

# **Speak English!**

**30 Days to Better English:**

All the Speaking, Vocabulary and  
Grammar You Need to Be Fluent



**CLARE WHITMELL**

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# **Speak English!**

**30 Days to Better English:**

*All the Speaking, Vocabulary and  
Grammar You Need to Be Fluent*



**CLARE WHITMELL**



**Speak English!**

**30 Days to Better English**

**By Clare Whitmell**

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I've been teaching English for more than 20 years, and nearly every student I meet says that their biggest problem is speaking.

Students tell me that they don't need to learn more English grammar. In fact, if you're typical, you've already studied English in school - sometimes for years! You probably already know the names of English tenses and other grammatical words, and you've had lots of practice at doing written grammar exercises!

Most English lessons at school focus on grammar, reading and vocabulary, and there's much less time for listening or speaking. This means that when you speak English now, you feel embarrassed or worried about making mistakes. It's difficult to find the words you need - even for simple conversations.

Can you “learn” speaking?

One of the most important things for speaking English (or any language) is confidence. But because it's not always easy to become more confident, this book starts with the most common and essential phrases to help you have successful conversations with other people.

The book is divided into three parts:

Days 1-10 “The Basics” (Talk about yourself)

Days 11-20 “In an English-speaking country” (Getting around, going shopping, etc)

**Days 21 - 30 “Communicating with other people” (Making phone calls, starting conversations, giving your opinion, etc)**

To make the most of the book, work through one day at a time and do the practice exercises.

Correct grammar and vocabulary are important if you want to speak without mistakes. For this reason, this book also explains the grammar in an easy way so you can be sure that you're getting the basics right. There are also vocabulary notes for each day to give you the words you need for conversations.

#### **Audio and other extras**

To help your pronunciation, there are more than 120 audio recordings of words, phrases and example conversations. Click on the link (at the beginning of each day) and a browser window will open. Then click on the audio recording you want to hear. The audio recordings are in standard British English - one of the clearest and easiest to understand English accents.

There are also speaking and pronunciation tips throughout the book to help you speak more natural English.

To thank you for buying this book, we also have two bonus pages for you: a page of tips for increasing your confidence, and a resource page of websites where you can find speaking partners online. All of these (at the time of writing) are free or low-cost.

## **Note**

**The spelling in the book is given first in British English, then the equivalent (where different) in American English.**

## **Part 1 - The Basics**

**Day 1 - Say hello!**

Introduce yourself and other people

Verb to be, pronouns

**Day 2 - Give basic information about yourself**

Nationalities

Age (numbers)

Spelling (your name)

**Day 3 - Talk about your family and people you know**

You and your family, marital status

's (to talk about possession)

**Day 4 - Give basic descriptions of people**

Have / have got

Adjectives

**Day 5 - Talk about your life / daily routines**

The present simple (job and routines)

Telling the time

**Day 6 - Talk about your hobbies / likes and dislikes**

Free time activities

Like, love, hate, etc

**Day 7 - Talk about where you live**

Your town / city  
Rooms and furniture  
There is / there are  
Prepositions of location

Day 8 - Asking for help  
Can / could  
Useful questions ("Excuse me", "Do you know ...?")

Day 9 - Saying what you want

Would like, please, thank you

Day 10 - Review  
Practise introducing yourself  
And, but, so, because  
Nouns / articles

## *Day 1 - Say hello!*

Here are some essential phrases to say hello, introduce yourself, and introduce other people to each other.

Remember, when you see the headphones icon you can hear the audio.

Here's the link to hear the audio for Day 1

<http://www.english-at-home.com/speak-english-book/#day1>

### SAYING HELLO

"Speak English"

"Hello!"

"Hi!" (More informal situations)

In formal situations, you can also say and

"Good morning" = for the morning up to lunch.

"Good afternoon" = for the afternoon until early evening (i.e. around 6pm)

"Good evening" = for the rest of the evening

"Good night" = when you leave a person at the end of the evening, or when you go to bed.

## **GIVING YOUR NAME**

"I'm ... (first name)

"I'm Clare"

"I'm (first and second name)

"I'm Clare Whitmell"

or

"My name is (your first name / first name + surname)

## **INTRODUCING YOURSELF**

**In formal situations, give your first name and surname. In informal situations give your first name.**

**Example: to a receptionist**

**"Good morning! I'm Clare Whitmell from english-at-home.com. I'm here to see ... (John Smith)"**

## **SAYING HELLO TO FRIENDS, COLLEAGUES, ETC**

**Here's a typical conversation structure.**

**Person A: Say "Hi!", "Hello!" and follow with a phrase like are or are or it**

**Person B:** Answer with a phrase like and ask Person A a similar question.

**Person A:** Reply

**Example conversations:**

**"Greetings"**

A: Hi Suzie. How are you?

B: Fine thanks. And you?

A. Yeah, fine thanks.

A: Hey John! How are things?

B: Not bad. You?

A: Yeah, fine thanks.

A: Hi Matt! How's it going?"

B: Great! You?

A: Can't complain!

**Alternatives**

**"How are you"**

**Positive phrases**

**"Fine"**

**"Fine thanks"**

"OK"

"OK thanks"

"I'm very well, thanks" is more formal.

### Less positive phrases

"Not bad thanks"

"Can't complain"

"Hmm, so-so"

### Negative phrases

"Not very well, actually..."

"Not great, actually..."

## MEETING NEW PEOPLE

When you meet someone for the first time, give your name.

The other person says: to meet or to meet or to meet

### Example conversations

"Introductions"

A: Hi, I'm Clare.

B: Pleased to meet you! I'm Dave.

A: Good morning. I'm David Green.

B: Pleased to meet you. I'm Susan Harris.

A. Good to meet you.

## INTRODUCING OTHER PEOPLE

When you introduce two people to each other you can say: (name of your friend)."

Then, give more information about the person.

"He's a friend of mine."

"He's a friend of my brother."

"He's a colleague."

"She's my cousin."

## Example conversations

David (to Emma): "Emma, this is Paul. He's a friend of mine."

Emma: "Hi Paul. Nice to meet you."

Paul: "Good to meet you John."

Deborah (to Anna): "This is Sally. She's my cousin."

Anna: "Hi Sally. Pleased to meet you."

Sally: "Pleased to meet you too."

## VOCABULARY NOTES

**Can't complain** = we say this when we are OK (but not fantastic!)

**So-so** = we say this when things are not fantastic and not terrible. (So not 100% but 50%).

**Be careful!** It's "so-so" and not "so-and-so".

**Actually** = we say this before we say something that the other person can find surprising or unexpected.

**Person A:** "Are you Sarah?"

**Person B:** "Actually, I'm Clare!"

**Colleague** = someone you work with

**Cousin** = son / daughter of your aunt / uncle

### **Speaking tip**

Try to relax when you meet someone. Smile when you say your name. It's friendly and you feel more relaxed. Practise saying "Hi, I'm (name)" a few times at home to feel confident.

### **GRAMMAR NOTES - THE VERB "TO BE"**

We use the verb "to be" to talk about ourselves – our identity, feelings, age and nationality.

**I am**

**You are**

**He / She / It is**

**We are**

**They are**

### **Examples**

**It's cold today!**  
**She's my sister.**  
**We're 18 years old.**  
**He isn't my colleague.**  
**They're French, not Italian.**

## **Notes**

**We use "you" for one person or for more than one person.**  
**We use "you" in formal and informal situations.**

**For example:**

**How are you? (I'm talking to my sister.)**  
**How are you? (I'm talking to my sister and my brother.)**  
**How are you? (I'm talking to my friend.)**  
**How are you? (I'm talking to a customer.)**

## **Negative**

**I am not (I'm not)**  
**You are not (You aren't)**  
**He is not (He isn't)**  
**She is not (She isn't)**  
**We are not (We aren't)**  
**They are not (They aren't)**

## **Question form**

**Am I ....?**

**Are you ....?**

**Is he / she / it ....?**

**Are we ....?**

**Are they ...?**

### **Short answers**

**Yes, I am / No I'm not**

**Yes, you are / No you aren't**

**Yes, he, she, it is / No he, she, it isn't**

**Yes, we are / No we aren't**

**Yes, they are / No they aren't**

### **In the past**

**I was (wasn't = negative)**

**You were (weren't = negative)**

**He was (wasn't)**

**We were (weren't)**

**They were (weren't)**

**Was I...? Were you ...? Etc**

### **GRAMMAR NOTES - PRONOUNS**

**Pronouns replace nouns. You can use them to avoid repetition.**

**For example:**

**David is a doctor. He is a doctor. (He = David.)**

**Sarah is a lawyer. She is a lawyer. (She = Sarah.)**

**Two types of pronouns are subject pronouns, and object pronouns.**

**Subject pronouns are pronouns that replace the nouns which are the subject of the verb.**

**Object pronouns are pronouns that replace the nouns which are the object of the verb.**

### **Subject pronouns**

**Subject pronouns are the subject of the verb.**

**I**

**you**

**he**

**she**

**it**

**we**

**they**

**For example:**

**John and Alice live in New York. They have a house in Brooklyn.**

**Alice is a lawyer. She loves her job.**

**John is a doctor. He works in a hospital.**

### **Object pronouns**

**Object pronouns are the object of a verb. They come after the verb, and after prepositions.**

**Here's a list of subject and object pronouns:**

**I — me**

**You — you**

**He — him**

**She — her**

**It — it**

**We — us**

**They — them**

**I love David, and he loves**

**You and I work together. I know**

**He is my friend. I like**

**She studies English. I teach**

**I like I like**

**He helps Sarah and He helps**

**They are students. I teach**

**Here are examples of object pronouns after prepositions.**

I'm going to the cinema tonight. Come with  
Do you want to see the new film? Yes, I'll go to the cinema with  
He helps me with English. I get help from  
I want to buy a present for I want to buy a present for  
We have two children. They live with  
I don't want to speak to David and I don't want to speak to

#### **GRAMMAR NOTES - POSSESSIVE ADJECTIVES**

Possessive adjectives say who owns something. Because they are adjectives, they don't have a plural (or feminine / masculine) form. They link to the person who owns / has something: not the object.

Here's a list of subjects and possessive adjectives:

I — my

You — your

He — his

She — her

It — its

We — our

They — their

I have a car. My car is red.

You have a house. Your house is beautiful.

He is married. His wife's name is Carol.  
She is married. Her husband is a chef.  
It is a small company. Its profits are small.  
We have one child. Our family is small.  
They have a pet dog. Their dog is a Doberman.

#### GRAMMAR NOTES - POSSESSIVE PRONOUNS

Possessive pronouns show who is the owner of an object, and replace the object.

For example:

I have a red car. It is

Here's a list of possessive adjectives and possessive pronouns.

my — mine

your — yours

his — his

her — hers

our — ours

their — theirs

Your house is small. My house is bigger than (= bigger than your house)

His car is big. But my car is bigger than (= bigger than his car)

I like her car. I like

This is our car. This is

This isn't our car. It's (=their car)

#### PROGRESS CHECK

Can you complete the sentences? (Answers on the next page!)

1. How are \_\_ ?
2. \_\_ complain!
3. And \_\_ ?
4. Not \_\_ thanks.
5. Hi! \_\_ Clare.
6. Pleased to \_\_ you!
7. \_\_ is my colleague, Rob.
8. Nice to meet \_\_ Rob.

#### Verb to be

1. \_\_ you David?
2. Actually, I \_\_ Richard.
3. She \_\_ my cousin.
4. They \_\_ my friends. (negative)
5. \_\_ he your brother?
6. No, he \_\_
  
7. \_\_ they German?
8. Yes, they \_\_
9. I \_\_ English. (negative)
10. We \_\_ Spanish. (negative)

#### Pronouns and possessives

1. John lives in Paris. \_\_ is a teacher.

2. Do you know \_\_ ? (John)
3. My teacher is very kind. He helps \_\_
4. She has two children. \_\_ are 2 and 4 years old.
5. I love \_\_. (the children)
6. This is my new car. \_\_ is a Ferrari.
7. We live in Paris. \_\_ house is small.
8. My cousins live in London. \_\_ flat is beautiful.
9. The red car is my new car. It's \_\_
10. The small house is our house. It's \_\_

## *Progress check Day 1*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

1. How are you ?
2. Can't complain!
3. And
4. Not bad thanks.
5. Hi! I'm Clare.
6. Pleased to meet you!
7. This is my colleague, Rob.
8. Nice to meet you Rob.

**Verb to be**

1. Are you David?
2. Actually, Richard.
3. my cousin.
4. They aren't my friends. (negative)
5. Is he your brother?
6. No, he isn't
7. Are they German?
8. Yes, they are
9. not English. (negative)
10. We aren't Spanish. (negative)

**Pronouns and possessives**

1. John lives in Paris. He is a teacher.
  2. Do you know (John)
  3. My teacher is very kind. He helps me
  4. She has two children. They are 2 and 4 years old.
  5. I love (the children)
  6. This is my new car. It is a Ferrari.
- 
7. We live in Paris. Our house is small.
  8. My cousins live in London. Their flat is beautiful.
  9. The red car is my new car. It's mine
  10. The small house is our house. It's ours

## *Day 2 - Give basic information*

Here are ways you can give basic information about yourself.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day2>

### **YOUR NATIONALITY**

**"Nationality"**

We use the verb "to be" to talk about nationalities

"I'm (from England)

"He's (from France)

"ish", "ian", "an", "ese" are all common nationality endings.

Typical question

"Where are you Or do you come

You can answer "I'm British" - or, if you can't remember the nationality word, you can say (and say the name of the country.)

Here are some common countries and nationalities.

## **Europe**

**"Europe"**

**Britain – British**

**Ireland – Irish**

**France – French**

**Italy – Italian**

**Spain – Spanish**

**Portugal – Portuguese**

**Greece – Greek**

**Cyprus – Cypriot**

**Malta – Maltese**

**Albania – Albanian**

**Serbia – Serbian**

**Croatia – Croatian**

**Bosnia – Bosnian**

**Germany – German**

**Austria – Austrian**

**Hungary – Hungarian**

**Switzerland – Swiss**

**Belgium – Belgian**

**Netherlands – Dutch**

**Sweden – Swedish**

**Finland – Finnish**

**Norway – Norwegian**

**Denmark – Danish**

**Lithuania – Lithuanian**

**Latvia – Latvian**

**Estonia – Estonian**

**Russia – Russian**

**Georgia – Georgian**

**Belarus – Belarusian**  
**Poland – Polish**  
**Czech Republic – Czech**  
**Slovakia – Slovakian**  
**Ukraine – Ukrainian**  
**Romania – Romanian**

**Bulgaria – Bulgarian**  
**Turkey – Turkish**

## **Middle East / The Gulf**

**"Middle East"**  
**Israel – Israeli**  
**Palestine – Palestinian**  
**Jordan – Jordanian**  
**Lebanon – Lebanese**  
**Syria – Syrian**  
**Iran – Iranian**  
**Iraq – Iraqi**  
**Kuwait – Kuwaiti**  
**Saudi Arabia – Saudi**  
**Bahrain – Bahraini**  
**Qatar – Qatari**  
**Oman – Omani**  
**Yemen – Yemeni**

## **Asia**

**"Asia"**  
**China – Chinese**

Taiwan – Taiwanese  
Kazakhstan – Kazakh  
Uzbekistan – Uzbek  
Mongolia – Mongolian  
Korea – Korean

Japan – Japanese  
India – Indian  
Nepal – Nepalese  
Tibet – Tibetan  
Sri Lanka – Sri Lankan  
Pakistan – Pakistani  
Afghanistan – Afghan  
Bangladesh – Bangladeshi  
Vietnam – Vietnamese  
Laos – Lao  
Cambodia – Cambodian  
Myanmar (Burma) – Burmese  
Thailand – Thai  
Malaysia – Malaysian  
Indonesia – Indonesian  
Singapore – Singaporean  
Philippines – Filipino

Americas / Caribbean

"Americas"

United States – American  
Canada – Canadian  
Mexico – Mexican

**El Salvador – Salvadorean**

**Costa Rica – Costa Rican**

**Nicaragua – Nicaraguan**

**Argentina – Argentinian**

**Brazil – Brazilian**

**Chile – Chilean**

**Ecuador – Ecuadorian**

**Peru – Peruvian**

**Bolivia – Bolivian**

**Colombia – Colombian**

**Uruguay – Uruguayan**

**Venezuela – Venezuelan**

**Jamaica - Jamaican**

**Cuba - Cuban**

## **Africa**

**"Africa and Australia"**

**Egypt – Egyptian**

**Algeria – Algerian**

**Tunisia – Tunisian**

**Morocco – Moroccan**

**Libya – Libyan**

**Sudan – Sudanese**

**Ethiopia – Ethiopian**

**Kenya – Kenyan**

**Uganda – Ugandan**

**Nigeria – Nigerian**

**Ghana - Ghanaian**

**South Africa – South African**

**Zimbabwe - Zimbabwean**

**Namibia - Namibian**

**Australia – Australian**

**New Zealand – a New Zealander**

## **YOUR AGE**

**We use the verb (and not “to have”) to talk about our age.**

**Typical question**

**“How old are you?”**

**You can answer in two ways:**

**“I’m... (20 / 30 / 40)”**

**“I’m (20) years**

## **NUMBERS**

### **1-10**

**One, two, three, four, five, six, seven, eight, nine, ten**

### **11-20**

**Eleven, twelve, thirteen, fourteen, fifteen, sixteen, seventeen, eighteen, nineteen, twenty**

### **21-30**

**Twenty-one, twenty-two, twenty-three, twenty-four, twenty-five,  
twenty-six, twenty-seven, twenty-eight, twenty-nine, thirty**

**Thirty-one, etc**

**20**

**Twenty**

**30**

**Thirty**

**40**

**Forty**

**50**

**Fifty**

**60**

**Sixty**

**70**

**Seventy**

**80**

**Eighty**

**90**

**Ninety**

**100**

**One hundred**

### **Pronunciation tips**

Be careful of the difference between 13 and 30, 14 and 40, 15 and 50, 16 and 60, 17 and 70, 18 and 80; and 19 and 90. In the teens (13, 14, 15, 16, etc) the stress is on the - the second So we say etc.

With the “ty” (30, 40, 50, etc), the stress is on the first So we say etc.

### **”Numbers and spelling”**

**13 / 30**

/

**14 / 40**

/

**15 / 50**

/

**16 / 60**

/

**17 / 70**

/

18 / 80

/

19 / 90

/

## SPELLING YOUR NAME

Learn how to pronounce the letters of the alphabet in English.

Typical question:

“How do you spell your name?” or “Can you spell your name for me?”

Example answer:

You can say or spell or (give the spelling)”

“Clare - that’s C-L-A-R-E”

“My second name is Whitmell. That’s spelled W-H-I-T-M-E-double L.”

## Letters

”Spelling”

A - eh (rhymes with “say”)

B - bee

C - see  
D - dee  
E - ee  
F - eff  
G - gee (dj + ee)  
H - aitch (eh + tch)  
I - eye  
J - jay (rhymes with “say” - dj + eh)  
K - kay (rhymes with “say”)  
L - el  
M - em  
N - en  
O - oh  
P - pee  
Q - kew (rhymes with “new”)  
R - ar  
S - es  
T - tee  
U - you  
V - vee  
W - double you  
X - eks  
Y - why  
Z - zed (British English) or zee (American English)

### Speaking tip

1. You can say “L for ... (name of a word that begins with l)  
Example: for or for Do this if you have difficulty with pairs of letters like l / r or p / b.

2. When you have two letters which are the same, say

Example: is - double

#### PROGRESS CHECK

Can you complete the sentences? (Answers on the next page)

#### Nationalities

1. Dan is from Germany. He's \_
2. Suzie is from Spain. She's \_
3. Liz is from Australia. She's \_
4. Tony is from Canada. He's \_
5. Luis is from Brazil. He's \_
6. My friend is from Japan. She's \_
7. Suki is from Korea. She's \_
8. He's from Russia. He's \_
9. Maria is from Argentina. She's \_
10. Rob is from Italy. He's \_

#### Numbers - How do you say these?

21

33

45

17

62

78

89

94

55

13

## *Progress check Day 2*

### **PROGRESS CHECK - ANSWERS**

#### **Nationalities**

- 1. Dan is from Germany. He's German**
- 2. Suzie is from Spain. She's Spanish**
- 3. Liz is from Australia. She's Australian**
- 4. Tony is from Canada. He's Canadian**
- 5. Luis is from Brazil. He's Brazilian**
- 6. My friend is from Japan. She's Japanese**
- 7. Suki is from Korea. She's Korean**
- 8. He's from Russia. He's Russian**
- 9. Maria is from Argentina. She's Argentinian**
- 10. Rob is from Italy. He's Italian**

#### **How do you say these numbers?**

- 21 = twenty-one**  
**33 = thirty-three**  
**45 = forty-five**  
**17 = seventeen**  
**62 = sixty-two**  
**78 = seventy-eight**  
**89 = eighty-nine**  
**94 = ninety-four**  
**55 = fifty-five**  
**13 = thirteen**

## *Day 3 - You and your family*

Here are some essential words and phrases to talk about you and your family.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day3>

### TALKING ABOUT YOU

Here is some vocabulary to talk about your status.

"Status"

I am married.

I have a husband. (I am married to a man.)

I have a (I am married to a woman.)

I am (I will get married soon)

I am (no husband / no wife)

I have a (there is an important person in my life, but maybe we aren't married)

I have a (a girl / woman "important" friend, but we aren't married)

I have a (a boy / man "important" friend, but we aren't married)

I am (I was married, but not now)

I am (I don't live with my husband / wife, and perhaps we will get divorced soon)

I am (My husband / wife is dead.)

#### **TALKING ABOUT THE PEOPLE IN YOUR FAMILY**

Here are some words to talk about your relatives.

"Family"

mother

My mother's name ... (is Sandra). name = the name of my mother)

father

My father's name ... (is Robert).

sister

**My sister's name ... (is Sarah).**

**brother**

**My brother's name ... (is David).**

**an only child**

**I don't have brothers or sisters.**

**child / children**

**I have one child. / I have two children.**

**(child / children = boy or girl)**

**son**

**My son's name is Richard.**

**daughter**

**My daughter's name is Rebecca.**

**My father has a sister. His sister's name is Maria.**

**My mother has a sister. Her sister's name is Eve.**

**Maria is my**

**Eve is my**

**My father has a brother. His brother's name is Henry.**

**My mother has a brother. Her brother's name is William.**

**Henry is my uncle and William is my**

**The parents of my father and my mother are my**

**The father of my father (and the father of my mother) is my**

**The mother of my father (and the mother of my mother) is my**

**My son is the grandson of my parents.**

**My daughter is the granddaughter of my parents.**

**The children of my aunt and the children of my uncle are my**

**The son of my brother (or my sister) is my**

**The daughter of my brother (or my sister) is my**

**Example conversations**

**"Families"**

**A: Tell me about yourself.**

**B: Well, I'm married with a son. What about you?**

**A: I'm single!**

A: Tell me about your family.

B: Well, I've got one brother and one sister.

A: Lucky you! I'm an only child.

A: Have you got a big family?

B: Yes, and we're very close. What about you?

A: I'm from a small family.

A: How many brothers and sisters have you got?

B: One sister and one brother. How about you?

A: I'm an only child, but I've got lots of cousins.

### **Speaking tip**

When you answer someone's question, say "What about you?", "How about you?" or even "And you?" to say the same question to them. It shows interest and keeps the conversation going.

### **GRAMMAR NOTES - 'S FOR POSSESSION**

We can use 's to talk about our possessions or our relationships.

#### **Example:**

"Julia's daughter is Anna." (= the daughter of Julia is Anna)

"Tony's wife is French." (= the wife of Tony is French)

**“Julian’s children are young.”** (= the children of Julian are young)

**“Julian and Barbara’s children are in the car.”** (= the children of Julian and Barbara are in the car)

**“David’s house is big.”** (= the house belonging to David is big)

## Notes

**1. We can’t use ‘s with objects - only with people**

**“The roof of the house is new.”** (Not “the house’s roof”)

**2. The ‘s goes at the end of the person’s name. When there are two people, the ‘s goes after the second person.**

**“Sarah’s house”, and John’s house”.**

**3. When the person’s name ends -s, put the ‘s after the name**

**“James’s house”**

**(For other ways to talk about possession - have / have got - see day 4.)**

## PROGRESS CHECK

Can you complete the sentences? (Answers on the next page)

### Family vocabulary

Carly and Bill are married with two children - Sarah (a girl) and Alfie (a boy).

1. Carly is Sarah and Alfie's \_\_
2. Alfie is Bill's \_\_
3. Sarah is Carly and Bill's \_\_
4. Alfie is also Carly's \_\_
5. Bill is Sarah and Alfie's \_\_
6. Sarah is Alfie's \_\_
7. Carly is Bill's \_\_
8. Bill is Carly's \_\_
9. Carly and Bill are Sarah and Alfie's \_\_

Carly has got a sister (Jen) and Bill has got a brother (Brian).

10. Brian is Sarah and Alfie's \_\_
11. Jen is Sarah and Alfie's \_\_

Jen has got one child (Tom).

12. Tom is Sarah and Alfie's \_\_
13. Tom is Carly's \_\_
14. Sarah is Jen's \_\_

15. Have you got any brothers or sisters?

No, I'm an \_\_

's for possession

1. The car belongs to Lucy. It's \_\_ car.
  2. The book belongs to David. It's \_\_ car.
  3. John and Sue are the children of Rachel. They're \_\_ \_\_
- 
4. The mother is Rachel and the father is Charles. John and Sue are Rachel and \_\_ children.
  5. The \_\_ parents are Rachel and Charles.

## *Progress check Day 3*

### **PROGRESS CHECK - ANSWERS**

#### **Family vocabulary**

**Carly and Bill are married with two children - Sarah (a girl) and Alfie (a boy).**

- 1. Carly is Sarah and Alfie's mother**
- 2. Alfie is Bill's son**
- 3. Sarah is Carly and Bill's daughter**
- 4. Alfie is also Carly's son**
- 5. Bill is Sarah and Alfie's father**
- 6. Sarah is Alfie's sister**
- 7. Carly is Bill's wife**
- 8. Bill is Carly's husband**
- 9. Carly and Bill are Sarah and Alfie's parents**

**Carly has got a sister (Jen) and Bill has got a brother (Brian).**

- 10. Brian is Sarah and Alfie's uncle**
- 11. Jen is Sarah and Alfie's aunt**

**Jen has got one child (Tom).**

- 12. Tom is Sarah and Alfie's cousin**
- 13. Tom is Carly's nephew**
- 14. Sarah is Jen's niece**

- 15. Have you got any brothers or sisters?**

No, I'm an only child

's for possession

1. The car belongs to Lucy. It's Lucy's car.
2. The book belongs to David. It's David's car.
3. John and Sue are the children of Rachel. They're Rachel's children
  
4. The mother is Rachel and the father is Charles. John and Sue are Rachel and Charles's children.
5. The children's parents are Rachel and Charles.

## *Day 4 - Describing people*

Here are some useful phrases to talk about yourself and other people.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day4>

### EXAMPLE CONVERSATIONS

#### "Height and weight"

A: How tall are you?

B: I'm about 1 metre 70. (1.70m)

A: How tall is your brother?

B: He's almost 2 metres! (2.0m)

A: Wow, that's tall!

A: Can you describe the man you saw in the bar?

B: Well, he was average build - maybe a bit overweight. He was quite tall.

### Notes

1. In American English the spelling is "meter". In other countries, the spelling is "metre".
2. In both the UK and the USA, people often give their height in "feet" and "inches". For example, "He's five foot nine" or "He's five nine".

(One foot = about 30 cm; 5 foot nine = 1.75m)

### PHYSICAL DESCRIPTIONS

Here is some common vocabulary to give simple physical descriptions of yourself and other people.

#### “Descriptions”

##### HEIGHT AND WEIGHT

“I’m tall.” (1.95m)

“I’m short.” (1.50m)

“She’s slim.” (1.75m and 70 kg)

“She’s overweight.” (1.75m and 120 kg)

“I’m muscular.” (I’m a bodybuilder!)

“I’m athletic.” (I play a lot of sport)

“I’m average build.” (normal height, normal weight)

##### HAIR, EYES AND SKIN

“I’ve got long hair.”

“I’ve got short hair.”

“I’ve got shoulder-length hair.”

Hair length and colour in American

“She’s got long, brown hair.”

“She’s got short, blonde hair.”

“She’s got long, straight, brown hair.”

“She’s got short, curly, blonde hair.”

“She’s got long, wavy, red hair.”

“He’s got short, straight, black hair.”

## **Eye colour**

**“He’s got blue eyes.”**

**“She’s got green eyes.”**

**“She’s got brown eyes.”**

**“She’s got hazel eyes.”**

**“She’s got grey eyes.” (“gray” in American English)**

**“He’s got dark eyes.”**

## **Skin colour**

**“She’s**

**“She’s**

**“She’s**

**“She’s**

## **OPINION ADJECTIVES**

**“She’s**

**“My younger sister is very**

**“Her husband is really**

**“My brother is**

**“They’re a very attractive**

## **AGE**

**“My father is in his**

**“My sister is still a**

**“Her brother is a**

**“Her children are grown**

## **Example conversations**

## "Look like"

A: What do you look like?

B: Well, I'm average build. I've got short, blonde hair and hazel eyes.

A: What's your brother like?

B: He's tall and muscular. He's got short, wavy, brown hair and brown eyes.

A: Are you like your sister?

B: No I'm not! She's small and fair, and I'm tall and tanned!

## VOCABULARY NOTES

Shoulder-length = hair that goes to your shoulders

Straight = in a perfect line (not curly or wavy)

Curly = like a circle (opposite of straight)

Wavy = like the sea

Hazel = a mix of green and brown

We say "dark eyes" - not "black eyes"!

Fair = pale skin (white / pink colour)

Tanned = dark colour from the sun

Black = black colour skin

Asian-looking = like a person from a country in Asia

We say "beautiful" or "pretty" for girls, but "handsome" (and often "good-looking) for men and boys. For both men and women we can say "attractive".

