



CALLAN

METHOD

11 & 12

TEACHER'S BOOK
STAGE 11: LESSONS 164–177

TEACHER'S BOOK
STAGE 12: LESSONS 178–191

2013
EDITION

CALLAN

METHOD

Teacher's Book Stages 11&12

English in a quarter of the time!

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Teacher's Book – Stages 11&12

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Introduction to Stages 11 and 12

The information below relates to Stages 11 and 12 only. For an explanation of how to conduct a Callan Method lesson, please read the Teacher's Guide. Information on Callan Method training courses for teachers can be found by visiting the Callan Method website at www.callan.co.uk

In many ways, Stages 11 and 12 are exactly the same as the other stages of the Callan Method. The familiar Q&A format provides listening and speaking practice with new language, and lessons should be conducted in the same lively, urgent way. Classes do readings and dictations in the same manner as with the other stages, and the management of class progress is no different.

However, Stages 11 and 12 differ from Stages 1 – 10 in two significant respects – in addition to the familiar features of a Callan Method book, they contain short **exercises to practise vocabulary**, and they have **sections dedicated to writing**.

Exercises

The purpose of the various exercises in Stages 11 and 12 is to give students extra exposure to new vocabulary and new uses of language they already know, without extending excessively the time taken to complete the stages. They also give students exposure to some common question formats (e.g. multiple choice, gap filling etc.) used in language testing, which will benefit any students planning to take exams in the future.

It is important to treat these exercises as exactly that – exercises. They should not be regarded as tests. With the exception of the word pool exercises (see below), the exercises introduce students to new language, and so should not be used as any measure of student progress.

Doing exercises in class: The exercises are designed to be done once each, and should be done in class (students can, of course, repeat them outside class if they avoid writing the answers in their books). Students should be asked to write their answers down, as spelling is important.

You should do the exercises as and when you come across them while doing new work with your class. Simply tell the students to open their books at the relevant paragraph and give them a maximum of five minutes to complete the exercise. When they have finished, there

is then a choice – you can either go through their answers immediately, or ask your students to correct the work at home and then go through the exercise the following day. The latter will occupy less class time, but you may find that students prefer to go through exercises immediately, as they are curious to know how they have done. None of the exercises should take more than ten minutes to go through.

When going through an exercise with a class, always avoid placing individual students in the spotlight by asking them what the answers are. Weaker students can feel self-conscious in such situations. Instead, you can give the class the answers yourself, or elicit answers from the class as a group. The answers are printed at the back of the Student's Book, so another option is to get students to correct their own work quickly before you go through the exercise with them.

It is only natural that students will ask questions, and you should, of course, answer these as best you can. As in any language classroom, however, there may be one or two students who tend to ask an excessive number of questions. As the teacher, you need to control this and keep moving efficiently through the exercise, ensuring that you stay focused, and not allowing yourself to get side-tracked. The exercises are useful, but we want to get back to Callan Method Q&A practice as soon as they are done. Remember, people choose to study at a school using the Callan Method because they like the Callan Method.

As with any language course book designed for classroom use, students should resist the temptation to do the exercises before they come across them in class, and it is worthwhile reminding students of this.

The different kinds of exercise: There are three kinds of exercise in Stages 11 and 12 – phrase exercises, word-building exercises, and word pool exercises.

1) Phrase exercises

There are five of these in Stage 11, and four in Stage 12. They are multiple choice exercises that target words the students will have already come across. Commonly, the questions are testing collocation (e.g. "*in* difficulty"), the use of a word in a phrase (e.g. "behind the times"), or a figurative use of a word (e.g. someone's "angle" on a subject/issue). These exercises do not introduce new words that students have never met before; rather, they target words contained in Stages 1–10, and are aimed at checking the accuracy with which students can use these words (in collocation questions, for example) and at broadening students' use of words.

Most of the exercises contain four-option multiple choice questions, and the student needs to choose one word that fits a gap. However, there are two exercises (one in Lesson 174, and another in Lesson 182) that present the student with a sentence, and ask the student to choose which one of three other sentences best matches its meaning.

2) Word-building exercises

There are three of these in Stage 11, and four in Stage 12. Given a gapped sentence, students are asked to change a word so that it fits in the gap correctly. Here is an example:

real The painting was so ... that, at first, I *Answer: realistic*
thought it was a photo.

These exercises introduce students to new words that have their root in words they have already come across in the Callan Method. In the above example, they are given the word “real”, which they met in Stage 4, but need to use the word “realistic” in the gap.

To make the required word, students may need to use a prefix, a suffix, both of these, and/or make an internal change (e.g. changing “deep” to “depth”). When going through these exercises with students, you may feel it is helpful to explain the meaning or function of a particular prefix or suffix. However, do not go into great detail; the focus of the activity should be on learning new words, not on word-building rules. There are, elsewhere, short sections that specifically focus on common English prefixes and suffixes. These are, however, not designed to prepare or prime students for the word-building exercises; this would make the answers to the exercises too easy to predict. Students will have come across the prefixes and suffixes in the focus sections several times before, and the sections are intended simply to increase their awareness of the more common forms.

Answers are provided for the word-building exercises. In addition to the suggested answer, there may be an occasional instance where another word is possible. However, the suggested answer will be the most common, and the most appropriate in the context of the sentence. For example, in Word-building exercise 2, students are given the root “brave” and the sentence “The ... of the firemen saved the lives of many people”. The suggested answer is “bravery”, although the less common noun “braveness” would also fit. If a student puts “braveness” as their answer, you should acknowledge it as correct (remember that these exercises are for the purpose of learning, not testing). However, be sure to point out that “bravery” is the more common of the two words.

3) Word pool exercises

There are seven word pools – three in Stage 11, and four in Stage 12. Each word pool contains 15 words. Placed a little further on in the book, there is a revision exercise for each word pool.

When you come across a word pool while doing new work, you should teach each word as you would any other headword. It should be possible to deal with them fairly quickly; some words should only take a second or two to teach. As far as possible, the words have been selected to have only one meaning. However, if you are in any doubt, a look at the relevant word pool exercise will quickly clarify the particular meaning that needs to be taught.

When dealing with a word pool as new work, you can, if you feel it will be helpful, make up quick questions to provide some immediate practice for each word. However, ensure that these questions are short and simple, and that you only use words your students have come across before – you do not want to confuse them. For example, for the word “doll” (the first word in Word pool 1), you could ask the question “Did you play with dolls when you were a child?”. Obviously, prompt the answer and feed in the normal Callan Method fashion.

It is an especially good idea to ask questions if translation is used to teach the meaning of the words (in a monolingual class), as a simple translation unaccompanied by any Q&A practice at all may not place a word firmly enough in your students’ memories. If you find, however, that your students already know most of the words in a word pool, you may choose to ask questions only for the particular words that they are less familiar with, or you may even omit questions altogether.

For information on dealing with word pools in a revision lesson, see page X of this introduction.

A short while after teaching a particular word pool, you will come across its revision exercise. This is designed as a check to see if students have memorized the words adequately. Each exercise has 15 gapped sentences. The relevant word pool is reproduced above the exercise, and students should choose the one word that fits correctly in each gap.

Word pool revision exercises differ from the other exercises in Stages 11 and 12 in that they are not introducing anything new; they are simply checking that vocabulary already taught has been memorized. As such, they should be done quickly.

Doing exercises outside class: Ideally, all the exercises in Stages 11 and 12 should be done in class, as this gives you, the teacher, a chance to explain and/or clarify the exact meaning of the various words and phrases being introduced, and respond to any questions that students may have. However, it is also possible to ask students to do some or all of the exercises in their own time. This may be attractive for schools, teachers, or students who wish to complete the stages in as short a time as possible. The downside of this is, of course, that students will benefit less from the exercises.

The choice to do the exercises in class or outside class should be taken by the school (or, where appropriate, an individual teacher) with the needs of the particular students in mind. If, for instance, the majority of students in a class are hoping to take an exam in the future, it would make sense to do the exercises in class so that they benefit as much as possible from your input. However, if time is an issue, then it may be better to ask students to do the exercises at home.

Writing sections

In total, there are eight writing sections contained within Stages 11 and 12 – four in Stage 11, and four more in Stage 12. The sections are designed to be dealt with using a Callan Method approach, and they provide a useful introduction to various common text types that learners will meet in everyday life and also in English language exams. In addition to the guidance provided, there are samples of each text type, and also suggested titles that students can use for written homework.

When you come across a writing section while doing new work with a class, you should use the simple procedure below.

1. Teach any headwords that may appear at the start of the section.
2. Get across to your students what they need to know about the text type, using the notes in your Teacher's Book.
3. Teach any headwords that may appear immediately above the sample text.
4. Get your students to read the sample text aloud.
5. Deal with any questions that students may have.
6. Go straight into the Q&A section that follows.

Notes in the Teacher's Book: These are in 'note form' rather than full sentences, and are designed for you to use as a reference rather than as a rigid script. The Student's Book, on the other hand, contains full sentences.

In the Student's Book, information of a more general nature is given in bullet points above the sample text, while other information may appear as a note attached to a relevant part of the sample text. Notes attached to the text are numbered (1, 2, 3 etc.).

In the Teacher's Book, in contrast, both bulleted notes and numbered notes are printed above the sample text. This is for ease of reference when teaching new work. The sample text does, however, indicate the section of text that any numbered notes refer to.

Firstly, you should go through the bulleted notes. Then, instructing your class to refer to the relevant parts of the sample text, you should deal with the numbered notes. Answer questions as and when they arise.

Reading the sample text: Having dealt with the notes, you should get the class to read the sample text aloud. You should approach this in the same way as you would a normal reading – speaking along with the student, and correcting errors as they occur. Taking into consideration the size of the class and length of the sample text, use your judgement to decide how much each student should read, and aim to ensure that every class member reads something.

Dealing with questions: Students may, at any point, have questions they wish to ask, and you should answer these. Bear in mind, however, that these writing sections are supposed to act as an introduction to various text types – not an in-depth analysis. A more detailed look at the different text types is more appropriate for an exam preparation course.

Revision: When you meet the writing sections again in the course of revision, you should just ask the questions and answers, as you would with any other section.

The writing sections are optional: The writing sections are a useful introduction to different text types, and the simple advice they contain will be of benefit to all students, especially those who need to write in English at work or who plan to take English exams. However, if you are teaching a class who want to focus solely on listening and speaking, these sections can be omitted.

Any decision to omit the writing sections should be taken by the school (or, where appropriate, an individual teacher) with the needs of the particular students in mind.

Other notes on Stages 11 and 12

Teachers

The language in Stages 11 and 12 is, in the main, at an upper-intermediate or advanced level (B2 and C1 according to the CEFR), and so the teaching of classes at this level is only suited to teachers with adequate knowledge and experience.

Explanation of new work

In the first ten stages of the Callan Method, explanations are frequently printed immediately below headwords, and the teacher should read these out when introducing new work to a class. All grammar sections have these explanations, as do various sections dealing with vocabulary. In Stages 11 and 12, however, these explanatory notes are far less common. This is partly because there are not many grammar sections in these last two stages, but it is also because prescribing explanations in this manner is less appropriate at higher levels. It is assumed that, if you have been allocated a class in Stage 11 or 12, you are an experienced Callan Method teacher, and able to deal with the material in an effective and efficient way. As such, a degree of teacher autonomy is warranted. That said, the grammar sections in Stages 11 and 12 do have printed explanations, and there are several explanations elsewhere, but only where it is felt that something needs to be clarified.

In some cases, the answers printed after questions in a section provide wording that you should use when teaching the headwords. For example, in Lesson 175, we have the headwords “pull up” and “pull over”. The answer to the question that follows provides a clear and efficient way to get across the difference between these phrasal verbs (‘... “pull up” simply means “stop”, whereas “pull over” means “move to the side of the road and then stop”’). Printed answers that are particularly useful are those that follow questions with the format “What’s the difference between ...?” and “What do we mean ...?”.

As always, when preparing to teach new work, you should of course look carefully at the questions that follow a headword. This will indicate the particular meaning or meanings of the word that you should teach. For example, in Lesson 189, we have the headword “good” but the uses that follow (“... a good 45 minutes ...” and “... in good time ...”) are very particular.

Student autonomy

Learners who are studying in Stages 11 and 12 of the Callan Method already know several thousand words and have learned and practised a wide range of structures. Accordingly, they should be given slightly more freedom when giving their answers in a lesson. Answers should be delivered in exactly the same manner as at lower levels but, quite often, personal input (opinion, reaction etc.) is asked for, and, in such cases, students should be allowed to answer in the way that they see fit. Of course, you need to ensure that students use the target items (headwords) and give a full answer. However, unless a student is hesitating unduly, they should not be restricted in other ways. Prompt and feed as normal but give the student freedom to 'go their own way' to an extent if they are speaking fluently. If, on the other hand, a student is hesitating unduly, prompt and feed suggestions to help them through their answer. It may not always be possible to feed as forcefully as at lower levels but any experienced Callan Method teacher will be able to maintain the atmosphere of momentum and urgency that is necessary in a Callan Method classroom.

When students are asked to give examples of headwords (e.g. "Give me an example of ..."), they should be encouraged to come up with their own sentences. However, again, if they hesitate unduly, you should prompt them, and feed them the example in the book.

Of course, giving the students freedom to choose their own structures and words when they speak does not mean giving them a licence to get away with mistakes. As in every Callan Method class, you should always correct errors, and you should do this in exactly the same way as with any class. Correct the student immediately, imitate the error where possible, and always ensure that the student repeats the correct language before continuing with their answer.

Maintain the urgency of the Callan Method

It is appropriate for learners at a higher level to be allowed to construct their answers with more freedom and to ask the occasional question about the material being taught. Learners at this level are moving from one mindset of wanting to absorb language like a sponge towards another of wanting to experiment and express their ideas. However, you must ensure the lesson remains Callan Method – quick, urgent, non-stop, lively, full of correction, and teacher-centred. Be careful to keep control, keep up the momentum, and never allow a simple question to lead to an extended discussion.

Teaching Stages 11 and 12 without translations

Translations of target items (headwords) are provided for all stages of the Callan Method up to and including Stage 10. However, translations are not provided for Stage 11 or Stage 12.

The items being taught in these stages are at a fairly high level, and many do not lend themselves to a simple translation as there is often no equivalent in the student's mother tongue that is synonymous in every aspect. A translation can only guarantee that the basic meaning (denotation) of a word is conveyed. Of course, many English words do have good and reliable equivalents in other languages, but, at higher levels, and especially in the case of phrasal verbs, this is less common. A translation cannot, for instance, offer information on aspects of use such as style (formal/informal use etc.), connotation (positive/negative message etc.), or collocation (grammatical and lexical).

Imagine, for example, a language in which there was only one word that could be used as a translation for the English words "chubby", "overweight", and "plump". This would be inadequate. Firstly, when we describe someone as "chubby", the chances are we're speaking with a greater sense of affection than when we use the word "overweight". "Overweight" is also a more formal word than "chubby" or "plump", and would, therefore, be used by a doctor, for example. The word "plump" can be used to communicate that a chicken is likely to render good and tasty meat, whereas "chubby" cannot. The word "chubby" often collocates with "cheeks", but not "stomach". "Plump" is more often used to describe a woman than a man. And so on. Teachers should, of course, be careful not to go into unnecessary detail when teaching such words, but it is clear that a mere translation is unlikely to be as effective as a good teacher.

As mentioned previously, classes studying Stage 11 and Stage 12 should only be allocated to teachers who have the requisite knowledge and experience to cope with the material. The books are aimed at students who already have quite an impressive level of competence, and some may also be planning to take exams at B2 or C1 level. They too will be aware that a translation is often not adequate, and it follows logically that they are more likely to be inquisitive and ask questions about the material being introduced. Clearly, the teacher needs to be able to deal with this.

So, how should headwords in these stages be introduced? The answer is that they should be dealt with in exactly the same way as in any of the other stages (information on how to teach new work can be found in the Teacher's Guide). And if you are teaching a monolingual class, by all means use translation where appropriate – it's a quick and useful tool. Just bear in mind, however, that a translation may not always be enough, and that it may be beneficial to mention other aspects of language use regarding style, collocation, connotation and so on.

Dealing with word pools in a revision lesson

It is important that students revise the words in the word pools. As such, each time you come across a word pool (as opposed to a word pool revision exercise) while doing revision with a class, you should select four or five of the words and ask a quick question with each. Initially, choose words more or less at random, and then try to vary your choice from one revision to the next.

Your questions should aim to check whether the student remembers the meaning of the word. For example, if you are revising the word “jug”, a question such as “Do you have a jug at home?” does not effectively check that the student knows the meaning of the word. A question such as “What do we use a jug for?” will reveal far more.

If you happen to know that all the students in your class are very familiar with certain words in a word pool, you should choose other less familiar words to use for the questions. With a particularly good and fast class, you may decide only to ask one or two questions during each revision, focusing only on the words you think need practice. At the other extreme, do not be tempted to ask questions with more than five of the words each time you reach a word pool; it will take up too much lesson time.

Dictation vocabulary

In Stages 11 and 12, some words are deliberately chosen for inclusion in dictations because they are awkward to spell, in that their spoken form does not clearly indicate their written form (e.g. “cruise”, “guarantee”, “cough”). As a result, students may well make several errors, but they will benefit from having their attention drawn to the spelling of these words when they come to correct the dictations.

Prefix sections

There are three sections dealing with common prefixes in Stages 11 and 12 – two in Stage 11, and one more in Stage 12. There are many prefixes that are used in English – the ones dealt with in Stages 11 and 12 are just some of the most common and useful.

The purpose of the prefix sections is simply to increase awareness of the prefix forms and their meanings so that students can better work out the meanings of words they hear or read in the wider world, and perhaps try to form new words in speech or writing by using the prefixes.

Suffix sections

There are three short suffix sections in Stages 11 and 12: 'Verb suffixes' (in Stage 11), and 'Adjective suffixes' and 'Noun suffixes' (in Stage 12). The purpose of these is to increase awareness of commonly used suffix forms so that students can better recognize the part of speech of words they hear or read, and perhaps try to form new words in speech or writing from those that they already know.

The formation of words dealt with in the suffix sections is often beyond the simple addition of a suffix to a word students already know. For example, an existing suffix often needs to be removed first (e.g. "identity" → "identify"). In class, you should not go into too much detail on this matter. You should, however, acknowledge it and briefly explain that suffixes are frequently added to a 'stem' that is not a complete word in itself (e.g. "identi-" → "identity", "identical", "identify" etc.) This should satisfy the students' curiosity. Any deeper explanation than this is very likely to be confusing, and therefore counterproductive.

As mentioned earlier, the suffix sections do not coincide with the word-building exercises in any way, as this would make the answers to the exercises too easy to predict.

STAGE 11

LESSON 164

bump bumpy bump into (run into)

Do very tall people have to be careful not to bump their heads when they go through doorways? Yes, very tall ...

Is the road outside this building bumpy? Yes, ... ~ No, ...

Do you often bump into (run into) friends of yours when you're walking around town? Yes, ... ~ No, ...

incredible odds

Name a recent scientific advance that you think is absolutely incredible? I think ...

Why do you think lottery tickets sell in such large numbers in spite of the fact that the odds of winning are so incredibly small? I suppose ... in spite of the fact ... because ...

globe global warming major

minor majority minority

Name me a sporting event that's watched around the globe. ... is a sporting event ...

Do you consider global warming a major or minor problem? I consider ...

And do you think the majority of people agree with your view,
or only a minority? I think ...

pedal	adjust	ensure
--------------	---------------	---------------

What do we rest our feet on when we're riding a bicycle?
We rest ... pedals ...

In a car, what do we have to adjust to ensure our feet can rest
on the pedals easily? In a car, we have to adjust the seat to ensure ...

Why should we always ensure that our spelling is correct
before sending an email at work? We should ...
because poor spelling can
make a bad impression on people

make it	amateur
----------------	----------------

If you had a train to catch from the nearest station in ten
minutes' time, do you reckon you could make it if you left
right now? Yes, if ..., I think I could ...
~ No, if ..., I don't think I could ...

What percentage of amateur actors do you reckon manage to
make it professionally? I reckon ... of amateur ... professionally

album	folder	release
--------------	---------------	----------------

What's a photo album?
A photo album is a folder
or book containing photographs

Is there any band whose albums you buy as soon as they're
released? Yes, ... ~ No, ...

aware**go on**

What does one have to do if one wishes to be aware of what's going on in the world? If one wishes to be ..., one has to ...

import**export****commodity****growth****economy**

Is oil a commodity that this country mostly imports or exports? Oil is ...

Why is a growth in exports good for a country? A growth ... it strengthens the economy of the country

issue**on a ... basis****filthy**

What, in your opinion, are the most serious issues facing mankind at the moment? In my opinion, the most ...

Do most magazines produce new issues on a weekly or monthly basis? Most ... on a monthly basis

Why does the government have to issue new banknotes on a regular basis? The government ... the old ones get filthy and torn

grand**magnificent****dress up**

What do we mean by a grand occasion? By ..., we mean a large and magnificent event such as a big wedding

Do the guests at such events dress up? Yes, ...

Have you ever gone to a party dressed up as a famous person or character? Yes, ... ~ No, ...

Who?

bet

Do you think online betting should be legal or illegal? I think ...

plug

drill

What are the two common types of plug? The two ...
a plug in a bath or sink,
and an electrical plug

If you accidentally drilled through a water pipe in your house,
how could you plug the hole until the plumber arrived? If I ...,
... by using special tape, a piece of cloth etc.

Do you plug in your mobile every night to charge it? Yes, ... ~ No, ...

What's the opposite of the verb "plug in"? The opposite ...
"unplug"



Students read Lesson 158 on page 897

option

Do you personally find online shopping a more and more attractive option these days? Yes, ... ~ No, ...

target

locate

Do people working in sales often have targets they have to meet each month? Yes, ...

If you were opening a clothes shop in this town and wanted to target young adults, whereabouts would you locate it?

If I were ..., ...

Phrasal verb

The English language contains many phrasal verbs. A phrasal verb is a phrase consisting of a verb with one or two other words after it. The meaning of a phrasal verb is often not clear at all from simply looking at the verb. One example of this is "give up", meaning to stop a habit. The meaning has no obvious connection with the idea of giving – you need to learn it separately. Other examples of phrasal verbs are "get along with", meaning to have a good relationship with someone, and "set up", meaning to start an organization.

In Stage 11 of the Callan Method, there are a lot of common phrasal verbs. You should learn them in exactly the same way that you would learn any other word or expression in the language. Do not waste time trying to find a connection between the meaning of the verb and the meaning of the phrasal verb.

Give me an example of a phrasal verb, please.

... "give up" ... "get along with" ... "set up" etc.

end up

What percentage of the food you buy do you reckon ends up in the bin?

I reckon ...

authority resent topic

Why do you think some people resent those in authority, such as the government, the police and bosses?

I think ... because ...

Would you say you were an authority on any particular topic?

Yes, I'd say ... ~ No, I wouldn't say ...

positive

Are you positive you shut your door properly when you left home today? Yes, ... ~ No, ...

call for violence

If you were planning to see a film with a friend who lived close to the cinema, would you arrange to call for them on the way to the cinema or meet them there? If I were planning to ..., I'd ...

In your view, are tougher laws called for in this country to deal with violence in society? Yes, in my view, ... ~ No, in my view, ...

significant

Would a gift of £1,000 make a significant difference to your lifestyle? Yes, a gift ... ~ No, a gift ...

at peace

At what time of the day do you feel most at peace with the world? I feel most ...

encounter

Did you encounter any problems on your way here today? Yes, I encountered ... ~ No, I didn't encounter ...

after all

Give me an example of “after all” used to express that something eventually happened even though we thought it was not going to happen.

I was convinced
she wouldn't arrive in time for the
wedding ceremony but she made it after all

call off

When an event you've been looking forward to is called off, how do you feel?

When an event ... called off, I feel ...

medium

How many bedrooms does a medium-sized house in this town have?

A medium-sized house ...

lane

motorway

overtake

What should the outside lane on a motorway be used for?

The outside lane ... for overtaking

dash

cut short

What do people mean during a conversation when they say “Sorry, I must dash”?

When people say ...,
they mean they have to leave in
a hurry and so cut short the conversation

since

Give me a sentence with the word “since” used with the meaning of “because”.

We'll have to do the job ourselves, since it seems impossible to find anyone else to do it for us

Phrase exercise 1

From the four options given with each sentence, choose the one word that fits correctly in the gap.

- 1 Just call me on my mobile if you find yourself ... difficulty at all.
(a / with / some / in)
- 2 The Italian and Spanish languages are ... related; they both come from Latin.
(closely / greatly / nearly / similarly)
- 3 I don't ... anything against inviting our landlord to the party; I just think it's unusual.
(say / hold / have / do)
- 4 I was left ... when John told me his new plans for the business.
(speechless / voiceless / hopeless / useless)
- 5 I was so sure Sophie was perfect for this job, but it ... I was wrong.
(is appearing / has appeared / would appear / can appear)
- 6 I've met your boyfriend before, actually; ... it happens, we used to go to the same school.
(so / as / like / if)
- 7 The flat was on the small ... but he decided it was worth buying anyway.
(sort / side / sale / size)
- 8 You can go to the pub now and I'll catch up ... you after I've finished at the gym.
(to / for / at / with)
- 9 As an actor, he was always famous for ... himself into the roles he played.
(throwing / selling / forming / losing)
- 10 I could never go climbing; I've got no ... for heights.
(sense / head / eye / feel)
- 11 We'll need to work ... the clock to get this job done by the end of tomorrow.
(around / throughout / over / towards)

- 12

He achieved great success in business, but ... the expense of his health, unfortunately.
(at / with / for / against)
- 13

I made so many mistakes in the test; I'm not really on the ... today.
(ball / game / boot / goal)
- 14

We all formed a queue and the doctor dealt with us ... turn.
(by / about / in / over)
- 15

If the Chinese restaurant is closed, the ... thing would be the Indian, in my view.
(second rate / runner up / close by / next best)

Answers:

- | | | |
|----------------|------------|--------------|
| 1 in | 6 as | 11 around |
| 2 closely | 7 side | 12 at |
| 3 have | 8 with | 13 ball |
| 4 speechless | 9 throwing | 14 in |
| 5 would appear | 10 head | 15 next best |



Dictation 115

The flood was causing enormous damage,/ so it came as a huge relief/ when the rains stopped./ Why not just go ahead/ and lie down?/ You should take a painkiller too./ Avoiding fried food/ and unhealthy desserts/ should help you lose some weight./ It's our belief/ that this tour will be a success;/ it could even make him/ one of the wealthiest musicians in the world./ My brother's preference/ for not following recipes when he cooks/ is something he got from our father./ Don't splash your sister;/ it's naughty!/ As we lay down our towels on the beach,/ we noticed that/ the yacht race going on nearby/ had attracted loads of spectators./ Rejoice, shave, affair, cure, creep.

LESSON 165

Word pool 1 (nouns)

doll	knuckle	tram
glove	calendar	fringe
spark	fountain	chapter
pirate	cable	tractor
peach	moustache	diagram

For relevant word pool revision exercise, see page 977.

may well

might well

could well

When we put the word “well” immediately after the modals “may”, “might” or “could”, it changes their meaning from “perhaps” to “probably”.

What happens when we put the word “well” immediately after the modals “may”, “might” or “could”?

When we put ..., it changes their meaning from “perhaps” to “probably”

Give me an example, please.

He loves Spain so much that I honestly think he may well end up settling there

quit

What are the three forms of “quit”?

The three forms of “quit” are “quit, quit, quit”

Make a sentence with the verb “quit”, please.

I finally quit my job yesterday. She’d love to be a non-smoker but she’s never quit successfully.

sympathize

bankrupt

Do you sympathize with people who start their own company but then go bankrupt?

Yes, ... ~ No, ...

Why or why not?

suicide

commit suicide

Is it illegal in your country to help someone to commit suicide?

Yes, it’s ... ~ No, it isn’t ...

by no means

not by any means

Give me a sentence containing the words “by no means” or “not by any means”.

She is by no means the worst in the class.

She isn’t by any means the worst in the class.

hand out

handout

give out

leaflet

passer-by

Is it common to see people handing out (giving out) leaflets to passers-by in the street in this town?

Yes, ... ~ No, ...

What do we mean by a handout in a business meeting?

By a handout ..., we mean a document that is given to all the people attending the meeting

acquire

automatic

By learning the language of a country, do you think one automatically acquires some knowledge of that country's culture?

Yes, ... ~ No, ...

labour

Do people in jobs that require hard physical labour often need to retire earlier than those in office jobs?

Yes, ...

sentence

If somebody is sentenced to a certain period of time in prison, do you agree they should be released early for good behaviour?

Yes, ... ~ No, ...

catch up

tricky

Supposing you missed two weeks of lessons, would it be tricky to catch up with the rest of the students in the class?

Yes, supposing ..., it'd be ...

~ No, supposing ..., it wouldn't be ...

nasty

What's the opposite of "nice"?

The ... "nasty"

Give me an example, please.

There was a nasty smell coming from the hotel kitchen

endure

Why do children find long car journeys hard to endure?

Children ... because they find it
difficult to sit still for a long time

edit

editor

publish

What does an editor in a publishing company do?

An editor ... edits books (magazines etc.),
making changes to the text and correcting
mistakes so that the work is ready to be published

spice

spicy

Name a country that uses a lot of spices in its cuisine. India ...

Do you like spicy food? Yes, ... ~ No, ...

affection

Would you agree that women generally show their affection
for others more easily than men? Yes, ... ~ No, ...

chemist

chemistry

field

If someone says they work as a chemist, what kind of work do
they do? If ..., they either work as a scientist
in the field of chemistry, or they work
in a chemist's selling medicine to the public

domestic

appliance

Which domestic appliance do you feel saves people the most time?

The domestic appliance I feel ... is ...

harmony

divorce

If there's a lack of harmony in a marriage over a long period, what can it lead to?

If ..., ... divorce

occur

slippery

motorist

Why do more road accidents occur when it rains?

More ... roads are slippery,
and motorists find it difficult to see

Does it ever occur to you that perhaps you should adopt a healthier lifestyle?

Yes, it sometimes ... ~ No, it never ...

cute

Make a sentence with the word "cute", please.

The baby
looked so cute with a ribbon in her hair. I thought the
shop assistant was cute but I was too shy to introduce myself.



