

Wordlist

File 1

Vocabulary Banks

PERSONALITY

a cold fish	/ə kəʊld fɪʃ/
a heart of gold	/ə hɑ:t əv gəʊld/
a quick temper	/ə kwɪk 'tempə/
a real pain in the neck	/ə riəl peɪn ɪn ðə nek/
a soft touch	/ə sɒft tʌtʃ/
attention to detail	/ə'tenʃn tə 'di:teɪl/
bright adj	/braɪt/
change your mind	/tʃeɪndʒ jɔ: maɪnd/
conscientious adj	/kɒnʃi'enʃəs/
deep down	/di:p daʊn/
determined adj	/dɪ'tɜ:mɪnd/
down to earth adj	/daʊn tu ɜ:θ/
gentle adj	/'dʒentl/
insecure adj	/ɪnsɪ'kjʊə/
on the surface	/ɒn ðə 'sɜ:fɪs/
refuse to compromise	/rɪ'fju:z tə 'kɒmprəmaɪz/
resourceful adj	/rɪ'zɔ:sfl/
sarcastic adj	/sɑ:'kæstɪk/
seem self-confident	/si:m self 'kɒnfɪdənt/
self-sufficient adj	/self sə'fɪʃnt/
spontaneous adj	/spɒn'teɪniəs/
steady adj	/'stedi/
straightforward adj	/streɪt'fɔ:wəd/
sympathetic adj	/sɪmpə'θetɪk/
take advantage of	/teɪk əd'vɑ:ntɪdʒ əv/
take risks	/teɪk rɪks/
tend to avoid	/tend tu ə'vɔɪd/
thorough adj	/'θʌrə/

My boss is a bit of **a cold fish**. He's unfriendly and unemotional.
 She's so kind and generous. She's got **a heart of gold**.
 My sister has **a quick temper**. She gets angry so easily.
 My brother's **a real pain in the neck**. He's so annoying.
 My dad is **a soft touch**. I can always persuade him to give me extra pocket money.
 I'm sure your work will be perfect. You've got great **attention to detail**.
 My daughter is a **bright** student and gets very good marks.
 I'm quite a stubborn person and I never **change my mind**.
 You have to be **conscientious** and do things carefully and correctly.
Deep down he's quite insecure.
 She's a **determined** girl. Once she's decided to do something, nothing will stop her.
 My mum is very practical and **down to earth**.
 He is a calm and **gentle** boy.
 She felt nervous and **insecure**.
On the surface, he seems quite nice.
 I tried to reach an agreement but he **refused to compromise**.

Louise is quite **resourceful**. She's good at solving problems.
 Don't be so **sarcastic**! That comment was very cruel.
 He may **seem self-confident**, but he's actually quite insecure.
 He's very **self-sufficient**. He never needs anyone's help.
 I'd love to be more **spontaneous** and not plan things in advance.
 He's a reliable and **steady** guy.
 She's honest and **straightforward** and says just what she thinks.
 Our manager is not very **sympathetic**. He never tries to understand our problems.
 She's very generous and trusting so some people **take advantage of** her.
 If you want to succeed, you have to **take risks**.
 I don't like arguing with people so I **tend to avoid** conflict.
 You have to be very **thorough** if you want to be a researcher.

WORK

ability n	/ə'bɪləti/
academic achievement n	/ækə'demɪk ə'tʃi:vmənt/
apply for v	/ə'plai fə/
be fired v	/bi 'faɪəd/
be laid off v	/bi leɪd ɒf/
be made redundant v	/bi meɪd rɪ'dʌndənt/
be off work v	/bi ɒf wɜ:k/
be out of work v	/bi aʊt əv wɜ:k/
be sacked v	/bi sæk/
benefits n pl	/'benɪfɪts/

Everyone has a special **ability** that makes them good at something.
 I'm very proud of my son's **academic achievement**.
 I'm going to **apply for** a job this summer.
 If you keep on being late for work, you are going to **be fired**.
 Many colleagues **were laid off** when the company was restructured.
 There has been a decrease in sales and some employees may **be made redundant**.
 I'm **off work** this week.
 I've **been out of work** for two months now.
 If you don't start working harder, you'll **be sacked** soon.
 The salary is not great, but the company offers generous **benefits**.