In his / her / their 50s (from 50-59)

In his / her / their 40s (from 40-49)

Teenager = from age 13 - 19

**Grown up = adult**

### **Speaking tip**

Some words are quite negative in English. For example, to say that someone is “fat”, “thin” or “old”. Instead, you can say “She’s a little / a bit overweight” (not “fat”) or “She’s quite slim” (not “thin”). You can also say “He’s about 50 / 60” (not “he’s old”).

### **GRAMMAR NOTES**

#### **1. Like and look like**

When we ask for a description of a person we can ask: “What is he/she or “What does he / she look

You can answer: “He’s ... (tall / short, etc)”

When we ask about similarity, we can use the adjective “like”:

“Are you like your brother?”

“I’m like my sister. We both have red hair.”

#### **2. Adjectives and adverbs**

We put adjectives before the noun: “She’s got long

When there are two or more adjectives before the noun, use a comma (not “and”):

“She’s got long, straight

“She’s got long, brown, straight

When you have two or more adjectives, the first one is the most general (long / short); the second is colour (brown, blonde, red, etc) and the third is the texture (straight, curly, wavy, etc.)

You can also put the adjective after the noun and use the verb “to be”: “Her hair is

When there are two or more adjectives after the noun, use “and”:  
“Her hair is long and  
“Her hair is long, brown and

Adverbs add more information to an adjective.

For example:

“She is pretty!”

“She is very

“She is really

“She is quite

“He’s a bit

Very and really = adjective + 1

Quite = more or less

A bit = negative meaning. “A bit overweight” because overweight is not a positive thing. (We can’t say “a bit pretty” because “pretty” is a positive adjective.)

### 3. Have / Have got

When you talk about your hair, eyes or skin, you can use “have got” or “have” - verbs that we use to talk about possessions.

**got long, red hair.”**

**“She has big, blue eyes.”**

**The meaning is the same, but the grammar is different.**

**Have got**

**Positive**

**I have got**

**You have got**

**He / She / It has got**

**We have got**

**They have got**

**Negative**

**I haven't got**

**You haven't got**

**He / She / It hasn't got**

**We haven't got**

**They haven't got**

**Questions**

**Have I got...?**

**Have you got...?**

**Has he / she / it got...^**

**Have we got...?**

**Have they got...?**

**Have**

**Positive**

I have

You have

He / She / It has

We have

They have

**Negative**

I don't have

You don't have

He / She / It doesn't have

We don't have

They don't have

**Questions**

Do I have...?

Do you have...?

Does he / she / it have...?

Do we have...?

Do they have...?

**Remember:** with the verb “have got” you can use “have” (or “has” for he / she / it) to make questions, and “haven’t” / “hasn’t” to make negatives.

But, for the verb “have” you use “do” (or “does” for he / she / it) to make questions, and “don’t” / “doesn’t” to make negatives.

**PROGRESS CHECK**

Can you complete the sentences? (Answers on the next page)

## Vocabulary

1. How \_\_ are you? (1,65m)
2. My father isn't tall. He's quite \_\_
3. He weighs more than 200 kg. He's very \_\_
4. He plays lots of sport. He's very \_\_
  
5. I'm not slim or overweight. I'm \_\_ \_\_
6. She's got long, wavy \_\_ and blue \_\_
7. He's \_\_ from the sun
8. How old is she? In \_\_ 30s, I think.
9. Both her sons are \_\_ . One is 14 and the other is 17.
10. Her hair isn't wavy or curly. It's \_\_

## Grammar

1. I'm \_\_ my mother. We're both tall and slim.
2. What does your mother \_\_ like? (She's tall and slim.)
3. What \_\_ he like? (He's very good-looking.)
4. He \_\_ got brown hair.
5. Has she \_\_ long hair?
6. He is in \_\_ 60s.
7. \_\_ you look like your father?
8. \_\_ you like your father?
9. I \_\_ got blue eyes.
10. She \_\_ have long hair.

## ***Progress check - Day 4***

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences? (Answers on the next page)**

#### **Vocabulary**

1. How tall are you? (1,65m)
2. My father isn't tall. He's quite short
3. He weighs more than 200 kg. He's very overweight
4. He plays lots of sport. He's very athletic
5. I'm not slim or overweight. I'm average build
6. She's got long, wavy hair and blue eyes
7. He's tanned from the sun
8. How old is she? In her 30s, I think.
9. Both her sons are teenagers . One is 14 and the other is 17.
10. Her hair isn't wavy or curly. It's straight

#### **Grammar**

1. I'm like my mother. We're both tall and slim.
2. What does your mother look like? (She's tall and slim.)
3. What is he like? (He's very good-looking.)
4. He has got brown hair.
5. Has she got long hair?
6. He is in his 60s.
7. Do you look like your father?

- 8. Are you like your father?**
- 9. I have got blue eyes.**
- 10. She doesn't have long hair.**

## ***Day 5 - Talk about your life***

Here are some phrases and vocabulary to talk about your life - your job and daily routines.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day5>

### **TALKING ABOUT YOUR JOB**

**Remember: we use a / an before jobs. We use "a" before jobs that begin with a consonant sound, and "an" before jobs that begin with a vowel sound.**

#### **"Jobs"**

**"I work as a teacher / a doctor."**

**"He works as an electrician / an accountant."**

#### **Useful verbs**

Here are some useful verbs to describe what you do in your job.

(for management jobs in a company or office): manage, organize, supervise

(for teaching and caring jobs): teach, train, help, look after

(for construction, technology and jobs with machines): build, test, develop, design, program, repair, check

(for financial and planning jobs): analyze, assess, evaluate, work out, prepare, plan

(for sales and marketing jobs): buy, sell, import, export, market

(for driving and logistics jobs): drive, deliver, transport

(for jobs where communication is important): write, phone, talk, listen to, meet, attend / have meetings

You can also use to describe your job. (We often use do to talk about routine, or more boring things.)

"I do the housework / do the gardening / do the admin / do the paperwork."

There are also activities where we use

make appointments, make phone calls, make coffee, make decisions.

#### TALKING ABOUT YOUR DAILY ROUTINES

Here are some useful verbs to describe your routines and habits. Be careful to use the right preposition (to, at, in etc) with the verbs where necessary.

"Routine"

**get up**

"I get up at 7am every day."

**have a shower / a bath / a quick wash**

"I always have a shower."

**wash your hair**

"Every two or three days I wash my hair."

**get dressed**

"Then I get dressed."

**put your make-up on (make-up = cosmetics)**

"I put my make-up on before I leave the house."

**have / eat breakfast (lunch, dinner, tea)**

"I have a quick breakfast."

**have a coffee / grab a coffee (grab = get something quickly)**

"I grab a coffee from Starbucks."

**get the kids ready for school (help your children get prepared for school)**

"I get the kids ready for school every day."

**leave home**

"I leave home about 7.45am."

go to school / go to work

“I go to work by bus.”

get to school / arrive at school

“They get to school just before 8am.”

get back / get home

“I get home at about 7.30pm.”

watch TV / the news / a documentary

“I watch TV in the evening.”

surf the net / go online

“I usually go online for a couple of hours.”

read a book / a magazine

“I read a book before bed.”

take the dog out / take the dog for a walk

“I take the dog out before I go to bed.”

meet up with friends

“At the weekend I meet up with friends.”

catch up with friends / with emails / with the paperwork (catch up = do things I don't have time for before)

“In the evening I catch up with my emails.”

**tidy up (= make the house clean or organized)**

**“I always tidy up before I go to bed.”**

**do the washing-up / load the dishwasher (load – unload = put things in and take things out)**

**“After dinner I do the washing-up.”**

**do homework (exercises from school)**

**“The kids do their homework before dinner.”**

**do the housework (cleaning in the house)**

**“I don’t have time to do the housework during the week.”**

**go out for a meal / go to a restaurant**

**“Sometimes we go out for a meal on Saturday evening.”**

**get undressed**

**“At the end of the evening I get undressed.”**

**brush my teeth / clean my teeth**

**“I brush my teeth.”**

**go to bed**

**“I go to bed at about 11pm.”**

## **TELLING THE TIME**

**”Telling the time”**

**Here are some phrases to talk about the times of the day:**

**“In the morning.” (until 12 / 1 pm)**

**“In the (from 1 pm – 6 pm)**

**“In the (from 6 pm until 12 pm or until you go to bed)**

**“At (after about 12 pm or until the early morning)**

**Here are some ways to tell the time:**

**When we give a specific time, we use**

**“I leave home at 8 o'clock.”**

**To tell the time between :00 and :30, use "past":**

**06:05 It's five past six**

**06:10 It's ten past six**

**06:15 It's quarter past six**

**06:20 It's twenty past six**

**06:30 It's half past six**

**To tell the time between :30 and :00, use "to":**

**06:35 It's twenty-five to seven**

**06:40 It's twenty to seven**

**06:45 It's quarter to seven**

**06:50 It's ten to seven**

Or divide the time into two: the hour and the minutes:

06:05 It's six oh five

06:10 It's six ten

06:15 It's six fifteen

06:30 It's six thirty

06:45 It's six forty-five

Remember: English-speaking people generally tell the time in twelve hours (not 24 hours).

So 19:30 is "seven thirty" and not "nineteen thirty".

"What time is your

"At (not "at 20")

You can show the difference between morning and evening by saying "am" or "pm" after.

"My train's at 8

Or train's at 8 in the

(Don't use both: "My train's at 8pm in the evening" or "My train's at 8 pm o'clock" are wrong!)

12 am = midnight

12 pm = midday

SAYING HOW OFTEN YOU DO SOMETHING

**Before** = “a” is before “b” in the alphabet.

“I get up **before** the children.” (I get up at 7 and the children get up at 8.)

**Just before** = a little before

“I get up **just before** the children.” (I get up at 7 and the children get up at 7.10)

**After** = “b” is after “a” in the alphabet.

“The children get up **after** me.”

**Every** (two or three days) = when something happens regularly.

Maybe Monday, Wednesday, Saturday, etc

**During** = when something happens in a period of time

“I don’t do the housework **during** the week.”

**Always** = 100% of the time

**Often / Usually** = 80% of the time

**Sometimes** = 50% of the time

**Rarely** = 10% of the time

**Never** = 0% of the time

The time words always, often, usually, sometimes, rarely, never go before the verb or after the verb “to be”:

“She is **never** late.”

“She **always** goes to work by bus.”

**Speaking tip**

Try to stress (emphasize) the main words in your sentences. These words are the “information” words, such as “get up”, “work”, “leave” and not “at”, or “the”. When you hear native English speakers, they naturally stress the information words, and the grammar words (articles, pronouns, auxiliaries, etc) are more difficult to hear. To help you with this pronunciation, think of each information word as one (musical) beat, and each grammar word as half or a quarter of a (musical) beat.

In these examples, each word in bold is one beat:

### "Speaking tip Day 5"

“I get up before the  
“He works as a (as and a are quarter beats)  
“I grab a coffee from

### GRAMMAR NOTES

We use the Present Simple to talk about things that are always true, and to talk about habits and routines. For this reason, use this tense to describe your job or to describe what you do every day.

For example:

“In England it often snows in winter.” (a fact)

**“I live in London.”** (true – I don't change my house every day)

**“John eats cereal for breakfast.”** (routine or habit)

#### **HOW TO FORM THE PRESENT SIMPLE**

Use the same verb ending as the infinitive form for I, you, we and they. For he, she or it, add s or es or ies.

I play tennis

You play tennis

He / She plays tennis

We play tennis

They play tennis

Add es for verbs that end -ss, -sh, -ch, -tch:

I kiss / He kisses

I wish / She wishes

I match / It matches

I march / She marches

I study / She studies (the y changes to ies for verbs that end in 'consonant + y')

In the present simple of all verbs (except the verb “to be” and other modal verbs) you need an auxiliary to form negatives and questions. The auxiliary is “do” / “does” (for questions) and “don't” / “doesn't” for negatives.

#### **Negative form of the Present Simple**

To form the negative, use the auxiliary “don't” (for I, you, we, they) and “doesn't” (for he, she, it).

Then follow the auxiliary with the infinitive form of the verb.

For example:

I don't live here

You don't live here

She doesn't live here

We don't live here

They don't live here

In all the above, live is the infinitive form.

## Questions

To form the question, use “do” / “does” as the auxiliary. Use “do” for I, you, we, they; and “does” for he, she, it.

Here is the word order for questions in the present simple:

Question word (optional) – auxiliary – subject – verb

Where do you live?

What does he do?

What does this computer program do?

Why do they argue all the time?

**Do you like tennis? (There is no question word "why", "what", "where" in this question, so the question starts with the auxiliary "do".)**

**The verb that comes after the subject is the infinitive form.**

### **Short answers**

**You can answer a "do you" type question with a short answer. Use the auxiliary "do" / "don't"; or "does" / "doesn't" in your reply – NOT the infinitive.**

**Do I sign here? Yes, you do / No you**

**Do you work here? Yes I do / No I**

**Does she speak Spanish? Yes she does / No she**

**Do we take this train? Yes, we do / No we**

**Do they do their homework? Yes they do / No they**

### **COMMON ERRORS**

**Be careful to avoid these common errors.**

#### **Affirmative**

**He live in London. (Correct: He lives in London.)**

**He does live in London. (Correct: He lives in London)**

#### **Question**

**He does live in London? (Correct: Does he live in London?)**  
**Does live he in London? (Correct: Does he live in London?)**

### **Negative**

**He don't live in London. (Correct: He doesn't live in London.)**  
**He doesn't lives in London. (Correct: He doesn't live in London.)**

### **PROGRESS CHECK**

**Can you complete the sentences? (Answers on the next page)**

### **Vocabulary**

- 1. What time do you \_\_ in the morning?**
- 2. What time do you \_\_ breakfast?**
- 3. Do you \_\_ a shower in the morning or in the evening?**
  
- 4. What time do you \_\_ to work?**
- 5. In the evening I \_\_ TV.**
- 6. I never \_\_ the housework during the week.**
- 7. I often \_\_ a book in the evening.**
- 8. Sometimes I \_\_ for dinner at the weekend.**
- 9: If the house is untidy I \_\_ it up.**
- 10. What time do you \_\_ to bed?**

**Say these times**

1. 4 pm
2. 10 am
3. 5.30
4. 6.15
7. 20.45
8. 7.10
9. 17.50
10. 12 am

## Grammar

1. She \_\_ (study) every day.
2. He \_\_ (eat) toast for breakfast.
3. I \_\_ (not work) in a school.
4. They \_\_ (not live) in a house.
5. She \_\_ (not go) to work by train.
6. \_\_ you live here?
7. \_\_ she work in London?
8. \_\_ do you work? (In Paris)
9. What \_\_ he do? (He's a doctor)
- 10 Where \_\_ she live? (In New York)

## ***Progress check Day 5***

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences? (Answers on the next page)**

#### **Vocabulary**

- 1. What time do you get up in the morning?**
- 2. What time do you have / eat breakfast?**
- 3. Do you have a shower in the morning or in the evening?**
- 4. What time do you get to work?**
- 5. In the evening I watch TV.**
- 6. I never do the housework during the week.**
- 7. I often read a book in the evening.**
- 8. Sometimes I go out for dinner at the weekend.**
- 9. If the house is untidy I tidy it up.**
- 10. What time do you go to bed?**

#### **Say these times**

- 1. 4 pm**

**Four pm / Four o'clock / Four o'clock in the afternoon**

- 2. 10 am**

**Ten am / Ten o'clock / Ten o'clock in the morning**

- 3. 5.30**

**Five thirty / Half past five**

- 4. 6.15**

Six fifteen / A quarter past six

7. 20.45

Eight forty-five / A quarter to nine (in the evening)

8. 7.10

Seven ten / Ten past seven

9. 17.50

Ten to six (in the evening)

10. 12 am

Midnight

## Grammar

1. She studies (study) every day.
2. He eats (eat) toast for breakfast.
3. I don't work (not work) in a school.
4. They don't live (not live) in a house.
5. She doesn't go (not go) to work by train.
6. Do you live here?
7. Does she work in London?
8. Where do you work? (In Paris)
9. What does he do? (He's a doctor)
- 10 Where does she live? (In New York)

## *Day 6 - Talk about your hobbies*

Here are some ways to talk about your hobbies, interests and the sports you play in English.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day6>

### SAYING WHAT YOU LIKE

#### “Likes”

like + noun / ing form

“I like tennis.” / “I like playing tennis.”

You can add "quite" or "really" to "like":

“I quite like football.” (= I like it, but it isn't my favourite.)

“I really like skiing.” (= I like it a lot.)

You can add "very much" at the end of the sentence.

“I like tennis.”

“I like tennis very

love + noun / ing form

“He loves football.” / “He loves watching football.”

**be keen on + noun / ing form**

“She's keen on the cinema.” / “She's keen on going to the cinema.”

**enjoy + noun / ing form**

“We enjoy sports.” / “We enjoy playing sports.”

**don't mind + noun / + ing (don't mind = it's OK, but it's not something I really like)**

“I don't mind cricket.”

“I don't mind watching cricket.”

**Remember: “I like + ing / noun” is for general likes.**

“I like going to the cinema.”

**“I'd like + verb” is for a specific occasion:**

“I'd like to go to the cinema next weekend.”

#### **SAYING WHAT YOU DON'T LIKE**

**don't like + noun / + ing**

**dislike + noun / + ing**

**These are the opposite of "like". "Dislike" is more formal than "don't like".**

“I don't like

“I dislike

You can add "at all" to a negative sentence if you don't like something.

"I don't like cricket."

"I don't like cricket at

don't enjoy + noun / + ing

This is the opposite of "enjoy": "I don't enjoy watching sports on TV."

hate + noun / + ing

This is the opposite of "love".

"I hate rugby."

"I hate watching rugby."

#### TALKING ABOUT YOUR HOBBY

Use adverbs of frequency (always, sometimes, rarely etc) or another phrase to talk about how often or when you do your hobby.

"I only watch football at the

"I go to the gym four times a

"I don't often have time to meet friends."

You can say why you like your hobby by describing it with an -ing adjective.

“I like swimming because it's

“Watching football is

“It's interesting to surf the net.”

### Example conversations

”Your hobbies”

A: What do you enjoy doing in your free time?

B: I spend a lot of time going to discos with my friends. What about you?

A: I love dancing, too!

A: Are you keen on sports?

B: Yes, I love playing tennis in summer. And you?

A: Yes, I quite like tennis as well.

A: Are you a sports fan?

B: Not really. I prefer relaxing with friends in a restaurant.

A: Do you like going to restaurants?

B: Not much. I prefer cooking at home. How about you?”

A: Me too! I love cooking at home!

## **Speaking tips**

1. You can say “too” or “as well” at the end of the sentence to agree with the other person.
2. You can say “Me too!” at the beginning of the sentence to agree with the other person.
3. If someone asks you “do you like...” (and you don’t like it) you can answer “not much”.

## **VOCABULARY NOTES**

### **Typical hobbies**

**These hobbies are popular with British people.**

**Watching television**

**Visiting friends**

**Entertaining friends (when friends come to your house for dinner, etc)**

**Listening to music**

**Reading books**

**Going to the pub**

**Going to a restaurant**

**Gardening**

**Going for a drive**

**Going for a walk**

**DIY (doing DIY = doing home-improvement activities)**

**Photography / Taking photographs**

**Surfing the net**

## **Typical sports**

**Here is some vocabulary for different sports.**

### **"Sports"**

#### **Ball games**

**Football**

**Rugby**

**Cricket**

**Tennis**

**Squash**

**Hockey**

**Baseball**

**Basketball**

**Volleyball**

#### **Martial arts**

**Judo**

**Karate**

**Kick boxing**

**Boxing**

### **Extreme sports**

**Paragliding**  
**Rock climbing**  
**Caving**  
**Mountaineering**

**Water sports**

**Swimming**  
**Diving**  
**Sailing**  
**Canoeing**  
**Windsurfing**

**Winter sports**

**Skiing**  
**Snowboarding**

**Other activities**

**Jogging**  
**Fishing**  
**Keeping fit**  
**Horse-riding**  
**Hiking**

**Skateboarding**  
**Gymnastics**  
**Athletics**

## **USING PLAY, DO AND GO**

**When we talk about our hobbies, we can use the verbs play, do, or go.**

**"My sister plays tennis every weekend."**

**"My brother likes doing**

**"I go swimming three times a week."**

**Play + sport / game**

**play football / play video games / play chess**

**Do + hobby / individual sport**

**do DIY, do judo**

**Go + activity**

**go swimming, go fishing**

## **PROGRESS CHECK**

**Can you complete the sentences? (Answers on the next page)**

- 1. I like going swimming very \_\_**
- 2. Do you like \_\_ football? (Not really - I prefer watching it on TV.)**
- 3. I don't \_\_ watching sports on TV, but I prefer watching them live.**
- 4. She's very keen \_\_ tennis.**
- 5. He doesn't like playing sports at \_\_**

6. I love going to the cinema. What \_\_ you?
7. Yes - I really like it as \_\_
8. Do you like \_\_ DIY?
9. \_\_ much!
10. I love going fishing. How about \_\_ ?

### Vocabulary of sports and hobbies

1. Which of these sports is different from the others?

#### Example

sailing, swimming, tennis (Answer: tennis is different - sailing and swimming are water sports)

1. Judo, fishing, karate
2. Boxing, tennis, hockey
3. Skiing, mountaineering, snowboarding
4. Hiking, horse-riding, rock-climbing
5. Windsurfing, caving, canoeing

2. Complete these sentences

1. I like listening \_\_ music.
2. We often go \_\_ a walk.
3. Do you like going \_\_ the cinema?
4. British people often go \_\_ the pub.
5. At the weekend we usually go \_\_ a drive.

## *Progress check Day 6*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

1. I like going swimming very much
2. Do you like playing football? (Not really - I prefer watching it on TV.)
3. I don't mind watching sports on TV, but I prefer watching them live.
4. She's very keen on tennis.
5. He doesn't like playing sports at all
6. I love going to the cinema. What about you?
7. Yes - I really like it as well
8. Do you like doing DIY?
9. Not much!
10. I love going fishing. How about

**Vocabulary of sports and hobbies**

1. Which of these sports is different from the others?
  1. Fishing (The other two are martial arts)
  2. Boxing (The other two are ball games)
  3. Mountaineering (The other two are water sports)
  4. Rock-climbing (It's an extreme sport and the other two are "other activities")

**5. Caving (The other two are water sports)**

**2. Complete these sentences**

- 1. I like listening to music.**
- 2. We often go for a walk.**
- 3. Do you like going to the cinema?**
- 4. British people often go to the pub.**
- 5. At the weekend we usually go for a drive.**

## *Day 7 - Talk about where you live*

Here is some useful vocabulary to talk about where you live, the rooms in your house, and the furniture in those rooms.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day7>

YOUR TOWN / CITY

"Town"

Here are places where you live:

A (small / big) city = a city has lots of inhabitants and is often historically important. (Examples: Oxford, Los Angeles, Shanghai...)  
"I live in a big city in the north of the country."

The capital city = where the government is in a country  
(Examples: London, Moscow, Tokyo)  
"I like living in the capital city of my country."

A town = smaller than a city  
"This town is famous for its food."

A village = often less than 1000 inhabitants (in the countryside)  
"She lives in a small village. Everybody knows everybody else!"

**In the countryside** = an area with trees, rivers, fields (= farms) and villages (not towns or cities)

**“Do you like living in the countryside?”**

**In the mountains** = an area with high mountains

**“He lives in the mountains and loves skiing in winter.”**

**On the coast** = the area next to the sea

**“It’s expensive to live on the coast.”**

### **Example conversations**

**”Live”**

**A: Where do you live?**

**B: In Cambridge. Do you know it?**

**A: I’ve heard of it!**

**A: Do you live in a city, town or village?**

**B: In a small town near London. What about you?**

**A: Actually, I’m from the countryside!**

**A: Whereabouts in England do you live? (Whereabouts = in which area)**

**B: I live in the south of England, not far from London.**

### **Speaking tip**

1. Say “actually” when you give surprising or contrasting information.

A: Do you like dancing?

B: Actually, I hate it!

2. 1. You can say that you live “in the north”, “in the south”, “in the east” or “in the west” of the country to give more information.

3. You can say “not far from” or “near to” to give more information.

## YOUR HOUSE

### Typical questions

“Where do you live?”

“Do you live in a flat or a house?”

“Do you live in a big house?”

### “Rooms”

Most people in the UK live in a house or a flat /

A house (with two or more floors)

On the ground (or downstairs) there's usually a hall (where you go in).

Also there's often a kitchen (where you cook).

There's also the living room (where you watch TV)

Some people also have a dining room (where you eat lunch / dinner)

On the first floor (or there are usually bedrooms (where you sleep) and a bathroom (where you have a shower).

Sometimes there's a separate toilet (with WC).

In some houses there is also an attic or loft – a room under the roof.

Some houses have a garage attached (for the car), and often there is a front garden (in front of the house) and a back garden (behind the house).

Other rooms are a utility room (where you can find the etc), a study (where there is a desk and computer). In bigger houses there is more than one bathroom. Some bedrooms can have "ensuite" bathrooms, and there is often an extra toilet (or "loo") downstairs.

**Some people also live in a a one-floor house.**

#### **FURNITURE IN THE KITCHEN**

**"Kitchen"**

**Many kitchens in the UK are – a kitchen where you buy everything together.**

**Here are some of the things you can find in a kitchen:**

**a kitchen table and chairs**

**kitchen cupboards (for storage) on the wall or on the floor**

**a fridge and perhaps a or a fridge-freezer (a large fridge with a small freezer inside)**

**a cooker which has two parts: an oven (for cooking roast meat, or cakes, etc) and a hob (four or five rings for vegetables, rice, pasta etc).**

**saucepans (to cook pasta or vegetables) and frying pans (to cook onions, etc)**

**knives - singular (to cut meat when you eat), forks (to hold food while you cut it) and spoons (to eat soup, ice-cream, etc)**

**a sink (to wash plates, vegetables etc)**

**work surfaces (to prepare food)**

**a dishwasher (machine to wash plates etc)**

**a washing machine and clothes dryer (to wash and dry clothes)**

#### **FURNITURE IN THE BEDROOM**

**"Bedroom"**

**A single bed = bed for one person**

**A double bed = bed for two people**

**Bunk beds = one (single) bed above the other (for children)**

**On your bed you have a sheet (to cover the bed), a pillow (for your head) and then blankets or a duvet over you to keep warm.**

**You also have a wardrobe (where you hang clothes such as coats, trousers, skirts and dresses) and a chest of where you put smaller items like underwear, T-shirts, jumpers, etc.**

**Curtains (or cover the window.**

You can also have a rug (small carpet) on the floor; a lamp (light next to the bed) and a bedside table (small table next to the bed).

#### **IN THE BATHROOM**

##### **"Bathroom"**

Most of the time, the toilet (or is in the same room as the shower or bath, but sometimes, the toilet is in a separate, small room.

Most English bathrooms also have a shower and a bath. Sometimes the shower is in the bath, and sometimes it's separate, in a shower

There's also a sink (to wash your face, or clean your teeth) and a bathroom mirror above the sink.

There are bathroom cabinets (= cupboards for medicine or make-up, etc) and a towel rail (to hang your towels).

There's usually a radiator (for heat), and a bath mat to reduce water on the floor.

## FURNITURE IN THE LIVING ROOM

"Living room"

There are different words for this room. It's also called a sitting room or a

This is the room where families spend a lot of time, or where they entertain guests, so it usually has a sofa and some armchairs to sit on, with cushions to be more comfortable.

Often there's a carpet or rugs (small carpet) on the floor.

There is often an entertainment system: a TV and DVD or a music

You can also find tables, such as a coffee table (small table next to the sofa or armchair to put drinks, or magazines).

Against the wall there is often a bookcase (special furniture to put books) or shelves on the wall for books, etc.

Some people have – a piece of furniture with glass doors to show their important ornaments.

In old houses you can also find a but people normally have central heating in the house.

## **GRAMMAR NOTES**

### **1. THERE IS / THERE ARE**

We use "there is" and "there are" to talk about things we can see and things that exist.

We use "there is" for singular and uncountable nouns, and we use "there are" for plural countable nouns.

"There are five people in the office." (plural countable noun)

"There's a television in the living room." (singular countable noun)

"There's some milk in the fridge." (uncountable noun)

### **USING "SOME"**

With plural countable nouns we can either give the quantity ("five people") or use "some" if we don't know the exact quantity.

"There are five people in the office." (We can see five people exactly)

"There are some people in the office." (We don't know exactly how many people)

With uncountable nouns we also use "some".

**“There's some milk in the fridge,” (I don't know the exact quantity.)**

**“There's some money in my wallet.” (I don't know exactly how much money.)**

**Remember: with singular countable nouns we use a/an, the, or another determiner or pronoun – not “some”.**

**“There's a woman in the shop.”**

**“There's the woman who works in the hospital.”**

#### **NEGATIVE FORM AND USING "ANY"**

**There are two ways to form the negative form of “there is” and “there are”.**

- 1. Add “not” or “n't” (short form) to the end of the verb.**

**“There isn't a freezer in the kitchen.” (singular, countable noun)**

**“There isn't any money in my wallet.” (uncountable noun)**

**“There aren't any in the classroom. (plural noun)**

For uncountable nouns, use "any" after the negative "isn't", and for plural countable nouns use "any" after "aren't".

Remember: Do not use "any" with singular countable nouns.

"There isn't a single biscuit left in the packet." (Not "There isn't any single biscuit left in the packet.")

## 2. Use "no" after "there is" or "there are".

"There is no freezer in the kitchen." (singular countable noun)

"There are no students in the classroom." (plural noun)

"There's no coffee left." (uncountable noun)

However, it's more common to use "isn't + a" for singular countable nouns, "isn't + any" for countable nouns and "aren't + any" for plural nouns.

## QUESTION FORM

To make a question, change the word order from subject-verb to verb-subject:

"There is a + singular noun" = "Is there a + singular noun?"

"There is some + uncountable noun" = "Is there any + uncountable noun?"