Students read Lesson 159 on page 904

beast

gorilla

What's a beast?

A beast is a large and
dangerous animal, such as a gorilla

grain**particle**

What do we mean by a grain of sand, or a grain of rice?

By ..., we mean one small particle of ...

Does your country produce the majority of its grain domestically or does it import most of it?

My country ...

hip

What part of the body's this?

This part ... the hip

apartment**inhabitant****considerate**

Do the majority of the inhabitants of your town live in houses or apartments?

The majority ...

Why is it particularly important for people who live in apartments to be considerate towards their neighbours?

It's particularly ...

draw

The verb "to draw" is sometimes used with a basic meaning of "to move". For example, we can say that a train draws out of a station, or that winter is drawing near.

Give me an example of the verb "draw" used with the basic meaning of "move", please.

The car drew away
from the traffic lights very slowly

marvellous**vacation**

Tell me briefly about a marvellous vacation you've had, or would like to have.

A marvellous ...

range equator annual drama

Do countries near the equator have a very limited annual temperature range?

Yes, ...

Which type of film usually produces a wider range of emotions: a drama or a comedy?

A ... usually ...

necklace bracelet

Is there anyone in this room wearing a necklace or bracelet?

Yes, ... ~ No, ...

household be comprised of chore

How many people is your household comprised of?

My household ...

What's your least favourite household chore?

My least favourite ...

panic

Name some situations in which it's common for people to panic.

Some situations in which ...
are during an exam, when performing on stage etc.

bark footstep burgle burglar

If guard dogs hear footsteps in the middle of the night, do they start barking loudly?

Yes, if ...

Do burglars tend to avoid burgling properties that have guard dogs?

Yes, burglars ...

shrink – shrank – shrunk

market

What causes certain clothes to shrink when they're washed?

Washing at an excessively high temperature causes ...

Do you think the market for new cars in your country has shrunk in recent years?

Yes, ... ~ No, ...

puzzled

What do I mean if I say "John had a puzzled expression on his face"?

If you ..., you mean he looked confused

peak

summit

considerable

What do we call the top of a mountain?

We call ...
the peak or summit

In this part of town, is there a considerable increase in traffic during peak hours?

Yes, ... ~ No, ...

feel like

feel up to

What do you feel like doing this evening?

I feel like ...

If you had a nasty cold one weekend and didn't feel up to going out, what would you do instead?

If ..., I'd ...

frustrate

silly

Do you feel frustrated when you make silly mistakes?

Yes, ...

pull in (draw in)

pull out (draw out)

How would you feel if a train you'd hoped to catch was pulling out from the platform just as you arrived?

If ..., I'd feel ...

dye

transform

If you dyed your hair a completely different colour, would it transform your appearance?

Yes, ...

restrain

circumstance

Under what circumstances do the police decide to restrain someone physically?

The police decide ...

section

conclusion

In a newspaper, where's the sports section usually located?

In ..., ... at the back

What do we call the final section of an essay?

We call ... the conclusion

contact lenses

Why do some people have a preference for wearing glasses rather than contact lenses?

Some people ...

Word-building exercise 1

For each sentence below, change the word printed at the beginning so that it fits correctly into the gap. Put your answer on the right.

Answers

e.g	luck	She was ... to win the game.	lucky
1	visit	There was something to eat for the majority of ..., but not everyone.	
2	deep	The length of the swimming pool isn't important; it's the ... we need to know.	
3	centre	The property is being built quite ..., near the main railway station.	
4	real	The painting was so ... that, at first, I thought it was a photo.	
5	fashion	He thinks those trousers make him look young and ..., but they don't.	
6	account	She's thinking of becoming an ... as she's very good with numbers.	
7	culture	This film was not a great financial success, but it is of great ... interest.	
8	large	I'm thinking of ... the photo you took and putting it up on the wall of the living room.	
9	part	Our efforts to gain the support of the local population have only been a ... success.	
10	circle	He claims he saw a large ... object with lights on it flying over his garden last night.	
11	forget	I'm rather ... sometimes so I think I'd better write the address down.	
12	bore	A good book always helps to relieve the ... of a long train journey.	
13	popular	The ... of the show made all the actors famous around the world.	
14	stupid	Their behaviour was a result of ... rather than any desire to cause damage.	
15	decide	I'm normally fairly ... but I really don't know what to do in this case!	

Answers:

- | | | |
|---------------|--------------|---------------|
| 1 visitors | 6 accountant | 11 forgetful |
| 2 depth | 7 cultural | 12 boredom |
| 3 centrally | 8 enlarging | 13 popularity |
| 4 realistic | 9 partial | 14 stupidity |
| 5 fashionable | 10 circular | 15 decisive |

LESSON 166

General advice for writing

For information on how to approach writing sections in class, see page V of Introduction.
For optional writing homework titles, see end of stage.

punctuation

linking words

Key information:

- **Plan:** simple plan on paper before writing starts. Ensures all necessary information is included and clearly organized.
 - **Check after writing:** punctuation, spelling, grammar etc.
- (1)

Introduction paragraph: tells reader purpose of text, what they're going to read about.
- (2)

Use separate paragraphs: for change of subject or major new point; makes text easier to read and understand.
- (3)

Contractions: avoid when using formal style; consider who will read text to decide on appropriate style.
- (4)

Linking words and expressions: important to connect ideas together clearly.

garment

entitle

From: Douglas Freeman
To: Samuel Bradley
Subject: Refund request

Dear Mr Bradley

I am writing to complain about a T-shirt that I bought from your Kingsley Street store on 22nd November, and to make a request for a refund.

(1)

The T-shirt in question is red, medium size, and from your “Forever” range. After wearing the garment once, I washed it at 40°C, the recommended temperature. However, during the wash, the T-shirt lost much of its colour and is now pink. Moreover, it shrank to almost half its original size and is therefore unwearable.

(2) I returned to your store on 25th November but I was informed by a member of staff that I was not entitled to a refund owing to the fact that the T-shirt had already been washed. I explained the situation but, although the lady was very polite, she did not offer me my money back. I was advised instead to contact you directly if I wished to take the matter further.

(3) *I have* been a loyal customer of Bradley & Co. for several years and have never had any issue with the products I have bought. *However*, I hope you are able to understand the frustration that I feel in this case, and that you will consider this request for a full refund.

Yours sincerely

Douglas Freeman

(4)

When we create a piece of writing, like a letter or an essay for example, how can we ensure that we’ve included all the information we need to, and that our information is clearly organized?

When ..., ... by making a simple plan on paper before we start

Why is it important to separate our writing into different paragraphs?

It’s ... so that the reader knows when we are changing subject, or starting a new point

What must we remember to put at the beginning of any piece of writing?

We ... an introduction paragraph ...

Why?

So that the reader knows why we’re writing and what they’re going to read about

When should we not use contractions in writing?

We ... when we want to use a formal style

How can we decide whether a piece of writing should be written in a formal style or not?

We can ... by thinking about who will read it

How can linking words and expressions help with writing?

Linking ... because they connect our ideas together clearly

Give me four examples of linking words or expressions, please.

however; consequently; in order to; owing to

When we've finished writing, what kinds of things should we check?

When ..., ... our punctuation, spelling and grammar

landscape

gorgeous

Which region of your country is best known for its gorgeous landscape?

... is best known ...

off

If I was off sick (or took a day off) one day, would someone else come to teach this class or would the lesson be cancelled?

If ..., someone else would ... ~ If ..., the lesson would be cancelled

If I say "I'm off now; see you later", what does the word "off" mean?

If ..., ... "leaving"

tablet

dose

Do painkillers normally come in tablet form?

Yes, painkillers ...

And what's the normal dose?

It depends, but ... two tablets

wink

blink

What am I doing?

You're winking

What's the difference between the verbs "wink" and "blink"?

The difference ... winking involves closing only one eye, whereas blinking involves closing both eyes

distinct

Do you think it's a good idea to keep one's private life distinct from one's work life?

Yes, ... ~ No, ...

Why or why not?

Can a haircut make a distinct difference to a person's appearance?

Yes, ...

occupy

occupant

How do you usually occupy your spare time?

I usually occupy ...

Who are the occupants of the house (or flat) next to yours?

The occupants ...

clear up

mess

a good deal of

When teenagers have a party, is there normally a good deal of mess to clear up afterwards?

Yes, when ...

If it were raining and I said "It looks as though it will clear up soon", what would I mean?

If it were ..., ... stop raining soon

aspect

Which aspect of your job (or studies) do you like the most?

The aspect ...

carry out

efficiency

tendency

Would you say you were good at carrying out instructions with great efficiency, or do you have a tendency to take too long getting things done?

Yes, I'd say ... ~ No, I wouldn't say ...

by land

by air

Do you prefer to travel by land, by sea, or by air?

I prefer ...

Why?

gaze

assume

If you were a teacher and saw one of your students gazing out of the window during a lesson, would you assume they were not paying attention?

Yes, if I were ... ~ No, if I were ...



Students read Lesson 160 on page 911

thrill

thrilling

suspense

spy

tedious

When we're describing films, what do we mean by a thriller?

When ..., by a thriller we mean a film with an exciting story, full of mystery and suspense

Do you think the work of a spy would be mostly thrilling or often tedious? I think ...

Which famous person would you be most thrilled to meet? I'd be ...

nickname

Have you ever had a nickname? Yes, ... ~ No, ...

What?

How did you get that nickname? I got ... because ...

run

weekday

Do some buses in this town run more frequently on weekdays than at weekends? Yes, ... ~ No, ...

drop in

drop by

Do you like to be surprised by friends dropping in (dropping by) for a chat, or do you prefer them to give you a ring to let you know they're coming? Yes, I like ... ~ No, I don't like ...; I prefer ...

on business

holidaymaker

tip

At a hotel, how can you tell the difference between holidaymakers and those who are there on business? At a hotel, you can tell ...

What tip would you offer a holidaymaker who was visiting your country for the first time?

The tip I'd offer ... would be ...

irritable

Do you get irritable if you go without food for a long time?

Yes, ... ~ No, ...

sack

get the sack

fire

employment

react

What do we use sacks for?

We use sacks for transporting and storing things like vegetables, especially potatoes

What does the expression “to get the sack” mean?

The expression ...
to be dismissed from employment

How would you react if you were unfairly fired from a job you liked, especially if there were mass unemployment at the time?

If I were unfairly ..., I'd react by ...

deadline

What's a deadline?

A deadline is a time or date
before which something has to be finished

Give me an example, please.

Our boss has moved
the deadline back so we've got
an extra week to get everything done

all at once

What can we say instead of “suddenly”? ... all at once ...

Give me an example, please. We’d just got to the beach when, all at once, it began to pour down

stale

oxygen

Why is it important to ensure that the air in a classroom doesn’t become stale? It’s ... because stale air lacks oxygen, which is essential for the brain to work properly

scar

What do we call the mark left on our skin after a wound has healed? We call ... a scar

get at

chemical

How can parents prevent their young children from getting at medicine bottles or containers with chemicals in them? Parents can ... by storing them on high shelves, or in locked cupboards

grandchild

grandson

granddaughter

Do your parents have any grandchildren? Yes, my parents have a grandson, granddaughter etc.
~ No, my parents don’t have any grandchildren

prescribe**depressed****depression**

If someone feels constantly depressed, can their doctor prescribe medicine to help relieve the depression?

Yes, if ..., their doctor ...

blank

Why do people's minds sometimes go blank when they're trying to answer a question in a job interview?

People's minds ... because they feel stressed

put off

Do you believe in the saying "Never put off until tomorrow that which you can do today"?

Yes, ... ~ No, ...

Why or why not?

Would you be put off going to a restaurant with a good reputation if a friend told you they'd recently had an awful meal there?

Yes, ... ~ No, ...

elementary

Name a sport for which the rules are fairly elementary.

... is a sport for which ...

fee**absurd**

What kind of people (i.e. which professions) are well known for charging absurdly high fees for the work they do?

... are well known for ...

genuine

fake

assure

certificate

When buying an expensive painting or other work of art, how can you assure yourself that it is genuine and not a fake?

When ..., ... by asking to see a certificate, getting a second opinion from an expert etc.



Dictation 116

Of course I don't approve/ of misbehaviour,/ but I can't monitor my children/ all the time,/ and it'd be unnatural/ if they never did anything wrong,/ wouldn't it?/ The sailor's refusal/ to associate himself with the plan/ to cross the channel at night/ had been expected;/ it was hardly logical./ Walking into court,/ Pete felt both scared and embarrassed./ A climber's chief concern/ is always the quality/ of his equipment./ She has superior knowledge/ of the subject/ and we definitely aim/ to take advantage of that./ The primary reason/ for baby pigeons/ being such a rare sight/ is that they tend to remain in the nest/ for such a long time./ Image, slide, rude, click, anyway.

LESSON 167

Emphasis: Inversions after negative or limiting adverbials

NB: An adverbial is any word or phrase that functions as an adverb.

Some examples of negative adverbials are: "not only", "no sooner", "never", "by no means", and "under no circumstances".

Some examples of limiting adverbials are: "rarely", "hardly", "barely", and "little".

Sometimes we put adverbials like these at the start of a sentence in order to emphasize their meaning. When we do this, we need to use an inversion, or, in other words, we use the same form and word order as we would use for questions, even though we are not asking a question.

For example, instead of saying "I have never met such a rude man", we can emphasize the idea of "never" by saying "Never have I met such a rude man". Notice that, even though this sentence is not a question, we say "have I met" rather than "I have met". Another example of an inversion is "Hardly had I walked into my office when the phone started ringing". This means that the phone started ringing immediately after I walked into my office.

OK, I'm going to give you two or three words, and I want you to make a sentence starting with those words.

Not only ...

Not only can she speak French but she can also speak German

Under no circumstances ...

Under no circumstances should you press this red button!

No sooner ...

No sooner had she graduated from university than she found a fantastic job

And now, make the following sentences more emphatic by using an inversion, please:

I had barely sat down when the cat jumped onto my lap
Barely had I sat down
when the cat jumped onto my lap

He isn't a friend of mine by any means
By no means
is he a friend of mine

She rarely calls her parents these days
Rarely does she call
her parents these days

Mary had no idea that we had arranged a party for her birthday
Little did Mary know that
we had arranged a party for her birthday

margin

Do you make notes in the margin of your Student's Book?
Yes, ... ~ No, ...

stand a chance participate

In a major sporting competition such as the Olympics, do you think it's important for everyone participating to believe they stand a chance of winning?
Yes, in a ... ~ No, in a ...

sell out

How do you feel when you go to buy something you've really been looking forward to getting and discover that the shop has sold out?
When I go ..., I feel disappointed and frustrated

call in

call by

The phrasal verb “call in” means “visit briefly”, but notice the following difference in structure: we call in on someone, whereas we call in at a place.

We can also call by (at) a place.

Give me an example of “call in on”, please.

John was off sick,
so I called in on him to
check if he needed anything

Do you often call in at your local supermarket on your way home after school (or work)?

Yes, ... ~ No, ...

Why might someone need to call by (at) their office even though it’s their day off?

Someone might need ...

needless to say

Give me an example of the expression “needless to say”, please.

Angela was offered a job
yesterday; needless to say, she’s delighted

phase

rebel

grumpy

stubborn

cope

on top of

What do parents mean when they say their son or daughter is going through a difficult phase?

When parents ..., they
mean their son or daughter is going
through a temporary period of rebelling
against them, and is difficult to cope with,
perhaps because they’re being grumpy and stubborn

Do some university students find it hard to cope if they have to do a part-time job on top of studying for their degree?

Yes, ...

donate

If you won £20,000,000 in a lottery, how much would you donate to charity?

If ..., I'd ...

tradition

traditional

costume

Describe a traditional costume or a traditional dish from this (or your) country.

A traditional ...

racket

gang

gangster

decent

the 1920s (1930s etc.)

If a gang of young men were making a racket outside your house in the middle of the night, would you call the police, go out and talk to them, or just try to ignore the racket?

If ..., I'd ...

How much do you reckon a decent tennis racket costs these days?

I reckon ...

Were most of the rackets in America in the 1920s and 1930s controlled by gangsters?

Yes, ...

mph

kph

If you were travelling at 80 kph, what would your speed be in miles per hour?

If ..., my speed would be 50 mph

vacuum

How does a vacuum cleaner work?

A vacuum cleaner works by sucking dirt up through a tube into a container



Students read Lesson 161 on page 919

jar

honey

What kind of food do we buy in jars?

We buy jam,
honey, coffee etc. in jars

thanks to

fabulous

Give me an example of “thanks to”, please.

Thanks to
his fabulous work,
we were all able to go home early

wear off

About how long after taking a dose of painkillers for a headache would you expect the pain to start wearing off?

I’d expect ...

fuss

fussy

Why do grandparents often make a fuss of their grandchildren when they see them?

Grandparents ...

If you checked into a hotel room and found it hadn’t been cleaned properly, would you make a fuss about it?

Yes, if I ... ~ No, if I ...

What do we mean by a fussy eater?

By ..., we mean someone who
is difficult to please as regards food
because there are many things they don’t like eating

routine

task

vary

Describe your daily routine, please.

I wake up at ..., and then ...

Would you prefer a job where you had a regular routine or one where your tasks varied from day to day? I'd prefer ...

break up

asset

When a married couple break up, do you think their assets should always be divided equally in the divorce? Yes, ... ~ No, ...

uneasy

Why do many people feel uneasy when they think about the future of the planet? Many ...

district

continent

settlement

What's generally the difference between the words "district" and "region"? The difference ... is that "district" is generally used to describe a distinct part of a city for official reasons, whereas "region" is generally used to describe a distinct part of a larger area such as a country, continent, or even the world

Where were the first English settlements on the continent of North America: on the east coast or the west coast? The first ... on the east coast

grocer	greengrocer	specialize
---------------	--------------------	-------------------

What’s the difference between a grocer and a greengrocer?

The difference ...
a grocer sells all kinds of food
and everyday household goods, whereas a
greengrocer specializes in selling fruit and vegetables

try out	try on	hi-fi	speaker
----------------	---------------	--------------	----------------

accessory

Which of these sentences is correct: “He tried out the hi-fi speakers before buying them” or “He tried on the hi-fi speakers before buying them”?

“He tried out ...” is correct

Why?

Because “try on” is only used when we’re talking about clothes, and accessories such as hats, items of jewellery etc.

So give me an example of “try on”, please.

I tried on the hat but it looked absurd!

Word pool 1: revision exercise

For each sentence below, choose one word from the word pool that fits correctly in the gap.

doll	knuckle	tram	glove	calendar
fringe	spark	fountain	chapter	pirate
cable	tractor	peach	moustache	diagram

- 1 Every on Donald’s right hand felt sore after the boxing match.
- 2 Do you want to try a ? They’re very sweet, and from our own garden.

- 3 I can explain my plan by drawing a simple _____ if you prefer.
- 4 His career as a _____ came to a sudden and violent end.
- 5 You drive the _____ , but go slowly; I'll be behind you on the cart with the apples.
- 6 Mary's _____ is rather long; you can hardly see her eyes.
- 7 The climate's so dry that it only takes a single _____ to start a fire.
- 8 The children kept cool by splashing around in the _____ in the park.
- 9 I have no idea where this _____ goes. It just seems to disappear into the ceiling.
- 10 This is my favourite _____ because it's got a blue and yellow dress, just like mine!
- 11 There's a _____ that runs quite regularly from here to the city centre.
- 12 The main character isn't introduced until the seventh _____ , which is unusual.
- 13 According to my _____ , your birthday's on a Saturday this year.
- 14 I didn't recognize him at all; he's shaved his _____ off!
- 15 If you see a _____ anywhere, tell me; I've lost one and it's freezing outside.

For relevant word pool, see page 950.

Answers:

- | | | |
|-----------|------------|--------------|
| 1 knuckle | 6 fringe | 11 tram |
| 2 peach | 7 spark | 12 chapter |
| 3 diagram | 8 fountain | 13 calendar |
| 4 pirate | 9 cable | 14 moustache |
| 5 tractor | 10 doll | 15 glove |

LESSON 168

Common prefixes (1)

respectively

Please see page X of Introduction for teacher notes on ‘prefix sections’.

A prefix is a group of letters we add at the beginning of a word, usually to change the meaning of the word. For example, the prefixes “over-” and “under-” add the meanings of “too much” and “too little” respectively. So, the verb “overeat” means “eat too much” and “undereat” means “eat too little”.

Some other common prefixes are: “re-” (meaning “again”), “co-” (meaning “together”), “un-” (meaning “not” or “opposite of”), and “inter-” (meaning “between”).

What meaning can the prefix “re-” add to a word?

The prefix ... “again” ...

Give me an example, please.

At his first attempt,
he failed to get into the university,
but then he reapplied and succeeded

What meaning can the prefix “co-” add to a word?

The prefix ... “together” ...

Give me an example, please.

Although the two nations used
to be enemies, they coexist very happily today

What meaning can the prefix “un-” add to a word?

The prefix ... “not” or “opposite of” ...

Give me an example, please.

It was unprofessional of him
not to unplug the TV before trying to fix it

What meaning can the prefix “inter-” add to a word?

The prefix ... “between” ...

Give me an example, please.

The hotel offers
interconnecting rooms for family groups

reserve can emergency boot

If you had called to reserve a table at a restaurant but then
discovered on arriving that there was no record of the
booking, what would you expect to happen? If ...,
I'd expect ...

Why do some drivers carry a can full of petrol in the boot of
their car? Some drivers ... so that they always
have petrol in reserve in case of an emergency

terror terrorist citizen

Why is a terrorist called a terrorist? A terrorist is ...
because he tries to create terror
among the innocent citizens of a country

outrageous

Give me an example of the adjective "outrageous", please.
I'm never inviting him to a party at my
place again; his behaviour was outrageous!

exhaust nervous exhaustion get away

finish up heart attack

How soon do you think it'll be before the world exhausts its
supply of oil? I think it'll be ... before ...

What often happens to people who work in a high-pressure business environment and never even get away for an annual holiday?

People who ... often suffer from high

People who ... often suffer from high blood pressure, nervous exhaustion, and could even finish up having a heart attack

relevant

Which academic subjects do you feel are most relevant to young people's needs in the real world?

I feel ...

stamp

cross

Do small children sometimes stamp their feet when they're cross? Yes, sm

Yes, small ...

respond

tense

stiffen

grip

gripping

excite

How do people usually respond physically in very tense situations?

In ..., people usually respond physically by becoming tense themselves; their bodies stiffen, they grip any available object, like the arm of a chair, and might become nervously excited

Name a film you've seen that you found gripping from start to finish.

A film I've seen that ... is ...

kitten

puppy

What do we call a baby cat?

We call ... a kitten

And a baby dog?

We call ... a puppy

armed

go off

gunman

desperate

Are most police officers in your country armed or unarmed?

Most ...

If you heard a gun go off in the street and then saw the
gunman running past you, would you go after him?

Yes, if I ... ~ No, if I ...

Why or why not?

Because I'd consider it my duty
as a citizen ~ Because I'd stand no chance
against an armed and perhaps desperate criminal

at a time

Do you find that troubles seldom come to you one at a time
but in threes and fours?

Yes, ... ~ No, ...



Students read Lesson 162 on page 927

visible

Is the moon often visible during the day?

Yes, ... ~ No, ...

lawful

unlawful

Can you think of anything which is quite lawful, but which you
think should be made unlawful?

Yes, ... ~ No, ...

What?

hand in

notice

How do you feel when you hand in your papers at the end of an exam?

When ..., I feel worried, relieved it's all over etc.

What do we mean when we say that someone hands in their notice?

When ..., we mean that they inform their employer that they are going to leave their job

youngster

hang out

hang around

Where do youngsters often choose to hang out when they're not at school?

Youngsters ...

Do students at this school sometimes hang around after class to speak to their teacher?

Yes, ...

prick

How does a doctor obtain a small sample of blood from a patient?

A doctor ... by pricking the end of the patient's finger with a needle

in ink (pencil etc.)

candidate

examiner

Why are candidates in an exam usually asked to write in ink rather than in pencil?

Candidates in an ... to make it easier for examiners to read, so that what they write is permanent and can't be changed later etc.

keep off

What does a notice saying “Keep off the grass” mean?
A notice ... don’t walk on the grass

tank volume overflow

author earphones headphones

When did military tanks first appear in battle? Military tanks ...
during the First World War

What would happen if the volume of water poured into a
water tank was too great? If ..., the tank would overflow

If an author you liked a lot wrote a story so long that it had
to be published in two or even three volumes, would that put
you off reading it? Yes, ... ~ No, ...

What’s the danger of regularly listening to music at high
volume on earphones or headphones? The danger ... is that
one can damage one’s hearing

vegetarian vegan dairy

What’s the difference between a vegetarian and a vegan?
The difference ... a vegetarian
chooses not to eat meat or fish, whereas
a vegan also chooses not to eat anything else that
comes from an animal, such as eggs, dairy products etc.

extent

dictate

If you give someone your opinion on something and they say “I agree with you to an extent”, what do they mean?

If I ..., they mean they agree
with me partly but not completely

Is your mood dictated by the weather to some extent?

Yes, my mood’s ...
to some extent ~ No, my mood isn’t ... at all

bubble

Name a common drink that contains bubbles. ... is a common ...

boost

What do you eat when you need a quick energy boost
between meals?

When ..., I eat ...

community

resident

folk

Is there a strong sense of community among the residents of
the area where you live?

Yes, ... ~ No, ...

What do we mean by folk music?

By ..., we mean the traditional
music of a particular community

weep – wept – wept

The verb “to weep” means to cry as a result of emotion (rather than physical pain). We usually weep because of sadness, but can also weep as a result of joy, relief, frustration etc.

What are the three forms of “weep”? The three forms of “weep” are “weep, wept, wept”

Do people often weep at the funeral of someone they were very close to? Yes, ...

as for

The expression “as for ...” means “as regards ...” and we use it when we want to move on to a different aspect of a particular topic. For example, “The government has made major improvements in education. As for the health system, however, it still has a great deal of work to do”.

Give me an example of “as for”, please. Sandra thought the film was a bit of a drag. As for me, I loved every second of it.

Phrase exercise 2

From the four options given with each sentence, choose the one word that fits correctly in the gap.

- 1 I didn’t understand everything she was saying about the computer; that kind of thing is all a bit ... me. (over / against / beside / beyond)
- 2 I took the ... of borrowing one of your pullovers yesterday; I hope you don’t mind. (liberty / choice / licence / advantage)
- 3 I’m sure you can become a successful artist if you ... your mind to it. (put / throw / settle / push)
- 4 Oh come on; it’s not that bad. Try to look on the ... side! (up / good / bright / optimistic)

- 5 The teacher pointed out a few errors in my essay but said that, by and ... , it was good. (small / big / little / large)
- 6 All the students were given a test, but the teacher ... an exception in my case because I was ill. (took / gave / made / did)
- 7 Working extra hours today actually works in my ...; I'll be able to finish early tomorrow, and it's my birthday! (favour / advantage / benefit / profit)
- 8 They should all pass the exam with ... colours. (brilliant / racing / flying / massive)
- 9 This painting's rubbish; I'm going to start again from ... and do a new one. (rip / scratch / mark / tear)
- 10 The programme was made by students at the university, ... association with Northern TV. (and / any / in / the)
- 11 The morning was cloudy but the sun came ... in the afternoon. (out / by / in / across)
- 12 Do you have enough money to ... the cost of all the repairs your car needs? (cap / bridge / cover / mask)
- 13 Players were chosen for the match ... the basis of their performances in the previous four weeks. (with / on / by / for)
- 14 He's asked me for a big favour, which puts me in a difficult ... , to be honest. (condition / position / mind / state)
- 15 The hotel computer network is ... at the moment, so guests can't access the internet. (out / down / off / under)

Answers:

- | | | |
|-----------|-----------|-------------|
| 1 beyond | 6 made | 11 out |
| 2 liberty | 7 favour | 12 cover |
| 3 put | 8 flying | 13 on |
| 4 bright | 9 scratch | 14 position |
| 5 large | 10 in | 15 down |

*Dictation 117*

James knew/ opening one of the packages,/ which looked exactly alike,/ would kill him./ We made no allowance/ for the possibility/ that the lonely track/ might lead nowhere./ Kate's now ashamed/ of how selfishly she behaved./ There are four designers altogether/ working on the wedding ceremony,/ and the tragedy is that/ I know it's still going to be awful./ The spread of a disease/ through any environment/ depends on how contagious it is./ The main points/ of each stage in the legal process/ were read aloud/ for all to hear./ Both men begged in vain/ to be forgiven by the nation/ for the damage they'd caused./ Curl, pinch, pastry, aside, bold.

LESSON 169

Word pool 2 (verbs)

knit	grieve	punch
dial	tease	spray
prohibit	illustrate	dominate
stab	yell	loathe
insert	perceive	demolish

For relevant word pool revision exercise, see page 1013.

cheerful **decorate** **impact**

Do you usually wake up in a cheerful mood? Yes, ... ~ No, ...

Do you think that decorating an office in a bright and cheerful manner has any impact on the quality of work that people produce? Yes, ... ~ No, ...

elsewhere **atmosphere**

Give me an example of “elsewhere”, please.
The atmosphere in the bar was distinctly unpleasant, so we decided to go elsewhere

foundation **collapse**

What might happen to a building if it doesn’t have decent foundations?
If a building ..., it might start sinking into the land, and could eventually collapse

lounge	sitting room	terminal
---------------	---------------------	-----------------

What’s a lounge? A lounge is a large room in a private house, a hotel, an airport terminal etc. where people can sit and relax

What two other names are commonly used for a lounge in a private house? Two other names ... “sitting room” and “living room”

glimpse	glance	before long
----------------	---------------	--------------------

What’s the difference between “to glimpse” and “to glance”?
The difference ... “to glimpse” means to see something for a very short time, whereas “to glance” means to look at something for a very short time

What am I doing? You’re glancing at your watch, the picture on the wall etc.

What do I mean if I say “I glimpsed the stadium in the distance several times as I drove through the town”? If ..., you mean you briefly saw the stadium several times

If you visited India, would it be reasonable to assume that, before long, you’d catch a glimpse of a tiger? Yes, ... ~ No, ...

handy	on hand	dispose of
--------------	----------------	-------------------

junk	spam
-------------	-------------

Do you always keep a pen handy in case you need one?
Yes ... ~ No, ...

At major public events such as music festivals, are there always ambulances on hand to deal with medical emergencies?

