factory is being ____ over by an American company.
   g) About one thousand people are ____ in that factory.
   h) Lots of tulips are ____ in Holland.
   i) That block of flats is being ____ because it is unsafe.
   j) In Britain milk is ____ to your doorstep.

6. Active or passive?
   Look at the text on Catching a plane. Put the verb in the correct form,
   Present Simple active or Present Simple passive.

   Catching a plane

   When you (a) ____ (arrive) at an airport, you should go straight to the
   check-in desk where your ticket and luggage (b) ____ (check). You (c) ____
(keep) your hand luggage with you but your suitcases (d) ____ (take) to the plane on a conveyor belt. You can now go to the departure lounge.

If you are on an international flight, your passport (e) ____ (check), and then you and your bags (f) ____ (x-ray) by security cameras; sometimes you (g) ____ (give) a body search and your luggage (h) ____ (search) by a security officer. You (i) ____ (wait) in the departure lounge until your flight (j) ____ (call) and you (k) ____ (tell) which number gate to go to.

Finally you (l) ____ (board) your plane and you (m) ____ (show) to your seat by a flight attendant.

7. A poem
   3 Read the poem. Use your dictionary

   **A MAN IS MADE . . .**

   1 A man is made
    Of flesh and blood
    Of eyes and bones and water.
    The very same things make his son
    As those that make
    His daughter.

   2 A tree is made
    Of leaf and sap,
    Of bark and fruit and berries.
    It keeps a bird’s nest
    In its boughs
    And blackbirds eat the cherries.

   3 A table’s made
    Of naked wood
    Planed smooth as milk. I wonder
    If tables ever dream of sun,
    Of wind, and rain, and thunder?

   4 And when man takes
    His axe and strikes
    And sets the sawdust flying –
    Is it a table being born?
    Or just a tree that’s dying?

2. Find examples of present active and passive forms.

3. Read the poem aloud and/or learn it by heart!

Vocabulary
8. Synonyms and antonyms
   We often use prefixes to form the opposite of an adjective. The most common prefixes are un-, in-, im-. Complete the columns. Write one opposite adjective using a prefix, and another opposite adjective which is a different word from the box.

sad  out of date  stupid  ugly  arrogant  cheap

sad  out of date  stupid  ugly  arrogant  cheap
<table>
<thead>
<tr>
<th>Adjective</th>
<th>Opposite (Adj+prefix)</th>
<th>Opposite (different word)</th>
</tr>
</thead>
<tbody>
<tr>
<td>happy</td>
<td>unhappy</td>
<td>sad</td>
</tr>
<tr>
<td>polite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>expensive</td>
<td></td>
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</tr>
<tr>
<td>interesting</td>
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<td>correct</td>
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<td>attractive</td>
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<td>intelligent</td>
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<td>usual</td>
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<td>kind</td>
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<td></td>
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<tr>
<td>formal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>modest</td>
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</table>

**Multi-word verbs**

9. **look and be**

1. Look at the dictionary extracts of some multi-word verbs with *look*. Complete the sentences using a multi-word verb with *look*.

   **Example**
   Babysitters *look after children* while their parents go out.

a) If I don’t know the meaning of a word, I ____ it ____ in the dictionary.
b) I’m ____ my glasses. Have you seen them anywhere?
c) Look ____! That glass is going to fall!
d) (Ending a letter) I ____ to hearing from you soon.
e) Look ____ that strange man over there! What’s he doing?
f) The nurses ____ my grandmother very well when she was in hospital.

2. The verb *to be* is often followed by a particle to form a multi-word verb.

   **Example**
   Goodbye! I’m *off* to Australia for three weeks. (= I’m going...)

Put a word from the box into each gap. Some are used more than once.

| on | up | in | up to | off | away |

a) (On the telephone in an office)
   ‘Hello. Can I speak to Mr James, please?’
   ‘I’m sorry. He isn’t ____ at the moment. Can I take a message?’
b) ’Hallo. Can I speak to Mr James, please?’
   ‘I’m sorry. He’s ____ on holiday at the moment. Can I help you?’
c) ’I feel like going to the cinema tonight.’
   ‘Good idea! What’s ____ at the moment?’
d) I think this milk’s _____. It smells horrid.
e) ‘Where shall we go for a meal?’
   ‘It’s ____ you. It’s your birthday. You choose.’
f) Come on, kids! Aren’t you ____ yet?
   Breakfast’s on the table.
g) I wonder why they aren’t answering the door. There must be someone ____.
   All the lights are ____.
h) I must be ____ soon. I want to get to the shops before they close.
i) ‘Why isn’t there any hot water?’
   ‘The central heating’s _____. That’s why.’
j) ‘You’re crying. What’s ____?’
   ‘I’m just a bit sad. That’s all.’

3 Telling tales
Past tenses
Active and passive
Giving opinions

Test your grammar
1. Look at the three sentences. What is the difference in meaning?

a) When Sylvia arrived home at eight o’clock, Tim cooked the dinner.
b) When Sylvia arrived home at eight o’clock, Tim was cooking the dinner.
c) When Sylvia arrived home at eight o’clock, Tim had cooked the dinner.

PRESENTATION (1)
Past Simple and Past Continuous
1. Read one of Aesop’s fables. Put the verb in brackets into the Past Simple. They are all irregular. Complete the moral of 'The Bald Knight' at the end.

THE BALD KNIGHT

Once upon a time, a long time ago, there was a knight who, as he ____ (grow) older, ____ (lose) all his hair. He ____ (become) as bald as an egg. He didn't want anyone to see his bald head, so he ____ (buy) a beautiful, black, curly wig.

One day some lords and ladies from the castle invited him to go hunting with them, so of course he ____ (put) on his beautiful wig. 'How handsome I look!' he ____ (think) to himself. Then he ____ (set) off happily for the forest.

However, a terrible thing happened. His wig ____ (catch) on a branch and ____ (fall) off in full view of everyone. How they all laughed at him!
At first the poor knight ____ (feel) very foolish but then he ____ (see) the funny side of the situation, and he started laughing, too. The knight never ____ (wear) his wig again.

The moral of this story is: When people laugh at us, it is best to ...

2. The following sentences have been taken from the story. Read it again and decide where they fit.

a) ... as he was dressing in front of his mirror.
b) He was riding along, singing merrily to himself, when he passed under an oak tree and ...
c) They were all still laughing when they arrived back at the castle.

3. T.1 Listen and check your answers.

Grammar questions
-What tense are all the underlined verb forms in Exercise 2?
-What is the difference in meaning between the following two sentences?
  He laughed when he fell off his horse.
  He was laughing when he fell off his horse.

PRACTICE
Grammar
Underline the correct verb form in the following sentences.

a) While he rode/was riding in the forest he lost/was losing his wig.
b) When I arrived/was arriving the party was in full swing. Paul danced/was dancing with Mary, and Pat and Peter drank/were drinking champagne.
c) When I finished/was finishing the ironing, I cooked/was cooking dinner.
d) How fast did they travel/were they travelling when their car had/was having a puncture?
e) A police car passed/was passing us on the motorway when we did/were doing 80 miles per hour.
f) I took/was taking a photograph of him while he ate/was eating an ice-cream.
g) He didn't like/wasn't liking the photo when he saw/was seeing it.
h) I'm sorry I woke/was waking you. What were you dreaming/did you dream about?

Pronunciation
T.2 You will hear twelve regular verbs in the Past Simple. Put them in the right column, according to the pronunciation of –ed.

/t/    /d/    /id/
Speaking
1. Read what Sylvia did yesterday.

6.30           woke up
6.45 – 7.15       packed her suitcase
7.30 – 8.30       drove to the airport
9.20 – 10.15      flew to Edinburgh
11.00 – 12.45     had a meeting
1.00 - 2.15       had lunch
2.30 - 4.45       visited a school
6.05 - 6.45       wrote a report on the plane
8.30 - 9.00       cooked a meal
9.30 - 11.00      listened to music

2. Work with a partner. Ask and answer questions about what Sylvia was
doing at the times below.

   Example
   What was she doing at 6 o'clock in the morning?  She was sleeping.

7.00 am        11.30 am           6.30 pm           9.45 am           3.00 pm
8.00 am          1.30 pm           8.45 pm         10.00 pm

3. Write a similar list about what you did yesterday. Ask and answer ques-
tions with your partner about different times of the day

   Example
   What were you doing at 7 o'clock in the evening?  I was having dinner.

Life stories
Work in pairs. Join a line in A with a word in B and a line in C to take
your own story about the lives of a grandmother and grandfather. Read
your story to others in the class.

A
They met and fell in love
They got married
They had their first son
They lived in Hong Kong
They had five more sons
They sent their sons to boarding school
They lived in six different countries
They were happily married
My grandfather died

B
when
while
during
for

C
they returned to Britain.
they were living in Hong Kong.
the Second World War.
they were working abroad.
the summer of 1991.
five years.
their marriage.
over forty-five years.
they were working together in Malaysia.
T.3 Listen and check the true story of their lives. How different is your version?