**"There are some + plural noun" = "Are there any + uncountable noun?"**

**"Is there a toilet on this train?"**

**"Is there any time to go shopping?"**

**"Are there any trains to London this morning?"**

**Short answer form**

**"Yes, there is." / "No there isn't."**

**"Yes there are." / "No there aren't."**

## **2. PREPOSITIONS OF LOCATION**

We use "prepositions of location" to describe position in English. Here are some common prepositions of location to talk about where things are in a room.

**Next to = when things are placed side by side.**

**"I sit next to my sister at the dining table."**

**"In our living room, the stereo is next to the CD rack."**

**Near / Close to = in the same area**

"Our bedroom is near the bathroom."

"I sit near my friends at school."

**In front of** = before, so you can see it from where you face

"In front of our house is a garden, so we are not next to the road."

**Opposite** = on the other side, or facing you

"Opposite our sofa is a TV."

**Behind** = the opposite of "in front of".

"Behind the sofa is a bookcase. We can't see the bookcase when we watch TV."

**Between** = when there is something on both sides

"At school I sit between Jane and Sarah."

"There is a work surface between the oven and the sink."

**Beside** = next to

"There is a rug beside my bed."

**By** = near

"The towels are by the bath."

**In the middle** = in the centre

"The sofa is in the middle of the room."

**At the side** = next to a wall

**"The home cinema is at the side of the room."**

**On / On top of ("on top of" gives more emphasis)**

**"The TV is on a table."**

**"The suitcase is on top of the wardrobe."**

**(At the top = gives the idea that you must try hard to reach this place: "Liverpool FC are at the top of the league" or "There's a restaurant right at the top of the hill – it's an hour's walk from here".)**

**Above = at a higher level (but not placed directly on something)**

**"There is a picture above the fireplace."**

**Under / Underneath = opposite of "on"**

**"There are some shoes under my bed."**

**Below = at a lower level**

**"Deborah has the top bunk, while Lisa sleeps in the lower bunk, or the bunk below Deborah."**

**Against = touching a wall**

**"The bookcase is against the wall."**

**In the corner = where two walls meet**

**"There is a small table in the corner of the living room."**

**On the corner = where two roads meet**

**"The bank is on the corner of London Rd and the High Street."**

## **PROGRESS CHECK**

**Can you complete the sentences? (Answers on the next page)**

### **Vocabulary**

1. She lives in the capital \_\_ of France.
  2. I live on the \_\_. It's great in summer because I can go to the beach.
  3. My \_\_ is quite small. There are about 5000 inhabitants.
  4. He lives in a village not \_\_ from the town.
  5. \_\_ do you live?
  6. Her house is big. There are two rooms downstairs, and \_\_ there are five bedrooms.
  7. She has a big \_\_ in front of the house with trees and flowers.
  8. She has a beautiful \_\_ where she cooks and usually eats with her family.
  9. When they have guests, they eat in the \_\_ \_\_
  10. There are two bathrooms upstairs and another \_\_ on the ground floor.
- 
1. Is there any milk in the \_\_?
  2. Look in the \_\_ for the rice.
  3. The two children sleep in \_\_ \_\_
  4. We don't have a bookcase. We put our books on \_\_
  5. My \_\_ is full of coats, jackets and shirts!
  6. There's a coffee \_\_ in the living room.
  7. Do you have a fireplace or do you use central \_\_ ?

8. If your clothes are dirty, put them in the \_\_ machine.
9. We eat our dinner at the kitchen \_\_
10. They don't like carpets, but they have lots of small \_\_ on the floor.

## Grammar

Can you complete the sentences?

1. There \_\_ some students in the classroom.
2. \_\_ there any coffee left?
3. Yes, \_\_ is.
4. There are \_\_ biscuits in the cupboard.
5. There's \_\_ man outside the door.
6. There \_\_ any money in my wallet.
7. There \_\_ any clean plates left!
8. There isn't \_\_ washing machine in the kitchen.
9. Are there \_\_ clean plates in the dishwasher?
10. There is \_\_ milk in the fridge.

1. I live in \_\_ of a school.
2. There's a bank \_\_ the corner of my street.
3. The sofa is next \_\_ the coffee table.
4. The oven is \_\_ the sink and the fridge.
5. The dishwasher is \_\_ the sink.
6. The table is \_\_ the middle of the kitchen.
7. The box is on \_\_ of the cupboards.
8. There are two paintings \_\_ the wall.
9. \_\_ the corner of the bedroom there's a lamp.
10. There's a table \_\_ to the bed.



## *Progress check Day 7*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

#### **Vocabulary**

1. She lives in the capital city of France.
  2. I live on the It's great in summer because I can go to the beach.
  3. My town is quite small. There are about 5000 inhabitants.
  4. He lives in a village not far from the town.
  5. Where / Whereabouts do you live?
  6. Her house is big. There are two rooms downstairs, and upstairs / on the first floor there are five bedrooms.
  7. She has a big garden in front of the house with trees and flowers.
  8. She has a beautiful kitchen where she cooks and usually eats with her family.
  9. When they have guests, they eat in the dining room
  10. There are two bathrooms upstairs and another toilet / loo on the ground floor.
- 
1. Is there any milk in the
  2. Look in the cupboard for the rice.
  3. The two children sleep in bunk beds
  4. We don't have a bookcase. We put our books on shelves

5. My wardrobe is full of coats, jackets and shirts!
  6. There's a coffee table in the living room.
  7. Do you have a fireplace or do you use central heating ?
  8. If your clothes are dirty, put them in the washing machine.
- 
9. We eat our dinner at the kitchen table
  10. They don't like carpets, but they have lots of small rugs on the floor.

## Grammar

Can you complete the sentences?

1. There are some students in the classroom.
2. Is there any coffee left?
3. Yes, there is.
4. There are some biscuits in the cupboard.
5. There's a man outside the door.
6. There isn't any money in my wallet.
7. There aren't any clean plates left!
8. There isn't a washing machine in the kitchen.
9. Are there any clean plates in the dishwasher?
10. There is some milk in the fridge.

1. I live in front of a school.
2. There's a bank on the corner of my street.
3. The sofa is next to the coffee table.
4. The oven is between the sink and the fridge.
5. The dishwasher is under the sink.
6. The table is in the middle of the kitchen.
7. The box is on top of the cupboards.

8. There are two paintings on the wall.
9. In the corner of the bedroom there's a lamp.
10. There's a table next to the bed.

## *Day 8 - Asking for help*

Here are some easy ways to ask other people questions and to ask for help.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day8>

### CAN / COULD

#### "Can could"

Use can (or could) to ask people to do something for you, or to ask people if you can do something:

"Can you open the window, please?" (You want the other person to open the window)

"Can I open the window, please?" (You want to open the window)

"Could you help me with my bags, please?" (You want the other person to help you with your bags)

"Could I put my bag here?" (You want to put your bag in a particular place)

### Example conversations

#### "Requests"

A: Can you open the window please?

B: Sure!

A: Can I sit here?

B: Of course!

**A: Could you bring me the menu, please?**

**B: Straightaway!**

## **Replies**

### **"Replies"**

**Here are some positive replies:**

**"Can I open the window in here?"**

- **Sure, go ahead.**
- **No problem.**
- **No worries.**
- **Yes, of course you can.**

**"Can you help me?"**

- **Of course!**
- **Sure!**
- **Certainly!**

**Here are some negative replies (when you refuse a request):**

**Can I open the window in here?**

- **Actually, I'd prefer it closed.**
- **I'm sorry, but I'm cold.**

**Can we sit here?**

- **Sorry, the seat's taken.**

- I'm sorry, but you can't. Someone else is sitting here.

("Sorry" or "I'm sorry" makes a negative reply more polite.)

### **Speaking tip**

1. Say "please" at the end if you ask other people to do something. It's polite!

"Can you get me the menu, please?"

"Can you tell me the time, please?"

2. Use a phrase like "Sure", "Of course" or "Straightaway!" (immediately) to say "yes" if someone asks you to do something. To say "no" you can say, "I'm sorry, but..." (and give a reason).

### **EXCUSE ME!**

To ask a person (you don't know) for help, say "Excuse me!" and then your question.

#### **Examples**

"Excuse me"

"Excuse me! Do you have the time?"

"Excuse me! Is this the right train for London?"

"Excuse me! Is this your newspaper?"

### **Asking questions in a town**

Here are some ways you can ask questions when you are lost in a town! (For more information on how to ask questions in the present simple tense, see Day 5-)

1. “Excuse me! Do you know ... (the Hope Pub?)”

This is a very simple way to ask a question. Use “do you know” + the name of a place (a restaurant, church, school, etc).

2. “Excuse me! I’m looking for ... (the train station)”

This is also a very simple way to ask a question. Use “I’m looking for” + the name of the place or street.

3. “Excuse me! Is there a train station near here?”

You can use “is there a ..?” + a type of place (a train station, a bank, a post office, a supermarket, etc)

These questions are more complex:

4. “Excuse me! Do you know where ... (the train station) is?”

Remember the word order of questions:

Do you know + where + the place + is / are

5. “Excuse me! Do you know where I can find ... (the train station)?”

Do you know + where I can find + the place

6. “Excuse me! Do you know if there is ... (a train station) near here?”

Do you know + if there is a + type of place + near here

## **OTHER QUESTIONS**

### **“Questions”**

You can make other questions with “question words”.

**What (for things)**

“What is your name?”

“What do you call this in English?”

“What time is it?”

“What type (of films) do you like?”

Also, “What kind...” or “What sort...”

**Which (for things, when there are only two or three)**

“Which do you prefer - this one or that one?”

**Where (for location)**

“Where do you live?”

“Where does your friend work?”

“Where do you come from?”

**Who (for people)**

“Who is your English teacher?”

“Who is her husband?”

**When (for time)**

“When is your birthday?”

“When do you go on holiday?”

Why (for a reason)

“Why are you in London?”

How (for way / means)

“How do you spell your name?”

How (for duration)

“How long does your journey to work take?”

How often (for frequency)

“How often do you go on holiday?”

#### GRAMMAR NOTES - CAN / COULD

“Could” is more polite than “can”. Use “could” when you don’t know the person, or when you want the other person to do an important thing for you.

1. Can and could are “modal auxiliary verbs”. This means you follow them with another verb in the “bare infinitive” form (infinitive without “to”.)

Can you help me? (Not “Can you to help...”)

Can I sit here?

Could you bring me the menu?

Could you get me the bill?

## **2. Modal auxiliary verbs do not change for he / she / it.**

**Can I have the menu?**

**Can you help me?**

**Can he sit next to me?**

**Can we pay you now?**

**Can they use the VIP lounge?**

## **3. You don't need "do" or "does" in the question form. This is because "can" is already an auxiliary verb (like the verb to be).**

**"Can I sit here?" (Not "Do I can sit here?".)**

**"Can the doctor see me in the morning?" (Not: Can the doctor to see me in the morning?)**

**The short form answers are:**

**Yes, you can / No you can't**

**Yes s/he can / No s/he can't**

**Yes they can / No they can't**

**Learn other uses of can**

We also use "can" to talk about ability ("I can play the guitar), and to talk about possibility ("It can sometimes rain in summer in the UK").

In these situations, use "not" or "n't" to form the negative.

"I can't play the piano."

"He can't sing very well."

"They cannot use HTML programming code."

## PRONUNCIATION

When we use "can" in questions, the /a/ is pronounced the same way as the /a/ in "hat".

But the /a/ in the negative "can't" is pronounced the same way as the /a/ in "father" in British English.

## GRAMMAR NOTES - QUESTIONS IN THE PRESENT TENSE

Remember the word order rule to form questions:

Question word + auxiliary verb + subject + verb. (You don't always need each part to make a question.)

What time + is + it? (question word + auxiliary verb + subject)

What type of films + do + you + like? (question word + auxiliary verb + subject + verb)

Where do you live? (question word + auxiliary verb + subject + verb)

Do you like horror movies? (auxiliary verb + subject + verb)

## PROGRESS CHECK

Can you complete the sentences? (Answers on the next page)

1. Excuse \_\_ I'm looking for the High Street."
2. Can \_\_ pass me the newspaper, please?
3. Could you help me with my bag, \_\_ ?
4. Excuse me! Is \_\_ seat free?
5. Excuse me! Do you \_\_ the time?

### Question words

1. Do you know \_\_ the police station is?
2. \_\_ time is it, please?
3. Excuse me! Do you \_\_ the Lotus Restaurant?
4. Excuse me! Is \_\_ a supermarket near here?
5. Do you know if there \_\_ a bank on this street?
6. \_\_ do you work?
7. \_\_ do you get up in the morning?
8. \_\_ is her name?
9. \_\_ \_\_ do you have English lessons? (Three times a week - Monday, Wednesday and Friday.)
10. \_\_ do you prefer - coffee or tea?

Put these words in the right order to form questions

1. your sister / where / work / does?
2. come / you / do / from / where ?
3. on holiday / go / how often / you / do ?
4. music / like / you / what type / do / of ?

5. know / do / the Odeon Cinema / you ?

## *Progress check Day 8*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

1. Excuse me I'm looking for the High Street."
2. Can you pass me the newspaper, please?
3. Could you help me with my bag, please ?
4. Excuse me! Is this seat free?
5. Excuse me! Do you have the time?

**Question words**

1. Do you know where the police station is?
2. What time is it, please?
3. Excuse me! Do you know the Lotus Restaurant?
4. Excuse me! Is there a supermarket near here?
5. Do you know if there is a bank on this street?
6. Where do you work?
7. When do you get up in the morning?
8. What is her name?
9. How often do you have English lessons? (Three times a week - Monday, Wednesday and Friday.)
10. Which do you prefer - coffee or tea?

**Put these words in the right order to form questions**

1. your sister / where / work / does? = Where does your sister work?
  2. come / you / do / from / where ? = Where do you come from?
  3. on holiday / go / how often / you / do ? = How often do you go on holiday?
  4. music / like / you / what type / do / of ? = What type of music do you like?
- 
5. know / do / the Odeon Cinema / you ? = Do you know the Odeon Cinema?

## *Day 9 - Saying what you want*

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day9>

When you say what you want, it's important to be polite. Here are some ways to do this.

1. Say (+ to buy / to have etc) when you want something.

For example:

- A. Can I help you?
- B. Yes! "I would like to buy a ticket please".

(You can also say "I'd like + to buy / to have".)

Other examples

“Being polite”

- “I'd like to have the chicken salad, please.” (in a restaurant)
- “I'd like to change some money, please.” (in a bank)
- “I'd like to sit next to the window, please.” (at the airport check-in)
- “I'd like to visit the old town.” (when someone asks you what you want to do)

**It's important to say "I'd like" and not "I want..." ("I want" sounds arrogant and unfriendly.)**

**2. Say "Good morning", "Good afternoon", "Hello" etc before you ask for something**

**For example:**

"Good morning! I'd like to a return ticket to London, please." (at a train station)

"Hello! Can I get a coffee and a Danish to go, please?" (at a food stall)

**3. Use polite words like "please", "thank you" and "excuse me"**

**Always see "please" when you ask for something. Put "please" at the end.**

**For example:**

"Can you tell me where the Post Office

**Say "thank you" when someone does something for you. (You can also say "thanks".)**

**For example:**

A: "Hello, I'd like to buy a first-class stamp, please."

**B:** "Here you are."

**A:** "Thank you."

Say "excuse me" as a sort of introduction before you ask for something or speak to someone.

For example:

"Excuse me, does this train stop at

"Excuse me, do you know what platform is for

#### **GRAMMAR RULES**

"I would like" or "I'd like" is followed by an infinitive verb with "to", or by a noun.

"I would like to book a double room for Saturday." (infinitive verb "to book".)

"I would like a single for Saturday." (noun "a single room".)

Because "would" is a modal verb, it doesn't change for he / she "third-person singular".

I would like ...

You would like ...

He / she would like ...

We would like ...

**They would like ...**

**There is no "s" on he / she / it.**

**You can abbreviate the "would" to 'd:**

I'd like ...

You'd like ...

He'd like ...

She'd like ...

We'd like ...

They'd like ...

**Don't abbreviate from "would" to "'d" in the question or negative forms: wouldn't (not "I'dn't like".)**

**To form the negative, add "not" or the abbreviation "n't" to "would":**

I would not like / I like

You would not like / You wouldn't like

He / she would not like / He wouldn't like

We would not like / We wouldn't like

They would not like / They wouldn't like

**To form the question, change the subject-verb word order to verb-subject:**

Would I like...?  
Would you like ...?  
Would he / she like ...?  
Would we like ...?  
Would they like ...?

The short reply is

Yes, I / you / he / she / we /they would.  
No, I / you / he / she / we / they wouldn't.

#### PROGRESS CHECK

Can you complete the sentences? (Answers on the next page)

1. I'd \_\_ to buy these jeans, please.
  2. I'd like \_\_ post these letters, please.
  3. \_\_ morning! I'd like to buy this paper, please.
  4. (Here's your coffee.) \_\_ you!
- 
5. \_\_ \_\_ Do you have the time?
  6. Would \_\_ like some more coffee?
  7. Yes, I \_\_ , thank you!
  8. What would you \_\_ to drink?
  9. We'\_\_ like some coffee, please.
  10. Where \_\_ you like to visit while you're here?

## *Progress check Day 9*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

1. I'd like to buy these jeans, please.
2. I'd like to post these letters, please.
3. Good morning! I'd like to buy this paper, please.
4. (Here's your coffee.) Thank you!
5. Excuse Do you have the time?
6. Would you like some more coffee?
7. Yes, I would , thank you!
8. What would you like to drink?
9. like some coffee, please.
10. Where would you like to visit while you're here?

## *Day 10 - Review and stretch*

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day10>

### **CONGRATULATIONS!**

You can now do all these things in English:

- say hello
- introduce yourself and other people
- talk about your nationality and age
- spell your name (and count)
- talk about your family and marital status
- describe people
- talk about your job and daily routine
- tell the time
- talk about your hobbies and interests
- describe where you live
- ask for help and make questions
- be polite with other people when you speak English

### **PRACTISE INTRODUCING YOURSELF!**

1. Here are some sentences about a person. Can you complete the sentences? (See answers below)

Suzie

Hi! I \_\_ from the UK and I \_\_ a teacher. I \_\_ in a school in London. I \_\_ married, but I \_\_ got any children. My \_\_ is a doctor and he \_\_ in a big hospital. We \_\_ in a small flat. I \_\_ reading and \_\_ tennis in my free time.

## **Robbie**

Hi there! I \_\_ in Edinburgh, the \_\_ city of Scotland. I'm \_\_ student and I \_\_ like to work in a bank after university. I'm tall \_\_ slim with red \_\_ and blue \_\_. People say I look \_\_ my father.

## **Answers**

### **Suzie**

#### **"Suzie"**

Hi! I come from the UK and I am a teacher. I work / teach in a school in London. I am married, but I haven't got any children. My husband is a doctor and he works in a big hospital. We live in a small flat. I like reading and playing tennis in my free time.

**Remember!** When we speak we often make words shorter. "I am" becomes "I'm".

## **Robbie**

#### **"Robbie"**

Hi there! I live in Edinburgh, the capital city of Scotland. I'm a student and I would like to work in a bank after university. I'm tall and slim with red hair and blue eyes. People say I look like my father.

## **2. Stretch exercise**

Now introduce yourself to two other people. You can use the example sentences above and make them true for you. To find

conversation partners, go to our “Find conversation partners” page at the end of the book.

#### BONUS SPEAKING TIP

To help you speak with more confidence, keep your sentences short!

For example:

“My name is Clare.”

“I live in London.”

You can connect your sentences (and your ideas) with four, simple words:

and (to add information)

“I live with my mother, father and two sisters.” (= give extra details)

“I like coffee and chocolate.” (= give another example)

“I live in France and I am a student.” (= add information)

because (to give a reason)

“I’m a vet because I love animals.”

“We live in a village because it’s quiet.”

“I want to learn English because I like travelling to different countries.” (“traveling” in American English)

so (for a result / to explain)

“Our house is small so I share a room with my sister.”

“I work in an international company so I want to learn English.”

“She plays a lot of sport, so she’s very athletic.”

**but (to contrast)**

“I don’t like coffee but I like tea.”

“I can drive but I don’t have a car.”

“They have a flat in London, but they would like to buy a house in a town.”

#### **BONUS GRAMMAR HELP - NOUNS**

Nouns in English can be singular (one only) or plural (more than one); countable (a noun that we can count, i.e. that we can make plural) or uncountable (a noun that it is impossible to count).

Some nouns are always plural, such as “trousers”, “clothes”, and “scissors”.

#### **SINGULAR AND PLURAL NOUNS**

Some nouns are regular, and some nouns are irregular.

##### **Regular nouns**

For most nouns, you can add s to the singular noun to make it plural.

**One dog = Two**

**One cat = Two**

**One book = Two**

This is also true for most nouns ending in a vowel.

One sea = Two

One bite = Two

One bikini = Two

One zoo = Two

### Spelling differences

When a noun ends in -s, -ss, -sh, -ch, -tch, x, z add -es to make it plural.

One bus = Two

One boss = Two

One leash = Two

One church = Two

One match = Two

One box = Two

One quiz = Two

When a noun ends in -y, there are two possibilities.

1. vowel + y = add s

One key = Two

One boy = Two

2. consonant + y = change the y to i and add es

**One study = Two**

**One baby = Two**

### **Other spelling differences**

**When a noun ends in -fe, change to**

**One life = Two**

**One wife = Two**

**One knife = Two**

**Most words which end in -f change to -ves in the plural.**

**One leaf = Two**

**One wolf = Two**

**One thief = Two**

**Some words which end in -f can have -fs in the plural.**

**One scarf = Two / Two**

**Most words which end in -o have -s for the plural.**

**One zoo = Two**

**One memo = Two**

**Some words which end in -o have -es for the plural**

**One hero = Two**

**One potato = Two**

**One tomato = Two**

**Words of Latin and Greek origin**

For some words, you can have either the Anglicized plural spelling, or the Latin / Greek plural spelling:

**One cactus = Two /**

**One curriculum = Two /**

**One antenna = Two /**

For other words, use the Latin / Greek plural spelling:

**One stimulus = Two stimuli**

**One vertebra = Two vertebrae**

**One analysis = Two analyses**

Check in a dictionary to be sure what the plural spelling is.

### **Irregular nouns**

Some nouns have irregular plural endings.

**One man = Two men**

**One woman = Two women**

**One child = Two children**

**One person = Two people**

**One ox = Two oxen**

**One mouse = Two mice**

**One tooth = Two teeth**

**One foot = Two feet**

**Some nouns have the same singular and plural endings.**

**One sheep = Two sheep**

**One series = Two series**

## **COUNTABLE AND UNCOUNTABLE NOUNS**

**Nouns can be countable, uncountable, or both countable and uncountable.**

### **Countable nouns**

**Countable nouns are nouns that you can count. This means you can have a singular and plural form.**

**For example, one apple or two apples.**

**Remember: with singular, countable nouns there is always an article.**

**An apple, my apple, the apple, this apple, etc (not just "apple".)**

### **Uncountable nouns**

**Uncountable nouns are nouns that you cannot count. This means that there is no plural form. Uncountable nouns are usually:**

- concepts (life, love, happiness, peace, advice, information, time, money)

- materials and substances (wood, paper, iron, bread)
- liquids (water, coffee)

## Both countable and uncountable nouns

Some nouns can be both:

coffee (uncountable)

"Coffee is a popular drink."

a coffee / two coffees (countable)

"I'd like a coffee and two teas, please."

paper (uncountable)

"We produce paper in our factory."

a paper (countable)

"The Guardian is a paper from the UK."

wood (substance)

"The desk is made from wood."

a wood (lots of trees)

"I live near a wood."

## BONUS GRAMMAR HELP - ARTICLES

English has two types of articles: the indefinite article, and the definite article. The indefinite article is a / and the definite article is the. We use these articles (or no article) before nouns, and the article we choose depends on the type of noun (singular / plural / countable / uncountable) and the pronunciation of the noun.

## **THE INDEFINITE ARTICLE**

**We use a / an before singular countable nouns, when we mention them for the first time.**

**“I live in a small town.”**

**“Take an umbrella when you go out – it's raining.”**

**We also use the indefinite article to talk about our jobs.**

**“She's a teacher.”**

**“She's an architect.”**

### **Pronunciation rule**

**When the noun begins with a consonant sound, the indefinite article is "a".**

**a teacher**

**a bag**

**a school**

**When the noun begins with a vowel sound, the indefinite article is "an". You can pronounce it as /an/ or you can pronounce the /a/ sound as /uh/.**

**an apple**

**an engineer**

**Be careful: some words that start with the letter "e" or "u" are pronounced /ju/, so you need "a" before:**

- a Euro**
- a European country**
- a university**

**With some words that start with "h", the "h" is silent, so you need "an" before:**

- an hour**
- an honest person**

**an honour ("honor" in American English)**

**But**

- a hotel**
- a hot day**

### **Grammar rules**

- 1. Singular, countable nouns must have an article. This can be the indefinite article, the definite article, or another determiner (possessive, demonstrative etc).**
- 2. Uncountable nouns cannot have an indefinite article.**

"Information" (not "an information"), "money" (not "a money") etc.

## THE DEFINITE ARTICLE

We can use "the" before all nouns: singular or plural countable, and uncountable.

We use "the" when we talk about something for the second time, or when we talk about unique or specific things.

### 1. Talking about something for the second time

"I live in a small town. The town is near a large city."

### 2. Talking about specific things

"I like getting presents." (general)

"The presents I received for my birthday were fantastic." (Specific presents – the presents for my birthday.)

### 3. Talking about unique things

Some things in the world are unique, and we use "the":

The sun

The earth

The moon

"Can you see the moon tonight?"  
"The sun is millions of miles away from the  
"I like looking at the

## Countries

We use "the" when the country is plural.

"The People's Republic of China" (more than one people)  
"The Philippines" (more than one island)  
"The United Kingdom" (more than one country)  
"The United States of America" (more than one state)

For other countries, we don't use an article.

France, Italy, Japan, South Korea, Canada, etc.

## ZERO ARTICLE

We have no article with plural countable nouns when we talk about general things.

"Cats are beautiful animals." (cats in general)

"British people are often polite." (British people in general)

We have no article with uncountable nouns when we talk about them in general.

"Tea is good for you." (all tea in general)

"Petrol is expensive." (all petrol in general)

But when we talk about specific examples, we use "the".

Cats are beautiful animals. The cats who live next door are Siamese. (only the cats next door – not all cats.)

English people are often polite. The English people I know are very reserved. (only the English people I know – not all English people.)

Tea is good for you. The tea I drink is high-quality.

Petrol is expensive. The petrol in Italy costs more than the petrol in Germany.

#### COMMON ERRORS

1. You only need one article or determiner before a noun.

"My sister" (correct) my sister" (incorrect)

"My friend" (correct) my friend" (incorrect)

You don't need an article if you already have an adjective.

**Green tea is good for you. (correct)**

**The green tea is good for you. (incorrect)**

**2. You can't put an indefinite article before an uncountable noun**

**"I'd like some information please." (correct)**

**"I'd like an information please." (incorrect)**

If you want to say "one" (i.e. one advice) you can say "a piece of".

**"I'd like a piece of (correct)**

**"I'd like some (correct)**

**"I'd like one (incorrect)**

**Remember: you can use the definite article before uncountable nouns to talk about something for the second time, or a specific thing.**

**"I'd like some information. The information I need is about bus tickets." (talking about information for the second time)**

**"The information they gave me was very useful." (specific information)**

## **Part 2 - In an English-speaking country**

### **Day 11 - Going shopping**

**Clothes**

**Demonstratives**

### **Day 12 - Describing things**

**More adjectives (lovely, old, pretty, etc)**

### **Day 13 - Comparing things**

**Comparatives**

### **Day 14 - Buying tickets**

**Transport vocabulary**

**Understanding different accents**

**The present continuous**

### **Day 15 - Getting around**

**Asking for directions**

**Things in a town**

### **Day 16 - Making bookings**

**Booking a hotel room / restaurant**

**Complaints and apologies**

### **Day 17 - Talking about food**

**Food vocabulary**

**Day 18 - Restaurant talk**  
**Ordering and paying for food**  
**“Will”**

**Day 19 - Official English (At the bank, post office, etc)**  
**Filling in forms**  
**Dealing with money**  
**Rescue English (repairing a conversation)**  
**Must, need, have to**

**Day 20 - Review and stretch**

## *Day 11 - Going shopping*

Here are some useful phrases you can learn for clothes shopping.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day11>

"Types of shops"

Where can you buy clothes?

There are different places you can buy clothes. For example:

shopping centre = a big building with lots of different shops inside (= shopping mall in American English)

boutique = a small shop, often expensive, with designer label clothes

charity shop (goodwill in American English) = a shop where you can buy second-hand (= not new) clothes. The money you pay goes to charity.

factory outlet = a shop where you can buy clothes directly from the factory that makes them. Often these clothes (or shoes) are "samples".

**department store** = a large shop with "departments" for men's clothes, women's clothes, household objects, etc.

**chain store** = a "brand" that has shops in many different towns, such as "Zara" or "H&M".

#### **PHRASES A SHOP ASSISTANT SAYS**

##### **"Shopping phrases"**

"Can I help you?"

"Are you looking for anything in particular?"

"Do you need any help at all?"

"We don't have any of these left in stock." (= There is no more of something.)

"What size are you?"

#### **PHRASES A CUSTOMER SAYS**

"I'm looking for ..."

"I'd like to buy..."

"How much does this cost, please?"

"I'm (a UK) size ... (12)."

#### **Asking about clothes**

##### **"Asking about clothes"**

"Do you have this in ... (a larger / smaller

"Do you have this in ... / large / small / extra large / XL)"?

"Do you have this in ... / black / beige, etc)"?

#### TALKING ABOUT THE PRICE

"Talking about price"

Clothes shops have "sales" when some or all the clothes are

"Is this in the

"Is this on

"There's a discount of 20% on this."

"These jeans are discounted by

"It's a bargain." (= the low price is a surprise)

"It's cheap." (= doesn't cost much money)

"It's expensive." (= costs a lot of money.)