Yes, at ...

Do you believe it's better to dispose of old junk rather than keep stuff in case it comes in handy one day?

Yes, I believe ... ~ No, I don't believe ...

What do we mean by junk email, or spam?

By ..., we mean
unwanted email that is
sent to a huge number of people

contemporary

Who's your favourite contemporary author?

My favourite ...

launch

satellite

rocket

technology

technological

come down

How are satellites launched into space?

Satellites ... rockets

Why do some people buy products, especially technological products, as soon as they're launched rather than wait a while for prices to come down?

Some people ... because they're excited
by the product and can't wait to get one of their own

exceed

earnings

overdrawn

overdraft

Name a place you've visited that exceeded all your expectations.

... is a place I've ...

What happens if a person’s spending constantly exceeds their earnings?

If ..., they go overdrawn at the bank

Is it fairly normal for university students in your country to end up with large overdrafts?

Yes, ... ~ No, ...

sketch

outline

What’s a sketch?

A sketch is a quick drawing that shows the rough outline of something and just a few details

Briefly outline your plans for the rest of the day, please.

My plans ... are ...

inspire

Who in your life would you say had inspired you more than anyone else?

I’d say ... had inspired me ...

Why?

dawn

What do we call the time of day when the sun is just beginning to rise?

We call ... dawn

vital

welfare

Is there anywhere in this country where tourism is vital for the welfare of the local community?

Yes, ... ~ No, ...

Where?

Name some of the vital organs in the human body, please.

Some of ... heart, lungs, stomach etc.

What do we mean when we refer to the welfare state?

When ... we mean the government system in many countries that aims to ensure that the standard of living and health of the population is above a certain minimum, often by providing financial benefits to those who need them



Students read Lesson 163 on page 934

secure

security

invest

pension

stock market

handcuffs

What do we mean if we describe someone as insecure?

If ..., we mean that the person doesn't have much self-confidence and worries too much

If you wanted maximum security for your money, would you rather set up a pension, invest in the stock market, or save the money in a bank account?

If ..., I'd rather ...

Why?

When the police arrest a criminal, what do they use to secure the person's wrists together?

When ..., ... handcuffs ...

technique

secretary

Is it still important to learn proper typing technique if you want to work as a secretary these days?

Yes, ... ~ No, ...

unit

Do we use the same unit of measurement when considering small volumes of liquid as we do when measuring large volumes?

Yes, ... ~ No, ...

sweater

jumper

What are two other common names we can use instead of “pullover”?

Two ... “sweater” and “jumper”

professor

lecture

lecturer

Is there any difference between a professor and a lecturer?

Yes, there’s ...

What?

give directions

turning

Would you say you were good at giving people directions?

Yes, ... ~ No, ...

If I drove from here to the nearest station, how many turnings would I have to make?

If ..., you’d have to make ...

get together

excursion

When on holiday, do you enjoy getting together with other tourists to go on organized excursions?

Yes, ... ~ No, ...

Why or why not?

Which would you enjoy more this evening: a large party at a public venue, or a small get-together at someone's house?

I'd enjoy ... more than ...

Why?

look out

watch out

alert

disrupt

suspend

What is meant when someone shouts "Look out!" or "Watch out!"?

When ..., they mean "Be careful", usually because something dangerous is about to happen

What does a soldier do when he's told to keep a look out?

When ..., he stays alert and carefully observes everything happening in the surrounding area to check for unusual activity

What happens when there's a security alert at a railway station or an airport?

When ..., all services are disrupted or have to be suspended until the alert is over

gossip

Do you enjoy listening to and reading gossip?

Yes, ... ~ No, ...

leisure

pursue

siren

When you eventually retire from work, what kind of hobbies do you think you might pursue to help fill your extra leisure time?

When ..., I think I might pursue hobbies such as ... to help fill ...

When police officers are pursuing a suspect, why do they turn on the siren in their car?

When ..., they turn ... to warn other drivers to be careful etc.

disability

Which disability do you imagine has the biggest impact on a person’s life: being deaf or being blind?

The disability that I imagine has ...

Why?

Word-building exercise 2

For each sentence below, change the word printed at the beginning so that it fits correctly into the gap. Put your answer on the right.

			Answers
e.g	luck	She was ... to win the game.	lucky
1	electric	Do you have the phone number of a good ... you could recommend?	
2	maintain	Getting a new car would mean the cost of ... would be lower.	
3	cruel	The animals were treated with ... from the first moment they arrived on the farm.	
4	educate	Some computer games can be very ... as well as great fun.	
5	equal	Do you think there’s true ... between men and women in this country?	

6	just	There's no way you can ... terrible behaviour like that!
7	save	I'm thinking about taking out all my ... and buying a boat.
8	type	My grandmother's first job was as a ... in a large publishing company.
9	ambition	They're both very ... students who I'm certain will be successful in the future.
10	brave	The ... of the firemen saved the lives of many people.
11	race	There's a strong ... similarity between the two island populations but they have different cultures.
12	extend	If they give us an ... to the deadline, we can all relax a little bit.
13	product	Fortunately, the factory has become much more ... since the new manager started.
14	satisfy	Only students with ... results in the entrance exam will be accepted by the university.
15	conserve	I'm not sure people realize how important the ... of the countryside really is.

Answers:

1	electrician	6	justify	11	racial
2	maintenance	7	savings	12	extension
3	cruelty	8	typist	13	productive
4	educational	9	ambitious	14	satisfactory
5	equality	10	bravery	15	conservation

LESSON 170

Writing an informal letter or email

For information on how to approach writing sections in class, see page V of Introduction.
For optional writing homework titles, see end of stage.

Key information:

- (1) **Initial greeting:** should start with "Dear (Name)" or "Hi (Name)".
- (2) **Contractions:** must be used – not using them would be unnatural.
- (3) **Signalling the end:** common expressions – "I'd better get going now", "Looking forward to hearing from you soon", "Can't wait to see you", "Send my love to your family" etc.
- (4) **Ending:** finish with "Best wishes", "Love", "Bye for now" etc.

delicious

Hi Sophie

This is just a quick email to let you know about my plans for Mike's 30th birthday on 17th August.

I've decided to arrange a surprise party for him! Remember he was away on business last August and ended up spending the evening all alone in his hotel room!

So, my plan is that people meet up at 7pm at the Gatepost. It's a fantastic place some colleagues took me to the other week right in the centre of town. From outside, it looks nothing special at all, but *there's* a lovely garden round the back that we can book for the evening. There's even a covered area in case it rains.

I'll tell Mike we've got theatre tickets or something (to make sure he dresses up a bit) but I'll suggest a quick drink at the Gatepost first. When we've got our drinks, I'll bring him out to the garden. Then, as soon as we appear, you can all start singing 'Happy Birthday' – he won't know what's going on!

If everything goes according to plan, there should be about twenty of us, and my idea would be to have dinner there too (although it's not a proper restaurant, the food when I went was delicious). What do you reckon?

(3)

I'd better get going now because my lunch break's almost over. I know you and Derek are free on the day because we chatted about that last week, but let me know what you think of my plans.

Bye for now

Isabel

(4)

How do we usually start an informal letter or email?

We usually start ... "Dear (Name)" or "Hi (Name)"

Should we use contractions in this kind of writing?

Yes, ...

Tell me some expressions we often use near the end of an informal letter or email.

Some expressions ...

"I'd better get going now",

"Looking forward to hearing from you soon",

"Can't wait to see you", "Send my love to your family" etc.

And how can we finish such a letter or email?

We can finish ...

"Best wishes", "Love", "Bye for now" etc.

newsagent's

on sale

Before leaving on a holiday or long flight, do you look around the airport bookshop or newsagent's to see what novels and magazines are on sale?

Yes, ... ~ No, ...

Why or why not?

transfer

Why do some people prefer not to transfer money from one country to another via the internet?

Some ... because they feel it isn't adequately secure

make for

exit

If there were a fire alert in this building, which exit would you make for?

If ..., I'd ...

technical

ballet

Do professional ballet dancers need very high levels of technical skill?

Yes, ...

Do the technical aspects of computers (or car engines) confuse you?

Yes, ... ~ No, ...

entry

visa

Are there many countries whose citizens can gain entry to this country without the need for a visa?

Yes, ... ~ No, ...

at war

Were many countries around the world at war with one another between 1939 and 1945?

Yes, many ...

give somebody a lift

dreadful

If a friend of yours, who you knew was a dreadful driver, offered to give you a lift, what would you do?

If ..., I'd ...

Why?

appropriate interval distract cast

In your opinion, are the clothes I’m wearing appropriate for the weather we’re having today? Yes, ... ~ No, ...

If you weren’t enjoying a play at the theatre, why would it be more appropriate to leave during an interval than during the performance itself? If ..., it’d be more ...
because leaving during the
performance might well distract
members of the audience, and even the cast

accelerate halt

Does a train accelerate when it pulls into a station? No, a train doesn’t ...;
it slows down and comes to a halt

outlet invaluable restless

Name some fast-food outlets in this neighbourhood. The names of ...

Do you agree that sport provides an invaluable outlet for bored and restless teenagers who might otherwise get into trouble? Yes, ... ~ No, ...

Why or why not?

impress impressive

Which person in the world today impresses you the most, and what do you find so impressive about them? The person who ...

estimate

quote

Are you good at estimating the cost of things, such as houses, paintings, clothes etc.?

Yes, ... ~ No, ...

When considering the cost of repairs to a car, why should you always ask the mechanic to give you a quote rather than an estimate?

When ..., ... because a quote tells you the actual cost of the repairs, whereas an estimate is only approximate and the actual cost may be higher

Can you tell me a well-known quote from a famous historical figure?

Yes, ... ~ No, ...

What is it?

leak

in danger

out of danger

What's a rowing boat in danger of doing if it starts to leak badly?

A rowing boat's in danger of sinking if ...

How do people feel when, after having been in danger for a time, they finally find themselves out of danger?

People feel relieved when, after ...



Students read Lesson 164 on page 941

visual

visualize

childhood

recollect

from now

Are your memories of early childhood mainly visual, or can you recollect actual conversations you had with people?

My memories ...

Do you visualize the world fifty years from now as being very different? Yes, ... ~ No, ...

drain

If a drain outside your house was blocked, what would you do? If ..., I'd ...

establish

Has anyone in your family established their own company? Yes, ... ~ No, ...

cabin pilot cockpit crew

procedure

Tell me two meanings of the word "cabin", please.
Two ... a small, simple house made of wood,
and the part of an aircraft where the passengers sit

And what do we call the part of a plane where the pilot sits? We call ... the cockpit

When on board a plane, do you pay attention when members of the cabin crew explain emergency procedures before take-off? Yes, ... ~ No, ...

by post

What kind of things are usually delivered by post? The kind ...
birthday cards, bills, small packages etc.

feedback

frank

When a manager gives an employee feedback on their performance at work, do you think they should always speak frankly or should they take into account the worker's character?

When ..., I think ...

go (or come) down with

flu

liable

If one family member goes down with flu, are other members of the household liable to catch it as well?

Yes, if ...,
other members ...

When you're at work, who's liable for your safety?

When ..., my employer is ...

display

show off

Do you believe there's any difference in the way men and women display their emotions?

Yes, ... ~ No, ...

What do you think the difference is, then?

I think ...

Did your primary school used to show off its pupils' work to visitors by creating displays around the building?

Yes, ... ~ No, ...

Why do you suppose people, especially children, show off?

I suppose ...

have on

What's the most expensive article of clothing you have on at the moment?

The most expensive ...

prior **prior to** **priority** **output**

When you first started at this school, did you have any prior knowledge of the Callan Method? Yes, ... ~ No, ...

Prior to the use of computers in industry, was factory output generally lower? Yes, prior to ...

Which is a higher priority for you: having plenty of spare time or having plenty of money? Having ... is a higher priority for me than ...

artistic **scientific** **talent** **inventor**

Is it common for a person to have a scientific mind but also possess great artistic talent? No, ...

Would you say one needed scientific skills to be an inventor? Yes, I'd say ... ~ No, I wouldn't say ...

series **episode**

If a series of similar crimes occurred in one area within a short period, what might the police assume? If ..., the police might assume that just one person was responsible for the crimes

What do we call each individual programme that a TV series is composed of? We call ... an episode

territory **invade**

If a cat's territory was invaded by a fox, do you think the cat would be more liable to fight the fox or run away? If ..., I think ...

*Dictation 118*

Running short of space while painting,/ we had to stand our mattress vertically/
against the bedroom wall./ The crush on the morning train/ can put me in an
awful mood./ The corkscrew slipped from my hand/ and fell straight into the bowl
of sauce,/ which earned me a round of applause/ from my guests./ My cat had
a good long stretch/ before trying the sour cream/ I'd placed in front of her./ If
he goes on acting like this,/ the respect that his staff/ currently feel for him/ will
quickly fade./ Only a fool would believe/ that a tame lion/ isn't still a dangerous
animal./ Ditch, cough, reward, swear, goat.

LESSON 171

Writing a cover letter

For information on how to approach writing sections in class, see page V of Introduction.
For optional writing homework titles, see end of stage.

along with	availability	CV (curriculum vitae)
highlight	summarize	enthusiasm

Key information:

- **Formal letter:** send along with CV when applying for job.
 - **Reasons for writing:** say which job; persuade reader CV is worth reading; let them know availability for interview.
 - **If name of person dealing with applications is known:** start with "Dear Mr Jones"; not "Dear David" or "Dear David Jones"; end with "Yours sincerely".
 - **If name of person dealing with applications is not known:** start with "Dear Sir or Madam"; end with "Yours faithfully".
-
- (1) **Introduction paragraph:** tells reader purpose of text, what they're going to read about.
 - (2) **Introduction paragraph:** where and when advert seen (if appropriate).
 - (3) **Highlight/summarize** relevant experience and skills from CV.
 - (4) **Show enthusiasm:** for specific company and specific job.
 - (5) **Other information:** abilities and personal qualities relevant to job.
 - (6) **Conclusion:** thank company for considering application.
 - (7) **Mention availability** for interview.

retail

put into practice

vacancy

(1)

Dear Mr Jones

(2)

I am writing to apply for the position of Sales Assistant that I saw advertised *in the Daily Standard on 14th July*.

(3)

As you can see from my CV, I already have over three years of retail experience, and have spent the last nine months working in a busy high-fashion sales environment.

(4)

Although I am currently employed, I feel that working for your company would offer me a new and exciting challenge. *I have always admired* the quality of the suits and other formal clothing you produce, and, as such, would be able to bring genuine enthusiasm to any sale. Working in your outlet would also present me with an opportunity to put into practice the tailoring skills that I acquired whilst studying fashion at university.

(5)

When dealing with people in the workplace, I pride myself on my *friendly and professional manner*, and customers can rely on my high level of *attention to detail* to ensure they leave with the product best suited to their individual needs. I feel strongly that this is the main reason I have managed to build loyalty among my customers, some of whom return on a regular basis.

(6)

Thank you for taking the time to consider my application. I am *available to attend an interview at any time*, and look forward to hearing from you in the near future.

(7)

Yours sincerely

Michael White

What do we mean by a cover letter?

By ..., we mean
a formal letter that we send along
with our CV when we apply for a job

What are the three main reasons for writing a cover letter?

The ... to say which job we're applying for,
to persuade the reader that our CV is worth reading,
and to let them know our availability for interview

When writing an application letter or email to someone called “David Jones”, for example, how should we start the letter: “Dear David”, “Dear David Jones” or “Dear Mr Jones”?

When ..., ... “Dear Mr Jones”

How can we start the letter if we don’t know the person’s name?

If ..., ... with “Dear Sir or Madam”

What’s the first piece of information we should put in a cover letter?

The first ... why we’re writing

Give me some examples, please.

I am writing to apply
for the position of ...; I am writing to
enquire whether you have any vacancies ...

What else should we say in the introduction paragraph?

In the introduction paragraph,
we should also say where and when we
saw the advert for the position, if appropriate

In the main paragraphs of the letter, how can we persuade the reader to consider our application?

In ..., ... by highlighting and
summarizing any particularly relevant
experience and skills from our CV, and by
showing enthusiasm for the company and job

What else can we do?

We can mention any relevant
abilities and personal qualities we have

How should we conclude the letter?

We ... by thanking the
company for considering our application,
and mentioning our availability for interview

If we’ve used a name at the start of the letter, how should we finish it?

If ..., ... “Yours sincerely”

And how should we finish if we haven’t used a name at the start?

If ..., ... “Yours faithfully”

restrict coach regulation comply

Do you agree that mobile phone use on trains should be restricted to a limited number of coaches? Yes, ... ~ No, ...

And if such a regulation were established, do you think most people would comply with it? Yes, ... ~ No, ...

frown

When do people usually frown? People ... when they feel annoyed, when they're confused, or when they're concentrating hard

out of the question

Give me an example of the expression "out of the question", please. I'm sorry; you can't borrow my car.
It's totally out of the question. You've had too many accidents.



Students read Lesson 165 on page 950

put out go out glow barbecue

If you'd finished using a barbecue but the fire was still glowing, would you put it out with water, for example, or wait for it to go out on its own? If ..., I'd ...

knock down

knock out

knockout

opponent

round

If a boxer manages to knock his opponent down easily in both the first and second round, can he reasonably expect to be able to knock him out fairly soon after? Yes, if ..., he can ...

What do we mean by a knockout competition?

By a knockout competition, we mean one that consists of different rounds, and where only the winner of each match goes through to the next round

vehicle

van

truck

rear

Name me some types of vehicles. Some types ... are cars, vans, lorries (or trucks), motorbikes, horse-drawn carts etc.

Why do some lorries have “long vehicle” written on their rear ends?

Some lorries ... to indicate to the vehicles coming behind that it will be difficult to overtake

merely

Would you say learning to cook was merely a matter of following recipes? Yes, ... ~ No, ...

principal

principle

melody

How do we spell the word “principal” in the following sentence: “The principal melody in this piece of music is known all around the world”? p-r-i-n-c-i-p-a-l

How do we spell the word “principle” in the following sentence: “My basic principle in life is to treat everybody with respect”?

p-r-i-n-c-i-p-l-e

bride **groom (bridegroom)**

What do we call a woman and man on their wedding day?

We call ... the bride and groom (bridegroom)

orchestra **violin** **trumpet** **flute**

Name some instruments that we commonly hear in an orchestra.

Some instruments that we ... violin, trumpet, flute etc.

on behalf of

Make a sentence with “on behalf of”, please.

Steve thanked the manager on behalf of all the players in the team

site

What do we mean by a site?

By a site, we mean the place where something was, is, or will be

Do some large office buildings have restaurants on site?

Yes, ...

What else is the word “site” used to refer to?

The word “site” ... a website

hilarious

burst out laughing

When people find something hilarious, what do they do?
When ..., they burst out laughing

survey

research

crucial

project

What’s a survey?
A survey is a form of research that involves asking many people questions in order to discover facts or opinions

Why is it crucial for companies to carry out customer surveys?
It’s crucial ... as it provides them with important information for new or existing projects, such as the development of products and services

Word pool 2: revision exercise

For each sentence below, choose one word from the word pool that fits correctly in the gap.

- | | | | | |
|-------|----------|------------|----------|----------|
| knit | grieve | punch | dial | tease |
| spray | prohibit | illustrate | dominate | stab |
| yell | loathe | insert | perceive | demolish |

- 1
- The boxer was so exhausted that he could hardly lift his hands to properly.
- 2
- As we were all fit, we easily managed to the second half of the football match.
- 3
- Your ideas for any solution will depend on how you personally the problem itself.
- 4
- If you know how to, it’s really easy to make a scarf.
- 5
- If people keep making such a mess, we’ll have to eating and drinking in the building.

- 6 She finished writing the book last month and now she’s going to it with drawings.
- 7 Don’t at me about what’s going on; it’s got nothing to do with me!
- 8 They may the bridge if tests show it’s not safe anymore.
- 9 I absolutely the way she talks to her colleagues; she’s so rude!
- 10 I can’t see where I’m supposed to the batteries in this machine.
- 11 How did the killer manage to the man in the stomach if there was no knife in the room?
- 12 To keep the plant healthy, you should the leaves with water once a day.
- 13 If you need help, just the number shown at the bottom of the page.
- 14 It’s probably not a good idea to him about his new haircut; he’s really sensitive about it.
- 15 He continued to over his grandfather’s death for many months.

For relevant word pool, see page 989.

Answers:

- | | | |
|------------|--------------|-----------|
| 1 punch | 6 illustrate | 11 stab |
| 2 dominate | 7 yell | 12 spray |
| 3 perceive | 8 demolish | 13 dial |
| 4 knit | 9 loathe | 14 tease |
| 5 prohibit | 10 insert | 15 grieve |

LESSON 172

Common verb suffixes

Please see page XI of Introduction for teacher notes on 'suffix sections'.

Some common suffixes we use to form verbs are: "-en", "-ify", "-ize" (sometimes spelt "-ise") and "-ate".

For example, from the word "hard", we can make the verb "harden"; from the word "simple", we can make the verb "simplify"; from the word "standard", we can make the verb "standardize", and from the word "active", we can make the verb "activate".

Some other examples are: "soften", "ripen", "identify", "notify", "minimize" (or "minimise"), "computerize" (or "computerise"), "alternate" and "regulate".

Make a sentence containing a verb with the suffix "-en", please.

She uses a special cream to soften her skin.
When a banana ripens, it turns yellow.

Make a sentence containing a verb with the suffix "-ify", please.

It was easy for the police
to identify him as the man they
were searching for. I have to notify
my bank that my address has changed.

Make a sentence containing a verb with the suffix "-ize" (or "-ise"), please.

By making this a no-smoking area,
we can minimize (or minimise) the risk
of fire. When the office was computerized
(or computerised), several members of staff lost their jobs.

Make a sentence containing a verb with the suffix "-ate", please.

He owns two cars and alternates
between them. The government
should regulate this industry more carefully.

initial

initially

amaze

amazing

What are your initials?

My initials are M.F.R. (Mario Franco Rossi)

What’s the average student’s initial reaction to the Callan Method?

The average ... is to be amazed by the speed of the lessons

Give me an example of the word “initially”, please.

Initially, I didn’t like my new flatmate, but now I get on well with her

Which do you think’s the most amazing animal in the world?

I think ...

when it comes to

sit an exam

limitation

When it comes to sitting exams, do you tend to cope well or do nerves and stress affect your performance?

When it comes to ..., ...

And when it comes to communicating in English, what would you say was your biggest limitation?

When it ..., I’d say ...

dimension

What are the approximate dimensions of your Callan Method book?

The dimensions ...

select

selection

recruit

personnel

applicant

accurate

vast

When recruiting new personnel, why is it often difficult for companies to accurately judge job applicants and select the best people?

When recruiting ..., it's ... because ...

In your opinion, is it better for a restaurant to have a vast selection of dishes on its menu rather than just a few?

Yes, in my opinion, ... ~ No, in my opinion, ...

Why?

drive somebody crazy

What kind of music drives you crazy?

... drives me crazy

look up to

look down on

Name someone alive today that you think many people look up to.

The name of ...

What's the opposite of "look up to"?

The opposite ...
"look down on"

Give me an example, please.

For many years,
he looked down on his brother
for having wasted his university education

laundry

launderette

If you don't own a washing machine, where do you have to go to do your laundry? If you don't ..., ... a launderette ...

convert

Where's the best place to convert foreign currency in this area? The best ...

even

uneven

plough

odd

Why is a field very uneven to walk on just after it's been ploughed by a farmer? A field ... because the earth has been turned over and over by the plough

What are odd numbers and even numbers? Odd numbers are 1, 3, 5, 7 etc., whereas even numbers are 2, 4, 6, 8 etc.

Is it healthy to drink the odd glass of red wine every now and again? Yes, ...

What do we mean if we describe someone as odd? If ..., we mean they are strange



Students read Lesson 166 on page 961

get back

If you were watching a procession in the street and a policeman told you to get back, what would he want you to do and why?

If I were ..., he'd want me
to move away from the procession,
probably because I was standing dangerously close

If you left home at 4 o'clock and were away for an hour, at what time would you get back?

If ..., ... 5 o'clock

Do you always get back what you lend other people?

Yes, ... ~ No, ...

digital

introduction

In what ways has the introduction of digital cameras made photography easier?

The introduction ... photography
is cheaper, photos are easier to edit etc.

carbohydrate

protein

substitute

Name something most people eat that's high in carbohydrates?

The name ... bread (or rice, potatoes, pasta etc.)

Why do vegetarians often use beans as a substitute for meat?

Vegetarians ... because, like meat,
beans contain high levels of protein

scare

expose

reveal

Why does the idea of being a passenger on a motorbike tend to scare people more than the idea of travelling in a car?

The idea of ... because motorbike passengers are exposed and more liable to get injured in an accident than passengers in a car

What do I mean if I say “The Prime Minister’s secret was exposed in the press”?

If ..., you mean that the newspapers published a story revealing information that the Prime Minister had wanted to keep secret

vague

When you’re on your way to meet someone but only have a vague idea of where you’re going, what do you do?

When ..., I ask someone for directions, use the internet etc.

spot

tiny

bring up

What does the verb “to spot” mean?

The verb ... “to see” or “to notice”

If you spotted a tiny stain on the front of a friend’s wedding dress a few hours before the ceremony itself, would you bring the matter up or just keep quiet?

If I spotted ..., I’d ...

interior

exterior

What do we call the inside and outside of a building or vehicle, for example?

We ... the interior and the exterior

Do you think your parents spent a lot of money on decorating the interior of the home you grew up in? Yes, ... ~ No, ...

appeal

worldwide

What sort of sporting events have worldwide appeal?
The sort of ... the Olympic Games, the World Cup etc.

Who do you usually appeal to when you need help desperately?
When I ..., I usually appeal to my parents, a close friend of mine etc.

announce

broadcast

corporation

Why do international broadcasting corporations such as the BBC avoid using people with very strong regional accents to announce the news?
International corporations such as ... because people around the world might have trouble understanding them

neutral

gear

stationary

clutch

If two of your friends start arguing, do you think it's always best to remain neutral? Yes, if ..., I think ... ~ No, if ..., I don't think ...

Which gear should a driver be in when stationary at traffic lights?
A driver should be in neutral when ...

Which pedal do we have to put our foot on when we change gear in a car?
We ... the clutch ...

Do mountaineers have to carry a lot of gear with them?
Yes, mountaineers ...

setting

be set

surroundings

Describe the general setting of the last film you saw, please.

The last film I saw was set in ...

Was the house you grew up in set in pleasant surroundings?

Yes, ... ~ No, ...

as opposed to

Do you prefer doing physical exercise outside as opposed to in a gym?

Yes, ... ~ No, ...

Phrase exercise 3

From the four options given with each sentence, choose the one word that fits correctly in the gap.

- 1 I only got back from holiday yesterday, so I'm not really up to ... with developments at work yet. (rate / level / speed / reach)
- 2 Your tooth will continue to hurt until the painkillers ... effect, which should be in about 15 minutes. (have / cause / make / take)
- 3 Oliver was a great friend; I used to ... all my problems with him. (share / divide / split / break)
- 4 Over the ... of the spring, the landscape changed enormously. (course / term / run / stretch)
- 5 What an awful singer; he's completely out of ...! (melody / sound / note / tune)
- 6 Eating fresh fruit regularly had a very positive impact ... her health. (with / for / over / on)
- 7 I eventually ... to the conclusion that he'd been lying to me. (went / came / reached / arrived)
- 8 I'll order a new printer next week but, for the time ..., we'll have to use the old one. (waiting / being / keeping / doing)

LESSON 173

Word pool 3 (nouns)

kettle	alarm	wrinkle
glue	blister	hood
canteen	jug	label
heel	frost	monster
ant	circus	lamb

For relevant word pool revision exercise, see page 1057.

in reference to column pillar

architecture architect combination

In reference to architecture, what do we mean by a column or pillar?
In reference ..., ... a vertical post, usually made of stone, that supports part of a building

Does the work of an architect involve a combination of artistic and scientific skills?
Yes, the work ...

Have you ever been asked to write a column for a college magazine or a local newspaper?
Yes, ... ~ No, ...

Is it easier to add up a series of numbers if they're arranged in a row or a column?
It's easier ... column

funds**abandon****contribute****playground****publicity**

Do local councils sometimes have to abandon projects owing to insufficient funds?

Yes, ...

Why might a business contribute funds towards a local community project such as the building of playground facilities for children?

A business might ... because the owner wants to help ..., it's good publicity etc.

grant

If you could have any wish granted, what would it be?

If ..., it'd be ...

Does the government of your country give grants to university students?

Yes, ... ~ No, ...

see through

Why is it often quite easy to see through a lie told by a small child?

It's ... obvious from the child's face ...

missing

If you bought a jigsaw puzzle but then discovered a piece was missing, what would you do?

If ..., I'd ...

bully**pick on****stand up for****instance**

Did you often witness instances of bullying at your secondary school?

Yes, ... ~ No, ...

If a ten-year-old boy revealed to you that a bully was picking on him at school, would you advise him to stand up for himself or tell him to report the bully to a teacher? If ..., I'd ...

gig

upcoming (forthcoming)

What was the last gig you went to? The last ...

Where's a good place to find out about upcoming (forthcoming) gigs in this town? A good place ...

access

shed

investigation

Why do we keep garden tools in a shed rather than in the house? We ... they're easier to access,
they're too dirty to keep in the house etc.

During a criminal investigation, can the police demand access to a suspect's personal records such as bank statements and email history? Yes, ... ~ No, ...

concerning

conclude

motivate

When giving someone feedback concerning their performance at work, why is it a good idea for a manager to conclude with a positive remark? When ...,it's a good idea ... because it leaves
the person feeling motivated to perform even better

put on

turn out

put on weight

"Put on" can be used instead of "switch on" or "turn on" when referring to a light, a TV, a cooker etc. For example, "She put on the radio to hear the news". We can also use "turn out" instead of "turn off", but only for a light – not for other things.

Do you tend to put the TV on as soon as you get home? Yes, ... ~ No, ...

Do you turn out your bedroom light before you get into bed
or only once you're in bed? I turn out ...

When people eat too much and do too little exercise, what
happens? When ..., they put on weight

by all means

If you asked me for permission to leave the room and I replied
"By all means", what would you understand? If I ... and you ...,
I'd understand that
it was absolutely fine
for me to leave the room



peer **conduct** **conductor**

laboratory **interpret**

What am I doing? You're peering over your book at me

Is a child's conduct different when they're with their peers as
opposed to one of their teachers at school? Yes, ...

