Table of Contents

- Vocabulary and Functional Language
- G Grammar
- S Skills
- L Learning tip
- **C** Culture

All About You page 10

- 'family-words', 'home-words', 'personal-words'; where you live; hobbies: equipment and clothes; likes and dislikes; 'when' and 'how long'
- indirect questions; question tags; verbs followed by -ing forms; 'would like' + to infinitive; time expressions
- selective listening to an interview; softening questions; avoiding 'yes' and 'no' answers; checking information; listening for general and specific information in dialogues about hobbies
- L intonation in question tags
- 'yes' and 'no' in other cultures

Education and Learning

page 16

- educational systems; memories of school; elections; memory; career changes
- if-sentences types 1 and 2; time clauses; adjectives and prepositions; simple present for future meaning with 'as soon as', 'before' and 'when'; 'going to'
- determination positive or negative; forming policies; presenting ideas; training your memory; making subjective statements; listening to people giving advice; reading for gist in an article about career changes
- how to improve your memory
- public and private schools; driving

Job Talk 1

page 22

business introductions – formal and informal; welcoming a visitor; discussing a journey; making small talk; listening for word stress in introductory phrases; reading for specific information on business cards; conference role-play

Revision Unit 1

page 24

reading for detail in an article about 'Letterboxing' – multiple choice; word meaning and substitution; personal letter gap-fill

3 Health

page 26

- V holiday health problems; travel preparations; at the chemist's; allergies
- **G** if-sentence type 3; reported speech / reported questions; changing the topic
- S listening for specific information in a dialogue about holiday health problems; giving advice; changing the subject; using general information; reading for detail in a text about an allergy sufferer
- L preparing for a holiday

4 Eating Habits page 32

- V 'every day-words', 'special occasion-words', 'neverwords'; contemporary eating habits; food and health; trends and habits
- **G** used to / used to + -ing / get used to + -ing; present progressive
- S asking about frequency; reading for detail in an article about eating habits; speech rhythm; listening for gist in a dialogue about eating habits; agreeing and disagreeing; focussing; listening for and understanding implied information
- **C** eating habits and taboos in other countries

Job Talk 2

page 38

listening for detail in a phone conversation; giving directions from a map; asking for clarification on the phone; checking information; food and drink phrases; describing food; making polite requests; responding to a request

Revision Unit 2

selective reading of information from an Internet search; agreeing where to eat; listening for specific information about holiday health problems; refusing an invitation; writing a letter

5 At Home

page 42

- V living abroad; describing homes in your area; a dream house; sheltered housing; rules and regulations
- **G** simple past perfect; past perfect progressive; wishes; prepositions of location; modal verbs of obligation
- S listening for detail in a dialogue about living abroad; reading for detail in a text about Coober Pedy; reading for gist in an article about sheltered housing; showing you are following what someone is saying
- L listening for new language in the class
- C what would you miss if you lived abroad; homes in different countries

6 Occupations & Professions

page 48

- V the right clothes; conflict on the job; travelling by car; thinking about a new job; a dangerous job
- **G** infinitives of purpose; word partners; prepositions; until / not until; asking for, giving and reacting to suggestions
- S giving reasons; reading an article about conflict on the job and sorting the paragraphs; determining reasons; listening for detail in a radio traffic report; listening for detail in a dialogue about ideas for a new job; listening for specific information in an interview
- C rules and regulations in your country

Job Talk 3

page 54

listening for specific information in a recorded telephone message; giving instructions; selective reading of job advertisements; what is important in a job

Revision Unit 3

page 56

reading for detail in an informal letter about moving house – multiple choice; contents of a letter

7 Holidays & Different Cultures page 58

- V challenging holidays in exotic locations; planning a holiday with others; the best and worst hotels; making a complaint; travel in different cultures
- **G** modals for prediction; order of adjectives; the passive
- S speculating; reading for detail in travel brochures; reaching a consensus; listening for gist in hotel descriptions; sounding angry or friendly; listening for specific information at the airport
- C preparing for a trip abroad; travellers' knowledge
- L using your senses

8 E-commerce

page 64

- shopping via the Internet; e-commerce; voice mail; money; in a bank / in a shop
- gerunds (-ing forms) used as nouns; anybody, G anywhere, anything; to have something done
- selective reading about DotComGuy; listening for specific information in answerphone messages; confirming information; interviewing class members
- L money words

Job Talk 4

page 70

putting a telephone conversation in order; taking telephone messages; being friendly on the phone; dealing with problems in phone conversations; asking for, granting and refusing permission

Revision Unit 4

page 72

reading excerpts from a newspaper and matching the headline; writing sentences; furnishing an empty house - reaching a consensus; writing an informal letter about a holiday

Media and Society

page 74

- current TV programmes and characters; programmes vs. channels; types of programmes; TV alternatives; whistle-blowing; crime
- gerunds; review of tenses; 'none' and 'neither'; multi-word verbs
- talking about preferences; matching words and phrases; listening to and taking notes on a radio programme about whistle-blowing; stating your own opinion; reporting back to a group
- remembering multi-word verbs
- TV habits in other countries

State of the Planet 10

page 80

- pollution; nature and the environment; working to improve the environment; BE vs. AE; agreeing and disagreeing; numbers; the weather
- talking about the future; possessive pronouns; comparing adverbs; future progressive
- matching statistics to statements and graphs; reading for detail in articles about people working to improve the environment; listening for gist in a dialogue about Julia Hill; giving opinions about environmental action
- what children in other countries are doing to improve the environment
- drawing pictures L

Job Talk 5

page 86

listening to a dialogue about a farewell party; checking phone phrases; filling out a calendar; planning a farewell party; time expressions; matching farewell phrases with responses; revision of small talk topics

Revision Unit 5

page 88

listening for detail in an interview about an environmental investigator; writing a letter to a magazine asking about subscription details; e-mail to the BBC; reading and understanding a TV guide

File Section

page 90

Homestudy Section

page 100

Homestudy Units 1-10

Appendix

page 126	Functional Language
page 129	Grammar Reference Section
page 144	Tapescripts
page 154	Key
page 162	Vocabulary Unit by Unit
page 176	Vocabulary Alphabetical List
page 180	Acknowledgements