#### TRYING SOMETHING ON

When you go clothes shopping, you probably want to try something on before you buy it so you know it's the right size or that it looks good on you!

Example conversation

**“Trying something on”**

**A. Can I try this on?**

**B: Sure. The changing rooms are over there...**

**... (later)**

**B: Any good?**

**A: No, not really. (It's the wrong size / It doesn't really suit me.)**

**Or, "Yes, I'll take it."**

**Paying**

**A: "Where can I pay?"**

**B: "The cash tills are over there."**

**Speaking tip**

**When you go shopping for clothes with a friend, say if the clothes look good!**

**"Speaking tip Day 11"**

**“Wow! That looks great on you!”**

**“You look great in those trousers!”**

## **Negative comments**

**“I’m not sure about the colour..”**

**“I don’t think that style suits you very well.”**

**“I think it’s a bit too small.”**

## **Example conversations**

**A: Well? What do you think**

**B: Wow! It looks great on you! I love the colour!**

**A: Hmm. I’m not so sure about this. What do you think?**

**B: No... I don’t think it really suits you.”**

## **Note**

**“Colour” in British English but “color” in American English.**

## **TALKING ABOUT CLOTHES**

### **”Describing clothes”**

**to suit = to be in your style, or to compliment your body shape  
or skin / hair colour**

**”That dress really suits**

**to fit = to be the right size**

**”These jeans don’t fit very**

**Clothes can be...**

... too big (size "Large" when you are size "Small")  
... too small (small size when you are large size)  
... too tight (waist measurement 34 when you are waist 38)  
... too loose (waist measurement 38 when you are waist 34)  
... too long (jeans leg measurement 34 when your leg measurement is 32)  
... too short (jeans leg measurement 32 when your leg measurement is 34)

to go well with / to match = to look good with your other clothes

"This jumper goes well with my trousers."

"This colour ("color") jumper matches your new

#### VOCABULARY NOTES - CLOTHES

##### "Clothes"

Here is some useful vocabulary for men's and women's clothes and shoes, for both winter and summer.

**coat / overcoat (also “raincoat”)**

= what you wear in winter over your other clothes, to keep warm.  
You either have buttons or a (metal) zip to do up (= close) the coat.

**jacket** = short coat. You also have a jacket (and trousers / as part of a suit).

suit suits are a formal pair of trousers and a jacket of the same material. Men often wear a formal long-sleeved shirt, with a tie around the collar of the shirt. Women's are a formal skirt and jacket of the same material, or trousers and jacket).

A tracksuit is a pair of trousers and a jacket that you wear for playing sports.

With trousers, jackets and coats, you normally have pockets (where you can put things in like tickets, tissues, your hands...) The pockets on a jacket are inside pockets or side. With trousers you have side pockets and back pockets.

A jumper / sweater / pullover is often made of wool and you wear it over a shirt or under a jacket to keep warm in winter.

A cardigan is similar to a jumper, but it is open at the front, with a zip or buttons to do it up.

Note: you can say a pair of trousers (pants in US English) or a pair of jeans, or just trousers and jeans. Remember that in both cases, the verb is plural: "My jeans are old."

A shirt is long-sleeved (with sleeves going down to your hands) or short-sleeved (with sleeves ending above your elbow) and it normally closes with buttons. Women can also wear shirts, or a blouse – a more feminine version.

A t-shirt is a short-sleeved (or sleeveless) cotton shirt for summer, or for under your shirt.

A sweatshirt is a heavy shirt, sometimes with a hood (to cover your head) that you can wear for sports, or instead of a jumper.

A top is anything that you wear above your waist, either casual or smart.

A dress is one piece and often with sleeves. It can be long or short, for winter or for summer. A wedding dress is the long (often white) dress a woman wears.

A skirt goes from your waist to around your knees, but there are also mini-skirts – very short skirts.

In summer, you can wear shorts – a type of trousers that are short, going to your knees or above.

To go swimming, women wear either a swimming costume (one piece) or a bikini (two pieces). Men wear swimming

## SHOES

You can also add "a pair of" to all the following types of shoes.

shoes = there are lots of types of shoes, such as high-heeled shoes or flat shoes (for women), dress shoes (formal shoes for

men).

**boots** = mostly for winter, these are shoes that go up to your knees, or ankle boots which go up to your ankles (just above your feet)

Also football boots / rugby boots for playing football or rugby, and hiking / walking boots for walking long distances.

**Wellington boots** (or "Wellingtons" / "Wellies") are rubber boots that you can wear when you walk in the rain.

**sandals** = these are "open" shoes for summer.

**flip flops** = these are made of rubber or plastic, and there is a strap that goes between your first two toes. They make a "flip flop" sound when you walk in them. You wear them on the beach or in the shower (or swimming pools, for example).

**trainers** = you wear these when you play sports.

**slippers** = you wear these in your house to keep your feet warm.

## ACCESSORIES

**hat** = you wear this on your head. (Also which is a more informal type of hat.)

**gloves** = you wear these on your hands when it is cold

**scarf** = you wear this around your neck. (The plural is scarves or scarfs.)

**belt** = you wear this around the waist of your trousers or jeans

**bag** = you carry this because it contains money, phone, keys, etc. You can also use a briefcase to carry documents and papers.

Other types of accessories are jewellery ("jewelry" in American English). This includes a necklace (around your neck), a bracelet (around your wrist), a ring (on your finger) an earring (a ring in your ear) and a watch (to tell the time).

## **UNDERWEAR**

Men wear (a pair of) pants (or underpants) under their trousers, a vest (under a shirt) and (a pair of) socks (on their feet).

Women wear (a pair of) knickers (or panties), a bra (under a shirt), (a pair of) socks or tights (pantyhose in American English) on the legs.

At night time, men, women and children can wear pyjamas ("pajamas" in American English), and a dressing gown to cover their pyjamas when they first get out of bed.

## **TYPES OF MATERIAL / FABRIC**

The different types of material (also called fabric) are uncountable nouns in English.

"Cotton comes from plants." (Not "A cotton comes from plants.")

cotton – usually for underwear, or t-shirts

linen – summer material, more rigid than cotton. Often in long-sleeve or sleeveless shirts and in suits

wool – comes from animals like sheep and lambs, used in jumpers.

(Adjective = “woollen” in British English, “woolen” in American English)

nylon – man-made or synthetic material found in tights

silk – a delicate, thin material used for all types of clothes

denim – material for jeans

## **USEFUL VERBS**

wear = the clothes you use: "I wear a suit to work."

get dressed = the process of putting on clothes: "I get dressed after I have my shower."

**get undressed** = the process of taking off clothes: "I get undressed before bed."

**do up** = to "close" a piece of clothing: "Do up your coat before you go outside."

**undo** = to "open" clothing: "I can't undo the buttons."

**zip up** = to use the zip to close some clothing: "Zip up your jacket."

**unzip** = to use the zip to open some clothing: "I can't unzip this jacket."

You also put on and take off pieces of clothing.

#### **OTHER USEFUL VOCABULARY ABOUT CLOTHES**

Clothes often have two labels on them: one label gives you the washing instructions and size information, and the other label shows the designer or manufacturer.

Clothes can also be hand-made by a

#### **GRAMMAR NOTES - DETERMINERS (THIS, THAT, THESE, THOSE)**

When we refer to things that are close to us, we use “this” (for singular and uncountable nouns) and “these” (for plural nouns).

When we refer to things that are far from us, we use “that” (for singular and uncountable nouns) and “those” (for plural nouns).

"I love this

"What about that one over there?"

"Do you like these

"Actually, I prefer those ones in the window."

#### OTHER DETERMINERS

Other grammatical words that come before the noun are each, every, either, enough, much, many, a lot of / lots of, several, a few, a little, all, both and some and any.

"I like each of these

"I'd like to visit every clothes shop in Milan."

"Which shirt do you prefer? Either is fine."

"We don't have enough time to go to all the clothes shops."

"I don't have much money on me today."

"He doesn't have many shirts for work."

"They have a few coats on sale."

"I'd like several pairs of sandals for summer."

"I want to buy all of these

"I'd like to buy both the green shirt and the red shirt."

## **Each, every and either**

"Each" identifies one of a group.

"Every" refers to all the components of the whole group.

"Either" means "this one or that one".

"Every shoe shop in this town is expensive." (= all the shoe shops are expensive).

"Each pair of shoes is hand-made." (= each separate pair is hand-made)

"Which one of these jumpers do you want? Either goes well with my jeans."

Use each, every and either with a singular countable noun.

"Each dress is beautiful."

"Every dress is beautiful."

## **Several, all and both**

We can use "all" with a plural or uncountable noun.

"All the jeans are beautiful."

We can also add ("of") + these / possessive adjective:

"All of these shirts are beautiful."

"All (of) his shirts are hand-made."

You can use "both" and "several" in the same way as "all".

"Both shirts are lovely."

"Both of those hats suit you."

"They have several pairs of white trousers in that shop."

"They have several of those trousers that you like."

Don't use "the" before several, all, or both.

### Enough and a few

"Enough" means "sufficient". "Few" or "a few" means "not much".

We use enough with uncountable nouns, and few / a few with plural nouns.

(Note: we can use "little" or "a little" with uncountable nouns.)

"We've got enough time to go to the shopping centre."

### Enough of + determiner + noun

"I've got enough of this type of T-shirt at home. I don't need any more."

"A few" means three or four, while "few" means one or two (= a smaller quantity than "a few").

### A few + plural noun

"There are a few interesting boutiques on this road."

**A few of + determiner + noun**

"I want a few of these woollen scarves for winter."

**Use "little" and "a little" with uncountable nouns.**

"Little" is smaller quantity than "a little".

"We have a little time left. Lets go to M&S." (Maybe we have twenty minutes left.)

"We have little time left before our train." (Maybe we only have ten minutes left.)

#### **MUCH, MANY AND A LOT**

**Use "much" with uncountable nouns, "many" with countable (plural) nouns, and "a lot of" / "lots of" with both type of nouns.**

"I don't have much

"She doesn't have many

"She has a lot of money /

#### **In affirmative sentences**

Avoid using much. Instead, use "a lot of" or "lots of".

**He has much money to spend on clothes = "He has a lot of money to spend on clothes."**

**You can use many in affirmative sentences, but it sounds quite formal. Often we use a lot of or lots of instead.**

**He has many pairs of designer jeans = "He has lots of pairs of designer jeans."**

### **In negative sentences**

"I don't have much / a lot of time."

"He doesn't have many / a lot of shoes. "

"She doesn't have a lot of clothes."

### **In questions**

**Use a lot of / lots of in questions rather than much (which sounds formal).**

"Do you have a lot of money on you?"

**You can use either many or a lot of / lots of in questions.**

"Does he have many friends?"

"Does he have a lot of friends?"

**Note: There is no difference between "a lot of" and "lots of".**

### **USING “ONE” AND “ONES”**

**We can use "one" and "ones" as a pronoun – to substitute a noun.**

"How much is that bag?"

"The green It's £50."

"How much are those oranges?"

"The Spanish They're £2 a kilo."

You can use the definite article "the" before "one" and "ones":

"I'd like the green

"I'd like the Spanish

You can also use the indefinite article "a" or "an" if there is an adjective:

"I'd like a small

(But not "I'd like a small" or "I'd like a one".)

Replace "your one", "my one", "his one" and "her one" etc with the possessive pronoun "mine", "yours", "his", "hers" etc.

#### PROGRESS CHECK

Can you complete the sentences? (Answers on the next page!)

#### Shopping phrases

1. I'd like to \_\_ a pair of jeans.
2. Do you have this in a larger \_\_ ?
3. Is this \_\_ sale?
4. Can I try this \_\_ ?
5. Where are the \_\_ rooms, please?
6. These jeans don't \_\_ me. They're too big!"
7. Where can I \_\_ ? (The cash tills are over there.)
8. These boots go well \_\_ my jeans.

## Clothes vocabulary

1. I like his new suit. Both the trousers and the \_\_ look good on him.
2. It's a formal restaurant. You need to wear a shirt and \_\_ with your jacket.
3. Her wedding \_\_ is beautiful: long and white and made of silk.
4. At weekends I like wearing casual clothes: jeans and \_\_ and not trousers with smart shoes.
5. He needs a new pair of football \_\_
6. She wears lots of jewellery - necklaces, bracelets and a \_\_ on every finger.
7. Put \_\_ a jumper! It's cold outside.
8. In the summer I don't wear trousers. I wear \_\_ and a t-shirt.

## Determiners

1. Which shoes do you prefer - \_\_ ones or those ones?
2. I don't have \_\_ money to buy this coat. It's too expensive!
3. She has lots \_\_ pairs of shoes.
4. There are \_\_ lot of shops in this town.
5. I don't like \_\_ clothes shops. I only go to two or three, in fact.
6. He has \_\_ few tracksuits.
7. I'd like to buy \_\_ the green jumper and the red jumper.
8. I don't have a \_\_ of time to go shopping.

## *Progress check Day 11*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

#### **Shopping phrases**

1. I'd like to buy a pair of jeans.
2. Do you have this in a larger size ?
3. Is this on sale?
4. Can I try this on ?
5. Where are the changing rooms, please?
6. These jeans don't fit me. They're too big!"
7. Where can I pay ? (The cash tills are over there.)
8. These boots go well with my jeans.

#### **Clothes vocabulary**

1. I like his new suit. Both the trousers and the jacket look good on him.
2. It's a formal restaurant. You need to wear a shirt and tie with your jacket.
3. Her wedding dress is beautiful: long and white and made of silk.
4. At weekends I like wearing casual clothes: jeans and trainers and not trousers with smart shoes.
5. He needs a new pair of football boots
6. She wears lots of jewellery - necklaces, bracelets and a ring on every finger.
7. Put on a jumper! It's cold outside.

8. In the summer I don't wear trousers. I wear shorts and a t-shirt.

### Determiners

1. Which shoes do you prefer - these ones or those ones?
2. I don't have enough money to buy this coat. It's too expensive!
3. She has lots of pairs of shoes.
4. There are a lot of shops in this town.
5. I don't like many clothes shops. I only go to two or three, in fact.
6. He has a few tracksuits.
7. I'd like to buy both the green jumper and the red jumper.
8. I don't have a lot of time to go shopping.

## *Day 12 - Describing things*

Here is some useful vocabulary to describe people, things, places, etc.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day12>

### **ADJECTIVE RULES IN ENGLISH**

Remember:

Adjectives don't change their endings for singular / plural nouns:  
“A big house” / “Two big houses”.

The a / an pronunciation rule applies to adjectives that start with a vowel / consonant sound before a singular, countable noun:

a girl

an interesting man

### **VOCABULARY TO DESCRIBE PEOPLE, THINGS AND PLACES**

#### **“Adjectives a-c”**

##### **A**

active = someone who is active does lots of things.

"He's active in the community."

afraid = scared / frightened:

**"Are you afraid of spiders?"**

**amazing = fantastic / great:**

**"We had an amazing holiday."**

**angry = not pleased:**

**"The teacher was angry with the students and gave them extra homework."**

**anxious = worried / nervous:**

**"She always feels anxious before an exam."**

**awful = very bad:**

**"The weather was awful. It rained every day."**

## **B**

**bad = not good:**

**"The food in that restaurant is very bad. Don't go there!"**

**brave = courageous:**

**"He's a very brave boy and isn't scared of the dark."**

**brilliant = excellent:**

**"We had a brilliant time on holiday!"**

**beautiful = very pretty to look at:**

**"His wife is a beautiful woman."**

**big**

"London is a very big city."

**boring = not interesting:**

"The lesson was boring."

**busy = lots of things to do:**

"I'm very busy at the moment."

(Also places can be busy: "Be careful of the traffic here. This is a busy street with lots of cars."

## C

**calm = not noisy or worried:**

"If there's a fire, remember to stay calm. Walk, don't run."

**careful = pay attention when you do something:**

"Be careful when you take the Underground. Make sure your bag is closed."

**certain = sure:**

"I'm certain that it will snow tonight. It's already very cold."

**cheap = not expensive:**

"I like going swimming. It's quite a cheap way to keep fit."

**cheerful = happy, usually smiling:**

"He's quite a cheerful person and I never see him looking sad."

**clean = not dirty:**

"The classrooms in this school are always very clean."

**clever = intelligent:**

"She's a clever student. We think she'll get As in all her exams."

**closed = not open:**

"We got here too late - the shop's closed!"

**cold = not warm or hot:**

"It can be cold in the UK in winter."

**comfortable = easy to wear or to sit in, for example:**

"My shoes aren't comfortable to walk in. They're too small."

**common = usual, not rare:**

"Wrong tense use is a common problem in English grammar."

**complicated = not simple:**

He has a complicated love life!"

**complete = total:**

"It's a complete waste of time watching this TV programme."

("program" in American English)

Also "finished": "The building work on our new house is now complete."

**confident = sure of yourself:**

"He's a confident swimmer."

**correct = right:**

"His homework is always correct."

**crowded = lots of people:**

"Oxford Street is always crowded with shoppers before Christmas."

## **"Adjectives d-f"**

### **D**

**dangerous = not safe:**

"Be careful when you cross the road. It's dangerous here."

**dark = not light:**

"She has dark hair and dark eyes."

"It was dark when I woke up."

**delicious = tastes very good:**

"Try some of this chocolate cake - it's delicious!"

**different = not the same:**

"He's different to his brother."

**difficult = not easy:**

"The Maths exam was difficult and I only got 5 / 10."

**dirty = not clean:**

"I hate cooking in a dirty kitchen."

**dry = not wet:**

"The weather in winter is cold and dry."

## E

**early = not late:**

"She gets up very early, at about 5am every day."

**easy = not complicated or difficult:**

"The English exam is easy - don't worry!"

**empty = nothing or nobody there:**

"The room was empty, with no furniture in it at all."

**enormous = very big:**

"He gave her an enormous bunch of flowers for her birthday."

**essential = very important:**

"It's essential that you learn these words!"

**excellent = very good:**

"You gave an excellent presentation last week. Everybody was pleased."

**exciting = makes your heart beat fast:**

"The football match is very exciting."

**expensive = costs a lot of money:**

"It's too expensive to go on holiday to the US this year."

## F

**fair** = light:

"She has fair hair."

Also "just": "It's not fair if you give him £10 and me only £5."

**far** = a long distance:

"New York is far from Los Angeles."

**fast** = quick:

"She's a fast worker. She always finishes her work before the others."

**fantastic** = excellent:

"I've got some fantastic news!"

**friendly** = open with other people:

"He's friendly and always says hello."

**frightening** = makes you afraid:

"Horror films are frightening."

**full** = opposite of empty:

"The cinema was full and there were no free seats."

**funny** = amusing:

"He's a funny comedian."

## **"Adjectives g-i"**

### **G**

**generous** = when you give lots to others:

"He's a generous father and gives his children lots of pocket money."

**good** = positive:

"He's a good student."

"Salad is good for you."

**great** = very good:

"Her exam results are great. We're very happy!"

### **H**

**handsome** = good-looking (for a man):

"He's a very handsome actor. All the women love him!"

**hard** = difficult:

"Do you think that English is hard?"

Also rigid / strong to touch: "A helmet is like a hard hat that you wear when you ride a bike or motorbike."

**happy** = pleased, in a good mood:

"I was happy when I passed my driving test."

**healthy** = good for your body:

"She's a healthy person and exercises every day."

**heavy** = weigh a lot:

"These potatoes are very heavy."

**helpful** = when you help people:

"He's very helpful to his parents and often does things for them."

**high** = not low:

"These mountains are quite high. We're at 1500 m above sea level here."

**horrible** = not nice:

"The food was horrible. I couldn't eat it."

**hot** = opposite of cold:

"It's hot in summer in the Mediterranean, with temperatures up to 40C."

**huge** = very big:

"Their house is huge! They have ten bedrooms and eight bathrooms."

**hungry** = when you need to eat:

"He didn't eat breakfast and was hungry by 11 am."

I

**ignorant** = when you don't know things:

"I feel very ignorant about science and engineering."

**ill = not well:**

"She's ill. I think she's got the flu."

**important = with a big influence:**

"He's an important politician."

"English is an important language."

**interesting = when you want to know more about something:**

"She's an interesting person. She lived abroad for many years and had lots of interesting experiences."

### **"Adjectives j-l"**

#### **J**

**jealous = when you want something that another person has:**

"I'm jealous of your success in the company. I'd also like a promotion!"

#### **K**

**kind = nice to other people:**

"She's kind to her patients in the hospital and always makes sure they are comfortable."

#### **L**

**late = not on time:**

"You're ten minutes late to class"

**large = big:**

"There's a large parcel for you. Is it your birthday?"

**lazy = not working or inactive:**

"My students are lazy and never do their homework!"

**light = not dark:**

"It's still quite light outside. Do you want to go for a walk?"

not heavy: "I can carry the shopping. The bag's quite light."

**little = small:**

"He's still a little boy and doesn't understand that fire is dangerous."

**long = not short:**

"That film is very long - it's four hours!"

**lovely = very nice or pretty:**

"It's a lovely idea to buy her a spa membership. I think she'll really enjoy it."

**low = not high:**

"The coffee table is quite low."

**"Adjectives m-o"**

**M**

**main = principal, important:**

"The main reason we're here is to learn English!"

**modern = not old-fashioned:**

"Modern technology is fantastic. We can contact friends immediately!"

## N

**narrow = not wide:**

"These shoes are too narrow for my feet. They're not very comfortable."

**nasty = not nice:**

"She has a nasty virus and needs to stay at home for a week."  
(Also people can be nasty.)

**near = not far:**

"The town is near the beach. It's about a kilometre." ("kilometer" in American English)

**neat = tidy, organized:**

"Her desk is very neat. I can't find anything on mine!"

**necessary = important for something:**

"A passport is necessary if you want to travel to other countries."

**nervous = worried / anxious:**

"He was nervous before the wedding."

**new = not old:**

"I want a new car. Mine is very old now."

**nice = kind or pleasant:**

"She's a nice person and she tries to help when she can."

"It's nice weather today. What about going for a bike ride?"

**noisy = not quiet:**

"There are cars and buses on this road all day and all night. It's really noisy!"

"My students are very noisy today. They can't keep quiet for five minutes."

**normal = usual:**

"It's normal to feel stressed when you have a lot of work."

**O**

**old = opposite of young:**

"My grandmother is quite old now and she finds it difficult to walk."

**open = not closed:**

"Is this shop still open?"

**ordinary = nothing special:**

"I have a very ordinary life. It's quite boring, really!"

**"Adjectives p-r"**

**P**

**perfect = when something is 100%:**

"Her clothes and hair are always perfect!"

**pleased = happy about something:**

"I'm so pleased you passed your exam!"

**polite** = good manners:

"It's polite to say thank you when someone gives you something."

**poor** = not rich:

"She lives in a poor part of the city."

**popular** = lots of people like it:

"This is a popular holiday destination."

**possible** = can happen:

"He's a possible player for the football team."

"Do you think it's possible that we'll have another earthquake soon?"

**pretty** = good-looking (but not for men):

"She's a pretty girl and she's got lots of admirers!"

"This is such a pretty town!"

**Q**

**quick** = fast:

"She's a quick worker and always finishes on time."

**quiet** = not noisy:

"It's very quiet here at night."

**R**

**rare = not usual or common:**

"These birds are rare in the UK. You're lucky to see them!"

**ready = prepared:**

"Are you ready for the test?"

**real = true:**

"He's a real friend."

**relaxing = something makes you feel relaxed and not stressed:**

"Have a nice, hot relaxing bath!"

**rich = with lots of money:**

"He's a rich businessman."

**right = correct:**

"You're right. It's an easy exercise."

"It isn't right that some people are so rich when others are so poor."

**romantic = show love:**

"He's a romantic person and often gives his wife flowers."

"Win a romantic holiday for two in our competition!"

**rude = not polite:**

"It's rude not to say please and thank you in English."

**“Adjectives s-t”**

## S

**sad = unhappy:**

"When her grandfather died she was very sad."

**safe = secure:**

"It's quite a safe city to live in."

**same = identical:**

"This is the same problem that we had before."

**scared = afraid / frightened:**

"She heard a noise and was scared."

**serious = important:**

"He's a serious student and works hard."

**short = not long:**

"This is a short story. It's only ten pages long."

**Also = not tall:** "She's quite short."

**shut = closed:**

"The restaurant is shut. Lets go to McDonald's."

**shy = timid, not confident:**

"He's quite shy and doesn't like talking to people he doesn't know."

**silent = no noise at all:**

"This new car is silent."

**silly = not serious:**

"Her students can be quite silly at times."

**similar = not different:**

"The two sisters are very similar."

**simple = not complicated:**

"The Maths test is quite simple - don't worry!"

**slow = not fast:**

"He's a slow eater. It takes him an hour to eat dinner."

**small = not big:**

"The kitchen is quite small but we also have a dining room."

**smart = intelligent:**

"She's a smart student and I think she'll pass her exams."

**soft = not hard:**

"My sofa is soft and comfortable."

**special = different (in a good way):**

"We have a special menu on St Valentine's day."

**stupid = not clever:**

"That was a stupid thing to do!"

**straight** = in a vertical or horizontal line:

"She has long, **straight** hair."

**strange** = unusual:

"He has a **strange** accent. Where is he from?"

**strong** = powerful:

"I need a **strong** man to help me move this wardrobe!"

"I don't drink **strong** coffee."

**sunny** = when there is sun:

"It's lovely and **sunny** today - lets go to the beach."

(Also a happy person is "sunny".)

**sure** = positive / certain:

"I'm **sure** he'll be fine on holiday alone."

**surprising** = something you don't expect:

"I loved the film, and the end is **surprising**."

**sweet** = kind and nice:

"She's a very **sweet** girl and her teachers love her!"

(Also "with sugar": He loves sweet things to eat.)

T

**terrible** = very bad:

"Your exam results are **terrible**!"

**terrifying** = very frightening:

"The film was absolutely **terrifying!**"

**tidy** = everything in the right place:

"His bedroom is very **tidy**."

**tiny** = very small:

"Our flat is **tiny**, but it's in central London."

**tired** = after physical or mental work:

"I was **tired** after walking for 10 km."

**tough** = hard:

"The selection process to get into the Army is **tough**."

"This meat is **tough**. I can't eat it."

**"Adjectives u-y"**

**U**

**ugly** = the opposite of beautiful:

"This building is very **ugly**."

**uncomfortable** = not comfortable:

"My bed is **uncomfortable** and it's difficult to sleep well."

**unfair** = not fair:

"It's **unfair** to give him extra money, but her nothing."

**unkind** = not kind:

"He's **unkind** to his children and never helps them."

**unhappy = not happy, sad:**

"He was unhappy at school when he broke up with his girlfriend."

**unhealthy = not good for your body:**

"Chips are unhealthy!"

**unsure = not sure:**

"I'm unsure about my future."

**untidy = not tidy:**

"Please clear up your bedroom. It's really untidy!"

**usual = normal:**

"The usual people came to the meeting."

**useful = practical:**

"It's useful to be able to drive."

"This is a useful object in the kitchen."

**useless = to not be any good:**

"I'm useless at Maths."

**unusual = not usual:**

"He has some unusual skills."

V

**various = several different:**

"There are various ways you can get to London from here."

## W

warm = between hot and cold:

"It's quite warm today."

Also friendly: "She's a warm person and easy to talk to."

weak = not strong:

"She felt weak after the operation."

"Do you prefer weak tea or strong tea?"

wet = not dry - with liquid:

"Be careful - the floor is wet."

well = not ill:

"How are you?" "Very well, thanks."

whole = complete:

"They ate the whole cake!"

wide = with a big distance between the two points:

"The river is wide at this point."

wonderful = excellent:

"She got a wonderful birthday present from her parents."

wrong = not right or correct:

"How many wrong answers did you get in the quiz?"

Y

**young = not old:**

"When you're young you don't worry so much about risks."

### **Speaking tip**

We often use more than one adjective to describe a noun. Make sure you stress each adjective:

"Speaking tip Day 12"

"This is a hard exercise."

"She has short, fair hair."

"They have a large, untidy house."

You can also put the adjectives after the noun, separating them with "and":

This exercise is long and hard.

Her hair is short and fair.

Their house is large and untidy.

### **PROGRESS CHECK**

Can you complete the sentences? (Answers on the next page!)

1. He can be quite n\_\_y (not nice) to his friends.
2. Her house is very t\_\_y. (everything in the right place)

3. Are you s\_\_d (afraid) of spiders?
4. She's a f\_\_y (open with other people) person and everyone likes her.
5. This bag is very h\_\_y. (weighs a lot)
6. Do you think English is h\_\_d? (difficult)
7. She often tells us f\_\_y stories. (amusing)
8. He's a p\_\_r teacher. (lots of people like him)
9. She's very g\_\_s with her money. (when you give to others)
10. Our holiday was e\_\_t. (very good)

## *Progress check Day 12*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

1. He can be quite nasty (not nice) to his friends.
2. Her house is very (everything in the right place)
3. Are you scared (afraid) of spiders?
4. She's a friendly (open with other people) person and everyone likes her.
5. This bag is very (weighs a lot)
6. Do you think English is (difficult)
7. She often tells us funny stories. (amusing)
8. He's a popular teacher. (lots of people like him)
9. She's very generous with her money. (when you give to others)
10. Our holiday was (very good)

## *Day 13 - Comparing things*

Here are some ways to compare two things in English.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day13>

### MAKING COMPARISONS

We can use “less” and “more” to show a difference between two things. Make a comparison when you go shopping, discuss films and restaurants, give your opinion, or when you talk to people about the weather.

#### Example conversations

##### ”Comparing things”

A: Do you like these shoes?

B: Well, they're OK, but I prefer those ones over there. They're cheaper and they look more

A: Would you prefer to live in London or Rome?