In what way?

What's the name of the room a scientist uses to conduct
experiments? The name ... conduct experiments ... laboratory

Do you imagine the job of interpreting during important
international business meetings to be interesting? Yes, ... ~ No, ...

Why or why not?

Why does a large orchestra need to have a conductor?

A large orchestra ... because the conductor helps them all to play in time and interpret the music in the same way

somehow

Make a sentence with the word “somehow”, please.

He did no training for the athletics competition at all but somehow managed to win his race

contract

draw up

party

expand

turn into

When a contract is drawn up, do both parties have to sign it?

Yes, ...

When water freezes and turns into ice, does it expand or contract?

When ..., it expands

What would I mean if I said “The car drew up outside the hotel”?

If ..., you’d mean that the car stopped outside the hotel

brand

What’s your favourite brand of coffee (shampoo, toothpaste etc.)?

My favourite ...

What do we mean when we describe something as being brand new?

When ..., we mean it’s completely new

source

In which country is the source of the Amazon River?

The source ... in Peru

Do you think the internet is the principal source of information for most people?

Yes, ... ~ No, ...

in pieces

vase

Do you reckon an ancient Egyptian vase would still be of value to a museum even if it was in pieces?

Yes, ... ~ No, ...

capacity

Which sports stadium has the largest capacity in this country?

... has ...

analyse

analysis

Do you have any friends who tend to analyse social situations too much?

Yes, ... ~ No, ...

Why might a doctor decide to request a blood analysis for a patient?

A doctor ... because a blood analysis can provide valuable clues about what is wrong with the patient

slam

bang

When someone slams a door, is there a loud bang?

Yes, when ..., ...

jail appalling riot break out

If the living conditions in a jail were appalling, what might the prisoners do? If ..., prisoners might start a riot or try to break out

penetrate bullet bulletproof soundproof

What do we mean when we say a room is soundproof or a window is bulletproof? When ..., we mean that sound can't penetrate through the walls of the room, or that a bullet could not penetrate the glass of the window

remains litter

If you were on an excursion to see the remains of an ancient castle and you spotted another tourist dropping litter on the site, what would you do? If ..., I'd ...

scheme

How would you react if the government announced a scheme to build a new prison in your local area? If ..., I'd ...

Word-building exercise 3

For each sentence below, change the word printed at the beginning so that it fits correctly into the gap. Put your answer on the right.

Answers

e.g	luck	She was ... to win the game.	lucky
1	luxury	One website I was looking at yesterday said this hotel is the most ... in the world!	
2	reduce	If I paid in cash, would you be able to offer me a slight ... on the price?	
3	curious	Don't ask too many questions; your ... could get you into big trouble!	
4	general	I know I'm ... but the people in this city really don't seem very friendly!	
5	fool	I felt ... standing in the rain getting wet when everyone else had brought their umbrellas.	
6	locate	The film is being made in various different ... in South America.	
7	prescribe	This is a powerful medicine and you need a ... from your doctor to be able to get it.	
8	moral	What you're planning to do is illegal but it's also ..., which, in my opinion, is worse.	
9	promise	I've just checked the weather online and it looks ... for the whole week we're away on holiday.	
10	simple	Don't think the ... of his art means it's easy to create; quite the opposite is true!	
11	multiply	The children in this school learn to do ... when they're six years old.	
12	propose	My first ... was rejected but they accepted my second one immediately.	
13	remove	The ... of the furniture will make the room look a lot larger than it does now.	
14	suspect	As the weeks passed, we became more and more ... of our new neighbour.	
15	option	I paid more than I'd originally planned to for the car; the leather seats were an ... extra.	

Answers:

- | | | | | | |
|---|---------------------------|----|--------------|----|----------------------|
| 1 | luxurious | 6 | locations | 11 | multiplication |
| 2 | reduction | 7 | prescription | 12 | proposal/proposition |
| 3 | curiosity | 8 | immoral | 13 | removal |
| 4 | generalizing/generalising | 9 | promising | 14 | suspicious |
| 5 | foolish | 10 | simplicity | 15 | optional |

LESSON 174

trigger **rifle** **earthquake** **shift**

When carrying a rifle, why should a soldier only put his finger on the trigger just before firing?
When ..., ... in case the rifle goes off accidentally

What triggers earthquakes? A sudden shift in the rock beneath the surface of the Earth triggers earthquakes

Why do some jobs require people to do shift work?
Some ... because the work needs to be done both day and night

potential

If you had a child who showed great potential as an artist, would you encourage them to pursue art as a career?
Yes, if I ... ~ No, if I ...

Why or why not?

What do we mean if we say that something is a potential problem?
If ..., we mean it is not a problem now but it could become one in the future

collaborate **downside**

What's the main advantage of working in a large office surrounded by other people?
The main ... is that it's easier to collaborate with colleagues when one needs to

And what's the main downside?

The main downside is that one can get too easily distracted by noise and conversation

reverse

Count from one to five in reverse order, please.

5, 4, 3, 2, 1

in love

fall in love

at first sight

hug

How can we tell when people are in love?

We can tell ... they hold
arm, hug each other etc.

Do you really believe it's possible to fall in love with someone at first sight? Yes, ... ~ No,

Yes, ... \sim No, ...

hint

When your birthday is approaching, do you give your parents (friends etc.) hints about what you'd like as a gift?

Yes, when my ... ~ No, when my ...

wind – wound – wound

unwind

After using a vacuum cleaner, do you normally have to wind up the cable yourself or is there usually a button you can press to do it automatically?

After using ...

What are the three forms of "wind"?

The three forms of "wind" are "wind, wound, wound"

Could we describe a motorway as a winding road?

No, we couldn't ... because
motorways are usually quite straight

How do you like to unwind in your free time?

I like to unwind in my free time by ...

yawn

Do you yawn when you see or hear someone else yawning?

Yes , ... ~ No, ...

purchase

look over

in order

come forward

Why should one carefully look over a house or a car before purchasing it?

One should carefully
... to make sure that everything is in order

When a winning lottery ticket is purchased but nobody comes forward to claim the money, do you know what happens?

Yes, when a ...,
I know ... ~ No, when a ..., I don't know ...

What happens?

get on

What does somebody mean when they ask you how you're getting on?

When somebody ..., they're
asking how I'm progressing with a certain
project, or perhaps just asking how I am generally

What does one have to do in order to get on in life? In order ...,
one has to study hard, work hard etc.

dense **populate**

mist **fog** **smog**

Which is one of the most densely populated countries in the world? One of ...

What’s the difference between mist and fog? The difference ...
fog is thicker, or denser, than mist

Are there any towns or cities in your country where smog is a serious issue? Yes, ... ~ No, ...

overall

Make a sentence with the word “overall”, please. There were
one or two good scenes
in the film but, overall, it was rubbish



Students read Lesson 168 on page 979

mammal **erect** **attach** **peg**

Do most mammals stand erect on their back legs when they need to reach something high up? Yes, most ...

When we’re erecting a tent, how do we attach it to the ground? When ..., we ... by using ropes
connected to pegs that we knock into the ground

feature **promote** **focus**

What do we mean by the features on a person’s face? By ..., we mean the distinct parts of
their face such as the nose, eyes, mouth etc.

If you were in charge of promoting tourism in this region, which features of the area would you focus on in advertisements?

If ..., I'd focus on ...

damn

dam

construct

When might a person say "Damn!" or "Damn it!"?

A person ...

when they're angry

or when things go wrong

What happens when a dam is constructed across a river?

When ..., the flow of water in the river is blocked

at all costs

If your boss says "This document has to be sent today at all costs", what do they mean?

If ..., they mean that nothing

must be allowed to prevent the

document from being sent today

engage

part-time

full-time

Is it the custom in your country for couples to throw a party when they get engaged?

Yes, ... ~ No, ...

If you were engaged part-time by a company and found that you really enjoyed the role, how long would you wait before asking about the possibility of a full-time position, or would you never ask?

If ..., I'd wait ... ~ If ..., I'd never ...

numerous

a handful

invitation

If invitations to a social event were sent to numerous guests but only a handful of them turned up, how would the host feel?

If ... and ..., the host would feel disappointed, upset etc.

appreciate

function

comprehend

Why is it that children rarely appreciate the sacrifices their parents make for them?

Children rarely appreciate ... because children are too young to comprehend how the world functions, especially as regards money

On a computer keyboard, what's the main function of the "shift" key?

On ..., the main function of the "shift" key is to allow the user to type capital letters

frontier

commit to

Why is it so rare for countries to attempt to expand their frontiers these days?

It's so rare ... because almost all countries are committed to international agreements not to do so

detect

presence

Would a police dog be able to detect the presence of a human in a building using just its sense of smell?

Yes, ...

lap

Why is a laptop called a laptop?

A laptop ... because it's possible to rest it on your lap while you're using it

mainland**tunnel**

Is Britain connected to the mainland of Europe by a tunnel or a bridge?

Britain ... a tunnel

remote**device****electronic**

Have you ever spent a holiday in a very remote location?

Yes, ... ~ No, ...

Where?

What's a remote control?

A remote control is a device that sends out an electronic signal to operate a piece of equipment, such as a TV

objection

Do you have any objection to people smoking in their own homes?

Yes, ... ~ No, ...

drop off

When you were at primary school, did your parents normally drop you off in the morning?

Yes, ... ~ No, ...

Why do people sometimes drop off while they're watching TV in the evening?

People sometimes drop off ... because they're tired after a long day at work

undertake

Give me an example of the verb "undertake", please.

William has agreed to undertake responsibility for the development of all our new products from now on

Phrase exercise 4

From the three options given below each sentence, choose the one that has a similar meaning to the sentence itself.

- 1 **My grandmother is very well off.**
 - a) My grandmother has a lot of money.
 - b) My grandmother's health is good.
 - c) My grandmother is a happy person.
- 2 **She got carried away at the party.**
 - a) She fell in love with someone at the party.
 - b) She behaved in an overexcited way at the party.
 - c) She met lots of new people at the party.
- 3 **I'm all set to go to school.**
 - a) I'm obliged to go to school.
 - b) I'm eager to go to school.
 - c) I'm prepared to go to school.
- 4 **She makes a point of keeping her garden tidy.**
 - a) She has a regular schedule for tidying her garden.
 - b) She ensures that her garden is always tidy.
 - c) She likes telling people how tidy her garden is.
- 5 **OK, I need to get this straight: are you staying or leaving?**
 - a) I need to make sure I understand you.
 - b) I need to ask you personally.
 - c) I need you to be very honest now.
- 6 **Peter's a very down-to-earth person.**
 - a) Peter manages to live on very little money.
 - b) Peter is keen on the natural world.
 - c) Peter has a practical attitude to life.
- 7 **I took what he said at face value.**
 - a) I was insulted by what he said.
 - b) I knew his information was useless.
 - c) I believed he was telling the truth.
- 8 **Hopefully, he'll get round to fixing the car.**
 - a) Hopefully, he'll eventually find time to fix the car.
 - b) Hopefully, he'll discover an easy way to fix the car.
 - c) Hopefully, he'll avoid having to fix the car.
- 9 **The doctors think Alex will pass away soon.**
 - a) The doctors think Alex will die soon.
 - b) The doctors think Alex will leave hospital soon.
 - c) The doctors think Alex will start recovering soon.
- 10 **She stood in for me at the meeting.**
 - a) She promised she'd come with me to the meeting but she didn't.
 - b) She supported me during the meeting when I got into an argument.
 - c) She went to the meeting in my place because I couldn't go.

Answers:

- | | |
|-----|------|
| 1 a | 6 c |
| 2 b | 7 c |
| 3 c | 8 a |
| 4 b | 9 a |
| 5 a | 10 c |

*Dictation 120*

Despite knowing/ it was out of bounds,/ the three children/ chose to disobey
their uncle/ and open the cupboard./ They then quickly removed/ all the toys/
from the cardboard box inside./ Some men build up their muscles so much/ that
simply walking/ can be awkward./ Woven into the cloth/ was a variety of absurd
designs,/ which suggested the artist/ had never attended art school./ The area
where those bees stung you/ is getting quite swollen now./ The entire health
and safety committee/ threatened to resign/ unless those in authority/ agreed to
introduce/ a programme of urgent changes/ at the factory./ Suspicion, precious,
solemn, collar, adjust.

LESSON 175

rag

ragged

kid

What's a rag?

A rag is an old piece of cloth that we can use for cleaning

What do we mean when we say that **someone has gone from rags to riches**?

When ..., we mean that they were very poor in the past but are now rich

Why are kids' clothes often in a **pretty ragged state**?

Kids' clothes ... because they're always climbing on things, falling over, fighting etc.

ban

take part

bring in

tan

sunburnt

What does it mean if a football player receives a **three-match ban** as punishment for bad behaviour?

If ..., it means he isn't allowed to take part in the next three matches

Do you think the government should **bring in new laws to restrict the sale of very unhealthy food in shops, or even ban it altogether**?

Yes, ... ~ No, ...

How can someone with fair skin **develop a tan on holiday without getting sunburnt**?

Someone with ... by restricting the amount of time they spend sunbathing, and by regularly applying sun cream to the areas of their body that are exposed to the sun

in all

If you and a friend went to an average restaurant and each had a starter, main course and dessert, how much would you expect it to come to in all?

If a friend and I ...
and each had ..., I'd expect ...

vacant**lavatory**

Which words are usually displayed on the door of a public lavatory to indicate whether or not it's available for use?

The words "vacant" or "engaged" are usually ...

What do we mean by a vacant building?

By ..., ... empty building

wasteful**resource**

In your view, was society more wasteful with natural resources 50 years ago than it is today?

Yes, in my view, ... ~ No, in my view, ...

disguise

When a famous celebrity goes out in public but wants to avoid being spotted, what can they do to disguise themselves?

When ..., they can wear
a hat, a scarf, dark sunglasses etc.

casual**attitude**

What is the opposite of formal clothing?

The opposite
... casual clothing

What do we mean if we say that someone has a casual attitude towards their work?

If ..., we mean
that they aren't very careful,
and perhaps show little interest in their work

no ... whatsoever

Give me an example of "no ... whatsoever", please.

I've got no doubt
whatsoever that she'll arrive on time

be up to

get up to

What do you reckon your mother (father etc.) is up to at the moment?

I reckon ...

When children are left on their own, what kind of naughty things do they get up to?

When ..., they get up to all
kinds of naughty things, such as ...

pull up

pull over

In reference to driving, what's the difference between "pull up" and "pull over"?

In reference ..., the difference ... "pull up"
simply means "stop", whereas "pull over"
means "move to the side of the road and then stop"

humorous

Who's the most humorous person you know?

The most humorous ...

key

fingerprint

look into

What do you think is the key to a successful friendship?

I think the key ...

When the police are looking into a murder, why are fingerprints found at the scene of the crime often key to the success of the investigation?

When ..., fingerprints ...
because no two people
have the same fingerprints, which
means they can be used as evidence that
someone was present at the scene of a crime

out of reach

in reach (within reach)

fragile

china

smash

Why is it advisable in the home to keep fragile objects like china vases out of reach of small children?

It is advisable ... they
might knock them over and smash them

What's the opposite of "out of reach"?

The opposite of ...
in reach, or within reach

recover

strain

What's the best way to recover from an illness?

The best ...
is to relax, not strain oneself
in any way, take some mild exercise etc.

score	play at home	play away
point	table tennis	

Why is it that a football team playing at home usually scores more goals than when playing away? The reason a football team ... is that the players are surrounded by their home fans, who encourage them by cheering

How many points does one need to score to win a game of table tennis? One needs to score 11 (or 21) points to win a game of table tennis



Students read Lesson 169 on page 989

set off	set out	stall
----------------	----------------	--------------

After setting off (or setting out) on a journey, what sort of things do people often realize they've forgotten to take with them? After ..., people often realize they've forgotten to take their money, passport, keys etc.

Why should a market trader take care to set out his goods attractively on his stall? A market trader should take care ... to make them look better and therefore attract more customers

What's another meaning of the word "stall"? Another meaning ... is when an engine fails to keep going

Give me an example, please. The car stalled and wouldn't start again, so we got out and pushed

wipe out

Does a major earthquake have the power to wipe out an entire town?

Yes, ...

awfully

Make a sentence with the word “awfully” with the meaning of “very”.

I was awfully glad when I was told the party was going to go ahead after all

deliberate**turn a blind eye**

If you knew that a family member was deliberately not paying their income tax, would you turn a blind eye to it or say something to them about it?

If ..., I'd ...

face up to**interest****pay off**

When someone's in debt to a bank but they don't face up to the fact and therefore make no attempt to pay off the debt, what happens?

When ..., the debt grows bigger and bigger as a result of interest charges

get across

When you're speaking in English and you can't find the words you need to get across a particular idea, how do you feel?

When I'm ... and I can't find ..., I feel frustrated, disappointed etc.

revise (review)

brush up on

Why is it so essential to revise (or review) all past work before an examination?

It is so essential
... to fill in the gaps in our memory

What does the expression “to brush up on” something mean?

The expression “to brush up on” something means to review something that you have a good knowledge of but have forgotten slightly

Give me an example, please.

I brushed up on my French a bit before setting off for Paris on holiday

apparent

apparently

If a colleague of yours seemed annoyed with you for no apparent reason, would you ignore their behaviour or ask them what the matter was?

If ..., I’d ...

Give me a sentence with the word “apparently”, please.

I just spoke to my sister and, apparently, our cousin Bill has decided to move to Australia!

childish

childlike

expression

What’s the difference between the adjectives “childish” and “childlike”?

The difference ... “childish” is used as a criticism, whereas “childlike” is not usually used as a criticism

Give me a sentence with the word “childish”, please.

Michael gets so grumpy when he loses at table tennis; it’s a bit childish, really.

Give me a sentence with the word “childlike”, please.

The expression on
Tom’s face when he spotted the lions
in the distance was one of childlike wonder

fabric

denim

texture

bandage

What kind of fabric is denim, and what’s it most commonly used for?

Denim is a tough cotton fabric with a rough texture, and is most commonly used for making jeans

What’s a bandage?

A bandage is a long piece of fabric that we wrap around an injury to keep it clean and stop any bleeding

ages

If you had to wait ages for your order to be taken in a restaurant but then the food itself turned out to be delicious, would you leave a tip?

Yes, ... ~ No, ...

weird

Have you ever had any weird experiences in your life that you’re unable to explain?

Yes, ... ~ No, ...

gasp

When do people gasp?

People gasp when they receive a sudden shock, or when they can finally breathe in after swimming under water for a long time, for example

LESSON 176

Writing a report

For information on how to approach writing sections in class, see page V of Introduction.
For optional writing homework titles, see end of stage.

impersonal recommendation subheading

Key information:

- **Highly organized document:** written for specific person or group of people (boss at work, member of other organization, committee etc.).
 - **Provides information on particular situation or event:** people then usually use report and its conclusions to make decisions.
 - **Formal and impersonal style:** use passive voice where possible; avoid use of contractions; avoid using pronoun "I" in main paragraphs.
 - **Main paragraphs:** should deal with different aspects of report topic.
- (1) **Title at start:** but using 'to/from/subject' lines, similar to email, is fine too.
 - (2) **Introduction paragraph:** state aim of report.
 - (3) **Introduction paragraph:** say where information came from (if appropriate).
 - (4) **Subheadings for paragraphs:** makes it clear to reader what each paragraph is about.
 - (5) **Main paragraphs:** should report information or state facts rather than writer's personal opinions.
 - (6) **Conclusion paragraph:** own opinions/conclusions, and clear recommendations (if appropriate).

outdated in light of measure implement

Attracting young customers

(1)

(2)

Introduction

The aim of this report is to look at ways of making our bookshop more popular with young adult customers. In preparation for this, *250 local residents* between the ages of 16 and 30 were interviewed, revealing three main issues.

(3)

Shop interior

At present, the walls of the shop are dark blue, and the shelves are black. Over 75% of those questioned stated that they found these colours dull and not very welcoming.

(4)

Stock

Another important matter is that *over half the young people surveyed felt* that our stock was somewhat outdated. It seems that a significant number of people are choosing to go elsewhere to buy books by more contemporary authors.

(5)

Seating area

Lastly, 64% of people stated that they would visit the shop if there was an area where they could sit down, relax and have a cup of coffee. Many people said it would make them feel they could take their time, without being under any pressure to make a purchase.

(6)

Conclusion

In light of the above, *it appears that one priority should be* to redecorate the shop using brighter and more attractive colours. It also seems clear that further research is called for into the type of books we should stock. Lastly, an area of the shop should be selected to become a seating area with sofas, chairs, and a hot-drinks machine. I am confident that, if the above measures are implemented, we will see a rapid improvement in sales as well as in the store's reputation among young people.

In reference to writing, what do we mean by a report?

In ..., ... a highly organized document,
written for a specific person or group of people,
that provides information on a particular situation or event

When we write a report, who’s most likely to be our target audience?

When ..., our target audience ... our boss at work,
or a member of another organization or committee

Therefore, what writing style should we use?

We should use a
formal and impersonal style

Tell me three easy ways to help create a formal and impersonal style.

Three ... to avoid the use of
contractions, use the passive voice where possible,
and avoid using the pronoun “I” in the main paragraphs

What are two common ways of starting a report?

Two ... by using a title, or by using “to”,
“from” and “subject” lines, as in an email

Which two pieces of information do we normally put in the introduction paragraph?

Two ... the aim of the report,
and where we got our information from

Why do we normally give each paragraph a subheading when writing a report?

... to make it clear to the
reader what each paragraph is about

Should the main paragraphs of a report mainly state facts, or give our own personal opinions?

... state facts

So where do we normally write our own opinions?

... in the conclusion paragraph

What else do we often put in the conclusion?

... recommendations ...

trip

shoelace

Have you ever tripped over your shoelaces?

Yes, ... ~ No, ...

infect	infection	mosquito	fatal
---------------	------------------	-----------------	--------------

Can insects such as mosquitoes and flies infect people with disease? Yes, ...

And are some of these infections potentially fatal? Yes, some ...

influential

Who's the most influential leader your country's had in the last hundred years or so? The most ... is/was ...

layer

How many layers of brick do you reckon a wall two metres high consists of? I reckon ...

at a loss	at a profit	break even
------------------	--------------------	-------------------

Do most businesses run at a loss for a while when they're first established before they manage to break even? Yes, ...

What's the opposite of "at a loss"? The opposite ... "at a profit"

perfume

Does your mother (or wife, girlfriend etc.) have a specific perfume that she always wears? Yes, ... ~ No, ...

Which?

vision (eyesight) short-sighted long-sighted

Do you have good vision (eyesight)? Yes, ... ~ No, ...

If someone can only see objects clearly when they're quite far away, are they short-sighted or long-sighted?
When ..., they're long-sighted

medium media the media

social media sociable

When did the medium of television become available to the average household? The medium ...
during the second half of the 20th century

Do you think printed media such as books and newspapers will eventually disappear? Yes, ... ~ No, ...

Are the media in your country entitled to report whatever they like? Yes, ... ~ No, ...

In the above question, "the media" is treated as a plural noun. Note, however, that "the media is ..." is becoming more and more commonly used and is widely considered correct.

Do you agree that social media sites such as (name of well-known site) can, in fact, end up making people less sociable? Yes, ... ~ No, ...



Students read Lesson 170 on page 998

objective

subjective

how come

assess

What’s the principal objective of any commercial business?

The principal ... is to make a profit

How come it’s so difficult for parents to assess their children’s progress at school objectively?

It’s so ... because their feelings for their children can prevent them from judging things reasonably

What’s the opposite of “objective”?

The opposite ... “subjective”

hang on to (hold on to)

If you didn’t hang on (or hold on) to something when standing up on a moving bus, what might happen?

If ..., I might fall over

rattle

wedge

How can you stop a window rattling in the wind?

You can ... by pushing a small wedge of wood, card or cloth into the gap between the window and the frame

Which type of food is often sold in wedge-shaped blocks?

Cheese ...

terrific

What would I mean if I said I saw a terrific film last night?

If ..., you’d mean you saw a very good film

Was there a terrific amount of technological progress during the last century?

Yes, ...

in half (in two)

crease

If you fold a piece of paper in half twice, unfold it, and then tear along the creases, how many pieces of paper do you end up with?

If ..., you end up with four pieces of paper

unique

species

Tell me something that's unique about human beings in comparison with all other animal species.

One thing that's ...

count

count on

count in

count out

crisis

Which counts more, in your view: the salary you earn or the type of work you do?

In my view, the ... counts more than ...

Of all the people you know, who do you feel you could really count on for support in a crisis?

Of all ..., I feel ...

If this school were organizing a free mountain-climbing trip this weekend, could we count you in or would you tell us to count you out?

If this ..., you could count me in ~

If this ..., I'd tell you to count me out

Word pool 3: revision exercise

For each sentence below, choose one word from the word pool that fits correctly in the gap.

kettle	alarm	wrinkle	glue	blister
hood	canteen	jug	label	heel
frost	monster	ant	circus	lamb

- 1 It was raining hard but luckily my jacket had a plastic _____, which kept my hair dry.
- 2 The _____ in the college was too crowded so we decided to eat somewhere else.
- 3 I had a painful _____ on my hand after playing tennis all day.
- 4 There's not a single _____ on his face even though he's over fifty.
- 5 I can't start painting my model aeroplane yet because the _____ hasn't dried.
- 6 I don't know what kind of _____ we're searching for but it's already killed several of my cows.
- 7 I'll make us both a nice cup of tea as soon as the _____ boils.
- 8 The _____ on her left shoe broke off as she was climbing onto the boat.
- 9 We took the kids to the _____ but there were no animals so they were pretty disappointed.
- 10 I picked up the stone and a small _____ came out from underneath.
- 11 We all heard the fire _____ but not one of us believed it was an actual emergency.
- 12 Sometimes I buy a particular wine simply because I like the _____ on the bottle.
- 13 Farmers know that a healthy _____ will attempt to stand up very soon after being born.
- 14 There might be a bit of _____ on the ground tomorrow; it's going to be a cold night.
- 15 Mark mixed the fruit juice together in a glass _____ and then poured it into cups for his guests.

For relevant word pool, see page 1024.

Answers:

- | | | |
|-----------|-----------|----------|
| 1 hood | 6 monster | 11 alarm |
| 2 canteen | 7 kettle | 12 label |
| 3 blister | 8 heel | 13 lamb |
| 4 wrinkle | 9 circus | 14 frost |
| 5 glue | 10 ant | 15 jug |



Dictation 121

The garden lies on a steep slope/ and the soil's thin,/ but let's sow a few seeds
anyway/ and hope for the best./ The policemen were puzzled/ when the old
woman/ who owned the cottage/ just carried on combing her hair/ and ignored
them./ I'm delighted my mechanic thinks/ the tyres don't need changing./ A
shiver ran down Adam's spine/ on realizing the burglar had stolen/ his girlfriend's
jewellery/ from the hidden drawer./ Take my gloves,/ the circular saw,/ and this
bundle of tools,/ and put them all/ with the other stuff in the garage./ You'll lose
a lot of the flavour/ if you cook that dish on the hob/ instead of in the oven./
Amateur, option, encounter, bracelet, knuckle.

LESSON 177

Common prefixes (2)

dismal

Please see page X of Introduction for teacher notes on 'prefix sections'.

Some more common prefixes that we use in English are: "pre-" (meaning "before"), "en-" (meaning "make" or "give"), "mis-" (meaning "wrong" or "bad"), and "ex-" (meaning "previous" or "out").

What meaning can the prefix "pre-" add to a word?

The prefix ... "before" ...

Give me an example, please.

It's not fair to prejudge people

What meaning can the prefix "en-" add to a word?

The prefix ... "make" or "give" ...

Give me an example, please.

She endears herself to everyone
she meets with her great sense of humour.

Could I entrust you with making all the necessary arrangements?

What meaning can the prefix "mis-" add to a word?

The prefix ... "wrong" or "bad" ...

Give me an example, please.

The hotel customers
had clearly been mistreated and
were granted a full refund. It was his
misfortune to be chosen to speak to the boss.

What meaning can the prefix "ex-" add to a word?

The prefix ... "previous" or "out" ...

Give me an example, please.

He still communicates with
his ex-wife. He was excluded from the
team owing to his recent dismal performances.

soul

Do you believe that humans have a soul that carries on living after death?

Yes, ... ~ No, ...

bother

out loud

Does it bother you when another passenger plays music out loud on public transport?

Yes, ... ~ No, ...

What do we mean when we say we can't be bothered to do something?

When ..., we mean that we are not willing to make the effort to do something

Give me an example, please.

I just can't be bothered to do my homework now; I'll do it tomorrow

manual

high-tech (hi-tech)

When you buy a new high-tech (hi-tech) product, do you read the instruction manual that comes with it?

Yes, when I ... ~ No, when I ...

What do we mean by a manual job?

By ..., we mean a job that involves physical work

exhibition

exhibit

At an art exhibition, what do we call each individual piece of art on show?

At ..., ... an exhibit

grasp

What can happen if we don't grasp glass objects firmly enough when carrying them?

If we don't ..., they can fall onto the floor and smash into little pieces

politician

Why is it politicians don't always say in public what they say in private?

The reason politicians ... is that they're perhaps afraid that people would not vote for them

north-east

north-west

south-east

south-west

Whereabouts in England is London?

London's in the south-east of England

Is France north-east or north-west of Spain?

France is north-east of Spain

work out

If you have a problem in your personal life and you can't work out what to do, who do you turn to?

If ... and I can't ..., I turn to a friend, my family etc.

fashion

pop

Why is it essential for people to behave in an orderly fashion in very crowded areas such as shopping centres and sports stadiums, or at pop concerts?

The reason it's essential
... people can easily get hurt by
being crushed against one another

valid

Is the money used in your country valid in any other country?

Yes, ... ~ No, ...

keep back (stand back)

Why is it advisable to keep back from the edge of a race track when the cars shoot by?

It's advisable to ... because a driver
could lose control and crash into the crowd

drift

anchor

ashore

What's the function of the anchor on a ship?

The function ...
to prevent the ship from
drifting as a result of the current or wind

And in what circumstances might the crew need to drop anchor?

The crew might ... when they
want to go ashore, but the water is
too shallow to take the ship close to the shore

Why do good friends sometimes drift apart over time?