PRESENTATION (2)
Past Simple and Past Perfect
1. You are going to listen to the story of another Aesop’s fables.

2. Read the story and complete the moral at the end.

THE FARMER AND HIS SONS

There was once an old, dying farmer (1). Before he died he wanted to teach his three sons how to be good farmers. So he called them to him and said, ‘My boys, before I die I want you know that there is a great treasure buried in the vineyard. Promise me that you will look for it when I am dead.’

The sons promised and (2) they began looking for the treasure. They worked very hard in the hot sun (3). In their minds they pictured boxes of gold coins, diamonds necklaces and other such things. (4) But they found not a single penny. They were very upset. (5) But then the grapes started to appear on the vines and their grapes were the biggest and best in the neighbourhood, and they sold them for a lot of money.

Now they understood (6) and they lived happily and wealthily ever after.

_The moral of this story is: Hard work brings ..._

3. Where do the following sentences fit in the story? Put a number 1-6 in the boxes.

a) as soon as their father had died,
b) who had worked hard in his vineyard all his life
c) what their father had meant by the great treasure,
d) and all the time as they were working they wondered what their father had left for them
e) They felt that all their hard work had been for nothing.
f) Soon they had dug up every inch of the vineyard.

4. Listen again and check your answers.

Grammar questions

- What tense are all the underlined verb forms in exercise 3?
- Which sentence is true?
  a) The sons looked for the treasure when their father was dying.
b) The sons looked for the treasure when their father had died.
- What is the difference in meaning between a) and b)?

PRACTICE
Discussing grammar
Work in pairs and discuss your answers.
1. Discuss the difference in meaning between the following pairs of sentences.

a) When I arrived at the party, they were drinking champagne.
   When I arrived at the party, they’d drunk champagne.
b) When I got home, the children went to bed.
   When I got home, the children had gone to bed.
c) They thanked their teacher for everything she was doing to help them pass the exam.
   They thanked their teacher for everything she’d done to help them pass the exam.
d) He told me that they were staying at the Ritz Hotel.
   He told me that they had stayed at the Ritz Hotel.

2. Join the sentences using the conjunction in brackets. Change one verb into the Past Perfect.
   
   Example
   The children went to bed. We watched television. (After)
   After the children had gone to bed, we watched television.

   a) I took an aspirin. My headache disappeared. (when)
b) He drove 200 miles. He stopped for a break. (after)
c) I couldn’t pay for my ticket. A thief stole my wallet. (because)
d) She passed her driving test. She bought a car. (as soon as)
e) I didn’t go to Italy. I learnt Italian. (until)
f) He didn’t tell the policeman. He took the money. (that)
g) We didn’t tell Anna. George rang. (that)

Stress and intonation
1. Student A     Read out a statement from your list.
   Student B     Answer Student A with the correct response from your list.

   Student A     I went to the airport but I couldn’t catch the plane.
   Student B     I was homesick while I was living in New York.
   Student B     I met my boyfriend’s/girlfriend’s parents last Sunday.
   Student B     My grandfather had two sons from his first marriage.
   Student B     I told everyone the good news.
   Student B     As soon as I saw him I knew something was wrong.
2. T.4  Listen and check your answers. Pay particular attention to the stress and intonation.

3. Change roles and practise the conversations again. Choose one or two and make them into longer conversations.

VOCABULARY

Art, music and literature
Use your dictionary to look up any new words.

1. Look at the nouns below and write them in the correct column.

<table>
<thead>
<tr>
<th>composer</th>
<th>poem</th>
<th>author</th>
<th>painter</th>
<th>oil painting</th>
<th>instrument</th>
<th>band</th>
<th>palette</th>
<th>sketch</th>
</tr>
</thead>
<tbody>
<tr>
<td>tune</td>
<td>chapter</td>
<td>orchestra</td>
<td>bugle</td>
<td>biography</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>brush</td>
<td>detective story</td>
<td>banjo</td>
<td>portrait</td>
<td>fiction</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>play</td>
<td>drawing</td>
<td>novel</td>
<td>pianist</td>
<td>pop group</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. Which of the following verbs can go with the nouns in exercise 1?
read    write    compose    play in      draw    paint    conduct    hum    tune

3. Complete each of the following sentences with a verb in the right tense and a noun.

a) Agatha Christie ____ many famous ____.
b) I couldn’t put the book down until I ____ the last ____.
c) I don’t know the words of the song but I can ____ the ____.
d) The only ____ I can ____ is the piano.
e) Picasso often ____ unusual ____ of his girlfriends.
f) The ____ of Princess Diana ____ by the journalist, Andrew Morton.
g) Listen! The show is starting. Can you hear the ____? They ____ their instruments.
h) My brother is a soldier. He ____ the bugle in the army ____.
i) Before I painted the picture I ____ a quick ____ in pencil.
4. Work in groups. Do you have a favourite book or poem, piece of music, or painting? Why do you like it? Think about it for a few minutes then compare your favourites with the rest of the class.

READING AND SPEAKING

*The writer, the painter and musician*

Pre-reading task

1. **T.5** You are going to read about the lives of three famous people, Agatha Christie, Pablo Picasso, and Scott Joplin.
   - Why were they famous?

2. Discuss the following questions about the people.
   - What nationality were they?
   - Which century were they born in?
   - Which one do you know most/least about?

**Reading**

Work in three groups.

Group A     Read about the writer.
Group B     Read about the painter.
Group C     Read about the musician.

Read your extract and answer the questions about your person. Try to guess the words underlined from the context. Then use your dictionary to check the words.

1. Where was she/he born?
2. When was she/he born?
3. What do you learn about her/his childhood?
4. Which people played a part in her/his career?
5. What do you think were the most important events in her/his life?
6. What do you learn of her/his works?
7. When did she/he die?
8. Which of the following numbers or dates relate to your person? What do they refer to?

<table>
<thead>
<tr>
<th>50</th>
<th>78</th>
<th>6,000</th>
<th>11</th>
<th>13</th>
<th>14</th>
<th>4,680,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>1882</td>
<td>1920</td>
<td>1926</td>
<td>1937</td>
<td>1952</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

When you have finished, find a partner from each of the other groups and go through the questions together, comparing information.
Agatha Mary Clarissa Christie is possibly the world’s most famous detective story writer. She wrote 79 novels and several plays. Her sales outnumber those of William Shakespeare. However, behind her 4,680,000 words was a painfully shy woman whose life was often lonely and unhappy.

She was born in 1890 in Devon, the third child of Clarissa and Frederick Miller, and grew into a beautiful and sensitive girl with waist-length golden hair. She didn’t go to school but was educated at home by her mother. Her father died when she was 11 and both she and her mother were grief-stricken.

During World War I, while she was working in a hospital dispensary, she learned about chemicals and poisons, which proved very useful to her in her later career. She wrote her first detective novel, The Mysterious Affair at Styles, in 1920. In it she introduced Hercule Poirot, the Belgian detective who appeared in many subsequent novels. Her other main detective was an elderly spinster called Miss Marple.

In 1914, at the beginning of the war, she had married Archibald Christie but the marriage was unhappy. It didn’t last and they divorced in 1926. That year there was a double tragedy in her life because her much-loved mother died. Agatha suffered a nervous breakdown, and one night she abandoned her car and mysteriously disappeared. She went missing for 11 days and was eventually found in a hotel in Harrogate, in the North of England. It is interesting to note that it was while she was suffering so much that she wrote one of her masterpieces, the Murder of Roger Ackroyd.

Agatha desperately wanted solitude and developed very bitter feelings towards the media because the newspapers had given her hard time over her breakdown and disappearance. She was determined never to let them enter her private life again and she buried herself in her work. On 25 November 1952 her play The Mousetrap opened in London. Today, over 40 years later, it is still running. It is the longest running show in the whole world.

She enjoyed a very happy second marriage to Max Mallowan, an archaeologist. Her detective skills were a help to him in his excavations in Syria and Iraq. By successfully staying out of the limelight she ultimately found happiness with her beloved husband. She died peacefully in 1976.

On 25 October 1881 a little boy was born in Malaga, Spain. It was a difficult birth and to help him breathe, cigar smoke was blown into his nose! but despite being the youngest ever smoker, this baby grew up to be one of the 20th century’s greatest painters – Pablo Picasso.
Picasso showed his truly exceptional talent from a very young age. His first word was lapiz (Spanish for pencil) and he learned to draw before he could talk. He was the only son in the family and very good-looking, so he was thoroughly spoilt. He hated school and often refused to go unless his doting parents allowed him to take one of his father’s pet pigeons with him!