B: Both are great choices, but Rome is smaller than London and maybe less

**A: It's so cold today!**

**B: Yes, you're right. The weather today is worse than yesterday.**

**Lets hope it gets better tomorrow!**

### **Speaking tip**

**To sound more natural and friendly, use an opinion phrase before you compare two people or things:**

**"I think that he's more handsome."**

**"In my London is more expensive than Paris."**

**"I reckon that Lucy is prettier than her sister."**

### **GRAMMAR NOTES**

**Here are the basic grammar rules for making comparisons with nouns, verbs and adjectives.**

#### **TO COMPARE NOUNS**

**Use "more" to show an increase, and "fewer" or "less" to show a decrease. Use "fewer" for countable nouns, and "less" for uncountable nouns.**

**"There are more people in the supermarket today."**

**"There is more coffee if you want some."**

"There are fewer people in the supermarket today." ("fewer" because "people" is a countable noun)  
"We have less money this week for shopping." ("less" because "money" is an uncountable noun)

#### TO COMPARE VERBS

Use "more" to show an increase and "less" to show a decrease.

"I'm sure he loves me He sends me chocolates or flowers every day."

"He eats less than me."

#### MAKING COMPARISONS WITH ADJECTIVES

When the adjective is one syllable, add -er to make a comparative.

Which city is Rio de Janeiro or Mexico City?  
I think Mexico City is

Who is You or your sister?  
My sister is

When the adjective ends in -y, change the -y to -i and add -er.

"He's happier now he lives in the countryside."  
Which city is Oxford or Bath?

**When the adjective is two syllables (and more), use "more" before the adjective. (Don't add -er or -ier to the end of the adjective.)**

"Paris is a beautiful city."

"I agree, but I think Rome is more

"Who was more Einstein or Archimedes?"

**Note: some two-syllable adjectives can have both types of endings: "more + adjective" and "adjective + er".**

clever = cleverer / more clever

gentle = gentler / more gentle

cruel = crueler / more cruel

polite = politer / more polite

## **Irregular adjectives**

**Some adjectives have different comparative forms. For example:**

good – better

"Sunflower oil is but olive oil is better for you."

bad – worse

"Jack is bad at Maths, but his brother Dave is

**far – further**

"London is far from the seaside, but Oxford is

**USING "THAN"**

When you mention what you are comparing something to, use "than".

"There are more people in the supermarket today than

"We have less money for shopping this week than last

"I'm sure he loves me more than

"My sister is older than

"He is happier than

"Rome is more beautiful than in my opinion."

"She is cleverer than her

"Olive oil is better than sunflower

"Dave is worse than Jack at Maths."

**COMMON ERRORS**

Don't use "that" instead of "than".

"She is more clever than her sister" (Not: "she is more clever that...")

Don't forget to use "than" if you mention the second thing.

"He is more handsome than his brother" (Not: "He is more handsome his brother")

Don't forget to use the -er form for one-syllable adjectives

"Russia is colder than the UK" (Not: "Russia is more cold than...")

#### PROGRESS CHECK

Can you complete the sentences? (Answers on the next page!)

1. My brother is \_\_ than my father. (tall)
2. My sister is also taller \_\_ my mother.
3. Do you think that English is \_\_ than French? (easy)
4. Or do you think that French is \_\_ \_\_ than English? (difficult)
5. In my \_\_ English is simpler.
6. But perhaps it has \_\_ words than French.
7. She's \_\_ than her sister. (polite)
8. Smoking is \_\_ for you than not exercising. (bad)
9. Sarah is a \_\_ student than Melissa. (good)
10. Who is \_\_ ? You or your brother? (old)

## *Progress check Day 13*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

1. My brother is taller than my father. (tall)
2. My sister is also taller than my mother.
3. Do you think that English is easier than French? (easy)
4. Or do you think that French is more difficult than English?  
(difficult)
5. In my opinion English is simpler.
6. But perhaps it has more words than French.
7. She's politer / more polite than her sister. (polite)
8. Smoking is worse for you than not exercising. (bad)
9. Sarah is a better student than Melissa. (good)
10. Who is older ? You or your brother? (old)

## ***Day 14 - Buying tickets***

These phrases will help you use public transport in an English-speaking country.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day14>

### **BUYING A TICKET**

#### **“Buying a ticket”**

“I'd like (+ noun / + infinitive), please”

“I'd like a return ticket to ...”

“I'd like to buy a return ticket...”

#### **Example conversation**

A: I'd like a return ticket to Edinburgh, please.

B: Certainly. What day are you travelling?”

A. Tomorrow.

You can also use a “Can I” question:

“Can I have a ..... (single / return to Bath) please?”

Or you can just say the type of ticket. For example, on the bus, when you need to be quick, the question can be short:

“A single to London Bridge, please.”

#### **ASKING FOR INFORMATION**

“How much is ... (a one day travel card)?”

“How much does a one day travel card

(For more information on how to make questions, see Day 5.)

#### **Example conversation**

A: How much is a one-day travel card for two zones?

B: That's £7.50

A: OK, thanks.

#### **Speaking tip**

#### **How to understand native English speakers**

1. Prepare your question before you speak. What do you need to know? Information about the bus route, for example? Or do you want the bus driver to tell you when to get off the bus?

Use simple grammar to help you make the question.

### “Speaking tip transport”

“Does this bus stop ..... (name of place)?”

“Does this bus stop at London Bridge?”

“Do you stop anywhere near ..... (name of place)?”

“Do you stop anywhere near London Bridge?”

“Can you tell me where to get off for .... (name of place)?”

“Can you tell me where to get off for the shopping centre?”

(“center” in American English, or “shopping mall”.)

2. Listen for the information words. These words are stressed in a sentence, while the grammar words (articles, prepositions etc usually are unstressed.)

In this example, the information words (stressed words) are “yeah”, “other side” and “road”

A: Do you stop anywhere near London Bridge?

B: on the other side of the

### Other useful phrases

“Are you going to .... (the airport / the station etc)?”

“Is this the right bus for ... (the airport / station etc)?”

“How far down (X road) do you  
“Do I need to get off and change for ... (the airport / station  
etc)?”

#### VOCABULARY NOTES - TRANSPORT VOCABULARY

Here are some useful words and phrases to talk about travel and transport in English.

#### MEANS OF TRANSPORT

“Means of transport”

In the UK, there are different types of public

Bus (plural “buses”) and coach

Pronunciation tip: "bus" is pronounced /buhs/ and "buses" is pronounced /buhsɪs/ (not /boosis/).

A bus travels in towns and cities, with people getting on and off at bus stops, while coaches travel further, often from city to city and people travel the entire distance.

The underground (or in London

Trains (often "intercity")

**Trams (in a few cities and towns) – a sort of bus run on electricity**

**Taxis (for example the famous black cabs in London)**

**Ferries (boats that cross water such as rivers and seas)**

**There's also private transport such as cars, bikes, motorbikes and**

**In addition, lorries in American English) transport goods, and vans (large cars) are used by small businesses to transport goods, or work equipment.**

## **VERBS**

### **“Transport vocabulary”**

**You get on and get off a bus, train, plane, bike, etc. This is because you need to take a step up to get on the means of transport.**

**You get in and get out of a car, or**

**You can travel or go by bike, train, car, (But you travel on foot or go on foot.)**

**You can drive a car, taxi or train.**

**You ride a bike, motorbike or horse.**

You take the bus / the train to work or school.

#### OTHER WORDS TO DESCRIBE TRANSPORT AND TRAVEL

a journey = the trip between the start and end.

"My journey to work / school takes twenty minutes."

a commute (to commute) = the journey to work

"He commutes to work by train and tube."

"His commute takes him half an hour."

bus route = the journey the bus does

"The bus route follows London Road as far as the cinema, then turns left."

a bus lane = special part of the road only for buses

"Don't drive in the bus lane!"

traffic jam = when there are too many cars, buses etc and everything goes slowly – or stops.

"I'm in a traffic jam – I'll be late for work."

a bus stop = where the bus stops for people to get on or get off  
(also tram stop)

a railway station = where you get on or off a train (also tube station)

a single or a return (ticket) = a bus, train or air ticket to go only (single) or to go and come back (return)

a one-day return (for the train) = when you go and come back the same day

a travel card = a card where you can make multiple journeys in one day, for example on the London tube

a season ticket = a train ticket where you can go by train every day for a month, or a year

### Common error

Don't say "I take my car to work". Say "I drive to work" or "I go to work by car" or "I travel to work by car".

### GRAMMAR NOTES - THE PRESENT CONTINUOUS

When we talk about things that a) happen now (at this moment) or b) our future plans, we can use the Present Continuous tense.

"This week I'm studying English grammar." (something that happens now / around now)

"Next week I'm going to London." (a future plan)

"It's getting more expensive to live in New York." (a trend or development)

### Example:

A: I'd like to buy a return ticket to Edinburgh.

B: Certainly. What day are you ("traveling" in American English)

A: Tomorrow.

(B asks about A's future plans. "What day are you going?")

There are three parts to the Present

1. Subject / Subject pronoun

2. Verb "to be"

3. Verb + ing

I am working (I'm working)

You are working (You're working)

He / She / It is working (He's working)

We are working (We're working)

They are working (They're working)

Negative sentences

I am not / I'm not working

You are not / You aren't working

He / She / It is not / He / She / It isn't working

We are not / We aren't working

They are not / They aren't working

Questions

Am I working?

Are you working?

Is he / Is she / Is it working?

Are we working?

## **Are they working?**

### **Short replies**

**Yes I am / No I'm not**

**Yes you are / No you aren't**

**Yes he is / No he isn't**

**Yes we are / No we aren't**

**Yes they are / No they aren't**

**Remember: use the verb "to be" as the auxiliary for questions and negatives (NOT do / does).**

### **Spelling rules**

**When the verb ends in a single vowel and consonant, double the consonant before adding -ing:**

**sob = sobbing**

**sled = sledding**

**dig = digging**

**travel = travelling (although in American English the 'l' is single = traveling)**

**jam = jamming**

**run = running**

**sip = sipping**

**hit = hitting**

**When the verb ends in -e, delete the -e and add -ing:**

**make = making**

**write = writing**

But if the verb ends -ee, don't delete the -e:  
agree = agreeing

Some verbs that end -ie change to -y + ing

die = dying

tie = tying

lie = lying

The difference between the Present Continuous and the Present Simple

We use the simple aspect (ie the Present Simple or Past Simple) for situations that are always true, and for routines or permanent situations. We use the continuous aspect (i.e. the Present Continuous or Past Continuous) for situations that are temporary, or changing.

"I work as a teacher." (Present Simple: it is my permanent job)

"I'm teaching online this month." (Present Continuous: teaching online is a temporary job only for this month)

If you use words and phrases like "at the moment", "this week", use the present continuous. If you use words and phrases like "always", "never", "from time to time", use the present simple tense.

"We're working on a difficult project at the moment."

"He's doing some health and safety training this week."

"He always eats fish and chips on Fridays."

"She goes to London on business trips from time to time."

#### PROGRESS CHECK

Can you complete the sentences? (Answers on the next page!)

#### Transport phrases

1. I'd \_\_ a return ticket to Birmingham, please.
2. How much \_\_ a single to Crewe?
3. Does this bus \_\_ at the library?
4. Do you go anywhere \_\_ the Town Hall?
5. Can you \_\_ me where to get off for London Bridge Station?
6. Are you \_\_ to the airport?
7. Do I need to \_\_ off at the next stop?
8. Is this the \_\_ bus for the station?
9. Do I need to \_\_ buses here?
10. \_\_ I have a return to Cardiff, please?

#### Transport vocabulary

1. Does this bus stop at the railway \_\_ ?
2. How long does your \_\_ to work take?
3. You can't drive in the bus \_\_ !
4. You can wait for the bus at the bus \_\_
5. He \_\_ to work every day. (by car)
6. I \_\_ the bus to school.

7. This road is famous for \_\_ jams.
8. I have a \_\_ ticket for the train so I can save a lot of money.
9. You can take the \_\_ across the river.
10. You need to \_\_ off the bus when you arrive at the cathedral.

## Present Continuous and Present Simple

1. What day \_\_ you travelling?
2. She \_\_ going to France next week.
3. He's \_\_ a book about his childhood. (write)
4. He usually \_\_ lunch at 1pm. (eat)
5. But today he \_\_ earlier because he's got a meeting. (eat)
6. (Are you feeling better?) Yes, I \_\_, thanks.
7. (Is he working on his new book?) No, he \_\_
8. They \_\_ living in Berlin at the moment.
9. I'm \_\_ a course in English. (do)
10. We \_\_ working on this project this week. (not)

## *Progress check Day 14*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

#### **Transport phrases**

1. I'd like a return ticket to Birmingham, please.
2. How much is a single to Crewe?
3. Does this bus stop at the library?
4. Do you go anywhere near the Town Hall?
5. Can you tell me where to get off for London Bridge Station?
6. Are you going to the airport?
7. Do I need to get off at the next stop?
8. Is this the right bus for the station?
9. Do I need to change buses here?
10. Can / Could I have a return to Cardiff, please?

#### **Transport vocabulary**

1. Does this bus stop at the railway station ?
2. How long does your journey / commute to work take?
3. You can't drive in the bus lane !
4. You can wait for the bus at the bus stop
5. He drives to work every day. (by car)
6. I take the bus to school.
7. This road is famous for traffic jams.

8. I have a season ticket for the train so I can save a lot of money.
9. You can take the ferry across the river.
10. You need to get off the bus when you arrive at the cathedral.

### Present Continuous and Present Simple

1. What day are you travelling?
2. going to France next week.
3. He's writing a book about his childhood. (write)
4. He usually eats lunch at 1pm. (eat)
5. But today eating earlier because he's got a meeting. (eat)
6. (Are you feeling better?) Yes, I thanks.
7. (Is he working on his new book?) No, he isn't
8. living in Berlin at the moment.
9. I'm doing a course in English. (do)
10. We aren't working on this project this week. (not)

## *Day 15 - Getting around*

If you're in a new town or city and you want to know where a place or building is, these are useful phrases to get directions.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day15>

### **Example conversations**

#### **“Giving street directions”**

A: Excuse me. I'm looking for the post office.

B: OK. Go straight on, then turn left at the crossroads. It's about 100 metres on your left. You can't miss it!

A: Thanks!

B: You're welcome.

A: Excuse me. How do I get to the Albany theatre? ("theater" in American English)

B: Well, it's about a five-minute walk. Carry on down this street, then turn left at the bank. Keep straight on and you'll see it on your right.

A: Great! Thanks!

B: You're welcome.

A: Excuse me. Is this the right way to the swimming pool?

B: Sure! Just keep going and it's about five minutes away.

A: OK, thanks.

#### **ASKING FOR DIRECTIONS**

**“Asking for directions”**

Say "Excuse me" before you ask a person.

"Excuse me. How do I get to ... (the railway station) please?"

"Excuse me. Where's the nearest ... (post office) please?"

"Excuse me. I'm looking for ... (the Number 6 bus stop)."

"Excuse me. Is there a ... (bank / post office) near here?"

"Excuse me. Is this the right way to the ... (bus station)?"

"Excuse me. I think I'm lost! I'm looking for the ... (leisure centre)"

"Excuse me. What's the best / the quickest way to get to ... (the railway station)?"

#### **GIVING DIRECTIONS**

The person who helps you often says how near or far the place is:

"It's not far from here."  
"It's quite near here."  
"It's about five minutes from here."  
"It's about a ten-minute  
"It's easier if I can show you on the

### Specific instructions

Here are some useful words and phrases for giving street instructions.

"Turn left / right."  
"Go straight on at the lights / when you come to the crossroads."  
(Lights = traffic lights; crossroads = where two roads cross)

"Keep straight on. When you get to the lights, turn right."

"Carry on down this road, then..."

"Keep going down this road, then..."

"Go across the roundabout." (Roundabout = where all the cars go round a circle in the middle of the road)

**"Take the first turning / road / street on your left / right."**  
**(Turning = road that goes left or right)**

**"You'll see / You'll come to a (bank). Then ..."**

**"Don't take the first road."**

**"Go on for about (2 minutes / 100 metres)."**

#### **LANDMARKS IN A TOWN**

We often make reference to landmarks when we give directions to help the other person. These can be places in a town, such as cinema, bank, bus stop, etc. They can also be parts of the road system.

**“Landmarks in a town”**

**taxi rank = a place where taxis queue for passengers**

**level crossing = where the road and railway meet. There are barriers that go up and down to signal when a train is coming**

**underpass = a walkway that goes under a busy road so pedestrians can get to the other side safely**

**overpass / flyover** = a road that goes over another road (or railway)

**zebra crossing** = black and white markings in the road for pedestrians to cross the road (the markings look like a zebra's stripes)

**pedestrian crossing** = a place in the road where pedestrians can cross. Often there are traffic lights.

**tunnel** = a road under (or through) mountains

**crossroads** = where two roads cross each other

**junction** = where one road meets another, and you can either go left or right

**fork in the road** = where the road divides, and you decide to go left or right

**turning** = a road off to your left or right

**main road** = a big road where there is lots of traffic

**lane** = a small road, or a part of a road (the left-hand lane / the right-hand lane; the bus lane)

**USE PREPOSITIONS OF DIRECTION**

**Go past** = continue past something so that it is now behind you

**Go across** = cross something, like a road or crossroads

**Go along** = continue down a road

**Go straight on** = don't turn left or right

**Go up** = walk / drive up a hill

**Go down** = walk or drive down a hill or a road

**Go through** = pass through something, such as a tunnel or a town

**Go out of** = exit (i.e. a railway station)

**It's in front of you** = you can see it facing you

**It's opposite the bank** = it faces the bank

**It's on the corner** = it's where two roads meet at a 90° angle

(Also see Day 7 for prepositions of location)

**VOCABULARY NOTES - PLACES IN A TOWN**

Here is some English vocabulary for places in a town which are useful for tourists. You can also hear people talk about these places when they give directions.

## **“Facilities”**

### **GENERAL FACILITIES**

**post office** = where you can buy stamps and post letters and parcels

(a post box or letter box is the box on the street where you can post letters)

**bus station** = where you can buy tickets for a bus and catch a bus

**railway station / train station** = where you can buy tickets for a train, and catch a train

**bank** – where you can withdraw money or pay money in to your account, and also change money from one currency to another

**"bureau de change"** = where you can change one currency to another

**town hall** = a building for local government

**police station** = where you can report a crime

**fire station** = the central place for fire engines

**petrol station / filling station** = where you can fill your car up with petrol

**chemists / pharmacy / drugstore** = where you can buy medicine and personal care products

**hospital (A&E or Casualty department)** = where you can go if you have an accident or if you fall ill

**public toilets / public conveniences** = here you pay to use the toilet

#### **LEISURE AND RELIGIOUS FACILITIES**

**park** = where people can walk and sometimes play sports. Parks often contain benches where you can sit down, and there are also often ponds (= small lakes) with ducks or other birds and fish, etc. In large cities, you can also find a "Common" (= common land), a type of wild park.

**playground** = a small area for children to play on with games such as a swing or slide.

**stadium** = where you can play or watch a football match

**sports field** = here you can play or watch a team game, such as football or rugby

**tennis court** = where you can play tennis

**swimming pool** = where you can go swimming. You can sometimes find outdoor swimming pools, but most of the time, swimming pools are inside sports centres ("centers" in American English) or leisure centres which also contain a gym and fitness rooms.

**place of worship** = depending on the religion, this can be a synagogue (pronounced "sin – a – gog"), mosque (pronounced "mosk") or etc.

## **ENTERTAINMENT**

### **“Entertainment”**

**cinema** = where you can watch films

**theatre** = where you can watch actors perform in a play, or go to see comedians perform comedy

**pub** = where you can meet friends, and have something to drink. People often refer to pubs by their name, such as "The Red Lion" or "The Kings Head".

wine bar = a more modern type of pub, where there is a larger selection of wines to drink

club = there are different types of clubs, such as political association clubs; nightclubs, where you can go dancing; and youth clubs, where teenagers can meet.

#### **PLACES TO GO SHOPPING**

The High Street = many English towns have a main street called something like "The High Street" where you can find lots of shops

shopping centre = these are either in the centre of a town, or out of town

open-air market = these are a collection of stalls where you can buy fresh food, or clothes

covered market = similar to a market, but the stalls are covered by a roof

#### **Tourist attractions**

"Attractions"

There are many types of museum:

**Local history museum** = where there are displays of objects found in the local area, or which are important to the local area.

**Art gallery** = where you can see paintings, photographs and sculptures, as well as exhibitions of particular artists.

In London (for example) there are many other types of museum, such as:

**Natural History museum** = a museum where you can see everything related to Earth and to the history and development of Earth, such as dinosaur skeletons, fossils, etc.

**Science Museum** = a museum where you can see scientific and technological developments and discoveries. Often these museums have interactive displays.

Others are Madame Tussauds (a waxworks museum), the London Dungeons (a museum which recreates historical events), a Maritime museum, the Imperial War museum and the Tower of London (an old prison which also contains the Crown Jewels).

Tourists often visit churches and as well as other historic

Other attractions include historical sites of interest (such as Roman ruins and famous battle or burial sites), as well as parks, gardens, and stately homes (= big house owned by aristocrats) and castles.

Some palaces (= house for the royal family) or parliament buildings are also open to visitors.

#### THINGS TO DO

You can go and see an exhibition (in a museum or art gallery).

You can also go to a festival (such as a music or arts festival) or a fair (often an annual event with various stalls to raise money for a charity or a town).

You can also go to hear live music (a concert of classical music or a "gig" of rock or folk music).

Other cultural attractions are the plays (with actors) and the ballet.

In some towns you can also go to the funfair (where you pay to go on rides) and theme parks, such as Disneyland, for example.

#### LOCAL ATTRACTIONS

These might be areas of natural such as lakes and the

For towns on the sea, other places to enjoy can be a promenade (walking area next to the sea), a pier (a long walking area built out over the sea) and a lighthouse (tall building where a light

shines to show ships where the dangerous areas of the sea are). The harbour ("harbor" in American English) - an area where ships come in - can also be a popular area for restaurants and shops.

### Tips for visitors and tourists

If you're visiting the UK, go to the "Tourist information office", a place where you can ask for information about local events or places of interest. You can ask about the opening hours (or opening for parks, museums and galleries, etc.

You can also ask if there is an entrance fee or admission. For many attractions there is a car park nearby (but not always free). Some parks, gardens and historical buildings are open to the public only at some times of the year.

You can also ask if there is a gift shop (or souvenir or refreshments (a bar or cafe that serves drinks, snacks or light meals).

Many tourist attractions arrange tours for visitors. Tours or audio and you can find information in brochures and leaflets (a short brochure) or on posters (publicity / information fixed to walls or put in shop windows, etc.).

### PROGRESS CHECK

Can you complete the sentences? (Answers on the next page!)

## Directions

1. Excuse me! I'm \_\_ for the Kings Head pub.
2. Excuse me! Can you tell me \_\_ to get to the Odeon Cinema?
3. Excuse me! What's the best \_\_ to get to the shopping centre?
4. It's only about a two-\_\_ walk from here."
5. Go \_\_ on at the lights.
6. Then \_\_ left.
7. You'll see it \_\_ your right.
8. Go \_\_ the level crossing.
9. Go \_\_ of the station and turn left. (exit)
10. Go over the pedestrian \_\_

## Places in a town

1. Where's the swimming \_\_ ?
2. It's nice to go for a walk in the \_\_ and feed the ducks.
3. We're staying at a small guest \_\_
4. The Tate is a famous art \_\_
5. Every year there's a big arts \_\_ in this town.
6. The museum has a great gift \_\_
7. It also offers guided \_\_
8. Lets meet at the wine \_\_ at 7pm.
9. Leave your car at the multi-storey car \_\_ in the centre of town.
10. I need to go to the post \_\_ to post this parcel.

## *Progress check Day 15*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

#### **Directions**

1. Excuse me! I'm looking for the Kings Head pub.
2. Excuse me! Can you tell me how to get to the Odeon Cinema?
3. Excuse me! What's the best way to get to the shopping centre?
4. It's only about a walk from here."
5. Go straight on at the lights.
6. Then turn left.
7. You'll see it on your right.
8. Go over the level crossing.
9. Go out of the station and turn left.
10. Go over the pedestrian crossing

#### **Places in a town**

1. Where's the swimming pool ?
2. It's nice to go for a walk in the park and feed the ducks.
3. We're staying at a small guest house
4. The Tate is a famous art gallery
5. Every year there's a big arts festival in this town.
6. The museum has a great gift shop
7. It also offers guided tours

- 8. Lets meet at the wine bar at 7pm.**
- 9. Leave your car at the multi-storey car park in the centre of town.**
- 10. I need to go to the post office to post this parcel.**

## ***Day 16 - Making bookings***

Here are some phrases for making hotel and restaurant bookings.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day16>

### **MAKING A BOOKING**

**“Making a booking”**

“I'd like to book a (single / double / twin) room for two nights, please.”

“I'd like to make a reservation for a (single / double / twin) room for the night of (date), please.”

“Do you have any double rooms left for the weekend?”

“Do you have any double rooms available this weekend?”

“Can I book a table for two this evening, please?”

(left = available)

### **Example conversations**

A: Good morning. I'd like to book a double room for the 15th and 16th of this month.

B: Let me just check the availability.... Yes, that's fine. Can I have your name please?

A: Sure, it's John Oaks, spelled O-A-K-S...

A: Hello! Do you have any double rooms for this weekend?

B: Let me just check... I'm sorry, we're fully booked this weekend.

A: OK, thanks anyway.

A. Hello! I'd like to book a table for four for this evening, please.

B: Sure! What time?

A: Around 8pm?

B: Yes, that's fine. What's the name please?

A: It's for Susan Thompson.

#### **ASKING FOR MORE INFORMATION**

If you want more details about the cost or service, you can ask these questions:

“Hotel vocabulary”

“How much a single room / a double room / a

“How much does a single room / a double room

“Are taxes included in the cost?”

“What time is (check-in = when you arrive and give your passport information)

“What time is (when you leave and pay)

“What time is

**“Are all your rooms (= with bathroom)**

**“Is there wifi in the room?”**

**“Is there a (lift / elevator)”**

**“Does the hotel have a restaurant /**

**“Do you have any meetings**

**“Do you have a laundry (when the hotel washes your clothes for you)**

**“Can you provide a cot in the room?” (cot = bed for a baby)**

**“Do you have a left luggage (when you can leave your bags in the hotel after you check out)**

**“Do you provide a shuttle service to the airport?” (when the hotel has a small bus to take you to the airport, for example)**

#### **WHEN YOU ARE IN THE HOTEL**

**“Can you arrange a wake-up call for me?” (when the hotel reception calls you at a particular time in the morning)**

**“Do you have any recommendations for restaurants**

**“Can you order / call me a**

#### **VOCABULARY NOTES**

**A single room = a room for one person**

**A double room = a room for two people, with one large bed**

**A twin room = a room for two people, with two single beds**

**A suite = more than one room (e.g. bedroom and living room)**

**A cot = a bed for a baby**

**fully-booked = no rooms available**

## **Other facilities**

**ensuite bathroom = a bathroom attached to the bedroom**

**a safe = a box with a key where you put valuables (passport, jewellery, money etc)**

**a mini-bar = a small fridge with drinks inside such as coke, water, juice, wine**

**tea and coffee making facilities = a kettle (to boil water), cups, coffee, milk, sugar and tea sachets**

**(24-hour) room service = meals delivered to your room**

**laundry / dry cleaning service = your clothes can be washed for you**

**bar and restaurant = the hotel has a bar and a restaurant for drinks and meals**

**wifi = internet connection (pronounced wai – fai)**

**full English = big breakfast with toast, eggs, bacon, cereal, etc**

**continental breakfast = small breakfast with croissant, coffee, juice**

**a wake-up call = when the telephone rings to wake you up**

## **COMPLAINTS AND APOLOGIES**

**What can you say if there's a problem with your room?**

### **Example conversation**

**“Complaints”**

A: Excuse me. I think there's a problem with the heating in my room.

B: I'm sorry about that. I'll send someone up.

A: Excuse me. My key card doesn't work!

B: Let me check it for you.

A: I'm afraid there's a problem with my room. The bathroom sink is broken.

A: I'm sorry about that. I'll send someone immediately.

### Speaking tip

If you have a problem, say “Excuse me” or “I’m afraid that...” before you give the problem. The other person then says something like “I’m sorry” or “I apologize” and then gives the solution.

### PROGRESS CHECK

Can you complete the sentences? (Answers on the next page!)

1. I'd like to \_\_ a single room for three nights.
2. I'd like to \_\_ a reservation for tonight.
3. I'd like to book a \_\_ for two for 8.30pm.
4. What \_\_ is check-out?
5. Could you arrange a wake\_\_ call?
6. Do you provide room \_\_ after the restaurant shuts?
7. Is there a left \_\_ service?

8. I'm \_\_ there's a problem with my room.
9. I'm sorry to \_\_ that!
10. I'll \_\_ someone up to your room immediately!

## *Progress check Day 16*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

1. I'd like to book a single room for three nights.
2. I'd like to make a reservation for tonight.
3. I'd like to book a table for two for 8.30pm.
4. What time is check-out?
5. Could you arrange a call?
6. Do you provide room service after the restaurant shuts?
7. Is there a left luggage service?
8. I'm afraid there's a problem with my room.
9. I'm sorry to hear that!
10. I'll send someone up to your room immediately!