career ladder <i>n</i>	/kə'riə 'lædə/	You need to work hard if you want to move up the career ladder .
challenging <i>adj</i>	/'tʃælɪndʒɪŋ/	Teaching can be a very challenging profession.
clock off <i>v</i>	/klɒk ɒf/	I clock off at five and go home.
colleague <i>n</i>	/'kɒliːg/	I'm helping out a new colleague at work.
compassionate leave <i>n</i>	/kəm'pæʃənət liːv/	My dad is seriously ill so I'm on compassionate leave .
co-worker <i>n</i>	/kəʊ 'wɜːkə/	My co-worker has been laid off.
demanding <i>adj</i>	/dɪ'mɑːndɪŋ/	Being a surgeon is very demanding .
demoralizing <i>adj</i>	/dɪ'mɒrəlaɪzɪŋ/	Being unemployed can be really demoralizing .
employ <i>v</i>	/ɪm'plɔɪ/	The new factory will employ 200 people.
events management <i>n</i>	/ɪ'vents 'mænɪdʒmənt/	Have you got any experience in events management ?
fixed-term contract <i>n</i>	/fɪkst tɜːm 'kɒntrækt/	I've been offered a fixed-term contract to cover maternity leave.
freelance contract <i>n</i>	/'friːlɑːns 'kɒntrækt/	The company offered me a freelance contract .
full-time contract <i>n</i>	/fʊl taɪm 'kɒntrækt/	I've got a full-time contract . I work from nine to five, five days a week.
full-time occupation <i>n</i>	/fʊl taɪm ɒkju'peɪʃn/	Being a teacher is a full-time occupation .
get a rise <i>v</i>	/get ə raɪz/	If you want to get a rise , you have to ask for one.
get promoted <i>v</i>	/get prə'məʊtɪd/	If you want to get promoted , you have to work hard.
hire <i>v</i>	/'haɪə/	They're looking to hire a new manager.
impatient <i>adj</i>	/ɪm'peɪʃnt/	Don't be impatient . Wait for your turn!
intern <i>n</i>	/'ɪntɜːn/	The company is looking for a summer intern .
internship <i>n</i>	/'ɪntɜːnʃɪp/	I've applied for an internship at a law firm.
irrelevant <i>adj</i>	/ɪ'reləvənt/	Your qualifications are irrelevant if you don't have work experience.
job-hunting <i>n</i>	/dʒɒb 'hʌntɪŋ/	Job-hunting can be very time-consuming.
maternity leave <i>n</i>	/mə'tɜːnəti liːv/	She had a baby last week and she's now on maternity leave .
monotonous <i>adj</i>	/mə'nɒtənəs/	My job as a checkout assistant can be monotonous sometimes.
motivating <i>adj</i>	/'məʊtɪveɪtɪŋ/	His talks are very motivating . You always feel you can do anything after listening to him.
part-time contract <i>n</i>	/pɑːt taɪm 'kɒntrækt/	The firm has offered me a part-time contract , but I'd like to work full time.
paternity leave <i>n</i>	/pə'tɜːnəti liːv /	My manager went on paternity leave to take care of his newborn baby.
perk <i>n</i>	/pɜːk/	The company offered free health insurance as a perk .
permanent contract <i>n</i>	/'pɜːmənənt 'kɒntrækt/	I've got a permanent contract , so my job is pretty stable.
position <i>n</i>	/pə'zɪʃn/	I'm looking for a full-time position .
quit <i>v</i>	/kwɪt/	I didn't agree with the new company policy so I decided to quit .
repetitive <i>adj</i>	/rɪ'petətɪv/	I couldn't work on a factory production line. It is such a repetitive job.
resign <i>v</i>	/rɪ'zaɪn/	If they don't give me a promotion soon, I'll resign .
rewarding <i>adj</i>	/rɪ'wɔːdɪŋ/	I think being a nurse is a very rewarding job.
sick leave <i>n</i>	/sɪk liːv/	Meryl isn't in the office this week. She's on sick leave .
skills <i>n pl</i>	/skɪlz/	The salary will be dependent on the skills of the candidates.
staff <i>n</i>	/stɑːf/	We have 20 full-time members of staff .
tedious <i>adj</i>	/'tiːdiəs/	My job is not very interesting. Actually, it's quite tedious .
temporary contract <i>n</i>	/'tempərəri 'kɒntrækt/	My first contract was a temporary contract . It didn't last too long.
unpaid <i>adv</i>	/ʌn'peɪd/	I've been working unpaid for a year.
unpaid leave <i>n</i>	/'ʌnpeɪd liːv/	I need a couple of months off, so I may go on unpaid leave .
work experience <i>n</i>	/wɜːk ɪk'spiəriəns/	Have you got any relevant work experience ?
workforce <i>n</i>	/'wɜːkfɔːs/	Two-thirds of the workforce is female.