Apart from pigeons, his great love was art, and when in 1891 his father, who was an amateur artist, got a job as a drawing teacher at a college, Pablo went with him to the college. He often watched his father paint and sometimes was allowed to help. One evening his father was painting a picture of their pigeons when he had to leave the room. He returned to find that Pablo had completed the picture, and it was so amazingly beautiful and lifelike that he gave his son his own palette and brushes and never painted again. Pablo was just 13.

From then onwards there was no stopping him. Many people realized that he was a genius but he disappointed those who wanted him to become a traditional painter. He was always breaking the rules of artistic tradition and shocked the public with his strange and powerful pictures. He is probably best known for his ‘Cubist’ pictures, which used only simple geometric shapes. His paintings of people were often made up of triangles and squares with their features in the wrong place. His work changed our ideas about art, and to millions of people modern art means the work of Picasso. Guernica, which he painted in 1937, records the bombing of that little Basque town during the Spanish Civil War, and is undisputedly one of the masterpieces of modern painting.

Picasso created over 6,000 paintings, drawings and sculptures. Today a ‘Picasso’ costs several million pounds. Once, when the French Minister of Culture was visiting Picasso, the artist accidentally spilt some paint on the Minister’s trousers. Picasso apologized and wanted to pay for them to be cleaned, but the Minister said, ‘Non! Please, Monsieur Picasso, just sign my trousers!’


THE MUSICIAN

Ever since it was the musical theme in the film ‘The Sting’, there are few people who have not tapped their feet to the hit piano tune, ‘The Entertainer’ – the most famous composition of the American musician, Scott Joplin.

Scott was born in Texas in 1868, into a poor but musical black family. His father, who was a freed slave, played the violin, and his mother played the banjo and sang. Scott played the violin and bugle but his favourite instrument was his neighbour’s piano. His father worked extra hours to buy him a battered old grand piano, and soon Scott was playing by ear negro
tunes, blues, and spirituals. Music flowed naturally from his fingers, and he quickly became the talk of the town.

Scott didn’t learn to read music until he was 11, when an old German music teacher spotted his talent and gave him free, formal piano lessons. He learned to play the works of such composers as Bach, Beethoven, and Mozart as well as his improvised music. Thus when he started to write music, his tunes were a wonderful mixture of classical European and African beat. This unique style was known as Ragtime, and was played everywhere in the USA in the early 1900s by both black and white musicians.

In 1882, when Scott was 14, his mother died and he left home to seek his fortune in St. Louis. In the 1880s, St. Louis was noisy and bustling with life. The waterfront of the Mississippi River was full of gangsters, gamblers, and sailors. The sound of music was everywhere – black, white and mixed. The hot steamy nights were filled with blues, working songs, banjos, and honky tonk pianos. Scott was soon playing Ragtime piano in cheap bars on the waterfront. This was a rough, tough area of the city where arguments over girls, whisky, and money were settled with fists and guns. Scott grew up very fast and his musical talent continued to develop.

All in all he wrote about 50 piano rags.

Scott Joplin died in 1917. Today he is the undisputed King of Ragtime, thanks to his natural ability, his unusual musical education, and the popularity of the film, The Sting.

Comprehension check
1. Read the other two extracts quickly. Help each other with any new words, particularly those words which are underlined in your text.

2. Here are some answers about all three people. Write in the questions.

   a) What ____? She was beautiful and shy, with long, golden hair.
   b) Why ____? To help him breathe, after a difficult birth.
   c) How ____? By working extra hours.
   d) Why ____? Because they gave her a hard time over her breakdown and disappearance.
   e) When ____? In 1937.
   f) Where ____? To St. Louis.

Language work
1. The 'Mousetrap' was written by Agatha Christie.

In the sentence above, was written is an example of the Past Simple passive. Find some more examples of this in the texts and put a box around them.
2. Put the auxiliaries *was*, *had*, or *didn’t* into the gaps.

a) Agatha Christie ____ educated at home. She ____ go to school.
b) She ____ found in a hotel in Harrogate, after she ____ been missing for 11 days.
c) She ____ stop writing while she ____ suffering from a nervous breakdown.
d) Pablo Picasso ____ like going to school unless he ____ allowed to take one of his father’s pigeons with him.
e) His father ____ paint again after Pablo ____ completed the picture of the pigeons.
f) Some paint ____ spilt on the French minister’s trousers when he ____ visiting Picasso.
g) Scott Joplin left home after his mother ____ died.

Note-taking and discussion
Choose one of the most famous writers, painters or musicians in your country and write some notes about him/her. Discuss your notes with a partner.

- Is he/she alive or dead?
- What is/was he/she?
- What works do you know?
- Do you like his/her work? Why? Why not?
- What do you know about his/her life?

WRITING AND LISTENING
Adverbs in a narrative
Work in pairs.
1. Think about the worst holiday you ever had. Write some notes about it, then swap information with your partner.

2. Read about Jack and Liza’s holiday. Put the words on the right into the correct place in each line, and make any necessary changes to the punctuation.

THE HOLIDAY THAT WASN’T.

Just after Christmas two years ago, Jack and Liza decided to go away for New Year. They didn’t want to stay in a hotel with crowds of people and they were delighted when they saw an advertisement in the Sunday Times for a holiday flat in a village near Oxford. It suddenly somewhere
was no ordinary flat. It was on the top floor of an old Tudor mansion. They booked it and on New Year’s Eve they set off in the car. It was raining and freezing cold. They were happy and excited.

They had been driving for three hours when they saw the house in the distance. It looked magnificent with tall chimneys and a long, wide drive. They drove up to the huge front door, went up the steps, and knocked. Nothing happened. They knocked again. They knocked again. They knocked again. more loudly eventually slowly

The door opened and a small, wild-looking, old lady stood there.

3. T.6 Listen to Jack and Liza talking about what happened next and complete this part of the story.

a) The old lady was wearing... b) She was carrying... c) The house was...
d) When she was leading them upstairs... e) When they saw the rooms they couldn’t believe their eyes...

4. Read the end of the story. Put the words on the right into the correct place.

When they got outside again the rain turned to snow. They ran to the car, laughing. They felt that they had been released from a prison and now they wanted to be with lots of people. They drove to the next village and as midnight was striking, they found a hotel with a room for the night. ‘Happy New Year!’ cried Jack, as he kissed the surprised receptionist on both cheeks. ’You have no idea how beautiful your hotel is!’

5. Write the story of your worst holiday in about 250 words.

a) When was it? b) Where was it? c) Who were you with? d) Why was it bad?

Giving opinions
1. What do the words in italics refer to in the sentences below?

a) It was so boring I fell asleep in the first act.
b) I didn’t like his last one, but I couldn’t put his latest one down until the last chapter.
c) It was excellent. Have you seen it yet? It starts Anthony Hopkins and Emma Thompson.
d) She’s usually very good but I don’t think she was right for this part.
e) I think they spoil them. They always give them whatever they want.
f) It was a good break, but the weather wasn’t very good.
g) They were delicious. John had tomato and mozzarella topping and I had ham and mozzarella.
h) It was really exciting, especially when Smith scored in the closing minutes.

2. T.7 The following questions are all asking for opinions. Match them with the opinions given in Exercise 1

a) Did you like the film? e) What do you think of their children?
b) What was the match like? f) What did you think of the play?
c) Did you enjoy your pizzas? g) Do you like Ben Brown’s novels?
d) What was your holiday like? h) What did you think of Hannah Smart?

Listen and check your answers. Practise some of the questions and answers with a partner.

3. Write down some things you did, places you went to and people you met last week. Work with a partner and ask for and give opinions about them.

Example
Student A
I went to Peter’s party. Great! I really enjoyed it.
What did you think of her?
Student B
Oh! What was it like? I met Maria’s sister.
She’s lovely. I liked her a lot.

3 PAST TIME
WHILE, DURING, FOR

Past Simple and Past Continuous
1. Complete the story about Mrs Taylor using the correct verbs and phrases from the boxes.

Past Simple: ran up killed arrived put up called rang rescued ran him over couldn't get down invited them for tea tried to tempt him down
Past Continuous: was waiting was watering the plants were leaving was playing were having tea
Yesterday evening, Mrs Taylor (a) ____ in her garden, while her cat, Billy, (b) ____ near her. Suddenly, Billy (c) ____ a tree. Mrs Taylor (d) ____ to Billy, but he (e) ____, so she (f) ____ the Fire Brigade. While she (g) ____ for them to arrive, she (h) ____ with some fish. The Fire Brigade eventually (i)____, (j)____ their ladder and (k)____ Billy. Mrs Taylor was so pleased that she (l)____. While they (m)____, they didn’t see Billy go outside again, and ten minutes later, as they (n)____, they (o)____ and unfortunately they (p)____him.

2. Correcting facts
The following statements about the story are all incorrect. Correct each one first with the negative statement and then add the correct information.