Good friends ...



Students read Lesson 171 on page 1007

workforce

make redundant

keep on

When a company needs to reduce its workforce in order to stay in business, is it very hard to decide who to make redundant and who to keep on?

Yes, when ..., it's ...

passion

What's your biggest passion in life?

My biggest ...

run down

run-down

Does your mobile battery run down more quickly now than it did when you first got the phone?

Yes, ... ~ No, ...

Do you find you catch colds more easily when you're feeling run-down?

Yes, ... ~ No, ...

run out of

What do you suppose will happen when the world runs out of its natural resources?

When the world ..., I suppose ...

classify

middle-aged

elderly

Would you classify people who are 40 years old as middle-aged?

Yes, ... ~ No, ...

And when would you start classifying a person as elderly?

I'd start ... at the age of about ...

contest

evident

Why do some people insist on entering TV talent contests despite the fact that they evidently have no ability whatsoever?

Some ... because they're desperate to become famous ...

dependant (dependent)

If you're asked to list your dependants when filling in an official form, what information should you supply?

If I'm asked ..., I should supply the names of any people who depend on me for financial support

headquarters

If you were the boss of a fashion company, which city would you consider the ideal location for your headquarters?

If ..., I'd consider ...

Why?

see off

If you were setting off on a trip round the world, who would you expect to come and see you off at the airport?

If ..., I'd expect ...

stocky

chubby

skinny

plump

imply

Name a famous person who’s stocky?

... is a famous
person who’s stocky

Name a famous person who’s chubby?

... is a famous
person who’s chubby

What’s another word similar to “chubby”?

Another ... “plump”

If we refer to someone as skinny rather than slim, what might this imply?

If ..., it might imply that we think
they should put on a bit of weight

come round

have over

payday (pay day)

When you have friends over, do you normally tidy up a little before they come round?

Yes, ... ~ No, ...

How often does payday come round for most people?

Payday ... once a month ...

How do patients usually feel when they come round after an operation?

Patients ... confused, tired etc. when they ...

scan

inspect

customs

How come customs officers at most airports don’t often need to inspect luggage manually these days?

Customs officers ...
because most airports have
special machines that scan luggage instead

What's the difference between scanning a document and photocopying a document?

The difference ...
is that scanning produces
a digital copy of the document,
whereas photocopying produces a paper copy

kit

Name a sport that one needs very little kit for.

The name ...
very little kit ... football etc.

What kit does one need to play tennis?

To play tennis,
one needs a pair of
trainers, a racket and a tennis ball

mislead

subsequently

If you bought something in a shop but subsequently realized you'd been misled by the sales person about the product, what would you do?

If ..., I'd ...

offence

rumour

Is it an offence in your country to spread false rumours about other people?

Yes, ... ~ No, ...

Do you take offence if someone criticizes your country?

Yes, ... ~ No, ...

Phrase exercise 5

From the four options given with each sentence, choose the one word that fits correctly in the gap.

- 1 Let's go travelling for a year; it'll broaden our ... **enormously**.
(settings / landscape / horizons / scenery)
- 2 The heavy rain caused a terrible flood, which in ... **damaged the economy** of the region.
(progress / depth / turn / future)
- 3 Why is it ... your interest to report the problem to the police?
(against / in / out of / for)
- 4 Finding his way around isn't one of Frank's strong ..., so don't be surprised if he gets lost in London!
(marks / spots / points / bits)
- 5 Several of my friends have spoken to Aisha since she moved to England and, ... all accounts, she's doing very well.
(with / by / from / for)
- 6 Don't just leave your computer course; that'd be taking the ... way out. Speak to your teacher about your problems.
(weak / quick / easy / silly)
- 7 David thinks the plan is risky, and, ... a sense, he's right.
(with / by / in / after)
- 8 All the songs in this new collection are loud, but the man ... the music is actually a very quiet individual.
(under / behind / over / in front of)
- 9 My request for a loan from the bank was not as successful as I'd hoped; ... short, I need to borrow money from someone.
(for / as / on / in)
- 10 There are no shops open this late, so we'll ... have to eat what's in the fridge.
(always / even / just / still)
- 11 Could you possibly keep ... on my bag while I go to the toilet?
(an eye / a look / a lock / an arm)
- 12 Can we stop running for a moment? I need a minute or two to ... my breath!
(find / draw / hold / catch)
- 13 I don't mind whether we go to Moscow or Beijing; it'll be a great experience in any ..., I'm sure.
(affair / event / result / occasion)
- 14 Mark's life is changing all the time. I can never ... track of what he's doing!
(follow / make / hold / keep)
- 15 This will be an exciting year for the company. Who knows what ... ahead for us!
(comes / sits / lies / goes)

Answers:

- | | | |
|------------|----------|-----------|
| 1 horizons | 6 easy | 11 an eye |
| 2 turn | 7 in | 12 catch |
| 3 in | 8 behind | 13 event |
| 4 points | 9 in | 14 keep |
| 5 by | 10 just | 15 lies |



Dictation 122

The cyclist stopped/ to pump more air into his tyres,/ in the hope that this would ensure/ that he didn't get a puncture/ on the narrow, bumpy countryside lanes./ Leading the procession,/ looking far from graceful/ squeezed into his military uniform,/ was the monarch himself,/ accompanied by a dozen armed guards./ Have you no conscience?/ This is a clear case of prejudice!/ You certainly weren't exaggerating/ about the scenery;/ the bay looks simply magnificent/ from up here!/ Mike was aware/ that few journalists/ had ever been permitted/ a personal interview/ with the team's coach,/ who had acquired a reputation/ for being grumpy and even nasty/ with members of the press./ Accessory, suicide, bankrupt, relevant, author.

Stage 11 Exam

Yes / No Quiz

- Yes 1) Is a leaflet something one might hand out in the street?
- No 2) Does frost occur in hot weather?
- No 3) If I carried out instructions you gave me, would you be angry?
- Yes 4) Is a glance a quick look?
- No 5) Is it nice to get the sack?
- No 6) Is stale air good for you?
- Yes 7) Can the word "uneasy" mean the same as "uncomfortable"?
- No 8) Are the numbers 2, 4, 6 and 8 odd?
- Yes 9) Is a van a vehicle?
- Yes 10) Can we keep tools in a shed?
- No 11) Is it correct to say "turn out the radio"?
- Yes 12) Do people yawn when they're exhausted?
- No 13) Does your hair shrink when you go to a hairdresser?
- No 14) Can one survive a fatal blow to the head?
- Yes 15) Are your hips below your waist?
- No 16) Can gripping films be boring?
- No 17) Do we normally hug people if we loathe them?
- Yes 18) Is dawn at the start of the day?
- No 19) Does everyone have to swim ashore when a ship is launched?
- No 20) Do handcuffs help to keep you warm?
- No 21) Is it common for people to wear sweaters when they're exercising in a gym?
- Yes 22) Do passengers on an aeroplane sit in the cabin?

- Yes** 23) Can we buy a daily newspaper from a newsagent?
- No** 24) Would you be pleased if someone said you sang dreadfully?
- No** 25) Is a scheme a kind of picture?
- Yes** 26) Do rifles have triggers?
- Yes** 27) Does "to sit an exam" mean the same as "to take an exam"?
- No** 28) Do you feel like frowning when you hear good news?
- Yes** 29) Do popular TV shows appeal to many people?
- No** 30) Do ragged clothes look smart?
- No** 31) Does a grant need to be paid back?
- Yes** 32) Does the lit end of a cigarette glow?
- Yes** 33) Is your heel a part of your foot?
- No** 34) Would a child be pleased if they were picked on at school?
- Yes** 35) Can we lose money if we bet?
- No** 36) Does "to trip" mean "to go on a short journey"?
- No** 37) Do cats bark when they're scared?
- Yes** 38) Can escalators go down?
- No** 39) Is a rumour a quiet noise?
- No** 40) If you pull up in a car, do you go faster?

Vocabulary Test

- | | |
|--------------|---------------|
| 1) fabric | 21) assess |
| 2) moustache | 22) bracelet |
| 3) range | 23) puzzled |
| 4) fee | 24) restrain |
| 5) vary | 25) silly |
| 6) weep | 26) dreadful |
| 7) bride | 27) laundry |
| 8) bullet | 28) fog |
| 9) rag | 29) appalling |
| 10) unique | 30) blister |
| 11) layer | 31) label |
| 12) bully | 32) interior |
| 13) weird | 33) grumpy |
| 14) pension | 34) invest |
| 15) vital | 35) grieve |
| 16) stab | 36) cope |
| 17) gig | 37) inspire |
| 18) hood | 38) plump |
| 19) jug | 39) jar |
| 20) gasp | 40) deadline |

Dictation

A tiny crease/ in the skin on one's face/ is called a wrinkle./ She always manages to acquire/ a gorgeous tan on holiday./ We gazed at the mountain peak,/ struck by its extraordinary beauty./ His new scheme for raising money/ is even more outrageous/ than his last one./ A political leader/ must always have a strong vision/ for the nation's future;/ otherwise, voters will look elsewhere./ Varying your exercise routine/ will prevent it from becoming dull./ Am I right in assuming/ your principal reason for quitting work/ is to gain leisure time?/ Prior to her career as a folk singer,/ she'd run a market stall/ selling vegetarian food.

Writing homework titles

The length of each piece of writing should be between 200 and 250 words.

Lesson 166 (General advice for writing)

- 1 A few days ago, you happened to meet someone you used to be good friends with at school. You were both in a hurry at the time and couldn't talk properly, but your friend gave you their email address. Write an email telling your friend about your life since leaving school, and suggest an idea for meeting up in the near future.
- 2 You recently moved into a rented flat with some friends. At first, the flat seemed fine, but now you realize there are some problems with it. Write an email to your landlord, who lives in another city, asking for something to be done.
- 3 One of your cousins has recently decided that he wants to join the army rather than go to university. Your uncle and aunt have contacted you, asking you to persuade him that this is not a good idea. Write a letter to your cousin.

Lesson 170 (Writing an informal letter)

- 1 A close friend kindly lent you their car a few days ago to go away for a weekend. Unfortunately, you have had an accident and now the car needs expensive work done to repair it. Write an email to your friend explaining what has happened and suggesting what should happen next.
- 2 Write a letter to a family member telling them about a holiday you've just come back from.
- 3 A friend of yours is coming to live in your house and look after it while you are away for a month. Write an email, giving your friend information about the house and the surrounding area that they will need or might find useful while they are there.

Lesson 171 (Writing a cover letter)

- 1 You are attending university but hope to work during the summer holidays for six weeks or so. Think of a job you might like to do during this period and then write a cover letter/email for your application.

- 2 Imagine a job that you hope to apply for at some point in your future career. Write the cover letter/email that you might send as part of your application for that job.
- 3 There is an interesting evening course starting soon at your local college. Only a limited number of people will be able to attend the course, and the college has stated that all applications must be supported by a cover letter. Write your cover letter.

Lesson 176 (Writing a report)

- 1 You work in an English language school. The principal wants to improve the business, and he has asked you to interview current students and obtain their opinions on the following:
 - building and facilities;
 - teaching staff;
 - courses.He then wants you to present him with a report, including recommendations for possible action. Write your report.
- 2 You recently worked at a large annual 3-day music festival as an official 'helper', providing members of the public with information, and dealing with any problems or complaints they had. The festival has attracted fewer people in recent years, and the organizers have asked you, and all the other helpers, to provide individual reports on the festival, based on your personal experience, and to suggest any improvements to the festival that you feel should be made. Write your report.
- 3 The company you work for needs to find a hotel for some very important customers who are visiting for a week in the near future. Write a report for your boss on the top two hotels in your area, and recommend one.

STAGE 12

LESSON 178

Word pool 1 (nouns)

flaw	heir	escalator
gadget	maid	flair
dormitory	client	academy
victim	penalty	recreation
bench	napkin	suburb

For relevant word pool revision exercise, see page 1099.

the bigger ...

the more ...

When we are comparing only two people or things, it is possible to use the word “the” in front of a comparative adjective rather than a superlative adjective. For example, “I have two bedrooms in my flat. The smaller of the two is used as a store room”.

Give me an example of the word “the” used in front of a comparative adjective instead of a superlative adjective.

Of the two restaurants on this street, this one is the more expensive

comparatively

Give me an example of the word “comparatively”, please.

For a lady of 92, her eyesight is comparatively good

economic

economical

cutback

cut back

The word “economic” means “related to money or the economy”. For example, we can say “The country is facing severe economic problems”. The word “economical”, on the other hand, means “providing good value” or “requiring less money than usual”. For example, we can say “The car cost quite a lot to buy, but it’s very economical to run”.

Do governments sometimes introduce cutbacks in public spending during an economic crisis? Yes, ...

If, for some reason, you personally needed to start living more economically, what would you cut back on? If, for some reason, I ..., I’d ...

explosion

massive

Can a gas leak in a building cause a massive explosion? Yes, ...

anniversary

What kind of things do married couples get up to on their wedding anniversary? Married couples ...

flatter

compliment

chat up

What does the verb “flatter” mean? The verb “flatter” means to praise someone or pay them compliments to make them feel good about themselves

Name a common situation when someone might choose to flatter the person they're talking to. A common ... when they're hoping someone will do them a favour, or when they're chatting someone up

Do you think it's true that we only flatter people when we want something from them? Yes, ... ~ No, ...

dietgradualcut out

When someone goes on a diet, is it healthier for them to lose weight quickly or gradually? When ..., ... gradually

Have you ever deliberately cut something out of your diet in an attempt to improve your health? Yes, ... ~ No, ...

What?

surrender

How can soldiers in a battle let the enemy know that they've decided to surrender? Soldiers in ... by waving a white flag and putting their hands up

plothalfwayallotment

If the plot of a film is tricky to follow, do you tend to keep watching to the end or give up halfway through? If ..., I tend ...

What would you do if you found out that someone was plotting to murder you? If I ..., I'd ...

Is it the practice in this country for some people living in flats in town to have a plot of land somewhere on which they grow fresh fruit and vegetables, for example?

Yes, it's the practice ... ~ No,
it isn't the practice ...

What are such plots of land called?

Such ... allotments

head for

In the morning, is the road outside this building full of people heading for work? Yes, ... ~ No,

Yes, ... \sim No, ...

capture

torture

Are there international laws in place these days to ensure that soldiers captured during a war are not tortured by the enemy?

Yes, ...

under control

out of control

reality

fully

Why is it important for a government to give the impression that the economy is fully under control even when, in reality, it may not be?

It's important ... so that the public maintain
their faith in the government and support them

If the driver of a bus you were on suddenly had a heart-attack and the bus went out of control, what would you do?

If ..., I'd push the driver aside, put my foot on the brake and steer the bus to the side of the road



Students read Lesson 172 on page 1015

tone

Which actor or actress do you think has the nicest tone of voice?

I think ... has

Do you set your phone to use specific ring tones for certain people so you know who's calling you?

Yes, ... ~ No, ...

interact

interactive

layout

How can the layout of an office influence the way people work?

The layout ... by affecting how easy it is for people to interact and access equipment

Why do children prefer interactive museums to traditional museums?

Children ... because they enjoy taking part in activities and seeing what happens when they press buttons on exhibits

vice

What do you think is your greatest virtue, and what's your greatest vice?

I think my greatest virtue is ...
and my greatest vice is ...

get by

When there isn't enough room to get by two people talking to each other in a narrow corridor, what can you say?

When there isn't ..., I can say
"Excuse me, can I get by, please?"

How little sleep can you get by on each night without suffering from tiredness?

I can get by on ... without ...

regardless

Give me an example of the word “regardless”, please.

He took part in the rugby match regardless of his injuries

consult

make your way

deteriorate

specialist

Would you be able to make your way from here to the coast (the capital etc.) without consulting any kind of map?

Yes, ... ~ No, ...

If you felt your hearing was starting to deteriorate, would you visit your doctor first or consult a specialist immediately?

If ..., I'd ...

trail

What do we mean by a trail in the countryside?

By ..., we mean a path or track leading through the countryside that people can walk along

expire**expiry****renew****straightforward**

Is it a pretty straightforward process to renew an expired passport in your country?

Yes, ... ~ No, ...

What do you have to do?

You have to ...

Name a food you definitely wouldn't eat if it was past its expiry date.

... is a food ...

uphold**institution**

Which institutions undertake responsibility for upholding the law in a country?

The police and the courts undertake ...

nap

Why do elderly people sometimes take a nap in the middle of the day?

Elderly ... because they get tired rather easily

give in**submit****assignment**

Have you ever given in a piece of homework knowing it was absolutely awful?

Yes, ... ~ No, ...

Do universities often ask their students to submit assignments over the internet?

Yes, ...

withdraw

What's the maximum daily amount you can withdraw from your account using a cash machine?

The maximum ...

give up

chase

Why might a policeman decide to give up chasing a criminal in the street?
A policeman ... if the criminal was running too fast to catch

budget

Who's in charge of the household budget in your family?
... in charge of ...

Word-building exercise 1

For each sentence below, change the word printed at the beginning so that it fits correctly into the gap. Put your answer on the right.

Answers

e.g	luck	She was ... to win the game.	lucky
1	face	Anne's ... features are so striking she could be a model if she wanted.	
2	expand	If this company hopes to grow, there'll need to be an ... in the range of products we offer.	
3	publish	This magazine is currently the only ... that makes any profit for the company.	
4	significant	It's hard to know what the ... of this latest decision will be.	
5	cover	The national TV station was praised for its detailed ... of events during the war.	
6	direct	The phone ... is now published online to save printing costs.	
7	talk	Peter's quiet in the classroom but he's a lot more ... outside.	
8	settle	The biggest ..., with over a thousand inhabitants, was next to the river.	
9	preserve	Investing money in the ... of this college building is an excellent idea.	

10	declare	Her sudden ... of love took him completely by surprise.
11	refuse	Serena's ... to help arrange things for the party makes no sense; the party's for her!
12	compare	Life today is not ... to that of a thousand years ago; it's so much easier now.
13	persuade	The sales assistants in that store can be very ..., so be careful!
14	problem	I've had a rather ... day so far. Let's hope it gets better.
15	include	I'm not sure whether the price he's quoted me for the job is ... of tax or not.

Answers:

- | | | |
|----------------|----------------|------------------------------|
| 1 facial | 6 directory | 11 refusal |
| 2 expansion | 7 talkative | 12 comparable |
| 3 publication | 8 settlement | 13 persuasive |
| 4 significance | 9 preservation | 14 problematic/problematical |
| 5 coverage | 10 declaration | 15 inclusive |

LESSON 179

storey

skyscraper

We generally use the word “storey” when we are referring to the architecture or structure of a building, whereas we use “floor” when talking about the different levels within a building. For example, we would say “Mr Brown’s cousin lives on the fifth floor of a ten-storey block of flats”.

Would you like to work on the top floor of a 30-storey skyscraper?

Yes, ... ~ No, ...

Why or why not?

attain

mother tongue

Do you think someone with a talent for learning languages can attain the same level of competence in a foreign language as they have in their mother tongue?

Yes, ... ~ No, ...

clockwork

What would I mean if I said “The wedding day went like clockwork”?

If you ..., you’d mean that every part of the wedding day happened on time and in the way it had been planned

adequate

inadequate

discomfort

Do passengers on long flights suffer discomfort if there isn’t adequate leg room on the plane?

Yes, passengers ...

Are accidents in the workplace often a consequence of inadequate safety measures? Yes, ...

exclude

digestion

Excluding the costs of rent and travel, about how much money do you need to get by each week? Excluding ..., I need ...

Is there any type of food you exclude from your diet to avoid problems with digestion? Yes, ... ~ No, ...

What?

aggressive

aggression

growl

Do airlines give their crew members training in how to cope with aggressive passengers? Yes, ...

When does a dog growl? A dog growls when it wants to show aggression

in the event of

helpless

If a country had no army, would it be completely helpless in the event of a military attack? Yes, ...

Give me another example of “in the event of”.
In the event of an emergency, please alert a member of staff immediately

join in

Why do some children at primary school find it hard to join in with others in the playground? Some ... they aren’t used to interacting with other children, they’re shy etc.

instruct

instructor

The verb “instruct” means “teach” but is generally used to describe teaching someone how to perform an activity. For example, we can say “The staff were instructed on what to do in the event of a fire”.

Do you think you’d enjoy the job of driving instructor?

Yes, ... ~ No, ...

Why or why not?

moist

moisten

lick

How do we moisten stamps so that they stick to envelopes?

We moisten ... by licking them

occasional

outbreak

Give me an example of the word “occasional”, please.

I have the occasional
pint of beer at the weekend

Are there occasionally serious outbreaks of flu in the world that cause a large number of deaths?

Yes, ...

plunge

When swimming in a lake, why should one enter the water carefully rather than just plunge in?

When ..., ... because the
water may be too shallow, or there may
be rocks close to the surface of the water

register

premises

Why are visitors often asked to register at reception when they enter the premises of a big business?

Visitors are ... for security reasons

troublesome

Do you think your parents would describe you as having been a troublesome child?

Yes, ... ~ No, ...

alter

philosophy

Why does a person’s philosophy on life often alter significantly as they get older?

A person’s ...

detached

semi-detached

terraced

bungalow

mansion

drive (driveway)

go for

What’s the difference between a terraced house, a semi-detached house, and a detached house?

The difference ...

a terraced house shares a wall with another house on both sides, a semi-detached house shares a wall on one side only, and a detached house stands on its own and doesn’t share a wall with any other property

Why might a bungalow be a good choice of accommodation for an elderly person?

A bungalow ... because a bungalow is on one level and has no stairs to climb

Which is most likely to have its own drive (or driveway): a mansion, a bungalow or a terraced house?

A mansion ...

If you had the choice, which would you go for: a mansion in the countryside or a luxury apartment in town?

If ..., I'd go for ...



Students read Lesson 173 on page 1024

bug

virus

bacteria

defect (n)

microphone

embassy

What's a bug?

A bug can be an insect, a minor illness caused by a virus or bacteria, a secret hidden microphone (in an embassy for example) or a defect in a computer program

Does it bug you when people have loud mobile phone conversations on public transport?

Yes, ... \sim No, ...

Would you know what to do if your computer were infected by a virus?

Yes, I'd know ... ~ No, I wouldn't know ...

swap

Would you be willing to swap your phone (watch etc.) for mine? Yes... 3

Yes, ... \sim No, ...

cop

What's an informal word for a police officer?

An informal ... a cop

dissolve

How long does sugar take to dissolve in a cup of coffee?

Sugar takes ...

pat

simultaneous

Is it easy to pat one’s head and rub one’s stomach simultaneously?

No, it isn’t ...

hang up

When was the last time you hung up on somebody in anger?

The last ... ~ I’ve never ...

worth my (your etc.) while

worthwhile

outer

inner

outskirts

If you lived three hours away from this school, would it be worth your while coming here for lessons?

No, if ..., it wouldn’t ...

Do you think it’s worthwhile exploring outer space?

Yes, ... ~ No, ...

Why or why not?

Why do many people prefer to settle on the outskirts of a city rather than in an inner city area?

Many ...

priceless	worthless	antique
------------------	------------------	----------------

What’s the difference in meaning between the words “priceless” and “worthless”?
The difference ... “priceless” means “extremely valuable”, whereas “worthless” means “having no value”

Give me an example of each, please.
The palace contains a number of priceless antiques.
Most of the stuff in the market was worthless rubbish, so I didn’t get anything.

fiction	non-fiction	literature
----------------	--------------------	-------------------

As regards literature, do you tend to prefer fiction or non-fiction?
As regards ..., I tend ...

Why?

make-up (makeup)	make up	enhance
-------------------------	----------------	----------------

feeble	fall out with	row
---------------	----------------------	------------

following

Do television presenters normally wear make-up (makeup) to enhance their appearance on camera?
Yes, ...

Give me an example of a feeble excuse that employees often make up in order not to go to work.
A feeble ...

If you fell out with your best friend following a row, how long do you reckon it’d take you to make up with each other again?
If ..., I reckon ...

install**expert**

Are you capable of installing a new washing machine, or would you have to get an expert to do it? I'm capable ... ~ No, I'm not capable ...; I'd have to ...

blush**comment**

Do you blush easily when someone makes a flattering comment about you in front of other people? Yes, I blush ... ~ No, I don't blush ...

limp

What am I doing? You're limping

What does it mean if we describe the flowers or leaves of a plant as limp? If ..., it means they're softer than they should be, and not firm and healthy

route

Which route do you follow when you go home (or come to school, go to work etc.)? The route I follow when ...

Phrase exercise 1

From the four options given with each sentence, choose the one word that fits correctly in the gap.

- 1 Your skills are key ... the success of this plan; without them, it'll fail!
(to / at / of / by)
- 2 This isn't actually my book; it's on ... from my local library.
(lend / borrow / loan / hire)
- 3 If we're ... luck, Richard will be at the party, and he can give us a lift home afterwards.
(on / at / in / by)

LESSON 180

Writing a story

For information on how to approach writing sections in class, see page V of Introduction.
For optional writing homework titles, see end of stage.

sequence

set the scene

Key information:

- (1) Contractions: normal to use them when writing story.
- (2) Linking expressions: always important, but ones that communicate 'time' and 'sequence' ideas are especially useful.
- (3) Past simple: use to communicate main events in story.
- (4) Past continuous: use to set scene and give background information.
- (5) Past perfect: use to mention something that happened at earlier time.
- (6) Adjectives and adverbs: make descriptions more interesting.

departure gate

boarding pass

devastated

Always check!

I was finally off to my brother's wedding. *I'd* never had the opportunity to visit New York before and I could hardly wait. I had a while to wait before boarding so, *in the meantime*, I sat in one of Heathrow Airport's many coffee bars to watch the planes taking off.

Before long, my flight was announced, and *I quickly made my way* to the departure gate. *I was standing in the queue* when suddenly my stomach turned over. Where was my boarding pass? And my passport?

I ran like I'd never run before. In my mind, I could still see my passport and boarding pass lying on the coffee bar table. *I'd left them there* in my mad hurry to get to the gate in time. How could I be so stupid!

I burst into the coffee bar and went immediately to the table I'd been sitting at; my documents weren't there! I stood there in silence, *devastated*.

"Is this yours, sir?" said a voice behind me *politely*.

(6)

I turned to see a smiling waiter, and in his hand, a British passport with a boarding pass sandwiched between its pages.

"Yes! Oh, thank you," I replied. "Thank you so much!"

"You're very welcome," he said calmly. "Now, you'd better get going, hadn't you, sir?" I took the documents and set off back, possibly even faster than before. I arrived, completely out of breath, just as the staff were about to close the gate.

"Wait!" I called out desperately, opening the passport at the photo page as I approached them. I looked down at the face in the picture. It wasn't mine.

When we're writing a story, is it normal to use contractions?

Yes, when ...

Which kind of linking expressions are especially important when we're telling a story?

The kind ... ones that communicate 'time' and 'sequence' ideas

Give me some examples, please.

before long;
three weeks later; meanwhile etc.

Which tenses do we normally use when telling or writing a story?

When ..., ... the past simple,
the past continuous, and the past perfect

In a story, what's the purpose of the past simple?

In ..., ... to communicate the main events in the story

Give me an example, please.

I suddenly saw a man

And what's the purpose of the past continuous?

The purpose ...
to set the scene and give background information

Give me an example, please.

I was walking along the street
one day when I suddenly saw a man

When do we use the past perfect in a story? We ... to mention something that happened at an earlier time

Give me an example, please. I was walking along the street one day when I suddenly saw a man that I had been to secondary school with

Tell me a simple way of making descriptions in a story more interesting. A simple ... by using adverbs and adjectives

Repeat this sentence, adding words to improve the description: “The man put the gun back on the table”.
The old man slowly put the gun back on the table. Surprisingly, the man put the loaded gun back on the table.

sum

subtract (take away)

Why is it a good idea to avoid carrying large sums of cash around with you when you’re travelling?
It’s a good idea ... because ...

Are you good at doing sums in your head? Yes, ... ~ No, ...

What do we get if we subtract (or take away) four from nine?
If ..., we get five

send for

How did you feel at school on occasions when the head teacher sent for you? I felt ...

upkeep

finance

What kind of buildings have their upkeep financed by the public? Government buildings, schools, hospitals etc. have ...

hold up

postal

What kind of things can cause a postal service to be held up?

Strikes, bad weather etc. can cause ...

take up

Why is it common for people to lose their enthusiasm quite soon after taking up physical exercise?

It's common for ...

because they discover it's harder or less interesting than they thought it would be

Which object in this room takes up the most space?

... takes up ... in this room

trend

Regarding trends in fashion, who are usually the more aware: teenagers or the middle-aged?

Regarding ..., teenagers ...

And regarding trends in the economy?

Regarding ..., the middle-aged ...

relation

mental

Would you say there was a strong relation between a football team's mental attitude and the level of success they enjoy?

Yes, I'd say ...

uppermost

Make a sentence with the word "uppermost", please.

When I'm driving in London, safety is always uppermost in my mind

blond (masculine)

blonde (feminine)

Name a famous person with blond (blonde) hair.

... is a ...

In what way is the adjective “blond” an unusual word?

The adjective ... because we add the letter “e” to it to make the feminine form



Students read Lesson 174 on page 1033

contrast

What’s the biggest contrast between the north and south of this country?

The biggest ... the landscape, the weather, the economic conditions etc.

monitor

attendance

Why is it important for this school to monitor your lesson attendance?

It's important ...

overwhelm

coil

Do some snakes overwhelm other animals by coiling around them and squeezing tightly?

Yes, ...

If an athlete at the Olympics is overwhelmed by the occasion, what effect can that have on their performance?

If ..., their performance can deteriorate

correspond

How do the majority of people correspond these days?

The majority ... by email, text etc.

umpire

referee

cricket

The role of an umpire and the role of a referee are similar: to control a sporting activity and make sure the rules are followed correctly. A referee generally moves around a lot, as in football and boxing. An umpire, on the other hand, generally remains in one position, as in tennis and cricket.

Name two sports that have umpires rather than referees.

Tennis and cricket are ...

Why do football referees need to be more physically fit than tennis umpires?

Football referees ... they need to run around during a match, whereas tennis umpires are seated

turnover

The turnover of a company is the value of the goods and services that the company sells in any particular period.

If a retail company found a cheaper supplier for the goods it sold, which would increase: the company's turnover or the company's profits?