## *Day 17 - Talking about food*

Here are some useful words and phrases to talk about food and cooking.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day17>

### **DESCRIBING FOOD**

#### **“Describing food”**

**meat** = chicken, lamb, pork, (“Red meat” is meat like beef, and “white” meat is meat like chicken.)

**fish** = tuna, trout, etc. (Fish comes from either the sea or from rivers.)

**seafood** = prawns, shrimps, etc. (Seafood comes from the sea.)

**vegetables** = green vegetables (such as cabbage or root vegetables (such as carrots and potatoes, mushrooms, etc.

**fruit** = citrus fruit (such as oranges, soft fruit (such as berry fruit (such as strawberries or etc.

## **Other vocabulary**

**dairy** = milk, cheese, yoghurt ("yogurt" in American English), cream, butter

**pulses** = lentils, chick etc

**grains** = wheat (to make bread), etc

**oil** = olive etc

**sugar** = in sweet food and drinks, or added to coffee or tea

**carbohydrates / carbs** = food like bread, rice and pasta

## **HOW FOOD IS COOKED**

### **“Food”**

**boiled** = cooked in hot water (pasta, rice, vegetables, etc)

**steamed** = cooked over hot water (fish chicken, vegetables, etc)

**fried / sauteed** = cooked in oil in a frying pan (meat, vegetables)

**stir-fried** = fried fast in a wok

**roasted** = cooked in oil in the oven (meat)

**grilled** = cooked under a grill (meat, fish, vegetables)

**baked** = cooked in the oven (cakes, etc)

**stewed** = cooked for a long time on a low heat (meat, vegetables)

### **Meals of the day**

**breakfast** = what you eat in the morning

**lunch** = what you eat anytime between 12 or 2 pm

**dinner** = what you eat in the evening

**There are other expressions as well:**

**tea** = a small meal, either with meat / vegetables or with cakes and biscuits

**supper** = a late meal in the evening

**brunch** = lunch and breakfast combined

**snack** = something quick between meals

## **Example conversations**

### **“Meals”**

**A: What do you have for breakfast?**

**B: Nothing really. Just tea and toast.**

**A: Do you fancy going out to get a sandwich for lunch?**

**B: No thanks. I've got a packed lunch with me.**

(packed lunch = a lunch you prepare at home and take to school / work)

**A. What time do you have dinner?**

**B: It depends, but normally around 8 pm.**

### **TALKING ABOUT WHAT YOU CAN'T EAT**

#### **“What you can't eat”**

“I'm allergic to ... (nuts)” (Something makes me very ill)

“I'm intolerant to ... (dairy)” (Some foods are difficult for me to eat and digest)

“I can't eat ... (tomatoes)”

“I'm on a (I can't eat certain foods or foods which contain lots of calories)

“I'm (I don't eat meat)

“I'm (I don't eat meat, fish or dairy.)

**“I’m Muslim / Jewish and I don’t eat**

### **Example conversations**

**A: Do you fancy going out for dinner with me?**

**B: I’d love to, but I’m vegetarian.**

**A: Would you like some cheese on your spaghetti?**

**B: Actually, I don’t really like cheese.**

**A: I’d like to try the new sushi restaurant. Do you fancy going?**

**B: I can’t! I’m allergic to most seafood.**

**(Do you fancy = do you want to)**

### **UNDERSTANDING A MENU**

**Here are some words and phrases you can see on a typical menu.**

**Starter / first course / hors d’oeuvre / appetizer**

**In many British restaurants, this is often a soup with bread.**

**Main course**

Many restaurants offer meat, vegetarian and fish dishes. Meat dishes often come "with a side order of" or "accompanied by" vegetables or salad. There is often a sauce or gravy with a main course. Gravy is a thin sauce made from the meat when it cooks. It's always served with roast meals. A sauce can be made of cheese

## Vegetables

Vegetables are often boiled or served with a sauce. Potatoes are a common vegetable and there are many ways to serve them:

- mashed (cooked and then pureed with butter and milk)
- roast (cooked in oil in the oven – typical with roast meat)
- boiled (cooked in water)
- sautéed (cooked then quickly fried)
- chips / fries ((deep-fried in oil))

Other vegetables can be "dressed" (served with oil / vinegar etc) and you can also choose different types of "dressing" for salads.

Dessert / pudding = a sweet course at the end of the meal such as cooked fruit, chocolate mousse or ice-cream. Sometimes cheese or fruit is on the dessert menu.

## Other phrases

chef's special / daily special = a special dish for that day.

**fixed menu** = lunch or dinner with a fixed price (you choose from a short list of first course, main course and dessert).

**a la carte** = you order each course separately

**buffet** = you serve yourself from a selection of food on a table

#### **PROGRESS CHECK**

Can you complete the sentences? (Answers on the next page!)

1. Do you \_\_ going out for dinner tonight? (Yes, I'd love to!)
2. I can't eat too much. I'm on a \_\_
3. He's \_\_ and he doesn't eat meat.
4. Take a \_\_ lunch with you to school. It's cheaper than buying a sandwich.
5. What time is \_\_ tonight? (At 7.30pm)
6. For a healthy diet, eat lots of fruit and green \_\_
7. (I want to eat something quick.) What about a \_\_ ?
8. That restaurant always has a good daily \_\_.
9. He's \_\_ to peanuts and it's dangerous for him to eat them.
10. I don't eat \_\_. Milk and cheese are bad for me!

## *Progress check Day 17*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

1. Do you fancy going out for dinner tonight? (Yes, I'd love to!)
2. I can't eat too much. I'm on a diet
3. He's vegetarian and he doesn't eat meat.
4. Take a packed lunch with you to school. It's cheaper than buying a sandwich.
5. What time is dinner tonight? (At 7.30pm)
6. For a healthy diet, eat lots of fruit and green vegetables
7. (I want to eat something quick.) What about a
8. That restaurant always has a good daily special
9. He's allergic to peanuts and it's dangerous for him to eat them.
10. I don't eat Milk and cheese are bad for me!

## *Day 18 - In a restaurant*

Here are some phrases for restaurants: booking, ordering and paying for food.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day18>

### WHERE YOU CAN EAT

A pub = here you can get a "pub lunch".

A takeaway = you buy food to take away and eat at home or on the street. Indian and Chinese takeaways are popular and (in Britain) a traditional takeaway is fish and chips.

A cafe = where you can eat snacks and light meals or a full English breakfast (eggs, sausage, bacon, toast, baked beans etc with tea or coffee). Some cafes have an all-day English breakfast, which you can eat at any time of the day.

A tea-room = you can get a pot of tea and cakes, often called "afternoon tea".

A licensed restaurant = a restaurant which also serves alcoholic drinks like wine or beer

**A fast-food restaurant = a place like McDonald's where you eat quickly**

## **RESTAURANT PHRASES**

**What you can say in a restaurant.**

### **BOOKING**

**“Booking in a restaurant”**

**"I booked a table for two for ... (8pm)."**

**"It's under the name of ... (your name)"**

**"A table for two**

**What the restaurant staff say:**

**"Of course. Please come this**

**"Your table isn't quite ready**

**"Would you like to wait at the bar?"**

**"We're fully booked at the moment. Could you come back a bit**

**"Do you have a**

### **Example conversations**

**A: Good evening. I booked a table for two for 8pm, under the name of Jones.**

B: Yes. Your table isn't ready yet. Would you like to wait in the bar?

A: Yes, of course.

A: Hello! Is it possible to get a table for two?

B: Actually, we're fully booked. Could you come back in about half an hour?

A: Sure!

A: Good evening! I booked a table for tonight, under the name of Jones.

B: Yes, of course! Good evening Mr Jones. Your table is ready - please follow me.

A: Thank you.

#### ASKING ABOUT THE MENU

Use these phrases to ask the waiter to explain the menu.

"What's ... (shepherd's pie)

"Is this served with ... (salad)?"

"Does this have any ... (seafood) in it?"

"What do you

#### ORDERING

What the waiter says:

## **“Ordering in a restaurant”**

"Are you ready to  
"Can I take your  
"Anything to  
"Would you like ... (chips) with

**What you say:**

"I'll  
"I'd  
"Can I have ..."  
"We'd like to order ..."

**If there are problems with the order, the waiter can say:**

"I don't think we have any more ... (lobster) I'll check with the kitchen."

"I'm sorry, but the king prawn soup is

## **Example conversations**

**Waiter: Are you ready to order?**

**You: Sorry, what's the daily special?**

**Waiter: Roast chicken**

**You: OK, great! I'll have that.**

**Waiter: Anything to drink?**

**You: Mineral water, please.**

**Waiter:** Can I take your order?

**You:** Yes. I'd like the tomato soup followed by the beef stew.

**Waiter:** Would you like roast potatoes with that?

**You:** Yes please.

#### **DEALING WITH PROBLEMS**

If you have a problem with your food, you can say:

**"Dealing with problems"**

**"Excuse me, I didn't order**

**"I'm sorry, but this is**

**"Can I change my order**

The waiter can reply:

**"I'm so sorry about**

**"Let me take it back for you."** (take it back = return it to the kitchen)

**"Let me change it for you."**

#### **GETTING THE BILL**

**"Can we have the bill please?"**

**"Could we get the**

**"Could we pay please?"**

("bill" in British English; "check" in American English.)

#### **GRAMMAR NOTES - "WILL"**

We can use "will" to talk about the future. We also use will to make predictions, talk about decisions, and to make promises, offers, requests and threats. For example, in the conversation above to order food you can say "I think I'll have..."

#### **Grammar rules**

"Will" and the negative form "will not" or "won't" is a modal auxiliary verb.

This means that there is no s on the third person singular, and that it is followed by the infinitive:

I will leave later.

You will leave later.

He / she will leave later.

We will leave later.

They will leave later.

Note: "will" is often abbreviated to 'll in spoken English:

"I'll leave later."

"He'll leave later."

To make the question form, change the word order:

"You will leave later" = you leave later?"

### Using will

Here are some of the ways we use will:

#### 1. To talk about the future

We can often use "will" + infinitive without "to" to refer to future events.

"I'll be back later tonight – don't bother making me dinner."

"I'm busy right now – I'll call you tomorrow."

#### 2. To make predictions

We also use "will" to talk about what we think will happen in the future.

"I think it'll rain tonight."

"I'm sure he'll be a successful lawyer one day."

Note: for "negative" predictions, make the "think" negative, not the "will":

"I don't think it'll rain tonight" (Not "I think it won't rain tonight.")

### 3. To make decisions

When we make decisions at the same time as we speak, we use "will".

For example, in a restaurant:

Waiter: "What would you like to eat?"

Customer: think I'll have the chicken."

Other examples:

"I'm cold. I think I'll put the heating on."

"Look, that's my bus. I'll call you later."

### 4. To make promises, offers, requests and threats

These are some other ways we can use "will" in English.

Promises: help you with your homework tomorrow."

Offers: look after the children for you if you like."

Requests: you tell Tony I called?"

Threats: "If you do that again, I'll tell the teacher."

Can you complete the sentences? (Answers on the next page!)

### Restaurant phrases

1. (I'd like a table for two.) Do you have a \_\_?
2. Your table isn't \_\_ yet.
3. Can you \_\_ in the bar?
4. I'm sorry, but we're fully \_\_ this evening.
5. Is the fish \_\_ with salad?
6. Are you \_\_ to order?
  
7. I think \_\_ have the daily special.
8. Can we get the \_\_ please?

### Will

1. I think I'll \_\_ the soup to start.
2. I'm sure you \_\_ the exam. (pass)
3. Do you think it \_\_ tonight? (rain)
4. I \_\_ your coat for you. (get)
5. I \_\_ \_\_ they \_\_ a new house. (not think / buy)
6. \_\_ you \_\_ the letter for me, please? (send)
7. \_\_ he \_\_ to university next year? (go)
8. I \_\_ \_\_ at the match tonight. (not be)

## *Progress check Day 18*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

#### **Restaurant phrases**

1. (I'd like a table for two.) Do you have a
2. Your table isn't ready yet.
3. Can you wait in the bar?
4. I'm sorry, but we're fully booked this evening.
5. Is the fish served with salad?
6. Are you ready to order?
7. I think I'll have the daily special.
8. Can we get the bill please?

#### **Will**

1. I think I'll have the soup to start.
2. I'm sure pass the exam. (pass)
3. Do you think rain tonight? (rain)
4. get your coat for you. (get)
5. I don't think buy a new house. (not think / buy)
6. Will you send the letter for me, please? (send)
7. Will he go to university next year? (go)
8. I won't be at the match tonight. (not be)

## *Day 19 - Official English*

Here are some essential phrases and vocabulary for forms and official situations; plus phrases when you don't understand the conversation.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day19>

### **FORMS AND OFFICIAL ENGLISH**

Here are phrases to fill in a form to open a bank account

“Official English forms”

“I'd like to open a bank

“Can I apply from

“What documents do I

“What information do I need to give

Here are some phrases that a bank representative can say

“Would you like a current account or a savings

“Do you also want a credit / debit

“Do you require an overdraft

“We'll need proof of identity - a valid passport or driving (“license” in American English)

“We also need proof of your address, such as a utility bill or bank

“It must match the exact name and address on your

“You'll need to supply us with ... of income / salary

“We can't accept mobile phone bills or online

“You can fill in the form online or at one of our

#### VOCABULARY NOTES

##### Bank vocabulary

**current / savings account** = a **current account** is where you can take out / put in money every day; a **savings account** is where you put in money and earn interest

**debit card** = you use this card to take money out (from the machine) and also to pay for things in a shop, etc

**overdraft facility** = you can spend more money than you have in your account with an **overdraft facility**

**branch** = where the bank is (a bank has many buildings in many towns: “The Reading branch” is the bank in Reading, while “The Oxford branch” is the bank in Oxford)

##### Documents vocabulary

**need / require** = essential for something ("We need to have your passport number"). "Require" is more formal than "need".

**proof of ... (income / current address)** = evidence for something (you must show us that you really earn this amount of money or live in this address, etc)

**valid** = still current (not "expired" or "out of date")

**full driving licence** = a card that shows you can drive a car

**utility** = a piece of paper from an electricity, water, gas or phone company that asks you to pay money for the service

**bank statement** = a piece of paper from your bank that shows you how much money you have in your account

**details of ... (health insurance)** = all the information about something (such as your health insurance)

**a passport-sized photograph** = a small photograph the size of the photograph in your passport (you can get these from machines)

**salary slip** = a piece of paper from your employer with details of your salary (pay)

**INSTRUCTIONS FOR FILLING IN A FORM**

**Here are some phrases and vocabulary you need to complete a form.**

**“Instructions”**

**“You’ll need to fill in this**

**“Please write in block**

**“Please write only in black**

**“Please tick the**

**fill in / fill out = complete**

**block capitals = YOUR ANSWERS ARE IN CAPITALS**

**black ink = your pen must write in a black colour (not blue, red, green, etc)**

**tick =**

**Here is some information the form can ask you to provide (with the spoken questions under each one):**

**“Filling in a form”**

**Form questions**

**Date of birth**

**were you**

**Surname / First name**

**your surname / first name?”)**

**Sex**

**you male or**

**Title**

**you Mr, Mrs, or (see note below)**

**Country of origin**

**are you**

**National Insurance number**

**your NI (see note below)**

**Mobile number**

**your mobile phone**

**Passport issue date**

**was your passport**

**Signature**

**you sign here,**

**Notes**

1. **Mr = for a man; Mrs = for a married woman; Ms = for any woman (married or single)**
2. **National Insurance (NI) number = a unique number in the UK that you have for financial things, such as taxes, bank accounts, etc**

## **Example conversations**

### **“Filling in a form conversations”**

**A: I'd like to open a bank account.**

**B: OK. We'll need to see some ID. Do you have a valid passport?**

**A: Here's a form to fill in. Please write in block capitals.**

**B: Excuse me. I don't have my passport with me right now.**

**A: That's OK. Fill in what you can and you can come back later with your passport.**

**A: Do you have any utility bills as proof of address?**

**B: Not yet, but I have a bank statement from my bank in France.**

**A: That's probably OK.**

## **AT THE POST OFFICE**

### **Example conversations**

#### **“At the post office”**

**A: Good morning. I'd like to post this parcel.**

**B: Can you put it on the scales for me?**

**A: Good morning. How much does it cost to send this letter to Argentina, please?**

**B: That'll be £1.60 by normal delivery.**

A: OK thanks.

A: Hello! I'd like to redirect my mail to my new address.

B: Sure! You'll need to fill in this form.

### Notes

1. scales = these show the weight of the letter or parcel
2. redirect = to deliver mail to a new address from an old address

### Speaking tip

What can you say if you don't understand something? These phrases help you in a conversation with an English-speaking person.

#### “Asking for repetition speaking tip”

“I’m sorry, I don’t

“Could you say that again,

“Sorry, but could you speak more slowly,

“Could you repeat please?”

“Sorry, did you say S for Sally or F for

“What does ... ( valid)

### Example conversations

A: You'll need to provide us with a valid full driving licence.

B: I'm sorry, I don't understand. What is a valid driving licence?

A: It means it is up-to-date and not expired.

**B: Oh, OK. Thank you.**

**A: We'll need to see proof of income and three months' salary slips.**

**B: Sorry, could you repeat that please?**

**A: Yes. Please give us proof of income and three months of salary slips.**

**B: Oh, OK.**

#### **GRAMMAR NOTES - MUST, NEED, HAVE TO, SHOULD**

**Use "must", "need", "have to" and "should" to talk about obligation in English.**

##### **Must**

"**You must write in block capitals.**" (It's essential!)

"**I must stop smoking!**" (I think it's a good idea to stop.)

**Remember:** "must" is a modal auxiliary verb. This means that it doesn't change its ending (I must, he must, etc) and that it's followed by the infinitive without 'to'. ("You must phone me" not "You must to phone me".)

##### **Have to**

We can also use "have to" to talk about rules and regulations.

"**You have to have proof of identity.**"

"We have to check your ID."

"The manager has to approve your application."

1. "Have to" is a normal verb. (I have to, you have to, she has to, etc.)
2. Use "do" or "does" to make a question, and "don't" or "doesn't" to make a negative.
3. Follow "have to" with the infinitive of the verb.

"Do you have to vote in an election?"

"He doesn't have to wear a uniform to school."

### Have got to

"Have got to" is common in British English and is "stronger" than "have to".

"I have got to fill in this form. The deadline is tomorrow."

"She has got to give a presentation."

To make the question form, use "have", "has"; and for the negative form, use "haven't" and "hasn't":

"Have you got to leave early tomorrow?"

Remember: we also use "have got" (followed by a noun, not a verb) to talk about possession - see Day 4 for more information.

## Need to

We use "need to" to talk about what is necessary. It means the same as "have to".

### Examples:

"You need to go to the supermarket. You don't have any food."

"She needs to get some glasses. She can't see very well."

Remember: "need to" is like "have to". I need to, he needs to, etc.

Use do / does to make questions:

"Do you need to pass an exam to get into Cambridge University?"

"Does she need to get a car?"

## Don't have to / Don't need to

To say something isn't an obligation, use "don't / doesn't have to" or "don't / doesn't need to".

### Examples:

"You don't have to give us details of your health insurance."

"She doesn't have to work on Saturdays."

"I don't need to go shopping today. I can go tomorrow."

**"She doesn't need to use a computer in her job."**

## **Should**

We use "should" to give advice.

**"You should go and see that film - it's great!"**

**"He should learn how to drive."**

The negative form is "shouldn't":

**"You shouldn't It's bad for your health."**

**Remember: should / shouldn't is a modal verb.**

## **Must and can't**

We use "must" and "can't" to say something is not possible.

**"You mustn't walk here – it's dangerous!"**

**"You can't go out tonight. You've got homework."**

## **PROGRESS CHECK**

**Can you complete the sentences? (Answers on the next page!)**

## **Official English**

1. We need \_\_\_ of your identity before we can open a bank account for you.
  2. What other documents do you \_\_\_ ?
  3. You'll need to supply us with a utility \_\_\_
  4. We'll also need a passport-sized \_\_\_
  5. We can't \_\_\_ online bills as proof of address.
  6. You need to fill in a \_\_\_
- 
7. Please write in block \_\_\_
  8. What's your \_\_\_ of origin?
  9. Please \_\_\_ here.
  10. \_\_\_ the box.

## Rescue English

1. I'm sorry. I don't \_\_\_
2. Can you say \_\_\_ again, please?
3. What \_\_\_ valid mean?
4. Could you speak more \_\_\_ please?
5. Could you \_\_\_ that please?

## Grammar

1. You must \_\_\_ us proof of your identity. (give)
2. He \_\_\_ to work hard. (have)
3. She \_\_\_ to leave early today. (need)
4. I've \_\_\_ to go shopping. (have got)
5. She \_\_\_ need to speak English in her job. (not)
6. \_\_\_ you have to work on Saturdays?
7. You \_\_\_ park here. (not possible)
8. I think you \_\_\_ take an English course. (advice)

9. Does she \_\_ to take a test? (have to)

10. I \_\_ need to work today. (not)

## *Progress check Day 19*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

#### **Official English**

1. We need proof of your identity before we can open a bank account for you.
2. What other documents do you need ?
3. You'll need to supply us with a utility bill
4. We'll also need a passport-sized photo / photograph
5. We can't accept online bills as proof of address.
6. You need to fill in a form
7. Please write in block capitals
8. What's your country of origin?
9. Please sign here.
10. Tick the box.

#### **Rescue English**

1. I'm sorry. I don't understand
2. Can you say that again, please?
3. What does valid mean?
4. Could you speak more slowly please?
5. Could you repeat that please?

## Grammar

1. You must give us proof of your identity. (give)
2. He has to work hard. (have)
3. She needs to leave early today. (need)
4. I've got to go shopping. (have got)
5. She doesn't need to speak English in her job. (not)
6. Do you have to work on Saturdays?
7. You can't / mustn't park here. (not possible)
  
8. I think you should take an English course. (advice)
9. Does she have to take a test? (have to)
10. I don't need to work today. (not)

## *Day 20 - Review and stretch*

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day20>

**CONGRATULATIONS!**

You can now do all these things in English:

- go shopping (ask about clothes, try them on and pay for them)
- describe people, places and things
- compare people, places and things
- buy tickets for travelling, and ask for information
- ask for (and give) directions
- make a hotel / restaurant booking and ask for information
- complain about a hotel room
- talk about food, the menu and what you can eat
- order food in a restaurant
- fill in a form in English (ask questions about bank accounts, etc)
- “rescue” a conversation when you don’t understand the other person

**PRACTISE TALKING ABOUT YOURSELF!**

1. Here are some sentences about a person. Can you complete the sentences? (See answers below)

**Kim**

Hi! Fashion is really important to me. I love going \_\_ at the weekend and I prefer going to \_\_ where I can see designer label clothes. I don't have a lot of money so I usually buy clothes in the \_\_.

**Pete**

Hi there! I have to look smart for work, so I usually wear a formal \_\_. I hate spending lots of time buying clothes, so I go to a \_\_ store where I can get everything I need in one place. I often ask a shop \_\_ to help me choose my clothes.

**Jackie**

In the summer I like going on day-trips to new towns. I'm interested in art, so I often go to an art \_\_ to see an exhibition. I always pay for an \_\_ guide so I can hear about the paintings. I love all art and I always go to the gift \_\_ to buy a book or a few postcards.

**Jonathan**

My wife and I love history and we often visit a \_\_ to find out more about a town. But our kids aren't interested and prefer to go to a theme \_\_ or a leisure \_\_ when they go to a new place.

## Amanda

On Saturday evenings I often go out to a restaurant with my friends. We love trying new places, but it's difficult to find a restaurant that everyone will like. I'm \_\_ and so I don't eat meat. Another friend can't eat fish and \_\_ and our other friend is on a \_\_ and doesn't eat sugar or \_\_ like pasta.

## Answers

### “Day 20 audio”

#### Kim

Hi! Fashion is really important to me. I love going shopping at the weekend and I prefer going to boutiques where I can see designer label clothes. I don't have a lot of money so I usually buy clothes in the

#### Pete

Hi there! I have to look smart for work, so I usually wear a formal I hate spending lots of time buying clothes, so I go to a department store where I can get everything I need in one place. I often ask a shop assistant to help me choose my clothes.

#### Jackie

In the summer I like going on day-trips to new towns. I'm interested in art, so I often go to an art gallery to see an exhibition. I always pay for an audio guide so I can hear about the paintings. I love all art and I always go to the gift shop to buy a book or a few postcards.

### **Jonathan**

My wife and I love history and we often visit a museum to find out more about a town. But our kids aren't interested and prefer to go to a theme park or a leisure centre when they go to a new place.

### **Amanda**

On Saturday evenings I often go out to a restaurant with my friends. We love trying new places, but it's difficult to find a restaurant that everyone likes. I'm vegetarian and so I don't eat meat. Another friend can't eat fish and seafood and our other friend is on a diet and doesn't eat sugar or carbs like pasta.

### **2. Stretch exercise**

Now talk to two other people about shopping, what you do when you visit new towns, and the restaurants you like. You can use the example sentences above and make them true for you.

### **Speaking tip**

To help you speak with more confidence, use one and two-word phrases to react to other people.

**For example:**

**“I love French food.”**

**“Me**

**Here are some examples**

**”Speaking tip Day 20”**

**1. Me too = to show you agree**

**“I love visiting art galleries.”**

**“Me**

**2. Really = for surprise or a question**

**“I hate French food!”**

**3. Oh yeah? = to show interest or a question**

**“I never go out to restaurants to eat!”**

**“Oh**

**4. No! = to show surprise or shock**

**“I hate studying English.”**

## **Part 3 - Communicating with other people**

**Day 21 - Easy phone calls**

**Telephone phrases**

**Numbers, spelling, etc**

**Day 22 - Talking about your plans and decisions**

**Schedules, appointments, invitations**

**Talking about the future (will / going to / present continuous / present simple)**

**Day 23 - Leaving phone messages**

**Telephone messages**

**Checking and correcting information**

**Day 24 - Talking about your past (background and history)**

**The past simple**

**Prepositions of time**

**Day 25 - Keeping a conversation going**

**Short questions**

**Comments**

**Talking about your weekend**

**Day 26 - Talking in the street**

**Weather**

**Making predictions**

**Day 27 - Talking about your experiences**

**Important times in your life**

**The present perfect**

**Parties and social events**

**Day 28 - Talking about your feelings**

**Health and body vocabulary**

**Your feelings**

**Adjectives and prepositions**

**Day 29 - Talking about the news**

**Giving your opinion and commenting**

**Agreeing and disagreeing**

**Day 30 - Review and stretch**

## *Day 21 - Easy phone calls*

Speaking on the telephone can be difficult because you can't see the other person. Here are some phrases to help you manage the phone call.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day21>

### STARTING A PHONE CONVERSATION

These are standard phrases for the beginning of a conversation: how to answer the phone, ask for someone on the phone, and say that someone isn't there.

“Starting a phone call”

When you answer the phone, you can say:

“Good morning / Good  
“... Your name (Liz Jones) (When you are at work)

Asking for someone

When you make a phone call, you can ask to speak to someone with these phrases:

**“Can I speak to ... (Sarah) please?”**

**“Could you put me through to ... (Sarah) please?”**

**“Is ... (Sarah) there please?”**

### **Example conversations**

**A: Hello!**

**B: Oh hello. Can I speak to Tony please?**

**A: Sure - just a minute.**

**A: Good morning, ABC Ltd**

**B: Good morning! Could you put me through to Tony Lewis, please?**

**A: Hold the line please.**

### **Vocabulary notes**

**Put me through to = connect me with**

**Hold the line = please wait**

### **REPLYING**

**Here are ways that you can reply on the phone:**

**“Replies”**

**Caller: Is that ... (your name)?**

**You: Yes, speaking!**

**Caller: Can I speak to Hugh please?**

**You: One minute please. / Hold on please. / Just a**

#### **SAYING SOMEONE ISN'T THERE**

**What can you say when the person the caller wants to speak to isn't there?**

“I'm afraid ... (Sarah) isn't here at the

“She's away from her desk at the moment.”

“I'm sorry, but ... (Sarah) isn't in the office (“Can I take a message?”)

“I think she's in a meeting.”

“Her line's (engaged = she's on the phone to another person)

And the reply can be...

“I'll call back later.” (call back later = call again)

“I'll call again this afternoon.”

“I'll try to call her on her mobile.”

“OK, it isn't urgent.”

#### **Example conversations**

**A: Hi! Can I speak to Steve please?**

**B: He's away from his desk at the moment.”**

A: Oh, OK, I'll call back later.

A: Hello. Can you put me through to Amanda please?

B: I'm afraid she isn't here at the moment.

A: OK. I'll try her on her mobile.

## Speaking tips

### Learn standard phrases

It's useful to learn phrases like "Speaking!" (when someone asks for you), or "Hold on please" (to ask someone to wait). These phrases help you to communicate your message in a few words.

Say "I'm sorry, but" or "I'm afraid" before you say that someone isn't there:

"I'm sorry, she isn't here"

"I'm afraid she isn't here."

Say "please" after you ask for something

For example, "Can I speak to John

"Is Jane there

There are two reasons to use "please". Firstly, it's polite to say "please" when you ask for something. Secondly, because you say "please" at the end of your question, it shows the other person that you have finished speaking.

When you want the other person to do something (connect you to another person, take a message, etc) use "can" or "could":

Can you put me through to David, please?

Could you take a message for me, please?

Don't say too much! You don't need to speak for a long time or give a lot of information. Decide what you want to say before you make the phone call. Use standard phrases and keep your sentences short.

#### SPELLING AND NUMBERS ON THE PHONE

You may need to give the spelling of your name (or company) and your phone number. In English, you can use any word for the alphabet, including names, places, objects and concepts:

a for apple

b for Bertie

c for carrot

d for Denver

e for elephant

l for love

etc.

Remember, C is a "capital c", while c is "small c".

## **Numbers**

### **"Numbers"**

**You can give your phone number in different ways:**

**00 44 171 602 9988**

**With o as “oh”: double o, double four, one seven one, six oh two, double nine double eight)**

**With o as “zero”: double zero, double four, one seven one, six zero two, double nine double eight)**

### **Example conversations**

**A: What's your number?**

**B: Landline or mobile?**

**A: Your mobile.**

**B: It's 07489 302....**

**A: What's the best number to call you on this afternoon?**

**B: Try my work number. It's .....**

### **PROGRESS CHECK**

**Can you complete the sentences? (Answers on the next page!)**

1. Can you put me \_\_ to Duncan, please?
2. \_\_ the line please!
3. I'm afraid he's \_\_ of the office today.
4. I'll call him \_\_ his mobile.
5. Is Jim \_\_ please?
6. He's \_\_ from his desk at the moment.
7. OK, I'll call \_\_ later.
8. (Is that \*your name\*?) Yes! \_\_
9. Good morning. I'd like to speak to John \_\_.
10. I'm \_\_ but he's in a meeting.