Example
The story happened last month.
The story didn’t happen last month, it happened yesterday evening.

a) Mrs Taylor was cutting the grass.
b) Billy was sleeping in the garden.
c) Billy jumped over the wall.
d) Mrs Taylor rang the Police.
e) The Fire Brigade used the rope to get Billy down.
f) Billy died when he fell from the tree.

3. Past Simple or Past Continuous?
Underline the correct verb form.

Example
We met/were meeting when we lived /were living in Italy.

a) She worked/was working quietly at her desk when suddenly the door opened/was opening and her daughter rushed/was rushing in.
b) He stood/was standing up, walked/was walking across the room, and closed/was closing the window.
c) A strange man walked/was walking into the room. He wore/was wearing red trousers and a pink shirt.
d) Didn’t you meet/Weren’t you meeting your wife while you worked/were working in Chile?
e) I saw/was seeing you in the park yesterday. You sat/were sitting on a bench with your arm round Tom.
f) As soon as I walked/was walking into the room, he handed/was handing me the letter.
g) His father was really angry with him because he listened/was listening to music while he did/was doing his homework.
h) Why didn’t they visit/weren’t they visiting me while they stayed/were staying in London?
i) As he passed/was passing the bank, a man in a mask knocked/was knocking him onto the ground.
j) What did you write/were writing when your computer crashed/was crashing?

4. A holiday in Madeira

Put the verb in brackets into the correct form, Past Simple or Past Continuous.

A special holiday in Madeira

Last February, I (a) decided (to go on holiday) to the island of Madeira. On the morning I (b) left (England) it (c) rained, but when I (d) landed (in Funchal, the capital of Madeira) the sun (e) shined and a lovely, warm breeze (f) blew (from the sea). I (g) took (a taxi) to my hotel. As I (h) signed (the register) someone (i) tapped (me on the shoulder). I (j) couldn’t (believe my eyes)! It was my old girlfriend. She (k) stayed (at the same hotel). The next day, we (l) went (for a walk) together in the hills and we (m) saw (hundreds of beautiful wild flowers). It (n) got (dark) when we (o) returned (to our hotel after a very interesting day). We (p) spent (the rest of the week together); it was very romantic. We (q) felt (very sad) when the holiday (r) ended.

5. What did he do? What was he doing?

Read the stories and answer the questions.

HERO SAVE MAN’S LIFE
Thirty-eight-year-old Jack Easton was driving home from work at around 6.30 in the evening when he saw a yellow VW van, driven by Ken Sharpe, crash into a tree. Without thinking of his own safety, he pulled the young man out of the van and took him straight to hospital. Ken is making good progress.

a) What was Jack doing when he saw the accident?
b) What did Jack do when he saw the accident?

LOTTERY WIN FOR UNEMPLOYED MAN
Unemployed painter, John Parrott, received a very pleasant surprise last night. He was at home repairing his car when a man from

c) What was John Parrott doing when he heard the good news?
the lottery came to his house to inform him that he had won $300,000. He immediately gave his wife a big kiss and took his whole family out for a slap-up meal.

d) What did John Parrott do when he heard the good news?

SHOCK FOR BANK CUSTOMERS
Customers in BARCLAYS BANK, Heston, received a terrible shock yesterday. People were standing in queues chatting to each other when two masked robbers burst into the bank. 60-year-old Martin Webb suffered a heart attack and was taken to hospital. The robbers escaped with $500.

e) What was happening in the bank when the robbers burst in?

f) What happened to Martin Webb when the robbers burst in?

Past Perfect
6. Regular and irregular verbs
Complete the chart with the missing verb forms.

<table>
<thead>
<tr>
<th>infinitive</th>
<th>Past Simple</th>
<th>Past participle</th>
</tr>
</thead>
<tbody>
<tr>
<td>grow</td>
<td>left</td>
<td>fallen</td>
</tr>
<tr>
<td>find</td>
<td></td>
<td>sold</td>
</tr>
<tr>
<td>feel</td>
<td></td>
<td>driven</td>
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<tr>
<td>fly</td>
<td>left</td>
<td></td>
</tr>
<tr>
<td>travel</td>
<td></td>
<td></td>
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<tr>
<td>lie (not tell the truth)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>won</td>
<td></td>
<td>spent</td>
</tr>
</tbody>
</table>

7. Choosing the right tense
Underline the correct tense in the story.

It was ten o’clock in the evening. Peter (a) sat/had sat down on his sofa and thought about the day. What a busy day it (b) was/had been! This was his first night in his own flat. He (c) lived/had lived his entire life in
the family home, and now for the first time, he (d) was/had been on his own.

He sat surrounded by boxes that they (e) didn’t manage/hadn’t managed to unpack during the day. It (f) took/had taken months to get all his things together. His mother (g) was/had been very generous, buying him things like towels and mugs.

He (h) went/had gone into the kitchen and (i) got/had got a beer from the fridge. He suddenly (j) felt/had felt very tired and yawned. No wonder he (k) was/had been tired! He (l) was/had been up since six o’clock in the morning. He (m) decided/had decided to finish his beer and go to bed.

8. Sentence completion
Complete the sentences, or add a sentence, using the ideas in brackets and a verb in the Past Perfect.

Example
I was broke because I … (spend/money/clothes)
I was broke because I had spent all my money on clothes.

a) Jane was furious … (oversleep and miss the bus)
b) Mary was very disappointed with her son. She … (send/good school; but he/not do any work; fail/exams)
c) Brian was sent to prison for three years. He … (steal money/employer; spend/drugs)
d) I was very nervous as I waited in the departure lounge. I … (never/fly/before)
e) Jack wanted a new challenge in his work. He … (be/same job/ten years)
f) I didn’t know his name, but the face was familiar. I was sure … (see/somewhere/before)
g) Mick was now a penniless beggar, but he … (not always/be/poor. be/millionaire; business/collapse; lose/everything)
h) When I got home, I was starving. I … (not have/anything to eat all day)

9. had or would?
Say if ‘d is the contracted from of had or would

Example
I’d like a cup of tea. = would I knew I’d seen him before. = had

a) You must try bunjee jumping! You’d love it!
b) She said she’d give him everything.
c) She said she’d given him everything.
d) I was tired because I’d been up since six.
e) I told you they’d arrive on time!
f) I told you they’d bought the house!
Past Simple active and passive
10. Biographies
Read the biographies of three brave people. Fill the gaps with the correct verb.

HELEN KELLER
a successful writer, who was deaf and blind
(American, 1880–1968)

Helen Keller’s deafness and blindness (a)____ by a severe illness when she was a baby. Her parents (b)____ what to do, and they (c)____ it difficult to control their growing daughter. One day they (d)____ about a brilliant young teacher called Anne Sullivan. She (e)____ to work with Helen and, very firmly and patiently, (f)____ her that every object (g)____ a name. Eventually Helen (h)____ a place at university. After this she (i)____ the world helping people like herself. In 1962 the story of her life (j)____ into a film, The Miracle Worker.

CHARLES BLONDIN
the world’s most famous tightrope walker
(French, 1824-1897)

Charles Blondin (a) ____ into a circus family. He (b) ____ to walk on a tightrope when he was 5. In 1859 he (c) ____ very famous when a high wire (d) ____ above the Niagara Falls between America and Canada and he (e) ____ across it. Thousands of people (f) ____ him do it. Afterwards many of them (g) ____ across the water on his back. Blondin sometimes (h) ____ from the high wire but he (i) ____; he (j) ____ peacefully in bed in his sleep!
AMY JOHNSON
the first woman pilot
to fly to Australia
(English, 1903 – 1941)

<table>
<thead>
<tr>
<th>disappeared</th>
<th>joined</th>
<th>didn’t succeed</th>
<th>returned</th>
<th>were married</th>
</tr>
</thead>
<tbody>
<tr>
<td>was taught</td>
<td>held</td>
<td>was introduced</td>
<td>was written</td>
<td>tried</td>
</tr>
</tbody>
</table>

Amy Johnson (a) __ the London Aeroplane Club when she was still a schoolgirl. There, she (b) ____ how to service planes and she (c) ____ to a pilot called Jim Mollison, who (d) ____ the record for a flight to Australia. In 1930, Amy (e) ____ to beat his record. She (f) ____, but she was still the first woman to fly to Australia. When she (g) _____, she and Jim Mollison (h) ____. Amy was very popular and song (i) ____ about her: *Amy, wonderful Amy!* Her death is a mystery. During the war, in 1941, she and her aeroplane (j) ____ into the sea.

11. Somebody did that!
Rewrite the sentences using the passive.

*Examples*

Somebody stole my handbag. *My handbag was stolen.*

Nobody asked him to come. *He wasn’t asked to come.*

a) Somebody robbed the bank last night.
   The bank ___________

b) Somebody told me to wait outside.
   I ___________

c) Nobody invited her to the party.
   She ___________

d) Somebody drove them to the airport.
   They ___________

e) Nobody sent us any tickets.
   We ___________

f) Did anybody find the missing child?
   Was ___________?

h) Did anything disturb you in the night?
   Were ___________?