If ..., the company's profits would increase

award

scholarship

What type of award is a scholarship?

A scholarship is a financial award that's given to a student by an organization to help with their education, often because the student is particularly clever or talented

response

When someone says "How do you do?", what's the appropriate response?

When ..., the appropriate response is "How do you do?"

destruction

existence

virtual

What’d be the likely outcome of a nuclear world war?

The likely outcome of ...
the almost total destruction of life on
our planet; even if some people survived,
a civilized existence would be virtually impossible

Why do airlines use virtual reality during the initial training of pilots rather than real aircraft?

Airlines ... because the
consequences of a mistake made
while flying a real aircraft are potentially fatal

even so

Give me an example of “even so”, please.

It rained almost
every day we were in Paris. Even so,
we managed to enjoy ourselves enormously.

Word pool 1: revision exercise

For each sentence below, choose one word from the word pool that fits correctly in the gap.

flaw	heir	escalator	gadget	maid
flair	dormitory	client	academy	victim
penalty	recreation	bench	napkin	suburb

- 1 Paul’s paintings are amazing; he’s got a real _____ for art.
- 2 Her biggest _____ is that she doesn’t really listen to other people’s opinions.
- 3 In those days, the _____ for such a crime was death by hanging.
- 4 The manager used to get very angry if the waiters didn’t fold every _____ perfectly.
- 5 Every new electrical _____ Philip buys for the kitchen ends up at the back of a cupboard.

- 6 Rebecca was happy because her new at school had very comfortable beds.
- 7 For some reason, the wasn't working so we had to walk up.
- 8 Ken deliberately put his bag next to him on the so that nobody else would sit there.
- 9 The facilities for sport and that the hotel offers are the best in the area.
- 10 I prefer the they have now; she's much more efficient than the last one they employed.
- 11 It's a lovely but it's too far from the city centre for me to consider buying a house there.
- 12 Mr Johnson is a brand new so we need to make a special effort to impress him.
- 13 As the to a large fortune, he doesn't need a job at all, but he feels it's important to work.
- 14 Why are you defending him? You must realize I'm the in this situation!
- 15 John was accepted by the owing to his impressive exam results.

For relevant word pool, see page 1075.

Answers:

- | | | |
|-----------|--------------|------------|
| 1 flair | 6 dormitory | 11 suburb |
| 2 flaw | 7 escalator | 12 client |
| 3 penalty | 8 bench | 13 heir |
| 4 napkin | 9 recreation | 14 victim |
| 5 gadget | 10 maid | 15 academy |

*Dictation 123*

It was by no means/ a desperate time for her/ after the divorce;/ in fact, she
coped very well indeed./ Neither of us can stand/ using the vacuum cleaner,/ so
what's stopping us/ paying someone to do the household chores/ while we're at
work?/ Let's hope the bridegroom/ gives a decent speech./ Richard glanced up/
and was thrilled to spot/ the marvellous city lights ahead./ It had been a long, te-
dious train journey,/ but soon he'd be home again,/ catching up with family and
friends./ This sweater I knitted is fabulous/ but slightly too large./ Can I deliber-
ately shrink it/ in the washing machine?/ Children often go through/ a stubborn
phase/ when they rebel/ against their parents' authority./ Perceive, loathe, over-
draft, leisure, pursue.

LESSON 181

in prison

to church

at university

primary

We do not use the definite article “the” in front of certain nouns when we are referring to their primary purpose. Some examples are “prison”, “church”, “hospital”, “school”, “college”, “university”, and “bed”.

For example, the primary purpose of a prison is to contain criminals, so if we say “John is in prison”, we are communicating that John is a criminal. On the other hand, if we say “John is in the prison”, we are simply stating his physical location; perhaps he is visiting someone.

Similarly, if we say “Peter is at university”, we are communicating that Peter is a student. If, on the other hand, we say “Peter is at the university”, again we are just saying where he is.

What does it mean if we do not use the definite article “the” in front of nouns such as “prison”, “church”, “hospital” and so on?

If we do not ..., it means we are referring to their primary purpose

Have you ever spent time in hospital?

Yes, ... ~ No, ...

Why?

On which day of the week do Christians normally go to church?

Christians ... on Sunday

proportion**terms****back out****look through****be on good (or bad) terms with**

In percentage terms, what proportion of your time do you estimate you spend sleeping?

In percentage terms, I estimate ...

In terms of population, which is the largest country in the world?

In terms of population, China is ...

Have you ever been about to sign a contract but then backed out after looking through the terms and conditions more carefully?

Yes, ... ~ No, ...

Is there anyone you're on bad terms with at the moment?

Yes, ... ~ No, ...

Who?

colloquial**cosmetics**

In colloquial English, what do people often use instead of the word "child"?

In colloquial English, people ... "kid" ...

Change this sentence into colloquial English, please:

"My mother frequently purchases cosmetics."

My mum
often buys make-up

drastic**revenue**

If attendances at matches fell severely at a football club, would that have a drastic impact on revenue?

Yes, if ...

break off

engagement

What do we mean if we say that a couple have broken off their engagement?

If we say ..., we mean that the couple were planning to marry each other but have now changed their minds

drawback

erase

cross out

What's the main drawback of writing in ink instead of in pencil?

The main ... an error made in ink cannot easily be erased; it has to be crossed out, unless one uses a liquid eraser

gum

chew

chewing gum

come across

In addition to the teeth themselves, what part of the mouth does a dentist always inspect?

In addition to ..., ... gums

If someone started to chew a piece of chewing gum in the middle of a job interview, how would they come across?

If ..., they'd come across very badly, as they would appear too casual

treat

What do we mean by a treat?

By a treat, we mean something that gives pleasure, especially something unexpected or not enjoyed often

Give me an example, please.

As a treat on my birthday, my mum took me to the seaside with my best friend

distribute

door-to-door

Why might a business choose to distribute leaflets door-to-door rather than through the post?

A business might ...
cheaper, easier etc.

foul

on purpose

Name a sport in which it's common for fouls to be committed on purpose.

... is a sport in which ...

What do we mean by foul language (or a foul smell)?

By foul language
(or a foul smell), ... very unpleasant ...

fulfil

unfulfilled

Have you got any unfulfilled ambitions?

Yes, ... ~ No, ...

What?

take over

In business, what does it mean when we say that one company takes over another company?

In business, when we say ...,
it means that one company buys
the other company and gains control of it

internal

external

Do you think it's ever acceptable for one country to attempt to influence the internal political affairs of another country?

Yes, ... ~ No, ...

What’s the opposite of “internal”?

The opposite ... “external”

in a way

Give me an example of the phrase “in a way”, please.

In a way, I was sorry to see him go home, but,
in another way, I was glad because I was so tired

file

Do you prefer to file your nails or cut them?

I prefer ...

highway

What do we mean by a highway?

By a highway, we mean a main
road that connects two towns or cities

outcry

abolish

Would there be a massive outcry if the government in this
country tried to abolish the welfare state?

Yes, there’d be ...

pass out

Would you know what to do if the person next to you on a
very hot and crowded train suddenly passed out?

Yes, I’d know ... ~ No, I wouldn’t know ...

What?



Students read Lesson 175 on 1042

version

When a road accident is witnessed by a number of people, are the police often given several different versions of events?

Yes, when ...

bounce

Which bounces higher: a tennis ball or a cricket ball?

A tennis ball ...

cosmopolitan**diverse**

When we describe a city as cosmopolitan, what do we mean?

When ..., we mean it is home
to a diverse range of inhabitants and cultures

guarantee**proceed**

If you were about to buy a fantastic bargain in a second-hand shop but then discovered the product didn't come with a guarantee, would you still proceed with the purchase?

Yes, ... ~ No, ...

get out of**compelled**

If a colleague you didn't like much invited you to their wedding, would you try to get out of it or would you feel compelled to go?

If ..., I'd ...

update upgrade app (application)

Do most of the apps (or applications) on your phone update automatically? Yes, ... ~ No, ...

What does someone mean if they say they want to upgrade their room in a hotel? If someone says ..., it means they want to move to a better room with better facilities

privilege burden reception

If a friend selected you to make a speech at their wedding reception, would you see it as a privilege or a burden? If ..., I'd see it as ...

most = very

Give me an example of "most" with the meaning of "very". The way he refused to carry out your instructions was most shocking

bulk day-to-day move house

Is buying food in bulk more economical than buying food on a day-to-day basis? Yes, ...

When people move house, do they normally hire a company to move the bulk of their possessions to the new property? Yes, ...

obedient misbehave

Is it normal for even the most obedient child to misbehave every now and again? Yes, ...

intense

Does the South Pole experience intense cold all year round?

Yes, ...

For what kind of reason might a student enrol on an intensive English language course that involved spending the whole day at school?

A student might ... because ...

swift

Do the police in this area respond swiftly to emergency calls?

Yes, ... ~ No, ...

confidential

Is the information that doctors hold on their patients strictly confidential?

Yes, ...

cater

Do the shops in this area cater for all your day-to-day needs?

Yes, ... ~ No, ...

Why do couples usually employ others to deal with the catering on their wedding day?

Couples ... because they lack the time to deal with it themselves

in the long run

Give me an example of “in the long run”, please.

He had to study hard for several years to become a doctor, but it was worth it in the long run

flap

Do birds flap their wings more rapidly than flying insects?

No, ...

jot down

text

When you're reading some complicated text in English, should you jot down words that are unknown to you so that you can learn them later on?

Yes, if ..., I should ...

starve

What does the verb "starve" mean?

The verb "starve" means to die as a result of not eating enough food

LESSON 182

Common noun suffixes

Please see page XI of Introduction for teacher notes on 'suffix sections'.

Some common suffixes we use to form nouns are: "-ness", "-ment", "-ance", "-ence", "-ship", "-hood", "-ity", and "-ion".

Some examples of such nouns are "greatness", "enjoyment", "acceptance", "correspondence", "membership", "motherhood", "regularity", and "adoption".

Make a sentence containing a noun with the suffix "-ness", please.

There was great gentleness
in her voice when she spoke. He failed
the exam as a direct result of his idleness.

Make a sentence containing a noun with the suffix "-ment", please.

I got the email you sent me but
I'm afraid I couldn't open the attachment.
I think your judgement of the situation is exactly right.

Make a sentence containing a noun with the suffix "-ance" or "-ence", please.

The painting's disappearance was
reported in all the newspapers. The lawyer
was determined to prove the man's innocence.

Make a sentence containing a noun with the suffix "-ship", please.

The government granted him citizenship three
years ago. Home ownership is rising in this country.

Make a sentence containing a noun with the suffix "-hood", please.

He wasn't really suited to fatherhood.
His life of crime continued into adulthood.

Make a sentence containing a noun with the suffix “-ity”, please.

Many of his colleagues admire him for his sincerity.
Diamonds sell for high prices because of their rarity.

Make a sentence containing a noun with the suffix “-ion”, please.

One small hesitation can often mean missing a great opportunity. When she entered the office, the tension in the room rose immediately.

discount

error

If a shop offered you a 20% discount on a product that originally cost £100, how much would you pay?

If ..., I'd pay £80

Is it reasonable to discount errors one makes in dictations if they're just simple spelling mistakes?

No, it isn't ...

Why not?

Because part of learning a word is learning how to write it, and spelling is very important in the real world

element

hydrogen

formula

What's the name of the element that's required in addition to oxygen in order to make water?

The name of ... hydrogen

So what's the chemical formula of water?

The chemical formula of water is H₂O

combat

cooperate (co-operate)

Are you trained in any form of unarmed combat?

Yes, ... ~ No, ...

Do you think countries need to cooperate more to combat the threat of global climate change?

Yes, ... ~ No, ...

bloke **guy** **chap**

Tell me some words we often use in colloquial English instead of the word “man”?

Some ... “bloke”, “guy”, “chap” etc.

Give me an example, please.

I’ve only met him once, but he certainly seems like a nice chap

monotonous **repetitive**

What do we mean by a monotonous job?

By..., we mean a job where the activities and general routine are repetitive and don’t change

outlook **optimistic** **pessimistic**

optimism **pessimism**

What sort of outlook do you think you have on life: optimistic or pessimistic?

I have ...

Which nouns describe the feelings of being optimistic and pessimistic?

The nouns ... “optimism” and “pessimism”

demonstrate **demonstration** **protest**

furious

When a fitness instructor wants a class to try a new exercise, do they always demonstrate it first?

Yes, ...

How can people protest when they're furious about a government decision? People ... by holding a public demonstration, by submitting a written protest etc.

squash **elevator**

When the doors to an elevator open and it's already quite squashed inside, do you try to enter or do you wait for another one? When ..., I ...

out of order **overtime**

What does it mean when there's a notice hanging on a lift or a drinks machine saying "Out of order"? When there's ..., it means the lift or the machine isn't working at the moment

Do you think it's out of order for a boss to ask someone to work overtime for no extra pay? Yes, ... ~ No, ...



rip **rip-off** **patch**

If you ripped a hole in your favourite pair of jeans, would you sew a patch over the hole? Yes, if I ... ~ No, if I ...

What do we mean when we say that a product or service we paid for was a rip-off? When ..., we mean that we paid far more for it than its real value

self-respect

self-service

self-catering

self-centred

villa

consideration

Explain the phrases “self-respect” and “self-service”, please.

“Self-respect” is respect for oneself, and “self-service” describes a restaurant, for example, where customers collect their own food and take it to the table

Which would you prefer: a self-catering holiday in a rented villa or a hotel-based holiday with full board? I’d prefer ...

Why?

Would you expect a self-centred person to show consideration for other people? No, I wouldn’t ...

operator

hold on

put through

get through

What does a telephone operator mean when they say “Hold on; I’ll put you through”? When a telephone operator says ..., they’re asking you to wait while they connect you

And if they can’t get through to the person you want, what might they say? If they can’t ..., they might say “I’m sorry; I can’t get through. Would you like to hold on or would you prefer to ring back?”

If you sat some crucial exams but didn’t get through them, would you take them again? Yes, ... ~ No, ...

breakdown

Can long periods of intense stress cause a person to suffer a nervous breakdown?

Yes, ...

put up with

snore

If you could hear your flatmate snoring loudly every night, would you be able to put up with it?

Yes, if I ... ~ No, if I ...

acknowledge

commute

outstanding

How would you feel if you sent a letter of complaint to a company and they didn't even acknowledge receipt of the letter?

If ..., I'd feel ...

If you commuted on the same train every morning, do you think you'd eventually start to acknowledge the other regular passengers?

Yes, ... ~ No, ...

How does the army acknowledge outstanding courage displayed by soldiers in combat?

The army acknowledges ...
by awarding medals

come on (go on)

go off

Do street lights come on (go on) automatically when it starts to get dark and then go off again at dawn?

Yes, ...

restore

Which would you rather buy: an old house that was interesting but needed restoring, or a brand new house that was lacking in character?

I'd rather ...

oral

hygiene

filling

In reference to language learning, what's an oral examination?

In reference ..., ... a speaking test

In the long run, does a good oral hygiene routine reduce the need for fillings?

Yes, ...

conservative

Why do you suppose people tend to become more conservative as they get older?

I suppose ...

forecast

favourable

When it comes to selecting what to wear each day, do you pay any attention to the weather forecast on the radio or TV?

Yes, when it ... ~ No, when it ...

Is the forecast for next weekend favourable?

Yes, ... ~ No, ...

continental

In a hotel, what's the difference between a continental breakfast and an English breakfast?

In a hotel, the difference ...

a continental breakfast consists of

fruit juice, bread, sweet pastries, jam,

marmalade and so on, whereas an English breakfast

consists of eggs, bacon, sausages, tomatoes and so on

Phrase exercise 2

From the three options given below each sentence, choose the one that has a similar meaning to the sentence itself.

- 1 **You need to get a grip on yourself.**
 - a) You need to plan a secure future for yourself.
 - b) You need to gain control of your emotions.
 - c) You need to realize your strengths and weaknesses.
- 2 **My favourite radio programme's on air now.**
 - a) My favourite radio programme is very popular.
 - b) My favourite radio programme might be cancelled.
 - c) My favourite radio programme is being broadcast.
- 3 **I find it hard to make ends meet.**
 - a) It's hard for me to manage my relationship successfully.
 - b) It's hard for me to find enough money to pay for everything.
 - c) It's hard for me to finish all my work in the time available.
- 4 **You should stand up to him.**
 - a) You should defend yourself against him.
 - b) You should show respect to him.
 - c) You should try to be like him.
- 5 **I passed up the opportunity.**
 - a) I told someone else about the opportunity.
 - b) I decided not to take advantage of the opportunity.
 - c) I waited too long and missed the opportunity.
- 6 **Why don't we call it a day?**
 - a) Why don't we have a party?
 - b) Why don't we make arrangements?
 - c) Why don't we finish now?
- 7 **She's got a nest egg.**
 - a) She wants to have a baby.
 - b) She is keeping a secret from us.
 - c) She has money saved for the future.
- 8 **I got the hang of the job very quickly.**
 - a) I became bored of the job very quickly.
 - b) I learnt how to do the job very quickly.
 - c) I managed to find the job very quickly.
- 9 **They made quite a splash at the party.**
 - a) They attracted a lot of attention during the party.
 - b) They behaved badly when they went to the party.
 - c) They spent a great deal of money on the party.
- 10 **Do you have a soft spot for him?**
 - a) Do you take advantage of him?
 - b) Are you quite keen on him?
 - c) Can you find an easy job for him?

Answers:

- | | |
|-----|------|
| 1 b | 6 c |
| 2 c | 7 c |
| 3 b | 8 b |
| 4 a | 9 a |
| 5 b | 10 b |

*Dictation 124*

It'd been a dreadful plan./ In an ambitious attempt/ to discourage other runners,/ Paula had shot ahead,/ but after a mere five miles,/ she was being overtaken./ So exhausted/ that she felt she might even collapse,/ she now stood no chance of a medal./ This is outrageous!/ The architect's initial sketches/ for the hotel project/ show that he plans/ to support the ceiling in the lounge/ with stone columns./ He claims it'll give the area/ a luxurious appeal,/ but I think it's an appalling idea,/ and would just look weird./ My proudest moment as an inventor/ was watching the aircraft/ launch into the atmosphere/ full of technological equipment/ that I'd designed./ Soon, it'd be sending back/ invaluable scientific information./ Recruit, forthcoming, vehicle, plough, laundry.

LESSON 183

Word pool 2 (nouns)

catalogue

debut

cellar

alien

pond

concrete

deodorant

rage

parade

bruise

feat

wolf

toddler

prey

density

For relevant word pool revision exercise, see page 1146.

put away

What problem would arise in your home if you never put things away after using them? If I never ..., the house would get incredibly messy and I wouldn't be able to find anything

overboard

guts

If you were on a boat in a storm and somebody fell overboard, do you reckon you'd have the guts to jump in the water and try to save them? Yes, if I ... ~ No, if I ...

surgery

undergo

show in

When a patient undergoes surgery, what do we call the doctor that operates on them? When ..., ... a surgeon

When you've got an appointment at a doctor's surgery, do you just walk straight into the room where the doctor is, or are you shown in? When I've got ...

friction

compromise

at times

When two objects rub together, does the friction create heat? Yes, when ...

Is it normal for husbands and wives to compromise at times in order to avoid friction in the relationship? Yes, it's normal ...

go by

Why do you suppose weekends seem to go by so much more quickly than weekdays? I suppose ...

stretch

turn back

If a stretch of road you were driving along suddenly came to an end, what would you have to do? If ..., I'd have to turn back

bulb

flicker

If a light bulb in your home started flickering, what would you think and do? If ..., I'd ...

appetite

Who's got the biggest appetite in your family? My ...

sound

investment

What do we mean by sound advice, or a sound financial investment?

By ..., we mean a piece of advice, or a financial investment, that's good quality and which we can depend on

compensate

make up for

Do airlines compensate passengers when journeys are severely delayed?

Yes, ... ~ No, ...

If you forgot your best friend's birthday, how would you make up for it?

If ..., I'd ...

chop

What am I pretending to do?

You're pretending to chop wood with an axe

stick out

grab

skip

Why is it better not to walk around in public with your wallet (or purse) sticking out of your pocket?

It's better ... because someone might try to grab it

When you're in a hurry and have to skip breakfast, are you able to stick it out till lunchtime fairly easily?

Yes, when I'm ... ~ No, when I'm ...

cramp

isolated

rural

habitation

In which parts of the body do people usually suffer from cramp?

People ... in their leg, foot etc.

Where would you prefer to live: in a cramped inner-city area surrounded by busy crowds or in an isolated rural environment far from any other sign of habitation? I'd prefer ...

take on

Has this school taken on any new staff recently as far as you know? Yes, ... ~ No, ...

What would I mean if I said "I think I've taken on too much"?
If ..., you'd mean that you thought you'd accepted too much work or responsibility

stop off

stop over

Which of these two sentences is correct: "He stopped off at the bank on the way home" or "He stopped over at the bank on the way home"?
"He stopped off ..." is correct

Why? Because "stop over" communicates that you spend the night somewhere while on a long journey

So give me an example of "stop over", please.

On our way from the UK to Australia, we stopped over in Beijing for one night



Students read Lesson 177 on page 1059

lively

In what way can a lively class of children be tricky for a teacher to cope with? A lively class ...

turn up (show up)

What happens if a player fails to turn up (or show up) for a football match? If a player ..., a reserve player takes his place

negotiate negotiation conflict

reluctant

When two countries are negotiating in order to end a conflict but both sides are reluctant to compromise, what often happens? If ..., the countries often end up breaking off the negotiations

service

What do we mean by public services? By public services, we mean education, health care, public transport, rubbish collection etc.

Do modern cars need servicing less frequently than old cars? Yes, ...

stand for executive

chief executive officer (CEO)

What does the abbreviation CEO stand for? The abbreviation CEO stands for “chief executive officer”

Would you like to be the CEO of a large international business organization? Yes, ... ~ No, ...

Why or why not?

out of sight

in sight

What does the expression “out of sight, out of mind” mean?

The expression “out of sight, out of mind” means that, sometimes, when we don’t see a person (or thing) for a while, we forget about them

What’s the opposite of saying “The ship was out of sight”?

The opposite ... “The ship was in sight”

take seriously

If somebody takes everything in life too seriously, can they end up suffering from high levels of stress?

Yes, if somebody ...

sigh

When do people sigh?

People sigh when they’re tired, impatient, sad or unhappy

vanish

mysterious

What do the police have to do when someone vanishes in mysterious circumstances?

When someone ..., the police have to investigate the disappearance in order to find out whether a crime has occurred

ridiculous

What’s the most ridiculous present anyone’s ever given you?

The most ...

get away with

fraud

What proportion of people do you think would be willing to commit financial fraud if they knew they were guaranteed to get away with it? I think ...

assemble

Does this class always assemble in the same room? Yes, ... ~ No, ...

What are the advantages of buying furniture that you assemble at home as opposed to ready-made furniture? The advantages ... the furniture's usually cheaper and easier to transport

go with

dress sense

Does a person with poor dress sense tend to choose clothes that don't go with one another? Yes, ...

studio

studio flat

bedsit

tenant

What do we mean by a recording studio and a TV studio? By ..., we mean the places where music and TV programmes are recorded

What's the principal difference between a **bedsit** and a **studio flat**? The principal ... the tenant in a bedsit shares a bathroom with other people in the building, whereas the tenant in a studio flat has their own bathroom

hectic

Why should people with hectic working lives make sure they don't skip breakfast? People ... because they might not find the time to eat a decent lunch later on

costly

Give me an example of the word "costly", please. After making several costly mistakes, the CEO took the decision to resign

Word-building exercise 2

For each sentence below, change the word printed at the beginning so that it fits correctly into the gap. Put your answer on the right.

			Answers
e.g	luck	She was ... to win the game.	lucky
1	provide	It's the teacher's responsibility to ensure the ... of safe equipment for the experiment.	
2	suppose	He's ... highly intelligent but I'm afraid to say I find that hard to believe.	
3	invite	The sea looks very ... today; why don't we come back for a swim tomorrow instead?	
4	cancel	I'm afraid the restaurant is fully booked but, if we get a ..., I'll contact you immediately.	
5	human	One newspaper has referred to what the soldiers did as a crime against ..., and I totally agree.	
6	inform	I'm afraid you've been ...; Mrs Hoxton's been dead for ten years!	
7	realize	The sudden ... that she'd left her bag in the bar made her feel a bit sick.	
8	attend	All the ... working at this petrol station wear a uniform.	
9	dismiss	David's ... was no surprise; he simply wasn't doing his job properly.	

10	capable	I don't personally feel he has the ... to succeed in such a demanding job.
11	insist	I offered him some money for my train ticket but he was very ... that he should pay for it.
12	note	He was really very ill last week but he's become ... better in the last few days.
13	exclude	The shop she's buying her wedding dress from is so ... that you need an appointment to visit it.
14	private	The railway has always been run by the government but they're thinking of ... it now.
15	support	Thanks for being so ... of what I was doing; it made me feel a lot more confident.

Answers:

- | | | |
|----------------|---------------------------|----------------------------|
| 1 provision | 6 misinformed | 11 insistent |
| 2 supposedly | 7 realization/realisation | 12 notably/noticeably |
| 3 uninviting | 8 attendants | 13 exclusive |
| 4 cancellation | 9 dismissal | 14 privatizing/privatising |
| 5 humanity | 10 capability | 15 supportive |

LESSON 184

sophisticated

Do you think today’s society means young people tend to be more sophisticated than in the past? Yes, ... ~ No, ...

Why or why not?

Do some big companies use sophisticated methods to reduce their tax burden? Yes, ...

put up

What’s the maximum number of people you could put up overnight in the place where you live? The maximum ...

fruitful

Are negotiations between two nations usually more fruitful when both sides are prepared to compromise? Yes, ...

let in	let out	let through	pass
--------	---------	-------------	------

Why do some jewellery stores have special security systems to let customers in and out? Some ... because jewellery stores are often targeted by robbers

Do airport security officers demand to see a valid boarding pass before they let a passenger through to catch their flight? Yes, ...

profile

status

Which elements of their profiles do people change most often on social media websites?

The elements of ... their profile
picture, relationship status etc.

Why do newspapers like to publish stories about high-profile celebrities?

Newspapers ... because they know
more people will buy their newspaper

till

counter

In a small shop, where is the till normally situated?

In ..., the till ... on the counter

stay behind

Why might a pupil feel a little anxious if their teacher asked them to stay behind after class?

A pupil ... because
they might assume there was a
problem or that they were in trouble

overlook

Does this room overlook the street (or road)?

Yes, ... ~ No, ...

Name a job where overlooking details can lead to costly errors.

The name of ... architect, engineer, surgeon etc.

incident

On which day of the week do you think the police in this country have to deal with the highest number of criminal incidents?

I think ... on ...

live on

If you were suddenly forced to live on half the money you live on now, would it cause a financial crisis for you?

Yes, if ..., it'd ... ~ No, if ..., it wouldn't ...

critical

partnership

Is a business partnership likely to survive if the partners are constantly critical of one another's ideas?

No, ...

What do we mean by a critical decision?

By ..., we mean a very important decision that will dictate how a situation develops

overseas

Is it possible to travel abroad from this country without going overseas?

Yes, ... ~ No, ...

crossing

pedestrian

Are all the pedestrian crossings in this town controlled by traffic lights?

Yes, ... ~ No, ...

look on

retirement

Do you think most people look on retirement as a positive or negative change in their lives?

I think ...

heavy

soak

We can sometimes use the word “heavy” with a meaning similar to “intense”. For example, a heavy cold is a bad cold, and if someone sleeps heavily, it means that they’re hard to wake up.

Give me an example of the word “heavy” (or “heavily”) used with a meaning similar to “intense” (or “intensely”).

He was breathing heavily
because he’d been running

If you went for a walk in heavy rain without an umbrella,
would you get soaked?

Yes, ...

hopeful

hopeless

Are you hopeful for the future of the planet?

Yes, ... ~ No, ...

Tell me something that you’re hopeless at.

I’m hopeless at ...

out of place

conference

Why would you look out of place if you turned up to a
business conference in shorts and a T-shirt?

I’d look ... because
everyone else at the conference
would be wearing formal work clothes

bureaucracy

complex

giant

What do people mean when they complain that there’s too
much bureaucracy in an organization?

When ..., they mean that
the rules and regulations used
in the organization are too complex
and should be more straightforward

Would you be happy if a giant shopping complex was constructed near your home?

Yes, I'd be ... ~ No, I wouldn't be ...

go off

yogurt (yoghurt)

How long do you reckon plain yogurt can safely be kept in the fridge before it goes off?

I reckon ...



Students read Lesson 178 on page 1075

countless

Make a sentence with the word “countless”, please.

I called the hospital countless times but couldn't get through

gardening

lawn

In your country, do people often take up gardening in their retirement?

Yes, in ..., people often ... ~

No, in ..., people don't often ...

Why?

What's a lawn and where do we usually find one?

A lawn is an

area of grass kept closely cut and smooth like a carpet and is usually found in a garden

slice

Name some types of food that are often served in slices.

Some types ... are bread, cake, pizza etc.

dedicate

out of work

Do you think your government should dedicate more resources to helping those who are out of work? Yes, ... ~ No, ...

crawl

How does a baby move around before it learns to walk?

A baby moves about by crawling on its hands and knees before ...

out of practice

About how long would you have to go without speaking English before you began to feel out of practice? I'd have to go about ... before ...

stare

Do young children often stare at strangers without realizing how uncomfortable it can make them feel? Yes, ...

left-handed

right-handed

Do you know anyone who's left-handed for certain activities and right-handed for others? Yes, ... ~ No, ...

acquaintance

What's the difference between a friend and an acquaintance?

The difference ... a friend is someone we have a close personal relationship with, whereas an acquaintance is someone we know, but not well

universal

Name an animal that has almost universal appeal.

... is an animal that ...

go over

When you write something in English, like an email for example, do you go over it at the end to check for mistakes?

Yes, when I ... ~ No, when I ...

doubtful

doubtless (no doubt)

If you felt very doubtful about a work colleague's ability to do their job properly, would you tell anyone else in the company?

Yes, if I ... ~ No, if I ...

Make a sentence with "doubtless" or "no doubt", please.

He may be late for the wedding,
but doubtless (no doubt) he'll get
here in time for the reception afterwards

keep up

keep up with

Why do many people join gyms, start going two or three times a week, but later struggle to keep it up?