Useful words and phrases

affectionate <i>adj</i>	/ə'fekʃənət/	He's an affectionate and loving child.
assertive <i>adj</i>	/ə'sɜːtɪv/	You should be more assertive , otherwise people just won't listen to your ideas.
bossy <i>adj</i>	/'bɒsi/	My older sister is a bit bossy and always tells me what to do.
breaks my heart	/breɪks maɪ hɑːt/	It breaks my heart to see you so sad.
build up <i>v</i>	/bɪld ʌp/	We should set off early before the traffic builds up .
catch your eye	/kætʃ jɔːr aɪ/	I never just buy whatever catches my eye . I write a shopping list.

curious <i>adj</i>	/ˈkjʊəriəs/
does my head in	/dʌz maɪ hed ɪn/
easy-going <i>adj</i>	/ˈiːzi ˈɡəʊɪŋ/
get stuck <i>v</i>	/get stʌk/
gets wearing	/gets ˈweəriŋ/
go blank <i>v</i>	/ɡəʊ blæŋk/
go round <i>v</i>	/ɡəʊ raʊnd/
gut feeling <i>n</i>	/ɡʌt ˈfiːlɪŋ/
head on <i>adv</i>	/hed ɒn/
keep up with <i>v</i>	/kiːp ʌp wɪð/
life or death <i>adj</i>	/laɪf ɔː deθ/
look down on <i>v</i>	/lʊk daʊn ɒn/
loyal <i>adj</i>	/ˈlɔɪəl/
moody <i>adj</i>	/ˈmuːdi/
needy <i>adj</i>	/ˈniːdi/
put things off	/pʊt θɪŋz ɒf/
put together <i>v</i>	/pʊt təˈɡeðə/
rebellious <i>adj</i>	/rɪˈbeljəs/
reliable <i>adj</i>	/rɪˈlaɪəbl/
sensitive <i>adj</i>	/ˈsensətɪv/
to the letter	/tə ðə ˈletə/
white lie <i>n</i>	/waɪt laɪ/

He is a very **curious** boy and often asks questions.
 Being with someone who is constantly checking their phone **does my head in**.
 I should try to be more **easy-going** and relaxed about things.
 If you **get stuck**, check the instructions.
 Having identical conversations every day quickly **gets wearing**.
 When I get nervous, I sometimes **go blank** and forget what I was going to say.
 Did you **go round** all the aisles in the supermarket?
 I always go with my **gut feeling**.
 She always faces problems **head on**.
 The lecturer talked so fast that it was hard to **keep up with** her.
 It's not **life or death** if you miss your class, is it?
 Some people **look down on** me because I work in a supermarket.
 She has always been a **loyal** and faithful friend.
 He's so **moody**. I never know how he's going to react to things.
 As a child, I was quite **needy**. I'm stronger and more independent now.
 Don't **put things off** until the last minute.
 I **put together** an itinerary for the trip.
 I was an extremely **rebellious** child and gave my parents a hard time.
 She's a very **reliable** friend. You can always count on her.
 He's very **sensitive** to other people's feelings.
 Follow the instructions **to the letter** and you won't get it wrong.
 Have you ever told your best friend a **white lie**?