*While, during and for*

12. Gap filling
Put *while, during, or for* into each gap.

a) My uncle died ____ the war.

b) The phone rang ____ I was having supper.
c) I lived in Paris ____ several years.
d) ____ I was in Paris I made a lot of friends.
e) I was in hospital ____ three weeks.
f) ____ my stay in hospital, the nurses looked after me very well.
g) A football match lasts ____ ninety minutes.
h) I hurt my leg ____ I was playing football yesterday.
i) I hurt my leg ____ the second half of the match.
j) Traffic is always bad ____ the rush hour.
k) Last week I was held up ____ three hours.
l) Peter came round ____ we were eating.
m) Peter came round ____ the meal.

Vocabulary
13. Adverbs
Put the adverbs on the right in the correct place in the sentence. Sometimes more than one place is possible.

Example
The film was good. quite I phoned the police. immediately

a) I got up late this morning, but I managed just to catch the bus.

b) ‘Hi, Pete. How are you?’
   ‘My name’s John, but don’t worry.’ actually

c) In the middle of the picnic it began to rain.

d) I saw Mary at the party. I didn’t see anyone else.

  e) I gave a present to John, not to anyone else.

f) Jane and I have been friends.
   We went to school.
   We were born in the same hospital.

  g) ‘You know I applied for that job.’
     ‘Which job?’
     The one based in Paris.’
     ‘No. I don’t know anything
     ‘I didn’t get it.’

h) ‘I didn’t like it.’ ‘I didn’t like it.’
i) ‘I like it.’ ‘I like it.’

Here are three more sentences which don’t make sense without the adverbs

j) Everybody in our family loves ice-cream, me.

k) The traffic to the airport was bad that we missed the plane.

l) I’m tall to be a policeman, but I haven’t got qualifications.
14. in, at, on for time

Put in, at, on, or nothing into each gap.

a) ‘It’s my birthday ____ next week.’
   ‘When?’
   ‘____ Monday.’
   ‘____ what time were you born?’
   ‘____ 8.00 ____ the morning.’

b) ‘I’m meeting Alan ____ this evening.’
   ‘What time?’
   ‘____ six.’

c) ‘What did you do ____ the weekend?’
   ‘____ Friday evening we went to a party. We slept in late ____ Saturday
   morning, and then ____ the afternoon we went shopping. ____ 7.00 some
   friends came round for a drink. We didn’t do anything ____ Sunday.
   What about you?’

d) The weather in England is unreliable. ____ summer it can be hot, but it
   often rains ____ April and June. ____ last year the summer was awful.
   The best English weather is ____ spring and autumn.

e) I learned to drive ____ 1980 ____ the age of 17. My brother learned
   ____ the same time as me, but I passed first.

f) I’ll phone you ____ next week. ____ Thursday, maybe. ____ the
   afternoon. ____ about 3.00. OK?

g) I don’t see my parents much. ____ Christmas, usually, and ____ the
   holidays.

Pronunciation
15. Words that sound the same

In each sentence there are two words in phonetic script. They have the
same pronunciation but different meanings and spellings. Write in the
words.

Example
The Queen was / / thrown off the / / throne.

a) She / / ____ the ring / / ____ the window and into the garden.

b) The soldiers / / ____ khaki uniforms when they went to / / ____.

c) I must / / ____ you that ties must be / / ____ at the Ritz.

d) The police / / ____ the burglar and he ended up in / / ____ in
   front of Judge Jordan.

e) I / / ____ up six red balloons and ten / / ____ ones for the party.

f) We / / ____ that Sue and Jim had bought a / / ____ car.

g) I / / ____ Jack at the doctor’s with a / / ____ throat.

h) The book I / / ____ had a / / ____ cover.

i) We / / ____ our horses along the narrow / / ____.
Test your grammar
1. Look at the sentences.

You can / must / should / have to go

2. Make the sentences negative. Make them into questions. Make them into the third person singular (He/she ...). Which verb is different?

PRESENTATION (1)
can, have to, and allowed to
1. The teenage years can be difficult for both parents and children! What sort of problems can there be?

2. T.1 Listen to Megan and Laura, aged 14 and 15. What are some of the things they like and don’t like about being a teenager?

3. Complete the gaps.

a) You________ go out to work.
b) You________ pay bills.
c) You________ go out with your friends.
d) I always ________ tell my Mum and Dad where I’m going.
e) We________ do the housework.
f) You________ buy what you want.
g) Adults ________ worry about bills.
h) We________ wear a stupid school uniform.
i) We________ wear make-up.
j) We________ chew gum!

Listen again and check. Practise saying the sentences.

4. Laura’s parents are called Malcom and Barbara. What are some of the things they have to do, and some of the things they don’t have to do?

Examples
Barbara doesn’t have to work full-time.
Malcolm has to drive over a thousand miles a week.
- Who do you think has an easier life, Barbara or Malcolm?
- What about your family?
- Is there a division between what the men do and what the women do in your family?

Grammar questions
- Put have to or don’t have to into the gaps.

Children_________ go to school.
Adults__________ go to school, but they_________ go to work.
Old people___________ go to work.
Teenagers___________ study for exams.

- Which sentence in each pair below is correct?

a) You don’t have to drive on the right in Britain. You mustn’t drive on the right in Britain.
b) You don’t have to go to England to learn English. You mustn’t go to England to learn English.

PRACTICE
Grammar and speaking
1. Put the sentences into the negative, the question, and the past.
   
Example
   We can smoke. We can’t smoke. Can we smoke? We couldn’t smoke.

   a) I have to go.                             c) He can do what he likes.
b) She has to work hard.               d) We’re allowed to wear what we want.

2. Look at the chart. Make true sentences about you and your family.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>C</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td></td>
<td>get up early in the morning.</td>
</tr>
<tr>
<td>My parents</td>
<td></td>
<td>do the shopping.</td>
</tr>
<tr>
<td>My father</td>
<td></td>
<td>keep my room tidy.</td>
</tr>
<tr>
<td>My mother</td>
<td>has to</td>
<td>do the cooking.</td>
</tr>
<tr>
<td>My sister</td>
<td>have to</td>
<td>take the dog for a walk.</td>
</tr>
<tr>
<td>My brother</td>
<td>doesn’t have to</td>
<td>do the washing.</td>
</tr>
<tr>
<td>My grandparents</td>
<td>don’t have to</td>
<td>go out to work.</td>
</tr>
<tr>
<td>My husband/wife</td>
<td>had to</td>
<td>go out to work.</td>
</tr>
<tr>
<td>My girlfriend/boyfriend</td>
<td>didn’t have to</td>
<td>go out to work.</td>
</tr>
</tbody>
</table>

Compare your sentences as a class.

Are/were your parents strict? Can/could you do what you want/wanted?
3. Make questions using *have to* or *had to*.

*Example*

We had to get up very early to catch the bus.

What time *did you have to get up*?

a) My mother has to go abroad a lot.  
   How often ____ ?

b) I have to leave tomorrow morning.  
   What time ____ ?

c) We had to wait for ages.  
   How long ____ ?

d) I have to take my car to the garage. 
   Why ____ ?

e) Peter had to stay in bed for a week.  
   Why ____ ?

**Listening and speaking**

**T.2** You will hear Bert Atkins, who was born in 1919, talking about his school days.

Check these words in your dictionary:  to knit  a cloth  a slate  chalk

What does he say about the following?

- knitting
- exams
- paper and pencils
- walking to school
- chalk and a slate
- a bike
- the ‘Big Boys’ school
- leaving school
- writing lines
- talking in class
- homework

2. Work in groups. Talk about your school rules.

- What aren’t/weren’t you allowed to do?
- What do/did you have to do?
- What punishments are/were there if you do/did something wrong?

**PRESENTATION (2)**

**must and should**

1. **T.3** Jim is going to backpack around the world for a year, but his mother is worried. Listen to them.

Mum        You must write to us every week!  
Jim        Yes, Mum! I will.
Mum        You mustn’t lose your passport!  
Jim        No, Mum! I won’t.

Work in pairs. Make similar dialogues between Jim and his mother.

Use the cues and *must* or *mustn’t*.

- look after your money  
- talk to strangers

- go out when it’s dark  
- drink too much beer

- make sure you eat well  
- have a bath regularly

- phone us if you’re in trouble  
- go anywhere that’s dangerous
T.4 Listen and check your answers.

2. T.5 Jim is going to travel with his friend, Anthony. Listen to them talking about their trip.

   Use *I think...should* or *I don’t think... should* to make more suggestions. Take an idea in column A, and match it with a line in column B.