Many people ...
because they find they're too tired or
busy to go that often, they lose motivation etc.

What would you advise a student to do if they weren't keeping up with the others in their class?

I'd advise a student to study hard at home if ...

naive (naïve)

Would you say it was naive to trust one's government?

Yes, ... ~ No, ...

let off

fireworks

envisage

Is it the custom in many countries to let off fireworks when celebrating special occasions?

Yes, ...

Why might the police take the decision to let someone off with a warning for a minor offence rather than arrest them?

The police ... because they can tell that
the person regrets their actions and they don't
envisage the person committing a similar offence again

headline

In the newspaper headline "President to resign", what does the infinitive "to resign" mean?

In ..., the infinitive "to resign" means "is going to resign"

cloakroom

overcoat

What do we call the small room in a theatre where members of the audience can leave their bags and overcoats?

We call ... the cloakroom

Phrase exercise 3

From the four options given with each sentence, choose the one word that fits correctly in the gap.

- 1 The wedding invitations were sent out ... **short notice, so there was hardly any time to find a suitable gift.** (by / at / with / on)
- 2 You can ... it from me, this is a good restaurant; I come here a lot. (buy / take / get / hear)
- 3 Don't ... me wrong; I like George a lot, but I couldn't live with him, that's all. (take / have / think / get)
- 4 We'd expected rain on the wedding day but, on the ..., we were blessed with brilliant sunshine. (turn / reverse / opposite / contrary)
- 5 I'm afraid I don't really ... for music. (hold a tune / have an ear / hit a note / take a tone)
- 6 He's learning Portuguese with ... **to going out there next year.** (an image / a view / a sight / a picture)
- 7 The money was being collected ... **aid of charity.** (for / in / to / with)
- 8 His company is very creative; it's at the ... **edge of computer design.** (sharp / thin / cutting / facing)
- 9 My mum's eyesight is poor, but she can read with the ... **of glasses.** (profit / aid / support / guidance)
- 10 If we get the project done ... **time, we'll be able to have a short holiday.** (ahead of / one at a / by the / for some)
- 11 Give your laptop to Nick; he'll be able to fix it in no ...! (time / problem / cost / doubt)
- 12 When Caroline walked into the room, I knew ... **a glance that something was wrong.** (with / in / at / on)
- 13 I think children should, ... **reason, be free to do what they like.** (under / through / among / within)
- 14 I will ... **at nothing to get what I want!** (end / stop / close / finish)
- 15 Is there much call ... **English teachers in this area?** (for / on / to / after)

Answers:

- | | | |
|---------------|-------------|-----------|
| 1 at | 6 a view | 11 time |
| 2 take | 7 in | 12 at |
| 3 get | 8 cutting | 13 within |
| 4 contrary | 9 aid | 14 stop |
| 5 have an ear | 10 ahead of | 15 for |



Dictation 125

John frowned at the barbecue,/ unable to comprehend./ Although the heat
seemed fierce,/ lifting up the shoulder of lamb/ and peering underneath/ had
revealed/ the meat was somehow not cooking./ The only way to beat a bully/
is to stand up for yourself./ If possible, I'd appreciate/ a moment of your time./
I'm conducting a survey/ on behalf of the local council/ to assess public opinion/
on the new retail development./ In order to stop putting on weight,/ it's crucial/
that you commit to this diet./ Suspicious that the food company/ might not be
complying/ with regulations,/ we took a closer look/ at the label on the packet./
Adequate, budget, facial, exhibit, swap.

LESSON 185

Writing an essay

For information on how to approach writing sections in class, see page V of Introduction.
For optional writing homework titles, see end of stage.

Key information:

- **Short piece of writing: presents ideas on particular topic, discusses them, and reaches a conclusion.**
- **Usually written by students (school, college or university) for a teacher, professor etc.**

(1) **Introduction: general information at start to introduce topic of essay.**

Possibly also basic statement of writer's opinion, but only if essay title asks mainly for writer's view (e.g. title with wording such as "Do you agree?" or "Do you think ...?") – not if title asks for more balanced approach (e.g. "Discuss ..." or "What are the advantages and disadvantages ...").

(2) **Each paragraph: should focus on particular point, or aspect of topic.**

(3) **Illustrate main points: give examples to make ideas clearer for reader.**

(4) **Similar or related points: put together in same paragraph.**

(5) **Final paragraph: own personal conclusion on topic.**

"For young single adults, living alone is a better option than sharing accommodation." Discuss.

(1)

Most young single adults live either with family members or friends. However, these days, many are choosing to live on their own.

(2)

One advantage of not sharing accommodation is that you have *control over your time*. You can go out with friends whenever you like, but if you want a quiet evening with a book or film, for example, you can have it; there is nobody around to interfere with your plans.

(3)

Another benefit of living alone is that you are not forced to put up with other people's annoying habits, whether it is *dirty plates in the sink or loud music late at night*. Living alone means you automatically avoid the awkward conversations and arguments that housemates often have about things like this.

On the other hand, sharing accommodation with others is normally far cheaper than living alone, and this is a major advantage. Rent is cheaper as it is shared among everyone in the property, and heating and electricity bills are also lower for the same reason.

Furthermore, living with other people means you are *likely to have a more sociable lifestyle*. Of course, you can invite friends round when living alone, but, in a shared house or flat, everybody else's friends come to visit too and you get to know more people. Perhaps more important than this, though, is that there is nearly always *someone around to chat with if you feel lonely*. Unlike someone who lives alone, you do not need to make arrangements to meet.

(5)

(4)

In conclusion, *I feel that living alone is not the best option*. Humans are social animals, and I would always prefer to be around friends or family, despite how annoying they can occasionally be.

What do we mean by an essay? By an essay, we mean a short piece of writing that presents and discusses ideas on a particular topic, and reaches a conclusion

And who are essays usually written by? Essays ... students at school, college or university

How does an essay normally start? An essay ... with general information that introduces the topic of the essay

What should each main paragraph of an essay focus on? Each ... a particular point, or aspect of the topic, that we want to discuss

How can we make certain our ideas are clear for the reader? We can ... by illustrating them with examples

If we're making two points that are closely related, should we put them in the same paragraph? Yes, ...

How does an essay normally end? An essay ... with our own personal conclusion on the topic

make out

Do you think you could make out a person's facial expression from 100 metres away?

Yes, ... ~ No, ...

straight away (right away)

If you discovered a leaking water pipe in your home, would you call for a plumber straight away (or right away) or try to fix the problem yourself?

If I ..., I'd ...

reliable

Who's the least reliable (or most unreliable) member of your family?

... is ... of my family

take in

When someone gives you directions to go somewhere, are you good at taking them in or do you quickly get confused?

When ..., I'm good at ... ~ When ..., I quickly get confused

Is it common for people to be taken in by the claims of dishonest salesman and later discover they've been ripped off?

Yes, ...

mummy

daddy

What do most young English children call their mum and dad?

Most ... "Mummy" and "Daddy"

manhood

womanhood

motherhood

What do the words “manhood”, “womanhood” etc. mean?

The words ... mean the state of being
a man, the state of being a woman etc.

Does motherhood often change a woman’s priorities in life?

Yes, ...

last

If you had to, how long do you reckon you could last just on
the food you have at home right now?

If I had to, I reckon ...

flake

snowflake

Is every snowflake that falls from the sky unique?

Yes, ...

absent

Are any members of this class absent today?

Yes, ... ~ No, ...

be inclined

accumulate

attic

stuffy

chilly

Are people who live in houses inclined to accumulate a lot of
useless junk in their attic?

Yes, ...

If the room you were in was stuffy, would you be inclined to
open a window even if it was chilly outside?

Yes, if the ... ~ No, if the ...

set fire to

arson

If somebody deliberately sets fire to a building, what crime are they guilty of? If ..., they're guilty of arson

go through

drought

If a country goes through a long period of drought, which industry is most seriously affected? If ..., the farming industry is ...

cool off

cool down

How long does it usually take you to cool off (or cool down) after you've lost your temper? It usually takes ...

hostile

hostility

cease

Are cats normally friendly or hostile towards other cats they've never encountered before? Cats are normally hostile ...

Can nations involved in a conflict sometimes be helped to cease hostilities by taking part in negotiations? Yes, ...



Students read Lesson 179 on page 1084

over and over again

time and time again

If you phone a friend for a chat but can't get through, do you keep calling over and over again, or just wait and call again later? If ..., I ...

Is there any film you've watched (or could watch) time and time again without getting bored? Yes, ... ~ No, ...

land up

Where would you land up if you turned left out of this building and followed the road to its end?

If ..., I'd ...

stumble

Make a sentence with the verb “stumble”, please.

The athlete stumbled and almost fell. She was so nervous that she began to stumble over her words.

supplement

vitamin

mineral

Do you supplement your diet by taking vitamins and minerals?

Yes, ... ~ No, ...

trace

If you reported your car as stolen, would you expect the police to make an effort to trace it?

Yes, if I ... ~ No, if I ...

comprehensive

Is there any subject you feel you have a comprehensive knowledge of?

Yes, ... ~ No, ...

ledge

Why would it be foolish to keep a plant pot on a narrow ledge outside a window?

It'd be ...

scowl

What am I doing?

You're scowling

When do people scowl?

People scowl when they're angry or in a bad mood, when they disapprove of something etc.

line up**sergeant**

Give me a sentence with "line up" in it, please.

The sergeant told the soldiers to line up in three rows

nutrition**nutrient****fertilizer**

Do you think you get adequate nutrition from the diet you eat?

Yes, ... ~ No, ...

What does a farmer add to the soil if it lacks the nutrients needed to grow a certain crop?

A farmer adds fertilizer ...

junction**roundabout**

Which type of road junction would you say was safer: a roundabout or a crossroads?

I'd say ...

Why?

harsh

Would you describe the winters in your country as harsh?

Yes, ... ~ No, ...

brehtaking

What’s the most breathtaking place you’ve ever visited?
The most ...

Word pool 2: revision exercise

For each sentence below, choose one word from the word pool that fits correctly in the gap.

catalogue	debut	cellar	alien	pond
concrete	deodorant	rage	parade	bruise
feat	wolf	toddler	prey	density

- 1 The wine is stored down in our as it stays fairly cool there even in the summer.
- 2 Nigel had seen this species of several times before on his camping trips.
- 3 You should have seen Ronald when he was a little; he was so cute!
- 4 Winning that tennis competition twice is a major for any professional player.
- 5 While waiting for its to appear, this insect will remain completely still for many hours.
- 6 The comedy’s about a friendly that visits our planet on holiday and decides to stay.
- 7 The areas with the highest population are on the west coast.
- 8 The price in your is lower than in mine; I think you may have an old one.
- 9 Come and see the little in the garden; it’s even got fish in it!
- 10 Anna’s was a huge success, and her performances are continuing to improve.
- 11 When I heard what he’d done, the I felt was incredible; I’ve never been so angry.

- 12 I can't take part in the annual this year because I'm away on business that weekend.
- 13 It's just a bad luckily, but I thought I'd broken something at first.
- 14 At first, the new cinema looked good, but one year later, the had turned grey and ugly.
- 15 I'm running out of, so could you get me some when you're at the chemist's, please?

For relevant word pool, see page 1120.

Answers:

- | | | |
|-----------|-------------|--------------|
| 1 cellar | 6 alien | 11 rage |
| 2 wolf | 7 density | 12 parade |
| 3 toddler | 8 catalogue | 13 bruise |
| 4 feat | 9 pond | 14 concrete |
| 5 prey | 10 debut | 15 deodorant |

LESSON 186

Word pool 3 (nouns)

crust	triumph	vest
fist	vegetation	tuition
solicitor	crockery	cord
forgery	mustard	fluff
runway	carpenter	awe

For relevant word pool revision exercise, see page 1164.

Common prefixes (3)

Please see page X of Introduction for teacher notes on 'prefix sections'.

Another five common prefixes used in English are: "pro-" (meaning "for" or "supporting"), "anti-" (meaning "against" or "opposed to"), "dis-" (meaning "reverse" or "opposite of"), and "semi-" (meaning "partly" or "half").

What meaning can the prefix "pro-" add to a word?

The prefix ... "for" or "supporting" ...

Give me an example, please.

Regarding most issues,
I'm pro-government

What meaning can the prefix "anti-" give to a word?

The prefix ... "against" or "opposed to" ...

Give me an example, please.

My antivirus program
keeps my computer really safe

What meaning can the prefix “dis-” add to a word?

The prefix ... “reverse” or “opposite of” ...

Give me an example, please.

I disconnected my laptop from the network. If you’re dissatisfied with the service, you should complain.

What meaning can the prefix “semi-” add to a word?

The prefix ... “partly” or “half” ...

Give me an example, please.

The children sat in a semicircle and listened while their teacher read a story.

mumble

mutter

If someone is speaking so quietly and unclearly that we can’t understand them properly, we say they are mumbling, and we might ask them to speak more clearly. If someone is speaking quietly to themselves, we say they are muttering. People often mutter when they’re complaining to themselves about something.

Make a sentence with the verb “mumble”, please.

The speech he made at the wedding was awful; he kept mumbling!

Make a sentence with the verb “mutter”, please.

The old man in front of me in the supermarket queue was muttering to himself about the high prices

haunt

terrify

Have you ever lain in bed at night feeling terrified because you thought the building you were in was haunted? Yes, ... ~ No, ...

Do you have a favourite haunt where you tend to hang out with your friends? Yes, ... ~ No, ...

Where?

linger
savour

What do we mean when we say that we lingered over dinner at a restaurant?
 When ..., we mean we took longer than usual to eat our dinner, probably because we wanted to savour the food and the atmosphere

effective
shutter

Which do you think are more effective at preventing sunlight penetrating into a room: shutters or curtains?
 I think ...

tolerant
chaos

Would you be tolerant of a flatmate who left the kitchen in chaos every time they cooked?
 Yes, ... ~ No, ...

Would your friends describe you as an intolerant person?
 Yes, ... ~ No, ...

compact
spacious
backpack

rucksack

When travelling, do you prefer a large and spacious suitcase or a more compact form of luggage such as a backpack?
 When travelling, I prefer ...

What’s another name for a backpack?
 Another ... rucksack

stable**hazard**

Do you think it's important to have a stable job? Yes, ... ~ No, ...

Why or why not?

Why are loose stones on the road more of a hazard for motorbikes than for cars?

Loose stones ... because motorbikes are less stable than cars, and therefore loose stones could cause them to have an accident

breeze**draught****resolve**

On a hot summer's day, is it nice to have a breeze to keep you cool? Yes, ...

If there was a draught in your bedroom, what could you do to resolve the problem? If ..., I could ...

endeavour

When one borrows money from a bank, why should one endeavour to pay off the loan as soon as possible?

When ..., ... so that one doesn't end up paying lots of interest



Students read Lesson 180 on page 1093

toss

If you toss a coin twice, what's the probability of getting two tails? If ..., ... 25%

thereby

Give me a sentence with the word “thereby”.

He didn't know how to answer,
thereby making it appear that he was guilty

skeleton

When someone becomes famous, why do the press often try to find out whether they have a skeleton in the cupboard?

When ..., because the public love
to hear about famous people's secrets

merit

negligent

If a case of negligent driving results in a pedestrian's death, does the crime, in your view, merit imprisonment?

Yes, if a ... ~ No, even if a ...

ally

alongside

What do we mean if we say that two countries are allies in a war?

If ..., we mean they fight alongside
each other against a common enemy

dump

When you get home, do you normally just dump your jacket (or coat etc.) on a chair rather than hang it up?

Yes, when I ... ~ No, when I ...

What do we have to do if we want to get rid of a large household item such as an old bed or mattress?

If ..., we have to take it to our local dump

bound to do

presume

What do we mean if we say that something is bound to happen?

If ..., we mean that, as a result of previous experience or particular knowledge that we have, we presume that it will happen

Give me an example, please.

He's bound to arrive in a minute; he's never been late before

coordinate (co-ordinate)

sole

administration

clumsy

Why do large organizations need a department to deal solely with administration?

Large organizations ... they're complex and difficult to coordinate effectively

What do we mean if we describe somebody as clumsy?

If ..., we mean that they often drop things or bump into things, either because they're naturally uncoordinated or because they're careless

aid

affluent

Do you think poor countries should receive more financial aid from affluent nations?

Yes, ... ~ No, ...

sip

gulp

Why do we sip a hot drink rather than gulp it down?

We sip ... rather than gulp ...

breed

Is there a great variety in terms of size between different breeds of dog?

Yes, ...

smuggle

drug

heroin

cocaine

What do we mean by smuggling?

By smuggling, we mean taking something into or out of a country illegally

Is it considered a very serious offence to smuggle drugs such as heroin and cocaine into your country?

Yes, it's considered ...

What do we mean by a drug company?

By ..., we mean a company that produces drugs for use in medical treatments

very = exact

Give me a sentence with the word "very" in it, used with the meaning of "exact" or "extreme".

You're the very person I'm looking for! The car was parked at the very end of the street.

one by one

one at a time

What do we mean when we say that a man fought his enemies one by one?

When ..., we mean he fought his enemies one at a time, not all together

Word-building exercise 3

For each sentence below, change the word printed at the beginning so that it fits correctly into the gap. Put your answer on the right.

Answers

e.g	luck	She was ... to win the game.	lucky
1	destroy	This insect can be extremely ... if it gets into your garden.	
2	cooperate	Your ... in this matter would be greatly appreciated.	
3	disaster	What a ... day! I hope tomorrow's better!	
4	exhaust	The island's healthy cuisine is due to the almost ... supply of seafood from its local waters.	
5	inspect	The soldiers spent many hours preparing for their annual ... by the king.	
6	caution	I'm sure the bone isn't broken but, just as a ..., why don't you get it checked at the hospital.	
7	imply	Moving to a smaller house has certain ... for the elder children in the family.	
8	distribute	The population ... in Australia is unusual, with the vast majority of people living on the coast.	
9	beg	I tend to give money to ... more often than I used to.	
10	explore	Space ... is revealing more and more about the universe we live in.	
11	bankrupt	I don't think his ... will stop him from succeeding in the future.	
12	occur	At one time, it was rare for foxes to attack our chickens, but this is a common ... now.	
13	distinct	It seems the company's ... trademark is everywhere these days.	
14	assume	I think it's safe to make the ... that she already knows this information.	
15	secure	My youngest daughter feels ... if she doesn't know where I am, and will often start crying.	

Answers:

- | | | |
|-----------------|----------------|----------------|
| 1 destructive | 6 precaution | 11 bankruptcy |
| 2 cooperation | 7 implications | 12 occurrence |
| 3 disastrous | 8 distribution | 13 distinctive |
| 4 inexhaustible | 9 beggars | 14 assumption |
| 5 inspection(s) | 10 exploration | 15 insecure |



Dictation 126

My recommendation/ would be to wind tape/ around the handle of the racket./
Then you'll be able/ to grasp it more firmly./ Acting as casually as he could,/ Charles
disguised his nerves/ at the wedding reception/ by contributing to conversations/
with what he hoped/ were humorous remarks./ Don't yawn/ in the queen's
presence;/ she'll take offence/ because it implies you're bored./ Sally pulled
the toddler/ onto her lap/ and gave her a hug./ There's no danger whatsoever/
of straining a muscle/ on this exercise machine/ providing you use the correct
technique./ In light of the research,/ it's clear we need to implement measures/
to ensure this unique species of snake/ doesn't get wiped out./ Simultaneous,
antique, feeble, route, worthwhile.

LESSON 187

Writing an article

For information on how to approach writing sections in class, see page V of Introduction.
For optional writing homework titles, see end of stage.

journal blog factual eye-catching

Key information:

- Magazine, newspaper or journal, or website (e.g. blog): can be about any subject; always has title.
 - Not just factual: information about topic but usually also opinions of writer, other people etc.
 - Should be interesting/useful: reader has no obligation to keep reading.
 - Various purposes: inform, entertain, advise etc.
 - Style: formal, neutral or informal, depending on where published and who for.
- (1) Title: eye-catching, and providing reader with some idea of topic.
- (2) First sentence/Introduction paragraph: Interesting, to get reader's attention.
- (3) 'Talk' to reader directly: can use pronoun "you" where appropriate; use imperative for advice etc. Helps to keep reader interested.

approach systematic do your utmost

socialize keep at

So many English Words! (1) (2)

When you're learning English, how can you possibly remember every word you come across? You can't, but here are some suggestions to help you acquire the vocabulary you need.

Firstly, outside school, only learn what's useful. Everyone knows how it feels to be chatting in English and suddenly realize you're missing a really important word. In my view, one great idea is to use a notebook or an app on your phone to jot down such words in your own language. Then, later, look them up in English and record them in a 'personal vocabulary book'. When reading, you should take a similar approach. Look up words, but again, only record what you think will come in handy later. There's no point learning high-level or specialized vocabulary you'll never need again. Another important thing is to be systematic. Decide how you're going to record words – by topic, by date, or maybe just alphabetically. By all means use more than one method, but be organized.

But to remember words, revision is the answer. Why not create a numbered card filing system with ten words or so and their translations on each card. You carry one card with you every day, and test yourself to see if you know the items on it, and try to use them in conversations too! The next day, you study a different card, and so on. But **you** need to return to each card regularly, and revise until you know all the words on it.

(3)

Above all, **never forget** that practice makes perfect. So, do your utmost to write and speak English regularly. Visit internet chat rooms, socialize with people who can speak English, or, best of all, find a job where you'll speak English sometimes.

Finally, never give up! The more words you know, the easier it is to remember new ones. So get organized, keep at it, and before long you'll be communicating like a native!

Where are articles normally published? Articles ... in a magazine, newspaper or journal, or on a website such as a blog

How can we decide whether to write an article in a formal, neutral or informal style? We ... by thinking about where it will be published and who will read it

Why should we try to make an article interesting to read? We ... because the reader has no obligation to keep reading

What should we put at the start of an article? At the start ..., we should put an eye-catching title and an interesting first sentence or introduction paragraph

Why is it a good idea to use the pronoun “you” where appropriate? It’s ... because it helps to keep the reader interested

alight

fire brigade

If a barbecue fire got out of control and set some trees alight, which emergency service would you call? If ..., I’d call the fire brigade

Sometimes in a bus we see a notice saying “Please do not alight until the bus stops”. What does that mean?

A notice in a bus that says “Please do not alight ...” means “Please do not get off ...”

tackle

reprimand

resort to

foresee

If one football player tackles another in a dangerous fashion, what happens? If ..., the player is reprimanded or punished

Have you ever been in a situation where you’ve been forced to resort to violence? Yes, ... ~ No, ...

What happened?

Can you foresee a time in the future when governments might resort to banning the private use of cars in an effort to tackle the world’s climate problems? Yes, ... ~ No, ...

auction

bid

Have you ever bid for anything successfully in an auction? Yes, ... ~ No, ...

What did you buy?

I bought ...

undue

What’s the meaning of the word “undue”?

The meaning ... excessive

Give me a sentence with the word “unduly” in it, please.

I was not unduly worried about the fact
that I hadn’t yet received an answer to my letter

hurtle

pace

What does the verb “hurtle” mean?

The verb “hurtle”
means to move very quickly in an
uncontrolled and usually dangerous manner

Give me an example, please.

The horse and cart came hurtling
round the corner at a frightening pace

stray

Would you ever consider adopting a stray dog or cat?

Yes, ... ~ No, ...

puddle

soggy

squelch

If you walked through a deep puddle, would your shoes and
socks get soggy?

Yes, if ...

And what kind of noise would your shoes make?

My ... squelching noise

startle**start****absorbed**

Are you easily startled by sudden loud noises?

Yes, ... ~ No, ...

If you were absorbed in a book and someone behind you tapped you on the shoulder, would it give you a start?

Yes, if ...



Students read Lesson 181 on page 1102

impulse**think over**

Are you the kind of person who does things on impulse or do you tend to think things over first?

I'm the kind of ...; I don't
tend ... ~ I'm not the kind of ...; I tend ...

random

What does the word "random" mean?

The word "random" means
"without aim or purpose",
or "without conscious selection"

Give me an example, please.

During his show,
the magician got random members
of the audience to help him on stage

anticipate**prosperity****prosperous**

Do you anticipate that this country's prosperity will rise in the next ten years or so, or do you anticipate that the country will become less prosperous?

I anticipate that ...

stud

Why do football boots have studs on the bottom?

Football boots ... to ensure that they grip the ground well and prevent players from slipping over

doze

doze off

Have you ever dozed off while watching a film at the cinema?

Yes, ... ~ No, ...

will

What's the opposite of doing something "voluntarily"?

The opposite ... "against your will"

Would you say you had a very strong will?

Yes, I'd say ... ~ No, I wouldn't say ...

munch

nibble

What's the difference between the verbs "munch" and "nibble"?

The difference ... is that when we munch food, we move our jaws a great deal, rather like a cow eating grass, whereas when we nibble food, we take tiny bites rather like a mouse

estate

vendor

Are there any industrial estates on the outskirts of this town?

Yes, ... ~ No, ...

When purchasing property in this country, do buyers usually use an estate agent rather than deal directly with vendors?

Yes, when purchasing ... ~ No, when purchasing ...

absent-minded

narrow-minded

like-minded

What does the phrase “absent-minded” mean?

The phrase “absent-minded” means “forgetful”

Do elderly people tend to be rather absent-minded?

Yes, ...

Do most teenagers regard their parents as narrow-minded?

Yes, ...

Give me a sentence with the phrase “like-minded”, please.

Their marriage is successful mainly because they’re extremely like-minded

hunk

Do you prefer to eat bread and cheese in big hunks, or sliced into sandwiches?

I prefer ...

Word pool 3: revision exercise

For each sentence below, choose one word from the word pool that fits correctly in the gap.

crust	triumph	vest	fist	vegetation
tuition	solicitor	crockery	cord	forgery
mustard	fluff	runway	carpenter	awe

- 1 I know it's by a famous designer, but I still can't believe she got me a for my birthday!
- 2 Although I enjoy studying law at university, I think working as a would be pretty dull.
- 3 I'll use the vacuum cleaner to clear up the that's collected at the bottom of the wardrobe.
- 4 There was a feeling of among the crowd as they watched the rocket being launched.
- 5 The pile of fell onto the kitchen floor, smashing into a hundred little pieces.
- 6 Larry, forming a tight with his right hand, waited for trouble to start.
- 7 Tim will be able to mend your table; he was a professional for ten years.
- 8 The king's in the final battle against the rebels changed the course of history.
- 9 The boy said the on the bread was too hard for him, and he asked me to cut it off.
- 10 This particular is long enough for large aircraft, but the other two aren't.
- 11 Most of the died during the long, hot, dry summer but grew back in the following spring.
- 12 I'm so sorry, but the has left a nasty yellow stain on your pullover.
- 13 You can only see the banknote is a when you look really closely.
- 14 I'm not going to pay that much for just half an hour of; it's a ridiculous price!
- 15 He struggled to free himself but could just feel the getting tighter around his wrists.

For relevant word pool, see page 1148.

Answers:

- | | | |
|-------------|-------------|---------------|
| 1 vest | 6 fist | 11 vegetation |
| 2 solicitor | 7 carpenter | 12 mustard |
| 3 fluff | 8 triumph | 13 forgery |
| 4 awe | 9 crust | 14 tuition |
| 5 crockery | 10 runway | 15 cord |

LESSON 188

Word pool 4 (adjectives)

edible	flexible	elegant
bland	parallel	ample
fertile	sensational	diplomatic
sinister	extinct	biased
grim	solitary	naked

For relevant word pool revision exercise, see page 1200

not nearlynowhere nearnothing like

When we’re comparing things, we can put “not nearly”, “nowhere near” or “nothing like” in front of the structure “as ... as ...” to communicate that the difference between the two things is very big. For example, if I say “My town is not nearly as big as London”, I mean that my town is very small compared to London. If I say “The problem is nowhere near as serious as I’d imagined it would be”, I mean that the problem is far less serious than I had imagined it would be.

When we’re comparing things, what does it communicate if we put “not nearly”, “nowhere near” or “nothing like” in front of the structure “as ... as ...”? When ..., if we put ..., it means that the difference between the two things is very big

Give me some examples, please. She’s not nearly as friendly as she used to be. The weather’s nowhere near as bad as yesterday. I’m nothing like as good at tennis as you.

twin**resemble**

What do we call two children who are born at the same time from the same mother?

We call ... twins

And what do we call twins who resemble each other very closely?

We call ... identical twins

sue

Have you ever threatened to sue anyone?

Yes, ... ~ No, ...

What for?

civilian**civil****force**

What do we call a person who's not a member of the police force or any of the armed forces; that is, the army, the air force or the navy?

We call ... a civilian

What's a civil war?

A civil war is a war between groups of people within the same country

devote**accomplish**

When learning a language, is it always logical to assume that you'll accomplish twice as much by devoting twice as much time each day to studying?

No, when learning a language, it isn't always ...

Why not?

Because after a certain amount of time studying, the brain gets tired and learning becomes less efficient

What do we mean by a devoted son or daughter?

By ..., we mean ... who
cares deeply about their parents

dock

cargo

What do we call an area in a port where cargo is loaded onto ships?

We call ... a dock

gesture

shrug

convey

give away

What does the gesture of shrugging your shoulders usually convey?

The gesture ... either that you don't
know or that you don't care about something

Do you believe certain gestures, such as touching one's nose, can give away when someone is lying?

Yes, ... ~ No, ...

ward

What do we call a large room full of beds where patients stay in a hospital?

We call ... a ward

chairman

chairwoman

chairperson

chair

see to

stick to

agenda

In a business meeting, what do we call the person who coordinates the meeting and sees to it that everyone sticks to the agenda?

In a business meeting, ... the
chairman, chairwoman, chairperson or just chair

but = except

What do we mean when we say that everybody **but** Alison managed to turn up on time for the meeting? When we ..., we mean that only Alison arrived late

twitter

When small birds seem to be talking to each other, what can we say they're doing? When ..., we can say they're twittering

dizzy

What happens when we spin round and round in a circle and then suddenly stop? When ..., we feel dizzy



Students read Lesson 182 on page 1111

clutter

Does it bother you if the desk you're working at is cluttered? Yes, it bothers me ... ~ No, it doesn't bother me ...

do away with

If the police in this (or your) country did away with carrying guns, do you believe crime would increase or decrease? If ..., I believe ...

Why?

stuff

allergic

Why might someone buy a pillow stuffed with man-made material rather than one stuffed with feathers?