More words in File 1

a high-profile company	/ə haɪ ˈprəʊfaɪl 'kʌmpəni/
Absolutely! <i>adv</i>	/ˈæbsəluːtli/
beauty counter manager <i>n</i>	/'bjʊːti 'kaʊntə 'mænɪdʒə/
become the norm	/bɪ'kʌm ðə nɔːm/
dealing with clients by phone	/ˈdiːlɪŋ wɪð 'klaɪənts baɪ fəʊn/
dentist <i>n</i>	/ˈdentɪst/
eye-rolling	/ˈaɪ ˈrəʊlɪŋ/
give back <i>v</i>	/ɡɪv bæk/
handwriting <i>n</i>	/ˈhændraɪtɪŋ/
I agree up to a point, but...	/aɪ ə'ɡriː ʌp tu ə pɔɪnt bət/
I am writing to apply for the post of...	/aɪ æm ˈraɪtɪŋ tu ə'plai fə ðə pəʊst əv/
I attach a full CV...	/aɪ ə'tætʃ ə fʊl siː viː/
I don't really think you're right.	/aɪ dəʊnt ˈriːəli θɪŋk jɔː raɪt/
I have a high level of spoken English...	/aɪ hæv ə haɪ ˈlevl əv 'spəʊkən ˈɪŋɡlɪʃ/
I have recently graduated from...	/aɪ hæv ˈriːsntli 'ɡrædʒueɪtɪd frəm/
I have some relevant experience...	/aɪ hæv sʌm, 'reləvənt ɪk'spiəriəns/
I look forward to hearing from you...	/aɪ lʊk ˈfɔːwəd tə 'hɪəriŋ frəm juː/
I see what you mean, but...	/aɪ siː wɒt juː miːn bət/
I see your point, but...	/aɪ siː jɔː pɔɪnt bət/

I'd like to work for a **high-profile company** everyone knows about.
 'The meal was fantastic. Don't you agree?' '**Absolutely!**'
 As a **beauty counter manager**, I try to convince people to buy products which will make them look younger.
 My manager started wearing casual clothes to work and it quickly **became the norm**.
 My tasks included **dealing with clients by phone**.
 I should go to the **dentist**. I've got a bad toothache.
 There was a lot of **eye-rolling** at the lecture.
 I'd like to have a job where I can **give** something **back** to society.
 What does your **handwriting** say about you?
 I **agree up to a point, but** sometimes I think we are too hard on her.
 I **am writing to apply for the post of** receptionist advertised on your website.
 I **attach a full CV** for your consideration.
 I **don't really think you're right**. In fact, I disagree completely.
 I **have a high level of spoken English** as I lived in Canada for six months.
 I **have recently graduated from** the University of Edinburgh.
 I **have some relevant experience** because I worked as an intern at a travel company.
 I **look forward to hearing from you** in the near future.
 I **see what you mean, but** I don't think you're right.
 I **see your point, but** I'm afraid I don't agree.

I totally agree	/aɪ 'təʊtəli ə'griː/	I totally agree with your argument.
I would welcome the chance...	/aɪ wʊd 'welkəm ðə tʃɑːns/	I would welcome the chance to be part of such a successful company.
I'm afraid...	/aɪm ə'freɪd/	I'm afraid I don't really agree.
I'm not sure I agree with you	/aɪm nɒt ʃɔːr aɪ ə'griː wɪð juː/	I'm not sure I agree with you. I think there's a better way of doing this.
If you require further information...	/ɪf juː rɪ'kwaɪə 'fɜːðər ɪnfə'meɪʃn/	Please do not hesitate to contact me if you require further information.
imply v	/ɪm'plaɪ/	I didn't want to imply that you were wrong.
issue n	/'ɪʃuː/	Money is not the biggest issue on this project – it's time.
IT support worker n	/aɪ tiː sə'pɔːt 'wɜːkə/	My computer has crashed. I have to call the IT support worker.
misjudged adj	/mɪs'dʒʌdʒd/	I feel I'm often misjudged. I'm a waitress so people think I have no qualifications.
personal growth n	/'pɜːsənl grəʊθ/	I'd like to work for a company which considers the personal growth of its employees.
personality test n	/pɜːsə'næləti test/	They asked me to do a personality test at a job interview.
personality type n	/pɜːsə'næləti taɪp/	This quiz tells you your personality type.
pizza delivery man n	/'piːtsə drɪ'lɪvəri mæn/	The pizza delivery man will be there in 20 minutes.
ploy n	/plɔɪ/	His words were clearly a ploy to get an advantage over his competitors.
sneer v	/sniə/	He sneers at people who are less educated than him.
star sign n	/stɑː saɪn/	What's your star sign ? I'm an Aries.
tackle v	/'tækəl/	My manager is determined to tackle absenteeism.
travel-focused adj	/'trævl 'fəʊkəst/	He's so travel-focused he hasn't been able to settle down.
well-being n	/wel 'biːɪŋ/	The company tries to ensure the well-being of its employees.
workload n	/'wɜːkləʊd/	I had such a heavy workload that they had to hire a new assistant.
yawn v	/jɔːn/	Excuse me if I yawn. I couldn't sleep last night.