   **A**
   
a) ... take plenty of suncream.
   b) ... buy a book called *See the World on $25 a Day*.
   c) ... put too much in our backpacks.
   d) ... take anything valuable.
   e) ... go to Australia first.
   f) ... go to Indonesia by boat.
   g) ... wait too long before we go.

   **B**

   We might lose it.
   I’ve got some friends there who’ll put us up.
   I want to get started.
   It’ll have some good ideas about where to go and where to stay.
   It’ll be really hot.
   We won’t be able to carry it all.
   It’ll be cheaper than flying.

**Grammar questions**

   *You must* look after your money. *We should* take travellers’ cheques.

   - Which sentence expresses strong obligation?
   - Which sentence expresses a suggestion?
   - Who is more forceful, Jim’s mother or Anthony?

**PRACTICE**

**Giving advice**

   Give advice in the following situations. Use *I think ... should* or *I don’t think ... should*.

   **Example**

   Peter’s got a very bad cold. *I think he should go to bed.*
   *I don’t think he should go to work.*

   a) I’ve lost my cheque book and credit cards.
   b) Tony wants to drive home, but he’s had too much to drink.
   c) (In a restaurant) Ugh! My soup’s cold!
   d) I never have any money!
e) Jenny and Paul are only sixteen, but they say they want to get married.
f) I’m really fed up with my job.

Do you have any problems? Ask the class for advice!

**must or have to**
Which sentence on the right goes with the sentence on the left?

*Example*
- I must have a drink of water.  
  The doctor told me to.
- I have to drink lots of water.  
  I’m really thirsty.

I must do my homework tonight.  
I’m telling myself that it’s important.

I have to do my homework tonight.  
This is why I can’t come out with you. Sorry.

We must go to Paris some time.  
Another boring business trip. Yawn!

We have to go to Paris next week.  
It would be really nice!

I must wear something nice to the disco.  
It’s the rule.

Men have to wear a shirt and tie to go into a posh restaurant.  
I want to look good.

You must register for next term before Thursday.  
It says on the noticeboard.

You have to register for next term before Thursday.  
One student is talking to another.

I must water the plants today.  
I haven’t done them for ages.

You have to water this plant daily.  
It needs lots and lots of water.

**Correcting mistakes**
There is a grammar mistake in each of the following sentences. Find it and correct it!

- a) Do you can help me a minute?
- b) What time have you to start work?
- c) I must to go now. Bye-bye.
- d) We no allowed to wear jeans at school.
- e) We no can do what we want.
- f) I mustn’t do the washing and ironing because my mother does for me.
- g) You can’t smoking in here. It’s against the rules.
- h) My mother have to work very hard six days a week.
READING AND SPEAKING

Pre-reading task

Work in pairs

1. Read this description of a stereotype. Which nationality do you think it is?

   They’re overweight and loud.
   Their voices are loud, their behaviour is loud and their clothes are loud – yellow checked trousers and a red flowery shirt. They’ve always got three cameras round their neck, and they want to buy everything that’s more than fifty years old.

2. To what extent do you think there are national stereotypes?
   Are they fair?
   People are generally afraid of what is unfamiliar or different.
   Do you think this is why we have stereotype images of other nationalities?

3. What is the stereotype English man or woman? Think of their clothes, behaviour, attitudes and interests.
   What do you think is the stereotype for your nationality? Do you believe in stereotypes?

4. Which adjectives in the box do you think go with the nationalities below?
   Use your dictionary to check new words.

<table>
<thead>
<tr>
<th>hard-working</th>
<th>easy-going</th>
<th>punctual</th>
<th>friendly</th>
<th>reserved</th>
<th>emotional</th>
</tr>
</thead>
<tbody>
<tr>
<td>lazy</td>
<td>outgoing</td>
<td>hospitable</td>
<td>sociable</td>
<td>formal</td>
<td>casual</td>
</tr>
<tr>
<td>enthusiastic</td>
<td>quiet</td>
<td>tolerant</td>
<td>talkative</td>
<td>sophisticated</td>
<td>well-dressed</td>
</tr>
<tr>
<td>respectful</td>
<td>humorous</td>
<td>serious</td>
<td>nationalistic</td>
<td>romantic</td>
<td></td>
</tr>
</tbody>
</table>

American          Japanese       French         Italian

Is your nationality one of those above? If so, which adjectives did you choose?
If not, choose some adjectives which you think go with your nationality.

Reading

Look at the title of the article. Do you think the article will be serious or light-hearted? Why?
First read the article quite quickly.

1. Write down one thing about each nationality that you can remember.
2. Share what you have written with other students in the class.
Travelling to all corners of the world gets easier and easier. We live in a global village, but how well do we know and understand each other? Here is a simple test. Imagine you have arranged a meeting at four o’clock. What time should you expect your foreign business colleagues to arrive? If they’re German, they’ll be bang on time. If they’re American, they’ll probably be 15 minutes early. If they’re British, they’ll be 15 minutes late, and you should allow up to an hour for the Italians.

When the European Community began to increase in size, several guidebooks appeared giving advice on international etiquette. At first many people thought this was a joke, especially the British, who seemed to assume that the widespread understanding of their language meant a corresponding understanding of English customs. Very soon they had to change their ideas, as they realized that they had a lot to learn about how to behave with their foreign business friends.

For example:
- The British are happy to have a business lunch and discuss business matters with a drink during the meal; the Japanese prefer not to work while eating. Lunch is a time to relax and get to know one another, and they rarely drink at lunchtime.
- The Germans like to talk business before dinner; the French like to eat first and talk afterwards. They have to be well fed and watered before they discuss anything.
- Taking off your jacket and rolling up your sleeves is a sign of getting down to work in Britain and Holland, but in Germany people regard it as taking it easy.
- American executives sometimes signal their feelings of ease and importance in their offices by putting their feet on the desk whilst on the telephone. In Japan, people would be shocked. Showing the soles of your feet is the height of bad manners. It is a social insult only exceeded by blowing your nose in public. The Japanese have perhaps the strictest rules of social and business behaviour. Seniority is very important, and a younger man should never be sent to complete a business deal with an older Japanese man. The Japanese business card almost needs a rulebook of its own. You must exchange business cards immediately on meeting because it is essential to establish everyone’s status and position. When it is handed to a person in a superior position, it must be given and received with both hands, and you must take time to read it carefully, and not just put it in your pocket! Also the bow is a very important part of greeting someone. You
should not expect the Japanese to shake hands. Bowing the head is a mark of respect and the first bow of the day should be lower than when you meet thereafter.

- The Americans sometimes find it difficult to accept the more formal Japanese manners. They prefer to be casual and more informal, as illustrated by the universal ‘Have a nice day!’ American waiters have a one-word imperative ‘Enjoy!’ The British, of course, are cool and reserved. The great topic of conversation between strangers in Britain is the weather – unemotional and impersonal. In America, the main topic between strangers is the search to find a geographical link. ‘Oh, really? You live in Ohio? I had an uncle who once worked there.’

‘When in Rome, do as the Romans do.’

Here are some final tips for travellers.

- In France you shouldn’t sit down in a café until you’ve shaken hands with everyone you know.
- In Afghanistan you should spend at least five minutes saying hello.
- In Pakistan you mustn’t wink. It is offensive.
- In the Middle East you must never use the left hand for greeting, eating, drinking, or smoking. Also, you should take care not to admire anything in your hosts’ home. They will feel that they have to give it to you.
- In Russia you must match your hosts’ drink for drink or they will think you are unfriendly.
- In Thailand you should clasp your hands together and lower your head and your eyes when you greet someone.
- In America you should eat your hamburger with both hands and as quickly as possible. You shouldn’t try to have a conversation until it is eaten.

Comprehension check

Read the article again and answer the questions. Discuss the questions in pairs.

1. Which nationalities are the most and least punctual?
2. Why did the British think that everyone understood their customs?
3. Which nationalities do not like to eat and do business at the same time?
4. ‘They (the French) have to be well fed and watered.’ What or who do you normally have to feed and water?
5. An American friend of yours is going to work in Japan. Give some advice about how he/she should and shouldn’t behave.
6. Imagine you are at a party in (a) England (b) America. How could you begin a conversation with a stranger? Continue the conversations with your partner.
7. Which nationalities have rules of behaviour about hands? What are the rules?
8. Why is it not a good idea to...
   ... say that you absolutely love your Egyptian friend’s vase.
   ... go to Russia if you don’t drink alcohol.
   ... say ‘Hi! See you later!/ when you’re introduced to someone in Afghanistan.
   ... discuss politics with your American friend in a McDonald’s.

**Discussion**
1. Do you agree with the saying ‘When in Rome, do as the Romans do’? Do you have a similar saying in your language?
2. What are the ‘rules’ about greeting people in your country? When do you shake hands? When do you kiss? What about when you say goodbye?
3. Think of one or two examples of bad manners. For example, in Britain it is considered impolite to ask people how much they earn.
4. What advice would you give somebody coming to live and work in your country?