## *Progress check Day 21*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

1. Can you put me through to Duncan, please?
2. Hold the line please!
3. I'm afraid he's out of the office today.
4. I'll call him on his mobile.
5. Is Jim there please?
6. He's away from his desk at the moment.
7. OK, I'll call back later.
8. (Is that \*your name\*)? Yes! Speaking!
9. Good morning. I'd like to speak to John
10. I'm sorry but he's in a meeting.

## *Day 22 - Talking about plans and decisions*

Here are some ways you can talk about your plans and decisions.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day22>

### TALKING ABOUT PLANS

“Talking about plans”

You can use these phrases to ask someone about their plans:

“Are you busy this

“Are you free tonight?”

“What are you up to this

“What are you doing over

“Are you doing anything interesting on

Typical replies:

“I’m going to the park with my son this weekend.”

“I’m going to catch up with some friends on Friday evening.”

“I’m planning to go out tonight.”

“I haven’t got any plans for this evening.”

Vocabulary notes

**Busy = when you have plans**

**“Are you busy tomorrow” = “Do you have plans for tomorrow?**

**Free = when you don’t have plans**

**“I’m free tomorrow evening” = “I don’t have plans tomorrow evening”**

**Be up to = to do**

**“What are you up to tonight” = “What are you doing tonight?”**

**Over = during (over Christmas / over the holidays = during Christmas / the holidays)**

**Catch up with = meet and talk / find out the news**

**This evening = after 6pm today**

**Tonight = after 8pm today (this evening and tonight often mean the same thing)**

**This weekend = Saturday / Sunday of this week**

**Next weekend = Saturday / Sunday of next week**

**Over / for the holidays = at some time in the holidays**

## **Example conversations**

### **“Asking about plans”**

**A: Are you busy over the weekend?**

**B: No - the usual! What about you?**

**A: What are you up to over the holidays?**

**B: We're going to visit my wife's parents for a weekend. How about you?**

**A: No - nothing planned!**

**A: Are you doing anything interesting this weekend?**

**B: Actually yes! I'm going to catch up with some old university friends.**

**A: Sounds fun!**

### **SCHEDULES AND APPOINTMENTS**

**Here are ways you can talk about fixed events, such as future schedules and appointments:**

**“Tomorrow I've got a doctor's appointment at 10 a.m.”**

**“I'm seeing a throat specialist**

**“What time is your flight tomorrow?”**

**“The flight at 8 am.”**

### **“NOW” DECISIONS**

**These are decisions that you make the moment you speak - not before:**

**“I think I’ll call a friend and make plans to go out.”**

**“Maybe I’ll go to the cinema...”**

## **INVITATIONS**

**Here are some ways you can invite another person to do something with you:**

**“Invitations”**

**“Would you like to meet up for a drink this evening?”**

**“Are you doing anything this weekend? We’re having a barbecue and it would be great if you could come.”**

**“We’re thinking about going out this weekend to celebrate Matt’s birthday. Do you fancy**

**Here are ways you can reply:**

**“I’d love**

**“That sounds**

**“I’m afraid I**

**“I’d love to, but I**

**“I’m really sorry but I**

## **Example conversations**

**A: Do you fancy coming out for a drink this evening?**

**B: I'd love to, but I can't. I have to study for an exam tomorrow.**

**A: Oh too bad! Perhaps another time?**

**A: Are you doing anything this weekend? We're having a small party and we'd love you to come!**

**B: That sounds great! I'd love to, thanks!**

## **Speaking tip**

When you accept an invitation, sound positive and interested. You can do this if you “stress” the “love” in “I'd love to” or use a word like “great”, “cool” or “fantastic”.

### **“Speaking tip Day 22”**

**A: Would you like to go out for dinner this weekend?**

**B: Yeah! I'd love to, thanks!**

**A: Do you fancy going to see that new film with me?**

**B: That sounds great! Thanks!**

## **GRAMMAR NOTES - TALKING ABOUT THE FUTURE**

We can use different tenses to talk about the future.

## **Will (see Day 18)**

We use “will” to talk about decisions that we make now (when we speak) - and for general predictions about the future.

“I think I’ll get a coffee. Does anyone want one?”

“I don’t think I’ll go away this I don’t have any money.”

## **Present Continuous (see Day 14)**

We use the present continuous to talk about future plans - activities we decide with other people.

“What are you doing this (You already have a plan for this weekend)

“I’m planning to... (go out with friends)”

## **Be going to (+ verb)**

We use “be going to” for a future decision - and to make predictions (Also see Day 26):

“At the weekend I’m going to catch up with some friends.”

“We’re going to meet in a wine bar.”

“It’s going to rain later.”

**Remember: use the correct form of the verb “to be”:**

I am going to ... (meet a friend)

You are going to ... (meet a friend)  
He / She is going to ... (meet a friend)  
We are going to ... (meet a friend)  
They are going to ... (meet a friend)

### Negative form

I'm not going to ...  
You aren't going to ...  
He / She isn't going to ...  
We aren't going to...  
They aren't going to ...

### Question form

Are you going to ...?  
Is he / she going to ...?  
Are we going to ...?  
Are they going to ...?

### Going to + go

If the verb after “be going to” is “go”, you can delete the “to go”:

“We're going (to go) to Spain on holiday this year.”  
“I'm going (to go) for a

### Present Simple

We use the present simple tense to talk about schedules:

“The plane leaves at 9am.”

**“On Monday we have science lessons at school.”**

**Would (... like / ... love)**

We use “would like” to talk about our preferences like some more ice-cream) but also to make invitations:

“Would you like to come to a party?”

(To reply you can say love

#### **PROGRESS CHECK**

**Can you complete the sentences? (Answers on the next page!)**

1. What are you \_\_ to on Saturday evening?
2. Are you \_\_ this weekend?
3. We're \_\_ to have a meal with friends.
4. The train \_\_ at 7pm this evening. (leave)
5. Would you \_\_ to go out for a meal with me?
6. I'd \_\_ to, thanks!
7. I think I\_\_ phone a couple of friends.
8. He's \_\_ to organize a party this weekend.
9. Are you \_\_ anything this evening?
10. Do you \_\_ coming to a party tonight?

## *Progress check Day 22*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

1. What are you up to on Saturday evening?
2. Are you busy / free this weekend?
3. We're going / planning to have a meal with friends.
4. The train leaves at 7pm this evening. (leave)
5. Would you like to go out for a meal with me?
6. I'd love to, thanks!
7. I think phone a couple of friends.
8. He's going / planning to organize a party this weekend.
9. Are you doing anything this evening?
10. Do you fancy coming to a party tonight?

## *Day 23 - Phone messages*

Here are some useful (and simple) phrases for telephone messages.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day23>

### **LEAVING A MESSAGE**

If the phone “goes to voicemail” and you want to leave a message you should leave your name, give a brief message, leave your phone number, then say goodbye. Here are phrases for each of these steps:

#### **“Leaving a voicemail message”**

##### **1. Greeting**

“Hi / Hello”

##### **2. Your name**

“This is ... (your name)”

##### **3. Message**

“I’m calling you about ... (our meeting / tomorrow evening / the party this weekend)”

“Can you call me back?”

**“I'll call you back ... (later / this evening / in half an hour\*)”**

#### **4. Your number**

**“My number is ...”**

**“You can call / reach / get me on ... (your phone number)”**

**“My email address is ... (clare@gmail.com = clare at gmail dot com)”**

#### **5. Goodbye**

**“Thanks!”**

**“Speak later!”**

**Here's an example**

**“Hi! This is Clare. I'm calling you about our meeting tomorrow. I'll call you back in half an hour.”**

**(\*See also Day 5 - Telling the time for ways to give a time)**

### **TELEPHONE MESSAGES**

**Here are phrases you can use if you speak to a person - and not voicemail. There are phrases for when you take a message and when you leave a message for another person.**

**Offering to take a message**

If someone calls you to speak to another person (who isn't there) you can offer to take a message. Here are some phrases to do this:

"Taking a message"

"Can I take a

"Would you like to leave a

"Can I take your name and

Asking to leave a message

If you call to speak to a person (who isn't there) you can ask to leave a message. Here are some phrases to do this:

"Could you ask (him / her) to call me back,

"Can I leave a message for ... (him /

"Could you take a message for

Example conversations - offering to take a message

"Messages"

A: Can I speak to John please?

B: He's not here at the moment. Would you like to leave a message?

A: Oh that's OK. I'll call back later.

A: Is Julie there?

B: Afraid not. Can I take a message?

A: Yeah, could you ask her to call Dave back?

A: I'm calling about the ad for a TV for sale.

B: OK. Can I take your name and number?

A: Sure. It's Suzie, and my number is.... \*

### Example conversations - asking to leave a message

A: I'm afraid Dave's not at his desk right now.

B: Could you ask him to call me back, please?

A: Sure, what's your number?

Sarah isn't in today, I'm afraid.

Oh. Can I leave a message for her?

Sure. Let me get a pen.

A: June won't be back until later this afternoon.

B: Could you take a message for me?

A: Of course.

(\* Remember: when you say your name, say "It's ... (Clare)" and not "I'm ... (Clare)").)

### Speaking tip

Speaking on the phone can be difficult, so use a phrase to check you understand (or to correct information).

## **"Speaking tip on the phone"**

**To check and correct information**

**"When you say... do you mean..."**

**"Actually, it's ... dollars), not ... dollars)."**

**"I'm sorry, but I think there's a misunderstanding..."**

**If you can't hear someone**

**"I'm sorry, could you speak up, please?"**

**"I'm sorry, I can't hear you very well."**

**"I'm sorry, the line's bad – could you repeat that, please?"**

**When you don't understand**

**"I'm sorry, could you repeat that please?"**

**"I'm afraid I don't follow you. Could you repeat that, please?"**

**"I'm sorry, I don't understand."**

## **PROGRESS CHECK**

**Can you complete the sentences? (Answers on the next page!)**

1. Can you call me \_\_ later?
2. Could I leave a \_\_ ?
3. Could you \_\_ a message for me?
4. (I'm sorry. Anna isn't here.) Would you like to \_\_ a message for her?
5. I'm sorry. The line's \_\_ and I can't hear you.
6. Sorry! Could you \_\_ that please?
7. When you say "this weekend" do you \_\_ Saturday 10 and Sunday 11 December or Saturday 17 and Sunday 18 December?
8. (Can you take a message for me?) Of \_\_
9. I can't hear you very \_\_
10. (Can I take your name?) Sure, \_\_ David.

## *Progress check Day 23*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

1. Can you call me back later?
2. Could I leave a
3. Could you take a message for me?
4. (I'm sorry. Anna isn't here.) Would you like to leave a message for her?
5. I'm sorry. The line's bad and I can't hear you.
6. Sorry! Could you repeat that please?
7. When you say "this weekend" do you mean Saturday 10 and Sunday 11 December or Saturday 17 and Sunday 18 December?
8. (Can you take a message for me?) Of course
9. I can't hear you very well
10. (Can I take your name?) Sure, it's David.

## *Day 24 - Talking about your past*

Here are useful phrases, vocabulary and grammar for you to talk about your past - your background and history.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day24>

### **YOUR PERSONAL HISTORY - THE VERB “TO BE”**

Here is an example of how you can talk about your background in English.

“I was born in England. My father was a scientist and my mother was a nurse. There were six of us in my family and we weren’t very rich. Our house was small, but there was a garden.”

**Grammar notes - the verb “to be”**

**I was**

**You were**

**He / She / It was**

**We were**

**They were**

**Negative**

I wasn't  
You weren't  
He / She / It wasn't  
We were  
They were

### Question form

Was I...?  
Were you ...?  
Was he / she / it ...?  
Were we ...?  
Were they ...?

We use the past simple form of the verb “to be” with “born”.

I was born  
You were born  
He was born  
We were born  
They were born

### Examples

“I was born ... (in 1990)”  
“He was born ... (twenty five years ago)”  
“They were born ... (in London / in hospital / at home)”

We also use the verb “to be” to talk about emotions, feelings and states in the past.

"We were but happy."

"They were worried when there was no news from their son."

Use "was" or "were" to talk about jobs.

"My mother was a

You can also use "worked as a / an":

"My mother worked as a

To talk about how many or how much of something, use "there was" or "there were". (Negative forms: “there wasn’t” and “there weren’t”.)

"In my family there were three of us."

"There wasn't much money when I was a child."

#### GIVING DETAILS OF YOUR BACKGROUND - THE PAST SIMPLE

“Giving details”

“When I was five years old, we moved to a big city, because my father got a new job. We lived in that city for another ten years, and I went to a great school where I studied hard and was very happy. I had lots of friends and did lots of things at the weekend. Then my father changed jobs again and we bought a

bigger house. I didn't like my new school because I didn't have many friends."

When you talk about something that happened in the past, use the Past Simple tense.

For example:

"I live in the UK." (present)

"Last year I lived in France." (past)

When to use the Past Simple

We use the Past Simple for states and for actions:

"I lived in France when I was a child." (state)

"I got up early and then had a coffee." (action)

We use this tense to talk about events a long time ago and also more recent events. The important thing is that the events are in the past. For that reason we often use a time reference, such as "ago" or "last year", for example.

"Dinosaurs lived millions of years ago." (distant past)

"I spoke to Nigel just a minute ago." (recent past)

How to form the Past Simple

The past tense does not change for the third person singular:

I lived

You

He / she lived

We lived

They lived

For many verbs, you can add -d or -ed to the infinitive to make the past tense.

live – lived

work – worked

move - moved

change - changed

receive – received

When the verb ends with a consonant + -y, change the -y to -i then add -ed:

hurry – hurried

carry – carried

study – studied

When the verb has a short vowel and consonant, double the consonant:

stop – stopped

ship – shipped

admit – admitted

**hug – hugged**

In British English, when the verb ends with a vowel and a single "l", double the "l":

**travel – travelled**

**label – labelled**

**cancel – cancelled**

(In American English, the "l" is not doubled: "traveled", "labeled", etc.)

### **Pronunciation tip**

#### **"Past endings"**

The pronunciation of the regular past tense is either /t/, /d/ or /id/.

**worked (/t/ sound)**

**lived, happened (/d/ sound)**

**hated (/id/ sound)**

The pronunciation depends on the sound of the consonant or vowel before the -ed ending. A common mistake is to use the /id/ ending (and not the correct /d/ ending) with verbs ending in a /n/ sound. It is "open – d" and "happen -d" and not "open – id" or "happen – id".

The only time you need to use the /id/ sound in the past tense is with verbs that end with a /t/ or /d/ sound. For all other verbs, your mouth naturally finds either a /t/ or /d/ sound.

Here are more examples:

### /t/ sound

When verb ends in

- ‘k’ sound: like - liked
- ‘f’ sound: laugh - laughed
- ‘tch’ sound: watch - watched
- ‘p’ sound: hope - hoped
- ‘s’ sound: miss - missed
- ‘sh’ sound: wash - washed
- ‘ks’ sound: mix - mixed
- ‘th’ sound (unvoiced): bath - bathed

### /d/ ending

When verb ends in

- ‘ar’ sound: star - starred
- ‘ay’ sound: pay - paid
- ‘b’ sound. rub - rubbed
- ‘g’ sound: nag - nagged
- ‘dj’ sound: judge - judged
- ‘ai’ sound: sigh - sighed

**'l' sound:** fail - failed  
**'m' sound:** hum - hummed  
**'n' sound:** open - opened  
**'oh' sound:** sew - sewed  
**'or' sound:** bore - bored  
**'th' sound (voiced):** bathe - bathed  
**'v' sound:** wave - waved  
**'you' sound:** view - viewed  
**'z' sound:** close - closed

/ɪd/

**When verb ends in**

**'d' sound:** add - added  
**'t' sound:** want - wanted

**Questions and negatives**

**To make the question form, use "did" as the auxiliary verb.**

**("Did" is the past tense of "do" which we use as the auxiliary to make questions in the present tense.)**

**"Did" does not change for the third person singular:**

**"Did you live in the UK last year?"**  
**"Did he live in the UK last year?"**

**“Did we live in the UK last year?”**

**“Did they live in the UK last year?”**

**Remember: the verb that comes after the subject is in the infinitive ("live" in the example above).**

**The short form replies are:**

**Yes, I did / No, I didn't.**

**Yes, you did / No, you didn't.**

**Yes, he did / No, he didn't**

**Yes, we did / No, we didn't**

**Yes, they did / No, they didn't**

**To make the negative, use "didn't" ("did not"), and then the infinitive of the verb:**

**“I didn't study for the exam.”**

**“You didn't study for the exam.”**

**“He / she didn't study for the exam.”**

**“We didn't study for the exam.”**

**“They didn't study for the exam.”**

## **IRREGULAR VERBS**

**Some common verbs have irregular endings.**

The past of the verb "to be" is "was" (singular) and "were" (you and plural).

Here are some other irregular verbs

become – became

begin – began

break – broke

bring – brought

buy – bought

catch – caught

choose – chose

come – came

cost – cost

do – did

drink – drank

drive – drove

eat – ate

fall – fell

feel – felt

find – found

forget – forgot

have – had

hear – heard

get – got

give – gave

go – went

know – knew

learn – learnt / learned

leave – left

**lose – lost**  
**make – made**  
**meet – met**  
**pay – paid**  
**put – put**  
**read – read**  
**ring – rang**  
**run – ran**  
**say – said**  
**see – saw**

**sell – sold**  
**send – sent**  
**sit – sat**  
**sleep – slept**  
**speak – spoke**  
**spend – spent**  
**take – took**  
**teach – taught**  
**tell – told**  
**think – thought**  
**understand – understood**  
**wake up – woke up**  
**wear – wore**  
**win – won**  
**write – wrote**

#### **TELLING A STORY IN THE PAST**

**You can use simple connecting words to tell a story. (See also Day 10)**

**and = adds an idea**

"I got up early and made breakfast for my family."

**but = gives a contrast**

"She came from a rich family but she was unhappy."

**so = gives a result**

"There was nobody at the party so I went home."

**because = gives a reason**

"We moved in 2008 because my father got a new job."

"Because" can go at the beginning or in the middle of a sentence.

"Because my father got a new job in 2008, we moved."

### **Sequencing words**

**Before**

"I woke up before the alarm clock went off." (I woke up at 7am and the alarm clock went off at 7.30 am)

**After** = says what happened in a time following an event, or as a result of something else

“After I had a shower, I got dressed.” (I had a shower at 7.15 and I got dressed at 7.30)

**Then** = explains what happened next

“Then I had breakfast.” (I had breakfast at 7.45)

**After that / Afterwards**

“After that, I left the house.” (I left the house at 8.15)

**Later**

“Later that day, I got a strange phone call.” (I got a phone call at 3pm)

**When**

“When I got home, I listened to some music.” (I got home at 8pm and listened to some music very soon after)

#### **TIME REFERENCES AND PREPOSITIONS OF TIME**

We often use reference words with the Past Simple tense. Here are some examples:

“For the first ten years of my we lived in a small flat. Then we moved to...”

**"I started school at the age of In total, I attended school for 12 years."**

**"In 2006 I got my first job."**

**Ago = before now**

**"Five years ago I broke my leg."**

**"She had a baby a month**

**(also "a week ago", "two weeks ago", but not "a day ago" – instead, use "yesterday".)**

**Last**

**"Last week I went to London."**

**"Last year I visited the USA."**

**(also "last month" and "in the last century".)**

**The following prepositions of time can also be used to talk about the present and the future!**

**In (with a century, year, month, season, part of the day)**

**"They got married in**

**"She went on holiday in**

**"They go to the beach in**

**"She goes shopping in the (But "on Tuesday morning", for example.)**

**Also, in the afternoon, in the evening, in the night:**

**"They left early in the**

**"I heard a strange noise in the**

**"She was born in the last**

**"In the 1970s disco music was very popular."**

**"In those there weren't many cars on the roads."**

**On (with a day)**

**"I started work on**

**"On my birthday I went out for dinner."**

**"It's his wedding anniversary on December**

**"British people often eat turkey on Christmas**

**At (a clock time / a period of time)**

**"I finished work at**

**"They ate lunch at**

**"I stayed at home at Christmas."**

**"She went out with her friends at the (British English – American English is "on the weekend")**

**"I don't like going out at**

**For (to talk about length of time)**

**"She stayed for an**

**"He went away for the**

**During (at some point in a period of time)**

**"It rained during the**

**"They argued during the**

## **Common error**

**Don't confuse "for" and "ago".**

"For" refers to a length of time.

"I lived there for a year."

"Ago" refers to a point in time – separated by a length of between now and then.

"I moved there a month ago." (If this month is February, a month ago is January.)

## **PROGRESS CHECK**

**Can you complete the sentences? (Answers on the next page!)**

### **The Past Simple**

1. Where \_\_ he born?
2. They \_\_ born in March.
3. He \_\_ very happy at school. (not be)
4. My father \_\_ as a doctor.
5. She \_\_ married last year. (get)
6. I \_\_ a lot at school. (study)
7. We \_\_ a pet dog when I was a child. (have)
8. She \_\_ to the party. (not go)
9. \_\_ he pass the exam?
10. No, he \_\_

## Time References

1. We stayed at the party \_\_ two hours.
2. (When did you get your new job?) A week \_\_
3. They went to Spain on holiday \_\_ year.
4. I'm glad I went for a walk \_\_ it started to rain.
5. He phoned me \_\_ the lesson and I asked him to call me back.
  
6. I went out \_\_ 9pm.
7. It's cold here \_\_ winter.
8. I don't work \_\_ Saturday or Sunday.
9. \_\_ I got to work I checked my emails. (=at the same time)
10. \_\_ I chatted with my colleague for a couple of minutes.

## *Progress check Day 24*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

#### **The Past Simple**

1. Where was he born?
2. They were born in March.
3. He wasn't very happy at school. (not be)
4. My father worked as a doctor.
5. She got married last year. (get)
6. I studied a lot at school. (study)
7. We had a pet dog when I was a child. (have)
8. She didn't go to the party. (not go)
9. Did he pass the exam?
10. No, he didn't

#### **Time References**

1. We stayed at the party for two hours.
2. (When did you get your new job?) A week ago
3. They went to Spain on holiday last year.
4. I'm glad I went for a walk before it started to rain.
5. He phoned me during the lesson and I asked him to call me back.
6. I went out at 9pm.

7. It's cold here in winter.
8. I don't work on Saturday or Sunday.
9. When I got to work I checked my emails.
10. Then I chatted with my colleague for a couple of minutes.

## *Day 25 - Keep a conversation going*

It's important to learn how to keep a conversation going. Make sure you show interest in what the other person says and respond with a question or comment. Here are some ways to do this.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day25>

### **SHORT QUESTIONS**

A good way to show your interest is to make a question. One type of question is called a “tag question”. Here's an example:

A: I went out last night.

B: Did

To make a tag question, use the auxiliary of the verb and then the subject. The auxiliary of the verb is the one we use to make questions. For example, in the sentence “I went out last night” where “went” is in the Past Simple tense, the auxiliary to make the question is “did”.

Here's a list of auxiliaries for different tenses:

**Verb to be (present) = am / are / is**

**Verb to be (past) = was / were**

**Present Simple = do / does**

**Past Simple = did**

**Present Continuous = am / are / is**

**Present Perfect = have / has**

**Examples:**

**“Other questions”**

**A: I love hot chocolate.**

**B: Do**

**A: He's working very hard.**

**B: Is he?**

**A: She's been to the USA.**

**B: Has**

**Other quick questions**

If you can't remember the auxiliary to make a tag question, you can also make a quick question with one or two words. For example:

**“Oh**

**Examples**

**A: I'm going to Paris for my birthday.**

**B: Really?**

**A: I'd like to get a bigger car.**

**B: Oh yeah?**

#### **FOLLOW-UP QUESTIONS**

You can also make a longer question to keep the conversation going. For example:

**“Follow up questions”**

**“I went to see the new James Bond film at the weekend.”**

**“Really? What did you think of**

**“We’re going to Morocco for the weekend.”**

**“Are you? Have you been there**

**“My brother tried the new Italian restaurant last night.”**

**“Did he? What’s it**

**“Sarah’s got a promotion!”**

**“Oh yeah? Did she tell**

#### **MAKE A COMMENT**

**Respond to what the other person says with a quick comment. All these comments start with “That’s...” followed by an adjective:**

**“Make a comment”**

**That's terrible!**

**That's amazing!**

**That's fantastic!**

**That's funny!**

**That's awful!**

**That's nice.**

**That's kind (of him / of her / of them)**

**That's strange.**

**Or:**

**That's a shame.**

**That's a pity.**

**That's too bad.**

**That's great news!**

**Examples**

**A: I got a new job!**

**B: That's fantastic!**

**A: Tony walked past me today and didn't say hello!**

**B: That's strange.**

**A: Dave says he can help me with my homework.**

**B: That's kind of**

**A: Barbara lost her passport in Rome!**

**B: That's terrible!**

**A: We can't go on holiday this year.**

**B: That's too bad.**

#### **OTHER QUICK COMMENTS**

You can also make other quick comments. Here are a few examples:

**"Other quick comments"**

**Oh no!**

**Fantastic!**

**Cool!**

**Great!**

**Wow!**

**What a nightmare!**

**How awful!**

**You're joking!**

**I didn't know that.**

**Good for you! (for him / for her / for them)**

**No way!**

## **Examples**

**A:** Yesterday I left my car keys inside the car. I also left my bag - and my house keys - inside the car!

**B:** What a nightmare!

**A:** I've got a pay rise!

**B:** You're joking!

**A:** Jane's got a new boyfriend!

**B:** I didn't know that!

**A:** I finally finished all the party preparations.

**B:** Good for you!

## **LEAVING THE CONVERSATION**

If you want to leave the conversation or change the subject, you can say:

“Leaving the conversation”

“Well...”

“Anyway...”

“I've got to go!”

See you later!

## **Example**

**A: I'll see you at the barbecue tonight?**

**B: OK! I've got to go. See you later!**

## **TALKING ABOUT YOUR WEEKEND**

**Many people talk about their weekend to make conversation. Here are some things you can say:**

**"Talking about your weekend"**

### **Asking someone**

**Did you have a good weekend?**

**How was your weekend?**

**Good weekend?**

### **Replying**

**Not bad thanks!**

**Oh, the usual.**

**Yeah, great actually!**

## **Example conversations**

**A: How was your weekend?**

**B: Great actually! I went sailing on the river.**

**A: Fantastic! Where did you go, exactly?**

**A: Did you have a good weekend?**

**B: Oh, the usual. Nothing special. And you?**

**A: Yeah, it was good. I relaxed and did some shopping.**

### **Speaking tip**

**Put energy in your voice and stress the important words. For example:**

**“Speaking tip Day 25”**

**“How was your weekend?”**

**“My friend had a car accident.” awful!”**

**“How was your birthday?” “Great thanks!”**

### **PROGRESS CHECK**

**Can you complete the sentences? (Answers on the next page!)**

1. (I watched a great programme last night on TV.) \_\_ you?
2. I've got to go! See you \_\_
3. (I can't find our train tickets!) You're \_\_!
4. (Sally's coming over tonight for dinner.) Oh \_\_ ?
5. (Guess what! My sister is having a baby!) That's great \_\_
6. (How was your weekend?) Not \_\_ thanks.
7. (I went to the new swimming pool at the weekend.) Really?  
What's it \_\_ ?

8. (IKEA have got a 10% discount on everything this week!) Oh yeah? I didn't know \_\_

9. (I won the competition!) \_\_ way!

10. (My team lost the match.) That's too \_\_

## *Progress check Day 25*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

1. (I watched a great programme last night on TV.) Did you?
2. I've got to go! See you later
3. (I can't find our train tickets!) You're joking
4. (Sally's coming over tonight for dinner.) Oh yeah ?
5. (Guess what! My sister is having a baby!) That's great news
6. (How was your weekend?) Not bad thanks.
7. (I went to the new swimming pool at the weekend.) Really?  
What's it like
8. (IKEA have got a 10% discount on everything this week!) Oh yeah? I didn't know that
9. (I won the competition!) No way!
10. (My team lost the match.) That's too bad

## *Day 26 - Talking in the street*

What do you say when a “stranger” starts a conversation with you? Here are some situations and ways to reply.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day26>

### **WAITING**

If you are waiting at a bus stop, other people might start speaking to you.

#### **“Waiting”**

1. “Is this the right stop for the 102 bus?”

“Yes, I think so.”

“Yes, it is.”

“Actually, I’m not sure...”

“Um, I don’t know.”

2. “Excuse me? Do you know if the 102 bus goes past the station?”

“Yes, I think it does.”

“I don’t think so.”

### **3. “Has the 102 bus gone past yet?”**

“I don’t know!”

“Er. I don’t think so.”

“I haven’t seen it!”

“Yes, it has. You’ve just missed it!”

### **4. “It’s late again!”**

“I know! It’s annoying isn’t it.”

“It’s always late!”

“I know. It’s never on time!”

## **Speaking tips**

**1. You don’t always need to say “yes” or “no” when you answer another person. You can also say something like “Um” or “Er” if you aren’t sure how to answer (and to give you some time before you give a reply).**

**2. If someone says something you agree with, you can say “I know” or “You’re right” instead of “yes”.**

**3. We often say “actually” - especially when our reply is unhelpful (“I don’t know the answer”) or opposite what the other person thinks or says.**

For example:

A: It’s easy to learn English

B: Actually, it’s quite difficult!