File 2

Useful words and phrases

adulthood n	/'ædʌlθud/	It is usually harder to learn a second language in adulthood.
assess v	/ə'ses/	The tests were designed to assess the benefits of language learning.
at cross purposes	/ət krɒs 'pɜːpəsɪz/	I think we are talking at cross purposes. That's not what I meant.
bewildered adj	/bɪ'wɪldəd/	You look bewildered. Is it really that confusing?
brush up v	/brʌʃ ʌp/	I need to brush up my French before we go to Paris.
celebration n	/selɪ'breɪʃn/	They organized a big celebration when they finished the project.
curiosity n	/kɜːjɒrɪ'ɒsəti/	Children show curiosity about everything.
debt n	/det/	After years of overspending, he ran into debt.
disappointment n	/dɪsə'pɔɪntmənt/	It was a big disappointment when our team lost the match.
error n	/'erə/	It must have been an error. I didn't do that on purpose.
freedom n	/'friːdəm/	She really enjoys the freedom of living alone.
get by v	/get baɪ/	I know a little Italian, so I think I'll get by in Rome.
get my head round	/get maɪ hed raʊnd/	I can't get my head round this problem.
get the wrong end of the stick	/get ðə rɒŋ end əv ðə stɪk/	I'm terribly sorry. I got the wrong end of the stick.
get your tongue round a word	/get jɔː tʌŋ raʊnd ə wɜːd/	I just can't get my tongue round that word.
ghost n	/ɡəʊst/	You don't believe in ghosts , do you?
gnome n	/nəʊm/	He has bought a new gnome for his garden.
happiness n	/'hæpɪnəs/	His daughter is a constant source of happiness for him.
impairment n	/ɪm'peəmənt/	She has some visual impairment and can't leave the house alone.
lexis n	/'leksɪs/	Despite being a non-native speaker, his lexis is very wide.
mice n pl	/maɪs/	The house was abandoned and overrun with mice.
moveable adj	/'muːvəbl/	The toy has moveable parts and it could be dangerous for babies.

on the tip of my tongue	/ɒn ðə tɪp əv maɪ tʌŋ/
pass for v	/pɑːs fə/
pick up v	/pɪk ʌp/
raise questions	/reɪz 'kwɛstʃənz/
relationship n	/rɪ'leɪʃnʃɪp/
request v	/rɪ'kwest/
respond to v	/rɪ'spɒnd tə/
rhubarb n	/'ruːbərb/
scribe n	/skraɪb/
stride n	/straɪd/
take in v	/teɪk ɪn/
the onset n	/ði 'ɒnsət/
tongue n	/tʌŋ/
verbal fluency n	/'vɜːbl 'fluːənsi/

It's very annoying when a word is **on the tip of your tongue**, but you can't quite remember it.

His English was so good that he could **pass for** a local.

He **picks up** languages very easily.

The study wasn't very clear and it **raised** many **questions**.

She has a very close **relationship** with her sister.

We were **requested** to assemble in the lobby.