Someone might ... they're allergic to feathers, the pillow is cheaper etc.

What does someone mean when they say they're feeling stuffed?

When ..., they mean they have eaten a lot and they're feeling very full

PIN (personal identification number)

verify

When using a cash machine, how do you verify that you're the owner of the card?

When ..., you enter your PIN to verify ...

skim

What's my hand doing?

Your hand's skimming over the surface of the table

What's skimmed milk?

Skimmed milk is milk that's had the cream removed and is therefore low in fat

rule of thumb

guideline

What's a rule of thumb?

A rule of thumb is an approximate guideline that helps in a practical way

Give me an example, please.

As a rule of thumb, doctors recommend drinking two litres of water a day

tumble

What does the verb “to tumble” mean? The verb “to tumble” means “to fall, usually while bouncing and rolling”

Why shouldn’t we put delicate fabrics in a tumble dryer?
We ... because they may get damaged, shrink etc.

diversion

obstacle

intellectual

What do we mean if we say that a bus is on a diversion?
If ..., we mean the bus is travelling along a different route because there is an obstacle blocking its normal route

Which do you prefer to read: intellectual novels that explore ideas deeply or easy-to-read novels that simply offer diversion?
I prefer ...

turn down

shabby

Is a job application very likely to be turned down if the applicant arrives for interview wearing shabby clothes? Yes, ...

fraction

What is 0.75 (nought point seven five) expressed as a fraction?
0.75 expressed as a fraction is $\frac{3}{4}$ (three quarters)

What do I mean if I say “Only a fraction of the population support the president”?
If ..., you mean a very small percentage of ...

catch on

soccer

What do people in the USA call the sport of football?

People in the USA ... soccer

Why do you think football (soccer) has taken so long to catch on in the USA?

I think ...

bewilder

Give me an example of the word “bewildered”, please.

I knew the groom had hired a suit,
so I was totally bewildered when he turned
up to the wedding wearing jeans and a T-shirt

dazzle

If you shone a torch in my eyes, would you dazzle me? Yes, ...

And what would I mean if I said I was dazzled by a musician’s performance?

If ..., you’d mean you were very impressed ...

complexion

Do people from the north of Europe tend to have a fairer complexion than those from the south?

Yes, ...

Is a poor complexion sometimes the result of inadequate nutrition?

Yes, ...

Phrase exercise 4

From the four options given with each sentence, choose the one word that fits correctly in the gap.

- 1 Don't disturb her; she's absorbed ... her work.
(for / among / in / about)
- 2 Communication technology is changing fast and there are some very exciting developments ... the horizon.
(on / at / in / for)
- 3 Are you tall or short ... comparison with the rest of your family?
(in / by / on / from)
- 4 This information is ... confidential.
(precisely / rightly / privately / strictly)
- 5 I called Emma to wish her a happy birthday but couldn't get ... to her.
(on / back / over / through)
- 6 I phoned the bank and was kept ... hold for fifteen minutes before anyone spoke to me!
(to / on / in / for)
- 7 Good teachers will always manage to ... a balance between fun and learning.
(strike / run / win / drive)
- 8 He's quite a private person; he tends to keep a ... profile.
(short / low / small / minor)
- 9 Jack was an academic child but he was lacking ... common sense.
(in / for / with / at)
- 10 In a lottery, the winning numbers must, of course, be chosen ... random.
(among / as / around / at)
- 11 She lost her first two games but bounced ... and won the match.
(over / through / up / back)
- 12 Sometimes I like to buy things ... impulse.
(with / from / in / on)
- 13 William's new sports car isn't at all practical; he only bought it as a status ...!
(point / signal / mark / symbol)
- 14 I try to save money by buying things ... bulk if I can.
(for / in / on / with)
- 15 All the problems he says he has appear to ... from a lack of confidence.
(branch / seed / root / stem)

Answers:

- | | | |
|------------|----------|-----------|
| 1 in | 6 on | 11 back |
| 2 on | 7 strike | 12 on |
| 3 in | 8 low | 13 symbol |
| 4 strictly | 9 in | 14 in |
| 5 through | 10 at | 15 stem |



Dictation 127

The rumour was/ that George had become rather chubby./ My team’s assignment/
had been to capture/ the heir to the throne/ and then withdraw to friendly
territory./ It would have been quite a feat,/ but we failed./ The referee awarded/ a
penalty kick for my foul,/ and they scored./ I was furious with myself./ Sales have
been dismal recently,/ and revenue has plunged./ We might have to/ make people
redundant./ The ship’s anchor was stuck,/ so the cruise was held up/ while the
crew worked out/ how to free it./ We’re moving/ to a spacious three-storey house/
in the suburbs./ There’s no guarantee/ that the next version of the programme/
won’t contain errors./ Persuasive, umpire, literature, outskirts, antique.

LESSON 189

Reduced relative clauses

prepositional phrase

omit

Sometimes, we can reduce the length of a relative clause that contains the verb “be” by omitting the relative pronoun and the verb “be”. Three common situations in which we can do this are:

- 1) When the main verb in the relative clause is in the continuous form. For example, instead of saying “The girl ***who is wearing*** the yellow hat is my sister”, we can say “The girl ***wearing*** the yellow hat is my sister”.
- 2) When the main verb in the relative clause is in the passive voice. For example, instead of saying “The teenagers ***who were arrested*** will probably go to prison”, we can say “The teenagers ***arrested*** will probably go to prison”.
- 3) When the relative pronoun and the verb “be” are followed by a prepositional phrase. For example, instead of saying “The pen ***which is on the table*** is mine”, we can say “The pen ***on the table*** is mine”.

How can we sometimes reduce the length of a relative clause that contains the verb “be”?

We can ... by omitting the relative pronoun and the verb “be”

What’s the first common situation in which we can do this?

The first ... is when the main verb in the relative clause is in the continuous form

So, what can we say instead of “The children ***that are going on*** the trip tomorrow are very happy”?

Instead of ..., we can say “The children ***going on*** the trip tomorrow are very happy”

What's the second common situation in which we can reduce a relative clause?

The second ... is when the main verb in the relative clause is in the passive voice

So, what can we say instead of "You get a discount on any purchases *that are made* before the end of the month"?

Instead of ..., we can say "You get a discount on any purchases made before the end of the month"

What's the third common situation in which we can reduce a relative clause?

The third ... is when the relative pronoun and the verb "be" are followed by a prepositional phrase

So, what can we say instead of "I'll do everything *that is within my power* to solve the problem"?

Instead of ..., we can say "I'll do everything within my power to solve the problem"

Note that, although there are exceptions, we normally reduce defining rather than non-defining relative clauses. For example, we would not choose to reduce the (non-defining) relative clause in the following sentence: "My mother, who is taking piano lessons now, clearly has no talent".

Would we choose to reduce the relative clause in the following sentence: "My mother, who is taking piano lessons now, clearly has no talent"?

No, we wouldn't ...

Why not?

Because we normally reduce defining rather than non-defining relative clauses

Also note that, when we reduce a relative clause, we can only omit the verb "be" when the relative pronoun is the subject. For example, the sentence "The picture ***that is hanging*** on the wall looks great" can be reduced to "The picture ***hanging*** on the wall looks great" because the relative pronoun "that" is the subject. However, in the sentence "The picture ***that John is painting*** looks great", the subject of the relative clause is the word "John" (the word "that" is, in fact, the object). Therefore, we cannot reduce the relative clause by omitting the verb "be" (and so we cannot say "The picture John painting looks great").

In the sentence “The picture that John is painting looks great”, why can we not reduce the relative clause by omitting the verb “be”?

In ... , ... because the subject in the relative clause is the word “John”, and we can only omit the verb “be” when the relative pronoun is the subject

bring about

radical

Name an invention in history that brought about a radical change in the way people lived their lives.

The name of ...

try one’s hand at

craft

If you tried your hand at a traditional craft such as furniture-making, do you think you’d be any good at it?

Yes, if I ... ~ No, if I ...

inflation

soar

Do the prices in shops soar when inflation in a country is very high?

Yes, ...

throb

pulse

vein

What can we feel our blood doing when we put our finger on our pulse?

We can feel our blood throbbing through our veins ...

rehearse

rehearsal

run through

If you had to make a speech at a wedding, would you rehearse it beforehand?

Yes, if I ... ~ No, if I ...

What do we call a rehearsal for a play in which the actors run through the entire performance in their costumes?

We call ... a dress rehearsal

outgoing

mingle

Do people tend to mingle more at parties if they're naturally outgoing?

Yes, ...

good

frantic

If I told you I lived a good 45 minutes from here, what would I mean?

If ..., you'd mean that it took you at least 45 minutes to go home from here, and probably more than 45 minutes

When travelling, do you do all your packing in good time or do you shove everything frantically into a suitcase at the last minute?

When .., I ...



Students read Lesson 183 on page 1120

insight

Which museum in your country would you say provided the best insight into the nation's history?

I'd say ... provided ...

perk

caffeine

childcare

healthcare

Why do many people drink coffee to perk themselves up in the morning?

Many ... because it contains a lot of caffeine

Tell me some common perks that companies offer employees?

Some common ... free childcare, healthcare, gym membership etc.

grudge

For what reason might someone bear a grudge against another person?

Someone ... either because they resent something the person has done in the past, or just because they are envious of them

smear

What am I pretending to do?

You're pretending to smear something over your face

bystander

What's the difference between a bystander and a spectator?

The difference ... a bystander is usually someone who witnesses an event by chance – a fight in the street, for example; a spectator, on the other hand, is usually someone who has deliberately gone to see an event – a boxing match, for example.

motive

Would you become suspicious of a work colleague's motives if they suddenly started acting in a much friendlier manner with you than usual?

Yes, I'd become ... ~ No, I wouldn't become ...

withstand

What happens to a hut that cannot withstand a storm?

A hut that ... gets blown
to pieces, or falls to pieces

come off

fall through

Is an optimistic person more likely to expect their plans to
come off or fall through?

An optimistic ... come off

conscientious

Were you a conscientious student at secondary school?

Yes, ... ~ No, ...

enterprise

sector

Do you believe in private enterprise or do you believe
everything should be owned and run by the state? I believe ...

Is education in your country provided mainly by the private
sector? Yes, ... ~ No, ...

smoulder

smother

extinguish

When a fire's burning but there are no visible flames, what do
we say it's doing? When .., we say it's smouldering

Why does smothering a kitchen fire with a damp towel often
succeed in extinguishing the fire? Smothering ... because it
prevents oxygen from reaching the
flames, so the fire cannot continue burning

horrified

Give me an example of the adjective “horrified”, please.

When I saw the mess the decorators
had made in my lounge, I was horrified!

picturesque

Would you describe this region of the country as picturesque?

Yes, ... ~ No, ...

stand by

Who do you think would be more likely to stand by you in a
crisis: your family or your friends?

I think my ...

orphan

What do we call a child who has neither a mother nor a
father?

We call ... an orphan

panel

debate

current affairs

Do you enjoy watching TV programmes in which a panel of
experts debate current affairs?

Yes, ... ~ No, ...

timid

How are the words “shy” and “timid” different from each
other?

The words “shy” and “timid” have a
similar meaning, but “shy” generally means
self-conscious and uncomfortable in the company of
other people, whereas “timid” means easily frightened

Give me an example of each, please.

The little boy felt very shy in the company of so many adults. The actor looked as timid as a mouse when he walked on stage to perform.



Dictation 128

Her bike was parked outside the building/ but there was no trace of her inside./ In the distance,/ I could just make out my train/ pulling out of the station./ I sighed and turned back;/ perhaps someone would give me a lift./ The catering company acknowledges/ that there's a hygiene issue/ in their kitchens./ The twins were dizzy and thirsty/ from playing in the sun,/ but gulping down all that milk/ only made them sick./ I was startled when he showed up/ because he looked nothing like/ his online profile!/ Theoretically, I could finance/ my university course myself/ but, even so,/ a scholarship covering my tuition fees/ would help./ Harry confessed,/ and led the officers down to the cellar,/ insistent that printing the forgeries/ had not been his idea./ Tackle, clumsy, occurrence, soggy, munch.

LESSON 190

Common adjective suffixes

Please see page XI of Introduction for teacher notes on 'suffix sections'.

Some common suffixes we use to form adjectives are: "-al", "-ive", "-ous", "-ic", "-y", "-able" and "-ible".

Some examples of such adjectives are "experimental", "progressive", "poisonous", "melodic", "sleepy", "predictable" and "reversible".

Make a sentence containing an adjective with the suffix "-al", please.

My grammatical knowledge of French is limited. The teacher made an intentional mistake to see if anyone would notice.

Make a sentence containing an adjective with the suffix "-ive", please.

It was a good performance and the audience were very responsive. Reports suggest an explosive device has been found in the building.

Make a sentence containing an adjective with the suffix "-ous", please.

This food is very tasty but not very nutritious. Many of us may become ill because this disease is highly infectious.

Make a sentence containing an adjective with the suffix "-ic", please.

Why did you make such an idiotic decision? If you like dramatic stories, you'll definitely enjoy this book.

Make a sentence containing an adjective with the suffix "-y", please.

The laptop was faulty so I returned it to the shop. It may be a risky thing to do but I think it's your best option.

Make a sentence containing an adjective with the suffix

“-able”, please.

This part of town is becoming highly desirable.
He’s not particularly clever but he’s very likeable.

Make a sentence containing an adjective with the suffix

“-ible”, please.

My mother’s chocolate cakes
are irresistible. The website won’t be
accessible to anyone outside the university.

meagre

rise

If you were working for a meagre salary and knew that people in other companies were performing the same role as you for far more money, would you demand a rise?

Yes, if I ... ~ No, if I ...

frail

Why is it advisable for frail elderly people to walk with a stick?

It’s ... they’re likely to
hurt themselves if they fall over

take to

mutual

Why is it that we sometimes take to a person quickly when we chat with them for the first time?

We sometimes ...
because we discover we have mutual
interests, a similar sense of humour etc.

sheer

Name a field of work in which you think sheer determination and hard work are not enough for a person to succeed.

I think ... is a field of work in which sheer ...

So, what else do you think is necessary for success? I think ...

agile

Name a species of animal that we often think of as being extremely agile. The cat ...

would sooner docile rowdy

If you were a teacher, would you sooner have a docile class or one that tended to be a bit rowdy? If ..., I'd sooner ...

Why?

let alone

Give me an example of the phrase "let alone", please.
He couldn't run to catch a bus,
let alone complete a marathon!

hop frog

When frogs are on land, do they usually walk or hop? When ..., they usually hop

What does the verb "hop" mean when it's used to describe the way a person is moving? When the verb "hop" ..., it means to jump on one leg only

inherit take after

Which would you say it was best to inherit: brains, beauty or money? I'd say ...

In terms of character, who do you take after more: your mother or your father?

In terms of character,
I take after my ... more than my ...

write up

Why is it a good idea for university students to write up any notes they take during a lecture?

It's ... because it helps them to
remember the information and gives them
a tidier and more complete record of the lecture

duck

What am I doing?

You're ducking down as if you
were trying to avoid being hit or seen

gauge

precise

What are the two meanings of the verb "gauge"?

The two ... "measure
precisely" and "estimate or judge"

Give me an example of each, please.

We must gauge the
width of the window before
cutting the glass to fit. It's hard to
gauge whether he's suitable for the job.



Students read Lesson 184 on page 1129

embrace

Is it the custom in your country for friends to embrace if they haven't seen each other for a while?

Yes, ... ~ No, ...

shove

tug

What does the word “tug” mean?

The word “tug” means “pull hard”

And what does the word “shove” mean?

The word “shove” means “push hard”

Give me an example of each, please.

I tugged too hard and the old door handle came off in my hand.
She shoved me into the swimming pool as a joke.

drop out

What reason might someone have for dropping out of an academic course?

Someone might drop out ... because they find it boring, too difficult etc.

thrash

Have you ever been thrashed by an opponent when playing sport?

Yes, ... ~ No, ...

Is it strange to think that schoolteachers used to be allowed to thrash pupils as a punishment?

Yes, it's strange ...

assertive

What do we mean by an assertive person?

By an assertive person, we mean someone who communicates their feelings clearly and firmly in order to get what they want, but without being aggressive

Name a situation in which it's important to behave assertively.

It's important when you're asking
for a pay rise, demanding a refund etc.

cling – clung – clung **clutch**

What are the three forms of the verb "cling"? The three ...
"cling, clung, clung"

Why might a small child cling on to their mother's arm in a crowd? A small child might ...
because they're scared of getting lost

Which other verb is similar in meaning to "cling"? "Clutch" is ...

Give me a sentence containing the verb "clutch", please.
She clutched her bag tightly as
she got into the crowded underground train

revolve

Does the earth revolve around the sun, or vice versa?
The earth revolves around the sun

exert **policy**

Do religious institutions still exert the same influence on government policy in your country as they used to?
Yes, ... ~ No, ...

dismay **setback** **get over**

When you feel dismayed because of a setback in your life, do you tend to get over it quickly or does it take you a while to bounce back?
When I feel ..., ...

carefree

Would you describe yourself as having a fairly carefree attitude to life? Yes, ... ~ No, ...

staircase

flight of stairs

How many staircases are there in this building? There is/are ...
And how many flights of stairs are there? There is/are ...

culprit

convict

get off

remorse

When the culprit of a crime is convicted, is the person likely to get off more lightly if they've shown genuine remorse during their trial? Yes, if ...

entrust

Have you ever entrusted a complete stranger with looking after your belongings while you've visited the toilet in a coffee shop or on a train? Yes, ... ~ No, ...

hardship

What's the greatest hardship you've ever had to suffer? The greatest ...

jolt

What am I pretending that someone's doing to me whilst I am writing?

You're pretending that someone's jolting your elbow ...

What, therefore, does the word "jolt" mean?

The verb "jolt" means to shake, knock or bump

stroll

What does the verb "stroll" mean?

The verb "stroll" means to walk in a relaxed and unhurried manner

Do you ever go for a stroll in a nearby park?

Yes, ... ~ No, ...

side-effect

widespread

Do most medicines in widespread use have unpleasant side-effects on some people?

Yes, most ...

Word-building exercise 4

For each sentence below, change the word printed at the beginning so that it fits correctly into the gap. Put your answer on the right.

			Answers
e.g	luck	She was ... to win the game.	lucky
1	appropriate	As the men were dressed ..., they were not permitted to enter the restaurant.	
2	contest	Each ... has to perform one song in front of a live audience.	
3	chaos	The performance was rather ... even though we'd planned everything carefully.	
4	stable	The bridge is probably safe but we're carrying out some work to improve its ... in high winds.	
5	global	I'm not sure ... has been good for the economy of my country.	
6	recognize	Whenever I mention his name, there's a sign of ... on her face.	
7	descend	She is a direct ... of the ancient king himself.	
8	resign	He can't have handed in his ...; only yesterday he was saying what a great company this was!	
9	comprehend	She's bound to win the race; it'd be absolutely ... if she didn't.	
10	dispose	The ... of plastic waste is a big issue for my local council.	
11	include	His ... in the team has come as a shock to most of the other players at the club.	
12	compliment	I felt very flattered because she made loads of ... remarks about my new house.	
13	respect	It was ... of her to turn up late for her brother's wedding and then not even apologize.	
14	observe	Don't expect Tony to notice your haircut; he's probably the most ... person I've ever met.	
15	know	Ask Mike; he's quite ... about that kind of thing.	

Answers:

- | | | |
|-------------------------------|--------------------|------------------|
| 1 inappropriately | 6 recognition | 11 inclusion |
| 2 contestant | 7 descendant | 12 complimentary |
| 3 chaotic | 8 resignation | 13 disrespectful |
| 4 stability | 9 incomprehensible | 14 unobservant |
| 5 globalization/globalisation | 10 disposal | 15 knowledgeable |



Dictation 129

With so many passengers/ squashed into the carriage/ in the intense heat,/ it came as no surprise/ when someone passed out./ Frank was a shabby sight,/ soaked to the skin/ and muttering angrily to himself/ as he squelched across the kitchen floor/ in his boots./ Don't allow any rowdy groups of men/ into the club;/ they're bound to cause chaos./ It's tricky to gauge/ how much we can expect to gain/ by investing in the scheme./ Obviously, we're hoping prices soar./ Don't just nibble the crust;/ take a big bite./ I feel she came across/ as knowledgeable and very enthusiastic/ in the interview,/ and I took to her immediately./ After the rehearsal,/ the director mingled with the cast/ in the theatre bar./ Grudge, smoulder, orphan, insight, throb.

LESSON 191

Writing a review

For information on how to approach writing sections in class, see page V of Introduction.
For optional writing homework titles, see end of stage.

overview

assessment

verdict

Key information:

- **Type of article:** in newspapers, in magazines, on websites etc.; tells reader about place, event, book, film, or other product; gives writer's own opinions.
- **Purpose:** help reader decide if they want to buy the product, watch the film etc.
- **Three main parts:** an overview, an assessment, and a verdict.

(1) **Overview:** give basic factual information about the product, event etc.

(2) **Assessment:** more detail; give own opinions (positive and negative aspects etc.).

(3) **Verdict:** give overall conclusion and recommendations regarding who product, event etc. might be suitable for.

stand out

blend

portion

enthusiastic

Porthole (London Bridge)

There are several new places to eat in the London Bridge area, but Porthole certainly stands out from the rest. This large restaurant, spread over two floors, overlooks the river, and is within easy walking distance of both London Bridge and Waterloo stations.

(1)

Porthole serves a reasonably priced and exciting blend of European and Asian cuisines. The menu contains enough variety to satisfy most tastes, and includes an interesting range of vegetarian dishes. On my visit, both my food and that of my companion was cooked to perfection, and portions were generous.

(2)

Service is friendly and enthusiastic, although the restaurant was very busy on my visit and we had to wait patiently for our order to be taken. The only other slight negative is perhaps the drinks menu. This may well improve over time but, at the moment, the selection is rather poor. There are only two types of tea available, for example, and *the wine list is somewhat limited*.

(2)

However, what will bring me back to Porthole again and again is *the view*. London's historic river stretches out in front of you, with the Tower of London and Tower Bridge right nearby. At night especially, the river and the buildings along its banks make a marvellous sight, and Porthole has been fitted with enormous floor-to-ceiling windows that enable diners to appreciate this fully.

(3)

Overall, Porthole is a *great new place*. If you like restaurants with a lively atmosphere, it's the perfect choice for a casual evening out with a few friends or even a major birthday celebration. With its delicious food and wonderful views, you're guaranteed an experience to remember.

In reference to writing, what do we mean by a review?

By a review, we mean a piece of writing that tells the reader about a book, film, event or other product, and also gives the writer's opinions on it

Where do we normally find reviews?

We ... in newspapers, in magazines, on websites etc.

What's the purpose of a review?

The ... to help the reader decide if they want to buy the product, watch the film etc.

What three parts can we normally expect a review to contain?

We can ... an overview, an assessment, and a verdict

What's the purpose of the overview?

The purpose ... to give basic factual information about the product, event etc.

What does the assessment tell us?

The assessment tells us the writer's opinions regarding the positive and negative aspects of the product, event etc.

What does the verdict do? The verdict gives the writer’s overall conclusion, and recommendations regarding who the product or event might be suitable for

legend **myth**

Which kind of story is more likely to have some basis in historical fact: a legend or a myth? A legend ...

trundle **wagon**

What do I mean if I say “The farm wagon trundled along the road”? If ..., you mean that the farm wagon moved noisily, in a heavy and slow manner

commemorate **wreath**

What do we call a circular arrangement of leaves or flowers that we can use to commemorate a victory or death, for example? We call ... a wreath

spell **deposit** **heatwave**

If the world were to run out of oil deposits, do you think it would spell disaster around the globe? Yes, if the world ... ~ No, if the world ...

What do we mean by a spell of bad luck? By..., we mean a brief period of bad luck

What’s a heatwave? A heatwave is a spell of exceptionally hot weather

stand to

gamble

If I gave you a stock market tip that meant you stood to gain a lot of money, would you follow my advice?

Yes, if you ... ~ No, if you ...

Give me some other examples of “stand to”, please.

You must be crazy to gamble like that; you stand to lose everything you’ve got. As the only child of a wealthy businessman, she stands to inherit a fortune.

raft

If you were shipwrecked on a desert island, do you reckon you’d be able to build a raft and escape?

Yes, if I ... ~ No, if I ...

How would you do it?

I’d ...



Students read Lesson 185 on page 1139

wade

Is it possible to wade across a very deep river?

No, it isn’t ...

Why not?

Because, to wade across, your feet need to be able to touch the bottom of the river

grapple

What does the verb “grapple” mean?

The verb “grapple” means to hold something firmly and struggle with it

Give me an example, please.

The policeman grappled
with the criminal on the balcony

predecessor

live up to

Is it hard for the new manager of a football club to live up to fans' expectations if his predecessor was very successful?

Yes, ...

first and foremost

pickle

Give me an example of the expression "first and foremost", please.

In the past, the practice of pickling
fruit and vegetables was first and foremost in
order to preserve the food for as long as possible

in store

build up

downpour

When heavy black clouds build up across the sky, is it reasonable to assume a downpour is in store?

Yes, when ...

Have you got anything in store for next weekend?

Yes, ... ~ No, ...

presently = soon

Give me a sentence with the word "presently" in it.

The ceremony will commence presently,
once all the principal guests have arrived

betray

execute

What happens to somebody who's caught betraying their country?

Somebody ... is
imprisoned or perhaps even executed

waddle

penguin

Name an animal that waddles when it walks.

The name ... a penguin (a duck etc.)

utter

contempt

Have you ever spent a whole day without uttering a single word to anyone?

Yes, ... ~ No, ...

Is there anybody in the world that you feel utter contempt for?

Yes, ... ~ No, ...

Who?

canoe

paddle

Describe a canoe, please.

A canoe is a narrow open
boat designed for one or two
people, which we move by paddling

jab

What am I doing?

You are jabbing your
hand with the point of your pen

What do I mean if I say “The doctor gave me a jab”?

If ..., you mean the doctor gave you an injection

dangle

What does the verb “dangle” mean?

The verb “dangle” means to hang or swing loosely or limply

Give me an example, please.

After the climbing accident, I was left dangling on the rope for more than an hour before I was rescued

topple

If a pile of plates is too high, what’s likely to happen?

If ..., it’s likely to topple over, and the plates will smash

that’s that

When do we use the expression “that’s that”?

We use ... to convey that a conversation, situation or process is definitely finished

Give me some examples, please.

You cannot watch TV till your homework is done, and that’s that!
The police know you stole the car, so that’s that.
I just have to knock in one last nail and that’s that.

Word pool 4: revision exercise

For each sentence below, choose one word from the word pool that fits correctly in the gap.

edible	flexible	elegant	bland	parallel
ample	fertile	sensational	diplomatic	sinister
extinct	biased	grim	solitary	naked

- 1 There's no need to hurry; the meeting's not until 3pm so we've got time.
- 2 Some flowers are actually and can be used in salads to add both colour and flavour.
- 3 How can you say the competition judge wasn't towards the winner? It was her daughter!
- 4 The weather forecast for the match is fairly; let's stay in and watch it on TV instead.
- 5 In the dream, I suddenly realized I was, and, of course, I felt incredibly embarrassed!
- 6 Working in a team with others was hard to get used to after his more life as a writer.
- 7 The vegetables are fine but they're slightly, so I'm going to add just a little salt.
- 8 Most of the bird species discovered on the island are now, but some still survive there.
- 9 All the good bars are on the street that runs to the one where our hotel is located.
- 10 After years of conflict, the countries are finally talking, as relations have been restored.
- 11 I like this restaurant; the soft lights and antique furniture create a very atmosphere.
- 12 He may be perfectly harmless but he looks so that people find it hard to trust him.
- 13 Winning such a massive contract would be a result for a small company like ours.
- 14 She's not at all; I don't think she could even bend down and touch her toes!
- 15 I've been looking after the soil in my garden and it's far more now than it used to be.

For relevant word pool, see page 1166.

Answers:

- | | | |
|----------|---------------|----------------|
| 1 ample | 6 solitary | 11 elegant |
| 2 edible | 7 bland | 12 sinister |
| 3 biased | 8 extinct | 13 sensational |
| 4 grim | 9 parallel | 14 flexible |
| 5 naked | 10 diplomatic | 15 fertile |



Dictation 130

This design flaw/ is supposedly our fault,/ but they can't sue us./ My dog growled at me/ when I removed the bone/ that it was chewing on./ Tim blushed at the mention of/ the mysterious blonde girl/ I'd seen him with./ I watched in awe/ as the other team thrashed us,/ scoring four goals in fifteen minutes./ I'll endeavour to stay awake/ but may well doze off./ I acknowledge/ I have no flair for art./ A draught is usually annoying,/ whereas a breeze can be pleasant./ The kids watched in sheer delight/ as the ducks waddled/ towards the water's edge./ The veins on the back of my hands/ are especially visible in hot weather./ Drought, ledge, hurtle, biased, wreath.

Writing homework titles

The length of each piece of writing should be between 200 and 250 words.

Lesson 180 (Writing a story)

- 1 Write a short story that starts with the words "There was a knock on the window ...".
- 2 Write a short story with the title "The key".
- 3 Write a short story that finishes with the words "... but it'll continue to live forever in my memory."

Lesson 185 (Writing an essay)

- 1 Discuss the following statement: "The internet is killing the high street; it will never recover."
- 2 What makes a true friend?
- 3 Some people feel they should be allowed to keep a gun in their home for protection. What is your opinion?

Lesson 187 (Writing an article)

- 1 Write an article for a website aimed at people planning to visit your country on holiday. Using the title "You simply have to go there!", write about two different places in your country that you feel all tourists should visit.
- 2 Write an article for a magazine about a hobby or activity that you love. In the article, you should describe the activity, talk about your personal experience of it, and try to make the reader want to take it up.
- 3 Write an article for a university magazine called "Coping on your own". The article should provide helpful tips to students on how to manage when they are living away from the family home for the first time.

Lesson 191 (Writing a review)

- 1 You attend a college that is looking for reviews of films to publish in its monthly magazine. Choosing a film you have seen recently, write a review for the magazine.
- 2 You work as a journalist for a local newspaper. Write a review for the newspaper of a new nightclub that has opened for young people in the area.
- 3 Choosing any new product you have bought in the last few months, write a review of the product for an online shopping website.

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