**VOCABULARY AND PRONUNCIATION**

**Word formation**
Complete the charts with the different parts of speech. The missing words are all from the article *A World Guide to Good Manners*. Mark the stress.
Use your dictionary to help you with the pronunciation.

<table>
<thead>
<tr>
<th>Verb</th>
<th>Noun</th>
<th>Noun</th>
<th>Adjective</th>
</tr>
</thead>
<tbody>
<tr>
<td>meet</td>
<td>‘behaviour’</td>
<td>‘foreigner’</td>
<td>high</td>
</tr>
<tr>
<td>‘ad’vise’</td>
<td>‘arrangement’</td>
<td>‘shock’</td>
<td>re’spectful</td>
</tr>
<tr>
<td>‘feel’</td>
<td>‘discussion’</td>
<td>‘difficulty’</td>
<td></td>
</tr>
<tr>
<td>‘deal’</td>
<td>‘acceptance’</td>
<td>‘serve’</td>
<td>strange</td>
</tr>
<tr>
<td></td>
<td>‘of’ence’</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
2. Rewrite the sentences, using the word in italics in a different word class.

Example
We had a long discussion about politics.
We discussed politics for a long time.

a) She gave me some advice about which clothes to wear.        She ____.
b) How high is that wall?                                      What’s the ____.
c) Children should never speak to strange people.              Children ____.
d) I felt that there was someone watching me.                  I had ____.
e) We had a lot of difficulty in finding the way here.         It was ____.
f) My son’s behaviour at the party was very bad.               My son ____.
g) There are a lot of foreign people in town at the moment.    There are ____.
h) The shock made my hair turn white.                          I was so ____.

LISTENING AND SPEAKING
Entertaining friends
1. Have you ever been a guest in someone’s house in a foreign country? When? Why? What happened?

2. T.6 You will hear three people describe how they entertain guests in their country. Sumie is from Japan, Rosa is from Spain, Leslie is from the United States.

   Listen and take notes under the following headings:

   - the kind of invitation, formal or informal
   - the time of day
   - the preparations that the host or hostess makes
   - the presents that people take
   - the food and drink served

3. Work in small groups. Compare information. What similarities and differences are there?

4. What happens in your country? Is it usual to invite people to your home for a meal? What are such occasions like in your home?

WRITING
Filling in a form
1. Most people hate filling in forms! What occasions can you think of when you have to fill in a form? What sort of information do you have to provide?
2. Forms do not usually ask questions, but they ask for information. Match a line in A with a question in B.

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. First name</td>
<td>a) Where do you live?</td>
</tr>
<tr>
<td>2. Surname</td>
<td>b) What do you do?</td>
</tr>
<tr>
<td>3. Date of birth</td>
<td>c) Where are you living at the moment?</td>
</tr>
<tr>
<td>4. Country of origin</td>
<td>d) Are you married or single?</td>
</tr>
<tr>
<td>5. Present address</td>
<td>e) What’s your first name?</td>
</tr>
<tr>
<td>6. Permanent address</td>
<td>f) How much do you earn a year?</td>
</tr>
<tr>
<td>7. Marital status</td>
<td>g) When were you born?</td>
</tr>
<tr>
<td>8. Occupation</td>
<td>h) What’s your surname?</td>
</tr>
<tr>
<td>9. Annual income</td>
<td>i) Where were you born?</td>
</tr>
</tbody>
</table>

3. Forms ask you to do certain things. Do the following:

   Write your name in block capitals.
   Sign your name. _____________________________________________
   Delete where not applicable.
   I am a student/an employee/an employer.
   Put a cross if you are male.
   Put a tick if you are female.

4. Fill in the form. It is an application form to open a bank account.

### CITY BANK ACCOUNT APPLICATION FORM

**Applicant**

<table>
<thead>
<tr>
<th>Title</th>
<th>Mr</th>
<th>Mrs</th>
<th>Miss</th>
<th>Ms</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surname</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>First name(s)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date of birth</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Country of origin</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Present address</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Post code</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

When did you move to this address?
Permanent address (if different from above)  
Post code

Telephone no. (home)  
Telephone no. (work)
Marital Status
Single            Married             Divorced                Widowed

No. of dependent children

Residential details
Owned                                    Rented

Where do you reside?
With parents                           With a partner                      Alone

Employment status
Employed full-time                Employed part-time
Self-employed                        Unemployed                    Retired

Income details
Annual income         $

Requests and offers
I. Match a line in A with a line in B. Who is talking to who? Where are the dialogues taking place?

A
a) Could you fill it up, please?
b) Could I have the bill, please?
c) It’s a present. Do you think you could gift-wrap it for me?
d) Two lagers, please?
e) Can you tell me the code for Paris?
f) I’ll give you a lift if you like.
g) Would you mind opening the window?
h) Could I have extension 2387, please?

B
- Halves or pints?
- Not at all. It’s very stuffy in here.
- One moment. I’ll just look it up.
- Sure. Shall I check the oil as well?
- I’m afraid the line’s engaged at the moment. Do you want to hold?
- Certainly, sir. I’ll bring it straight away.
- Yes, indeed. I’ll just take the price off.
- That’s great. Would you drop me at the station?
2. **T.7** Listen and check your answers. Practise the dialogues, paying particular attention to intonation and voice range.

3. **T.8** Listen to the six dialogues. Answer the questions.

   a) Where are the people?
   b) What is the relationship between them? (parent and child; customer and shop assistant)
   c) What exactly are the words of the request?

**Roleplay**

Work in pairs. Make up a dialogue for one of these situations using the prompts given.

- **A** is a customer in a restaurant; **B** is a waiter.
   Prompts: table near the window; menu; wine list; ordering; clean fork; dessert; bill.

- **A** is going on holiday very soon; **B** offers to help.
   Prompts: pack; confirm flight; passport; travellers cheques; look after cat; water plants.

- **A** is cooking a meal for twenty; **B** offers to help.
   Prompts: prepare the vegetables; check the meat; the table; do the washing up; open the wine.

4. **Modal verbs of obligation and permission**

   *can* and *be able to*

   **have to / don’t have to**

   1. What do they have to do?

      1. Who is saying the sentences below:
         a) a retired man  
         b) a teenager  
         c) a businesswoman

         - ‘I have to wear smart suits.’
         - ‘I always have to be home before midnight.’
         - ‘I often have to travel overseas.’
         - ‘My dad usually has to work in the evenings.’
         - ‘I don’t have to get up at 6.30 am any more.’
         - ‘My husband has to take our children to school every morning.’
- ‘My wife has to go to hospital every week’
- ‘I have to get good results in my exams.’
- ‘My sister doesn’t have to help with the housework.’

2. Change each statement in Exercise 1 into a question with Why and write it above the relevant answer below.

   Example
   ‘Why do you have to wear smart suits?’
   ‘Because I have to meet a lot of important people.’

   a) ‘Because I work for an international company.’
   b) ‘Because my parents say that I have to.’
   c) ‘Because I don’t have to catch the 7.32 am train to work.’
   d) ‘Because he’s a teacher and he has to mark homework.’
   e) ‘Because she has arthritis and she has to have physiotherapy.’
   f) ‘Because my mum says that she is still too young.’
   g) ‘Because I start work very early and he doesn’t have to be at work until 9.30 am.’
   h) ‘Because I want to go to Oxford University.’

2. Forms of have to

   Complete the sentences with a suitable form of have to.

   Example
   I’m having to work very hard at the moment because I have an exam next week.
   You won’t have to work hard after your exam. You can have a holiday.

   a) My father’s a customs official so he always ____ wear a uniform at work, but my mother’s a teacher so she ____ wear one.
   b) When I was a teenager, we ____ be home by nine o’clock. But we ____ take as many exams as teenagers nowadays.
   c) I can’t see the small print very well. I think I ____ wear glasses soon.
   d) Nobody enjoys ____ get up at five o’clock in the morning.
   e) ____ we ____ have any vaccinations before we go to Barbados?
   f) ____ your grandmother ____ leave school when she was only fourteen?
   g) You ____ be a millionaire to shop in Harrods but it helps!
   h) If I fail my exam, ____ I ____ take it again?

   can and allowed to

3. Who says?

1. Who says the following sentences? Where are the people?

   Example
   You aren’t allowed to sit there. Get off the grass!
   The park attendant in a park.
a) You can’t park there. I’ll give you a parking ticket.
b) I’m sorry sir, but customers aren’t allowed in without a tie.
c) You’re allowed to bring in 250 cigarettes and a bottle of spirits.
d) You can’t talk in here. People are studying.
e) You can take your safety-belt off now and walk around, but you aren’t allowed to smoke in the toilets, and you can’t use personal computers.
g) We’re allowed to make one phone call a week, and we can go to the library, but we spend most of the time in our cells.