## **WEATHER CONVERSATIONS**

**British people often talk about the weather as a way to be friendly. Here are some typical phrases and replies. (After such a conversation, the person will often talk to you about other things, such as where you are from, what you are doing / studying, etc.)**

### **“Weather conversations”**

**1. Lovely day today, isn't it! / Gorgeous today, isn't it!**

**“I know. It's beautiful!”**

**“I know. Such a nice change from the rain / cold.**

**2. Brr! A bit cold today, isn't it.**

**“Yeah. I don't much like the cold!”**

**“Yeah! Where did summer go!”**

**“Mmm. I know! Very chilly!”**

**Sometimes the conversation develops to talk about predictions for the weather.**

**“Do you think it will get better later?”**

**you know what the forecast is for the weekend?”**

**“I think we're in for a lot of rain later.”**

**“I think it's going to be sunnier later on.”**

**"I think it will brighten up later."**

#### **VOCABULARY NOTES**

**Miss the bus = be too late for the bus, so you don't catch it**

**On time = arrive at the right time (not late and not early)**

**Chilly = cold**

**Forecast = the prediction for the weather (a weather forecast on TV, radio, in a newspaper, etc)**

**Be in for = to expect to have (rain / snow, etc)**

**Brighten up = get better / sunnier**

#### **WEATHER VOCABULARY**

**When we talk about the weather, we often use "it's" as the subject of the sentence:**

**It's + adjective = "It's hot today", "It's cold today", "It's windy outside".**

**It's + verb : "It's raining again."**

**We can also use "there" as the subject of the sentence:**

**There is / will be + noun:** “There will be a lot of snow tonight.”  
(You can also say “It will snow a lot tonight.”)

### **Common adjectives**

#### **“Weather vocabulary”**

**“It's = when there is sun**

**“It's = when you can go to the beach!**

**“It's = when the temperature is nice - not too hot and not too cold**

**“It's = when you have to wear warm clothes**

**“It's = when the wind blows and clouds move fast across the sky**

**“It's = when it rains**

**“It's = when there are clouds in the sky**

**“It's = when the clouds are in front of you and it's difficult to see when you drive**

**"It's = when the temperature is -o C during the night and everything is white in the morning**

**"It's = when the temperature is -o C and water turns to ice**

**"It's = when there are storms (strong winds and rain, and maybe thunderstorms and lightning)**

**"It's above / below = when the temperature is above oC or below oC.**

**(We also say "minus". For example -2C is "minus two".)**

### **Common verbs**

**"It's raining again!"**

**"It always rains in the afternoon."**

**"It's snowing."**

**"It usually snows in the winter here."**

### **Weather nouns**

**"I love the (and “sunshine”)**

**"It's dangerous to drive fast in**

**"There's a lot of ice on the roads."**

**"There's lots of snow in the north."**

**“We’re expecting rain later.”**

**“Look at those black**

**“I think there’s going to be a storm later.”**

#### **GRAMMAR NOTES - MAKING PREDICTIONS**

**When we make predictions about what we think will happen in the future, we can use both “will” and “going to”:**

**“I think it will rain later.”**

**“It’s going to rain later.”**

We often use “going to” when there is some “evidence” for the prediction to happen. For example, perhaps the weather forecast says that it will rain later, or perhaps we can see black clouds in the sky.

#### **PROGRESS CHECK**

**Can you complete the sentences? (Answers on the next page!)**

1. (“Is this the right stop for the 72 bus?”) Yes, I think \_\_
2. I think it’s going \_\_ rain later.
3. (“You’re Ruth’s sister aren’t you?”) \_\_, I’m Theresa’s sister!
4. \_\_ very hot today!

5. What's the \_\_ for Sunday?
6. Rain this morning, but it will \_\_ up later.
7. I think we're \_\_ for some snow this weekend.
8. Do you think it \_\_ get warmer?
9. Be careful! There's a lot of \_\_ on the roads.
10. Oh no! I \_\_ the bus!

## *Progress check Day 26*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

1. ("Is this the right stop for the 72 bus?") Yes, I think so
2. I think it's going to rain later.
3. ("You're Ruth's sister aren't you?") I'm Theresa's sister!
4. It's very hot today!
5. What's the forecast for Sunday?
6. Rain this morning, but it will brighten up later.
7. I think we're in for some snow this weekend.
8. Do you think it will get warmer?
9. Be careful! There's a lot of ice on the roads.
10. Oh no! I missed the bus!

## *Day 27 - Talking about your experiences*

Learn how to talk about your experiences and important times in your life.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day27>

### **TALKING ABOUT YOUR EXPERIENCES**

Are any of these your own life experiences?

- meet a famous person
- visit a foreign country
- travel by aeroplane ("airplane" in American English)
- break your leg
- stay in an expensive hotel
- win a competition
- perform music in front of an audience
- go to a sports event

### **Example conversations**

#### **“Experiences”**

A: My parents are going on holiday to Costa Rica next year!

**B:** Wow! That sounds fantastic. I've never been there but I'd love to go.

**A:** Dave's got tickets for the Wimbledon tennis next year. He's hoping to watch the men's final.

**B:** He's lucky! I've always wanted to go but it's so difficult to get tickets...

**A:** I've just finished a fantastic book by Paul Theroux. It's about the Pacific Islands.

**B:** Was it good? I've never read any of his books.

**A:** My daughter's in her school play this year. She's never performed in front of an audience before.

**B:** I bet she's nervous!

#### **GRAMMAR NOTES - THE PRESENT PERFECT**

When you talk about your experiences (or important times in your life), use the Present Perfect tense (have + past participle). For example:

“I have never visited Peru.”

“I have been to New York three times.”

“Have you ever tried bungee-jumping?”

“No, but I've always wanted to!”

We use the Present Perfect to talk about things (actions or situations) which are important now (or which have a connection to the present). For example, in the sentence “I have been to New York three times”, there is a connection to the present because I can still remember my trips to New York.

### Compare to the Past Simple

“I have been to New York.”

“I went to New York in 2012.”

In both sentences, the event is the same (I went to New York). But the focus is different.

In “I have been to New York” it isn’t important when I went. The experience is important.

In “I went to New York in 2012” the date (2012) is more important than the experience. We often use the Past Simple with a time reference, such as “in 2012” or “two years ago”.

### Speaking tip

Sometimes it can be difficult to know which tense to use when you are speaking. An easy way to remember is that when you give a date or time reference, use the Past Simple.

“Her parents went to Costa Rica last

“He left University five years

“They got married in

**"She lived in Buenos Aires from 2002 to**

**But when you talk about life experiences without a date, use the Present Perfect.**

**"I've never been to Peru."**

**"She's lived in five different countries."**

**"He's read all the books in the library."**

**Ever and never**

**When we ask about experiences, we often use "ever".**

**For example: you ever been to London?"**

**We can also use "never":**

**For example, never met a famous person."**

#### **HOW TO FORM THE PRESENT PERFECT**

**The Present Perfect is formed with the auxiliary verb "have" then the past participle of the verb. For regular verbs, the past participle is formed with -ed on the end of the infinitive.**

**For example: work – worked; live – lived**

**But there are also many irregular past participles. Here's a list of the most common irregular verbs:**

**Infinitive / Past Simple / Past Participle**

be / was or were / been  
become / became / become  
begin / began / begun  
break / broke / broken

bring / brought / brought  
build / built / built  
buy / bought / bought  
catch / caught / caught  
choose / chose / chosen  
come / came / come  
cost / cost / cost  
do / did / done  
drink / drank / drunk  
drive / drove / driven  
eat / ate / eaten  
feel / felt / felt  
find / found / found  
fly / flew / flown  
forget / forgot / forgotten  
forgive / forgave / forgiven  
get / got / got  
give / gave / given  
go / went / gone  
grow / grew / grown  
have / had / had  
hear / heard / heard  
keep / kept / kept  
know / knew / known  
leave / left / left  
let / let / let

**lose / lost / lost**  
**make / made / made**  
**meet / met / met**

**pay / paid / paid**  
**put / put / put**  
**read / read / read**  
**ride / rode / ridden**  
**say / said / said**  
**see / saw / seen**  
**sell / sold / sold**  
**send / sent / sent**  
**show / showed / shown**  
**sing / sang / sung**  
**sleep / slept / slept**  
**speak / spoke / spoken**  
**spend / spent / spent**  
**take / took / taken**  
**teach / taught / taught**  
**tell / told / told**  
**think / thought / thought**  
**understand / understood / understood**  
**wear / wore / worn**  
**win / won / won**  
**write / wrote / written**

**In spoken English the auxiliary form is usually abbreviated: "I've visited", "he's been", "she hasn't worked", etc.**

### **Positive**

**I have worked (I've worked)**

You have worked (You've worked)  
He / She / It has worked (He's worked)  
We have worked (We've worked)  
They have worked (They've worked)

### Negative

Use the negative form of have / has:

I have not worked (I haven't worked)  
You have not worked (You haven't worked)  
He / she / it has not worked (He hasn't worked)  
We have not worked (We haven't worked)  
They have not worked (They haven't worked)

### Question form

Use the auxiliary have / has to make a question.

Have I worked?  
Have you worked?  
Has she worked?  
Have we worked?  
Have they worked?

### Short form answers

Yes I have / No I haven't  
Yes you have / No you haven't  
Yes he / she / it has; No he / she / it hasn't  
Yes we have / No we haven't  
Yes they have / No they haven't

## **MEETING PEOPLE AT PARTIES AND SOCIAL EVENTS**

### **Example conversations**

#### **“Meeting people at parties”**

**A: Jade, have you met Liam? He's a friend of my brother.**

**Jade: Oh, hi Liam!**

**Tim: Hello, I'm Tim. I don't think we've met.**

**Lucy: Pleased to meet you Tim. I'm Lucy.**

**Tim: Jane, this is Sandy, my colleague.**

**Jane: Nice to meet you Sandy. I've heard a lot about you!**

### **Introducing one person to another person**

#### **“Introducing people”**

**You can use these phrases to introduce people:**

**“Have you met ... (name)?”**

**“I'd like you to meet ... (name)”**

**“This is ... (name)”**

**You can use these phrases to introduce yourself to another person**

**“I don’t think we’ve met. I’m ... (your name)”**

**“Hi! I’m ... (your name)”**

You can use these phrases when someone introduces you to another person

**“Pleased to meet**

**“Nice to meet**

**“I’ve heard a lot about**

**Remember!**

We can use “Have you met?” or “I don’t think we’ve met” (present perfect form of the verb “to meet”) because we’re talking about something that happened in the past but without saying a specific date. If we go into more details about when we first met, we use the Past Simple:

**A: I don’t think we’ve My name is Jane.**

**B: Actually, we have met before. It was at Dan’s party last year.**

**A: Oh yes, of course! You came to his party in fancy dress!**

(Fancy dress = a special costume, often for a “themed” party.)

#### **GRAMMAR NOTES - THE PRESENT PERFECT 2**

We can also use the Present Perfect tense to talk about situations that started in the past and continue to the present.

## **Example conversations**

**A: How long have you lived here?**

**B: I've been here for five years.**

**A: How long have you known Bob?**

**B: I've known him since we were at school together.**

In the first example, I moved to this place five years ago - and I still live here.

In the second example, I first met Bob when we were at school - and I still know him now.

We can use the present perfect in this way to talk about:

- how long we have known someone / been married to someone
- how long we have lived in a place
- how long we have worked at a company, or in a job
- how long we have studied English (or at a particular institution), etc

## **Since and for**

When we use the Present Perfect to talk about duration, we can use “since” or “for” to show the duration. We use “since” to refer to a point in time, and “for” to talk about the length of time.

“I've known him for five (for + length of time)

“I've known him since (since + point in time)

“I’ve studied English for two  
“I’ve been in London since last

#### PROGRESS CHECK

Can you complete the sentences? (Answers on the next page!)

1. Have you \_\_ been to Spain?
2. No, but \_\_ always wanted to go!
3. (at a party) Have you \_\_ Donna? She’s a colleague.
4. No, I \_\_. Pleased to meet you!
5. How \_\_ have you studied English for?
6. \_\_ three years.
7. He’s been a partner at the company \_\_ 2005.
8. I’ve \_\_ won a competition. What about you?
9. Actually, I \_\_ a competition last year! (win)
10. \_\_ he ever lived in a foreign country?

What are the past participles of these irregular verbs?

1. Have you ever \_\_ a London taxi? (take)
2. She’s never \_\_ abroad. (be)
3. I’ve never \_\_ frogs legs. (eat)
4. Sorry, Steve isn’t here. He’s \_\_ to the USA on holiday. (go)
5. She’s \_\_ English for the last ten years. (teach)
6. Have you ever \_\_ something important? (lose)
7. They’ve \_\_ each other for years. (know)
8. I’ve often \_\_ a present to someone that they didn’t like! (give)
9. He’s never \_\_ a bus before. (drive)

10. I've never \_\_ our first meeting. (forget)

## *Progress check Day 27*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

1. Have you ever been to Spain?
2. No, but I've always wanted to go!
3. Have you met Donna? She's a colleague.
4. No, I Pleased to meet you!
5. How long have you studied English for?
6. For three years.
7. He's been a partner at the company since 2005.
8. I've never won a competition. What about you?
9. Actually, I won a competition last year!
10. Has he ever lived in a foreign country?

**What are the past participles of these irregular verbs?**

1. Have you ever taken a London taxi? (take)
2. She's never been abroad. (be)
3. I've never eaten frogs legs. (eat)
4. Sorry, Steve isn't here. He's gone to the USA on holiday. (go)
5. She's taught English for the last ten years. (teach)
6. Have you ever lost something important? (lose)
7. They've known each other for years. (know)
8. I've often given a present to someone that they didn't like! (give)

9. He's never driven a bus before. (drive)
10. I've never forgotten our first meeting. (forget)

## *Day 28 - Talking about your feelings*

Here are some words and phrases you can use to talk about your health and your feelings.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day28>

### **TALKING ABOUT YOUR HEALTH**

We often ask people about their health when we meet them.  
Usually, the reply is brief and positive.

**“Talking about your health”**

**Typical conversations - positive**

**A: How are you?**

**B: Not bad thanks. And you?**

**A: Hey John! How are things?**

**B: Not bad. You?**

**A: Yeah, fine thanks.**

(For more examples, see “Saying hello to friends, colleagues etc”,  
Day 1.)

## **Typical conversations - negative**

**A: Hi! How are you?**

**B: Actually, I'm not very well. I think I've got a cold.**

**A: Hi! How are you?**

**B. I'm not feeling very well. I've got a bit of a sore throat.**

## **VOCABULARY NOTES - HEALTH**

### **“Health vocabulary”**

**I've got ...**

a (bad) cold

a (bad) cough

a temperature (38C / 100.4F and above)

an infection

a bug (= unspecified bacteria / virus)

a sore throat

an upset stomach

the flu

a headache / a toothache / stomach ache / backache

## **Example conversations**

**A: How are you John?**

**B: Awful! I've got a bad cold and a cough - and a sore throat!**

**A: How are you Sue?**

**B: Not so good, actually. I've got a terrible headache.**

### **Other ways to talk about ill health**

- You can also use the verb “to hurt” with all parts of your body:

**“My leg / arm / neck / hand**

- You can also say “a pain”:

**“I've got a pain in my**

- If it's more serious, you can say “I've got a problem with my...”

**“I've got a problem with my heart and I have to take special**

### **THE VERB “TO BE” AND “TO FEEL”**

We use the verbs “to be” and “to feel” to describe our body sensations (and also our feelings).

Here are some common body sensations:

**“Verbs to be and to feel”**

I'm / I feel ...

**hot**

**cold**

**tired (all the time)**

**exhausted (= no energy)**

**weak (= no strength)**

**sick or nauseous**

We can also add “very”, “a bit / a little”, “really” to these adjectives:

“I feel a bit hot.”

“I feel really tired all the time.”

“I feel very sick.”

You can use the verb “to feel” both in the present simple and the present continuous tense.

“I feel ill” or “I'm feeling ill”.

### Example conversations

A: How are you feeling today?

B: Not bad, thanks.

A: I don't feel very well.

B: Why? What's the matter?

A: I feel tired and a bit sick.

## OTHER PHRASES TO USE IN A CONVERSATION ABOUT HEALTH

### “Other phrases about health”

“You look ... well / terrible / ill!”

“You’re looking ... well / terrible / ill!”

You can use the verb “to look” in both the present simple and the present continuous tense.

“You look great!

You’re looking better!

“I’ve picked up a = to get a bug (bacteria / virus / infection) from somewhere or someone

“I’ve caught a = you “catch” infectious illnesses (cold / flu, etc) from other people

“What’s Or the = when you ask someone about their health problem

“There’s something going = there’s an infection / virus, etc that is affecting a lot of people in this town at the moment

### Example conversation

A: I feel terrible.

B: What’s the matter?

A: I've got a headache and I feel a bit sick.

B: You've probably picked up a virus. There's something going round at the moment. A lot of people are ill!

#### **BODY VOCABULARY**

Here are words and phrases for parts of your body:

##### **“Body vocabulary”**

**Your head (everything above your neck)**

**face = the front of your head, including:**

**forehead (the area above your eyes and under your hair)**

**eyes (above each eye is an eyebrow - the line of hair)**

**nose (to smell with)**

**cheeks (areas on both sides of your nose, under your eyes)**

**mouth (two lips - your top and bottom lip), your teeth and your tongue.**

**chin (area below your mouth)**

**ears (to hear with)**

**Your hair (covers your head). Hair is always uncountable. For example, “My hair is brown.”**

**Your neck (the column that supports your head).**

**Inside your neck is your which goes from your mouth (at the back) down to your chest, or up to your nose.**

**Your chest (from your neck to your stomach)**

shoulders (the two widest parts of your body, where your arms join your body.)

arms (from your shoulders to your hands)

hands (on each hand you have four fingers and one thumb)

waist (the bottom of your chest, where your body is narrower)

Your back (from the neck to the waist.) Inside your back is your spine - the important vertical bone.

hips (left and right bones below your waist)

bottom (at the bottom of your back – what you sit on)

legs (from your hips to your feet)

feet (on each foot you have five toes)

### **Important parts of your body**

Here are the words for some important internal organs

brain = inside your head, it controls every part of your body

heart = it beats and pumps blood around the body

lungs = two organs which help you breathe

stomach = where your food goes after you eat

intestines = tubes which take the food away from your stomach.

**liver and kidneys = the organs that process food and waste**

### **TALKING ABOUT YOUR FEELINGS**

**Here are some common emotions.**

**“Feelings”**

**I am ...**

**happy**

**sad / unhappy**

**excited**

**worried**

**nervous (before you do something important)**

**upset (angry or sad)**

**curious**

**frightened / scared**

**tired / exhausted**

**pleased**

**proud**

**jealous**

**angry**

**embarrassed (when you feel stupid about something you did)**

### **GRAMMAR NOTES - ADJECTIVES AND PREPOSITIONS**

**Here are some common adjective + preposition combinations.**

## **About something**

**Happy / sad / worried / excited / curious / nervous / embarrassed**

**“I’m really happy about the result.”**

**“I’m curious about your new job.”**

**“The children are excited about Christmas.”**

**“He’s worried about his job.”**

**“Are you nervous about your driving test?”**

**“She’s embarrassed about what she did at the disco!”**

## **For someone**

**Happy / sad / excited / pleased for someone**

**“My sister’s getting married. I’m really happy for her!”**

**“Is this your first time in London? I’m really excited for you!”**

**“He got a promotion and I’m very pleased for him.”**

## **Of something or someone**

**Frightened / scared / proud / jealous**

**“Are you frightened of spiders?”**

**“He’s proud of his son.”**

**“He’s jealous of his little brother.”**

**With someone**

**Angry**

**“She’s angry with her daughter because she failed her exam.”**

**PROGRESS CHECK**

**Can you complete the sentences? (Answers on the next page!)**

**Health and body vocabulary**

1. I think I've \_\_ a cold.
2. Tony's picked \_\_ a bug.
3. She's got a \_\_ throat.
4. I had an upset \_\_ after that meal.
5. You feel \_\_ bit hot. I think you've got a temperature.
6. You \_\_ really well! Have you been on holiday?
7. (I feel terrible). \_\_ the matter?
8. I think I've \_\_ a cold from you!
9. These shoes are uncomfortable. My \_\_ hurt.
10. The bright light hurt her \_\_ .

**Feelings vocabulary**

1. I'm really \_\_ about my holiday!
2. He's a bit \_\_ because he's got an interview today.

3. He was angry \_\_ me because I forgot his birthday.
4. It's normal for children to feel \_\_ of their brothers and sisters.
5. Congratulations on your wedding! I'm so happy \_\_ you!
6. When I was a child, I was frightened \_\_ the dark.
7. He's really embarrassed \_\_ what he said to Donna.
8. She's always \_\_ about the future and doesn't know what will happen.
9. When her cat died she was really \_\_ .
10. He was \_\_ of his son when he won the race.

## *Progress check Day 28*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

#### **Health and body vocabulary**

1. I think I've got / caught a cold.
2. Tony's picked up a bug.
3. She's got a sore throat.
4. I had an upset stomach after that meal.
5. You feel a bit hot. I think you've got a temperature.
6. You look really well! Have you been on holiday?
7. (I feel terrible). What's the matter?
8. I think I've caught a cold from you!
9. These shoes are uncomfortable. My feet hurt.
10. The bright light hurt her eyes .

#### **Feelings vocabulary**

1. I'm really excited about my holiday!
2. He's a bit nervous because he's got an interview today.
3. He was angry with me because I forgot his birthday.
4. It's normal for children to feel jealous of their brothers and sisters.
5. Congratulations on your wedding! I'm so happy for you!
6. When I was a child, I was frightened of the dark.

7. He's really embarrassed about what he said to Donna.
8. She's always worried about the future and doesn't know what will happen.
9. When her cat died she was really sad /
10. He was proud of his son when he won the race.

## *Day 29 - Giving your opinion*

Here are some common phrases for talking about the news: giving your opinion and commenting; and agreeing and disagreeing with another person.

Here's the link for today's audio:

<http://www.english-at-home.com/speak-english-book/#day29>

### TALKING ABOUT THE NEWS

We often talk about current affairs in English. These can be important, world news, or more local news.

#### Example conversations

##### “Talking about the news”

A: Have you heard about the aeroplane crash?

B: Yes, it's terrible, isn't it.

A: Did you see the news about the earthquake?

B: Yes - it happened this morning, didn't it.

A: I see that they're finally going to turn that old building into apartments.

B: I know. I think it's a great idea.

**Note:**

We can say “Have you heard about...” when we ask a general question about something in the news.

“Have you heard about ...”

... the disaster

... the plans to improve the city centre

We can also say “Did you see the news about...” or “Did you hear about the...” when we are talking about a specific TV news programme or radio bulletin.

“Did you see the news about George Clooney?” (I’m thinking about a specific news programme)

“Did you hear about George Clooney?”

We can also say “I see that...” when we notice something and report it to another person. Maybe we saw it ourselves, or we saw it in a newspaper.

“I see that there have been storms in the UK.” (I’m reading the newspaper and commenting to another person.)

**GIVING YOUR OPINION**

**When you want to talk about the news, you can give your opinion with these simple phrases:**

**“Giving your opinion”**

**“I think**

**“In my ...”**

**“I’m sure that ...”**

**Example conversations**

**A: I think that it’s going to be a hot summer!**

**B: Really?**

**A: In my opinion, taxes in this country are too high!**

**B: I agree!**

**A: I’m sure that I’m going to fail the test.**

**B: Don’t worry!**

#### **ASKING FOR AN OPINION**

**After you give your opinion, you can ask someone else for their opinion.**

**“Opinion”**

**“What do you**

“Do you  
“What's your  
“What about

### Example conversations

A: In my opinion, this country is really expensive! What do you think?

B: I agree with you!

A: I'd like to go to Jane's party this weekend. What about you?

B: Mmm, I'm not so sure.

A: I think France will win the championships. What's your opinion?

B: Maybe!

A: It's a bit hot in here. Do you agree?

B: Yes, lets open the window.

Or, you can ask someone else for their opinion first.

“What do you think  
“What's your opinion about ...?”

### Example conversations

A: What do you think about Tony's new haircut?

B: Well, it's very short!

**A: What's your opinion about the new Sales Manager?**

**B: I think he's great!**

#### **COMMENTING ON AN OPINION OR THE NEWS**

**When another person talks about the news, you can make a comment with one of these adjectives:**

**“Commenting”**

**Commenting on bad news**

**It's ...**

**Commenting on good news**

**It's ...**

**Example conversations**

**A: Have you heard about John's wife?**

**B: Yes, it's terrible news.**

**A: I'm really pleased that we won the match!**

**B: I know! It's brilliant!**

## **AGREEING WITH ANOTHER PERSON**

### **“Agreeing”**

**Here are some common phrases to agree with another person.**

**“I agree with you.”**

**“I completely agree with you.”**

**“Yes, you’re right.”**

**“Yes, and...”**

**“I think so, too.”**

### **Example conversations**

**A: I think that London is very expensive.**

**B: I think so, too!**

**A: I’m sure that this train stops at Oxford.**

**B: Yes, you’re right.**

## **DISAGREEING WITH ANOTHER PERSON**

### **“Disagreeing”**

**Here are some common phrases to disagree with another person.**

**“I’m afraid I don’t agree.”**

**“I’m sorry, but I don’t agree.”**

“I'm not sure.”

“I don't know...”

“Really?”

“Yes, but...”

### Example conversations

A: In my opinion, it's better to study English in Oxford than in London.

B: Yes, but London is a bigger city.

A: I think that Liz is going to get a promotion next month.

B: Mmm, I don't know.

### Speaking tip

Be careful that you don't sound rude when you disagree with another person. For example, don't say “You're wrong!” or “No!” when someone gives their opinion. Use a phrase like “Really?” or “I'm not sure”. A very common way to disagree is to say “Yes... but ...”

### PROGRESS CHECK

Can you complete the sentences? (Answers on the next page!)

1. Have you \_\_ about the fire in the shoe factory?

2. I \_\_ that the government are going to build new houses next year.
3. (I think that Richard is a great boss.) I'm sorry but I \_\_ agree.
4. (We need a holiday!) I completely agree \_\_ you!
5. I love jazz music. What \_\_ you?
6. I'm \_\_ that Julia lives in this street.
7. (Lawrence is so intelligent!) Yes, I think \_\_ too.
8. What do you \_\_ about my new car?
9. \_\_ great!
10. In my \_\_ , it's a bad idea to buy a house in this town.

## *Progress check Day 29*

### **PROGRESS CHECK - ANSWERS**

**Can you complete the sentences?**

1. Have you heard about the fire in the shoe factory?
2. I see that the government are going to build new houses next year.
3. (I think that Richard is a great boss.) I'm sorry but I don't agree.
4. (We need a holiday!) I completely agree with you!
5. I love jazz music. What about you?
6. I'm sure that Julia lives in this street.
7. (Lawrence is so intelligent!) Yes, I think so too.
8. What do you think about my new car?
9. It's great!
10. In my it's a bad idea to buy a house in this town.

## *Day 30 - Review and stretch*

**CONGRATULATIONS!**

You have now completed the 30-day speaking course!

In addition, you can now do all these things in English:

- make phone calls
- talk about your future plans
- make invitations
- leave phone messages; ask for clarification
- talk about your past
- keep a conversation going; leave a conversation
- reply to people in the street; talk about the weather
- talk about your experiences
- talk about your health and body
- give your opinion and agree / disagree with another person

**PUT IT ALL INTO PRACTICE!**

### **1. Stretch exercises**

Make a phone call to an English-speaking person or company.

Suggested ideas for your phone call:

- ask for some information (for example, if you call a company ask for directions to their head office, or for a brochure)
- make an arrangement to meet (for example, if you call a person, ask to meet for a coffee or invite them to see a film)

**Practise talking about your past - imagine it's for a job interview**

- prepare a short (maximum 2-minute) talk about your work history (where you worked, what you did in the job, what you learned, and why you want the job you are now interviewing for)

**Start a conversation about something that's interesting to you. If you don't live in a place where there are lots of English-speaking people, use online forums or find a community on Google+, then either skype or set up a Google+ hangout.**

- invite other people to give their opinion
- agree (or respectfully disagree) with their ideas

**Do a “survey” and ask people questions. Suggested ideas to ask:**

- what they've never done in their life so far, but would love to
- what they're planning to do in the coming weekend
- how often they get a cold
- what part of their body they'd most like to change

## **Bonus page**

**How can you improve your speaking confidence?**

### **Tip 1**

**Remember that a need to communicate is the most important key to successful communication. If it's important to communicate a message, find any way you can to do this! For example, you might use your hands, you might repeat your idea in a slightly different way, or you might even try and write it down!**

**Concentrate on communicating your idea (rather than worrying about the grammar) and you'll succeed!**

### **Tip 2**

**If you're speaking with a native speaker of English, remember that they rarely correct other people's grammar. It's probably the same when someone tries to speak your language. You might correct their vocabulary choice or pronunciation, but never their grammar. So don't worry about making grammar mistakes when you speak English!**

### **Tip 3**

**Use phrases instead of trying to remember individual words. Phrases like "Hi, how are you?" or "Fine, thanks. And you?" are standard, easy to remember, and help you to start a conversation. They're easy to get right, so you can start gaining confidence! If**

**you're really nervous, use only these standard phrases until you're comfortable enough to use a new one.**

#### **Tip 4**

The “golden rule” is “Practice makes perfect”! Use the new phrases and vocabulary every day, until you feel you really know them. Practise them with as many people as you can - take a look at the following page for websites where you can find conversation partners.

### *Find conversation partners*

It's not always easy to find conversation partners. If you don't live in an English-speaking country (or if you don't have a local English club) you can find communities of other English learners via Google+. (Search for communities and take part in hangouts.) You can also skype people so you can talk for free.

There are also other sites where you can find conversation partners. Here is a small list to try:

#### **English Corner Online**

Complete your profile, find a speaking / writing partner and organize a time for conversation

<http://www.english-corner-online.com/site/index.php>

#### **Speaking24**

Detects when you are online, allows you to skype someone else.

<http://www.speaking24.com/>

#### **English Speaking Online**

Gives you practice in taking part in a conversation. Listen, then in the pause record your voice, then play back.

<http://www.englishspeakingonline.com/>

#### **Speak English today**

You need to sign up first.

[http://www.speak-english-today.com/pages/view/language\\_exchange](http://www.speak-english-today.com/pages/view/language_exchange)

**Speak English Online**

A speaking practice community (part of a company that also offers lessons you pay for)

<http://speakenglishonline.ning.com/>

**My language exchange**

Email, text and voice chat

<http://www.mylanguageexchange.com/Learn/English.asp>

*Visit my website*

Thank you for reading this book. I hope you enjoyed it and found it useful.

For more English learning tips, please visit my website:

<http://www.english-at-home.com>