The manager will **respond to** you as soon as she gets here.

I can never remember how to spell **rhubarb**, but I love eating it!

Scribes made copies of written documents before printing was invented.

This is a great **stride** forward in the search for a cure.

It's hard to **take in** everything that is said at a meeting.

Doing crossword puzzles could delay **the onset** of dementia.

What's your mother **tongue**?

His writing skills are definitely better than his **verbal fluency**.

More words in File 2

amazement n	/ə'meɪzmənt/
anger n	/'æŋɡə/
awareness n	/ə'weənəs/
belief n	/bɪ'liːf/
boredom n	/'bɔːdəm/
bubble away	/'bʌbl ə'weɪ/
complication n	/kɒmplɪ'keɪʃn/
concoct v	/kən'kɒkt/
danger n	/'deɪndʒə/
death n	/deθ/
excitement n	/'ɪk'saɪtmənt/
friendship n	/'frendʃɪp/
frustration n	/'frʌ'streɪʃn/
generosity n	/dʒenə'rɒsəti/
go rushing out	/gəʊ 'rʌʃɪŋ aʊt/
grab v	/græb/
hatred n	/'heɪtrɪd/
hazardous adventure	/'hæzədəs əd'ventʃə/
idyllic childhood	/'ɪdɪlɪk 'tʃaɪldhʊd/
imagination n	/ɪmædʒɪ'neɪʃn/
improvement n	/ɪm'pruːvmənt/
it is common for	/ɪt ɪz 'kɒmən fə/
kindness n	/'kaɪndnəs/
leap v	/liːp/
loss n	/lɒs/
membership n	/'membəʃɪp/
native adj	/'neɪtɪv/
neighbourhood n	/'neɪbəhʊd/
partnership n	/'pɑːtnəʃɪp/
picture v	/'pɪktʃə/
racing around on our bikes	/'reɪsɪŋ ə'raʊnd ɒn ʌː bɑːks/
revue n	/rɪ'vjuː/
sadness n	/'sædnəs/
shame n	/ʃeɪm/
slap v	/slæp/

To my **amazement**, I won the contest!

Some people find it hard to express their **anger**.

Environmental **awareness** has increased lately.

My **belief** in democracy made me become a politician.

Please stop reading that long document. I'm going to die of **boredom**.

The soup is **bubbling away** on the stove.

Taking the dog on holiday with us is an added **complication**.

They **concocted** a soup from five different kinds of fish.

She is now out of **danger**.

Tomorrow is the anniversary of my dad's **death**.

I felt such **excitement** when they told me you were coming.

Their **friendship** began at primary school.

I can't stand the **frustration** of not being able to help.

Giving the homeless man five pounds was a real act of **generosity**.

When I heard the news, I **went rushing out** of my room and told everyone.

She **grabbed** the chocolate bar and gave it to me.

He looked at me with **hatred** in his eyes.

I can still recall some **hazardous adventures** my parents never knew about.

I had an **idyllic childhood** – it was perfect.

My eldest daughter has a very vivid **imagination**.

The economy is showing signs of **improvement**.

It is common for both parents to work these days.

I don't why people dislike her. She's always treated me with **kindness**.

Our cat **leaps** from the chair whenever he sees the dog.

I reported the **loss** of my suitcase.

I need to renew my gym **membership**.

Are you a **native** speaker of English?

We grew up together in the same **neighbourhood**.

I set up a new business in **partnership** with my mum.

I don't know why, but I **pictured** you a bit taller.

As children, we used to go out **racing around on our bikes**.

A **revue** is a show in a theatre with songs, dances, and jokes.

She felt a deep **sadness** when her cat died.

I couldn't live with the **shame** of other people knowing I'm a cheat.

He **slapped** me on the back as a sign of appreciation.

temptation *n*
wisdom *n*

/temp'teɪʃn/
/'wɪzdəm/

I couldn't resist the **temptation** to eat the chocolate cake.
He spoke words of **wisdom**.