2. Think of some things that you can and can’t do in the following places.

Example
a church
You aren’t allowed to ride a bike in a church.
You can light a candle and say a prayer.

a) a hospital       b) a museum       c) a swimming pool       d) a park

4. Dialogues for permission

Here are two dialogues mixed up. One is between Jack and his daughter, Jill; the other is between Sam, a businessman, and his boss, Anna. Sort them out and put them in the right order.

n  Jill    Jack    Jill    Jack    Jill    Jack    Jill
i  Sam    Anna    Sam    Anna    Sam    Anna    Sam

a) But I’m taking Dave to see his girlfriend in hospital!
b) Yes, what is it?
c) I told you. I need it.
d) Well, it’s not a very convenient time at the moment. We’re very busy.
e) You know my father is having problems with his legs and he can’t walk. Well, he needs to go into hospital next week, and I was wondering if I could have the day off.
f) Thanks a lot, dad. I won’t be late back.
g) Oh, please! He won’t be able to go if I don’t give him a lift.
h) That’s very kind. Thank you very much. I’m very grateful.
i) No, you can’t. I need it.
j) Anna? Have you got a minute? Can I have a word?
k) I know we’re busy, but he won’t be able to get to the hospital if I don’t take him.
l) All right. I suppose I can walk. The exercise will do me good.
m) Well, if that’s the case then you must take him, of course.
n) Dad, can I have the car tonight?
5. **can** and **be able to**

1. Complete the sentences with a form of *can, could, or be able to*. Some of the sentences are negative.

   **Example**
   In my country you can get married when you’re sixteen.

   a) Speak up! I **can** hear you!
   b) **Can** I borrow your dictionary?
   c) I’d love **to** help you, but I can’t. I’m sorry.
   d) I **can’t** get into my house last night because I’d lost my key.
   e) Women **can’t** vote in England until 1922.
   f) I’m learning Spanish because I want **to** speak to people when I’m in Mexico.
   g) The doctor says I **can** walk again in two weeks’ time.
   h) I asked the teacher if I **could** open the window, but she said I **can’t** because it would be too noisy.
   i) I’m sorry, but I **can’t** come to your party next week.
   j) I love driving! **Can** drive has changed my whole life.

2. Complete the sentences with *could, couldn’t, or manage to*.

   **Example**
   I phoned the plumber because I **could** smell gas in the kitchen.
   We **managed to** put out the fire by throwing water on it.

   a) Jane and John saved and saved, and finally they **can** buy the house of their dreams.
   b) I phoned you yesterday, but I **can’t** get an answer. Where were you?
   c) The neighbours were having a row, and I **could** hear every word they said.
   d) **Could** you speak French before you moved to Paris?
   e) I went for a ten-mile run last Saturday. It nearly killed me! I **can’t** move on Sunday.
   f) **Could** you **man** all the things you wanted at the shops?
   g) The police **can’t** find the man who had stolen my car. He was sent to prison.
   h) My grandfather **can** speak four languages.
   i) When we got to the top of the mountain we **can** see for miles.

6. **Giving advice**

   Give advice to people in the following situations. Use *should*.

   a) My twenty-year-old son just stays at home all day watching television!
   b) My car keeps breaking down.
   c) I just can’t get to sleep these days.
d) Since my father retired, he doesn’t know what to do with himself.
e) I just don’t know what to do with my hair. It looks awful!

7. **mustn’t** or **don’t have to**?
   Underline the correct verb form.

   **Example**
   We have a lot of work tomorrow.
   You _mustn’t / don’t have to_ be late.

   a) You _mustn’t / don’t have to_ tell Mary what I told you. It’s a secret.
   b) The museum is free. You _mustn’t / don’t have to_ pay to get in.
   c) Children _mustn’t / don’t have to_ tell lies. It’s very naughty.
   d) Terry’s a millionaire. He _mustn’t / doesn’t have to_ go to work.
   e) I _mustn’t / don’t have to_ do my washing. My mother does it for me.
   f) We _mustn’t / don’t have to_ rush. We’ve got plenty of time.
   g) You _mustn’t / don’t have to_ play with guns. They’re dangerous.
   h) This is my favourite pen. You can borrow it, but you _mustn’t / don’t have to_ lose it.
   i) ‘Shall I come with you?’
      ‘You can if you want, but you _mustn’t / don’t have to_.’

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**Vocabulary and pronunciation**

8. **Nationality words**

1. Complete the chart with the country and the nationality adjective. Notice that all nationality words have capital letters in English!

<table>
<thead>
<tr>
<th>Country</th>
<th>Adjective</th>
</tr>
</thead>
<tbody>
<tr>
<td>‘Italy’</td>
<td>‘I´talian’</td>
</tr>
<tr>
<td>‘Germany’</td>
<td>‘Greek’</td>
</tr>
<tr>
<td>‘England’</td>
<td>‘English’</td>
</tr>
<tr>
<td>‘Finland’</td>
<td>‘Dutch’</td>
</tr>
<tr>
<td>‘Scottish’</td>
<td>‘Chinese’</td>
</tr>
<tr>
<td></td>
<td>‘Scottish’ (Scotch is a drink!)</td>
</tr>
</tbody>
</table>

2. Match the people with a suitable sentence about them. Notice the stress marks.

   The ‘I´talians had many great philosophers.
The Greeks grow lots of tulips.
The ‘Germans like taking saunas.
The Dutch wear kilts.
The ‘English are good at business.
The Chi’inese talk a lot about the weather.
The Finns eat a lot of pasta.
The Scots cook lots of noodles.

3. Complete the chart and mark the stress. Add some countries of your own choice at the end.

Example
Country – Wales;
Adjective – Welsh;
A sentence about people – The Welsh love rugby.

Country: ˜Ireland, Spain, Ja’pan, ´Russia, ´Sweden, ´Switzerland, ´Mexico, Au’stralia, ´Turkey.

9. Correcting wrong information
1. Read the telephone conversation between Mrs Maddox and Mr Hardcastle, her bank manager. In each line of the conversation, Mr Hardcastle gives some wrong information and Mrs Maddox corrects him. Mark the main stressed word or words in Mrs Maddox’s replies like this ‘.

Mr H Good morning Miss Maddox.
Mrs M It’s ‘Mrs Maddox actually.
Mr H Oh yes. Mrs Marry Maddox of ...
Mrs M Mrs Maureen Maddox.
Mr H Yes, of course. Maureen Maddox of twenty-three ...
Mrs M Twenty-two, actually.
Mr H Twenty-two Hillside Lane, Chesterfield.
Mrs M Hillside Road, Chesterfield.
Mr H Ah yes. Now Mrs Maddox, I believe you want to borrow five hundred pounds.
Mrs M No, in fact, I want to borrow five thousand pounds. Haven’t you got my letter?
Mr H No, I ‘m afraid not. But I understand you want to open a music shop for your son.
Mrs M Oh, dear me, no. I want to open a gift shop for my daughter. Don’t you think you should read my letter, Mr Hardcastle?
Mr H A gift shop for your daughter. Well, I’ll send you a form to ...
Mrs M But you sent me a form last week, and I’m ringing because I have some queries about it.
Mr H Oh, so you’ve filled in the form ...
Mrs M No, I haven’t filled in the form. I can’t fill it in because I don’t understand it. That’s why I’m ringing.
Mr H Oh I see! You want to ask me some questions about the form.
Mrs M Not any more. I don’t want to ask you questions about anything!! Good bye!

2. Practise reading the conversation aloud.

Multi – word verbs
10. Separable or inseparable?
1. Use your dictionary to see if the multi-word verbs in the exercise are separable or not. Put the word it into the correct place in the sentences.

   Example
   You must be very hot with your coat on.
   Why don’t you take it off ___?

   a) The music is too loud! Turn _____ down ____!
   b) You can borrow my camera, but you must look _____ after ____.
   c) I haven’t read the newspaper yet. Don’t throw _____ away ____.
   d) My shirt is filthy! Look _____ at ____!
   e) It’ll be a great party! I’m really looking forward _____ to ____.
   f) Is that story true, or did you make _____ up ____?
   g) I saw a lovely jumper today. I tried _____ on ____ but it was too small.
   h) Don’t drop your litter in the street! Pick _____ up ____!
   i) You can’t have my dictionary. Give _____ back ____ to me!
   j) ‘What’s the answer to this question?’
      ‘Don’t ask me. Work _____ out _____ for yourself!’
Резерв 2004 г.

Учебное издание

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РАЗВИТИЕ УСТНОЙ РЕЧИ

Практикум по английскому языку для студентов I курса
В 3-х частях
Часть 1

Корректор Е.Н. Батурчик

Издатель и полиграфическое исполнение: Учреждение образования
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