File 3

Vocabulary Banks

PHRASES WITH GET

get a life	/get ə laɪf/
get a move on	/get ə muːv ɒn/
get a shock	/get ə ʃɒk/
get around <i>v</i>	/get ə'raʊnd/
get away with <i>v</i>	/get ə'weɪ wɪð/
get back to <i>v</i>	/get bæk tə/
get behind <i>v</i>	/get bɪ'haɪnd/
get by <i>v</i>	/get baɪ/
get down <i>v</i>	/get daʊn/
get her act together	/get hɜːr ækt tə'geðə/
get her own way	/get hɜːr əʊn weɪ/
get hold of	/get həʊld əv/
get into <i>v</i>	/get 'ɪntə/
get into trouble with	/get 'ɪntə 'trʌbl wɪð/
get on like a house on fire	/get ɒn laɪk ə haʊs ɒn 'faɪə/
get on my nerves	/get ɒn maɪ nɜːvz/
get on with <i>v</i>	/get ɒn wɪð/
get out of <i>v</i>	/get aʊt əv/
get out of the way	/get aʊt əv ðə weɪ/
get over <i>v</i>	/get 'əʊvə/
get real	/get 'rɪəl/
get rid of	/get rɪd əv/
get the chance	/get ðə tʃɑːns/
get the impression	/get ði ɪm'preʃn/
get the joke	/get ðə dʒɒk/
get the message	/get ðə 'mesɪdʒ/
get through to <i>v</i>	/get θruː tə/
get to know	/get tə nəʊ/
get together with	/get tə'geðə wɪð/
get your own back on	/get jɔːr əʊn bæk ɒn/
getting on	/'getɪŋ ɒn/
mother-in-law <i>n</i>	/'mʌðər ɪn lɔː/
not getting anywhere	/nɒt 'getɪŋ 'eniweə/
obligation <i>n</i>	/ɒblɪ'geɪʃn/
recover from <i>v</i>	/rɪ'kʌvə frəm/
urgent <i>adj</i>	/'ɜːdʒənt/

He's in his 40s and still living with his parents. He needs to **get a life**.
You should **get a move on** or you'll miss the train.
You'll **get a shock** when you see him. He's changed so much!
The best way to **get around** this city is by bike.
I tried to cheat in an exam once, but I didn't **get away with** it.
Please leave a message and we'll **get back to** you as soon as possible.
Let me know if you **get behind** with your work and I'll help you.
My salary is not enough to **get by**.
Does the bad weather ever **get you down**?
She needs to **get her act together** and start looking for a job.
She's quite bossy and tends to **get her own way**.
I need to speak to Lou, but I can't **get hold of** her.
What's the best way to **get into** politics?
You'll **get into trouble with** your mum if she finds out you took her car.
I introduced them last month and now they **get on like a house on fire**.

I find children really irritating. They just **get on my nerves**.
I'll leave you now. I need to **get on with** some work.
My brother always **gets out of** doing his share of the housework.
He wouldn't **get out of the way**, so I got stuck behind him.
It took him more than a year to **get over** their break-up.
You want a well-paid job in a big company, but you won't even do your homework.
Get real!
I can't **get rid of** that painting because it was a wedding present.
I didn't **get the chance** to speak to him.
Did you **get the impression** they didn't like our present?
Everyone laughed except you. Didn't you **get the joke**?
I told him to leave us alone, but he didn't **get the message**.
It is very difficult to **get through to** him.
I'm sure you'll like him once you **get to know** him.
How often do you **get together with** your extended family?
I'll **get my own back on** him one day and take revenge.
My grandma is **getting on** a bit. She's in her 80s now.
My **mother-in-law** gave me an awful painting as a wedding present.
I'm **not getting anywhere** with this crossword.
I didn't do it because I had no **obligation**.
It took him a long time to **recover from** the death of his friend.
I need to talk to you. It's **urgent**.

CONFLICT AND WARFARE

ally <i>n</i>	/'ælaɪ/
arrow <i>n</i>	/'ærəʊ/
blow up <i>v</i>	/bləʊ ʌp/
bow <i>n</i>	/bəʊ/
break out <i>v</i>	/breɪk aʊt/

They were loyal **allies** during the war.
The **arrow** missed its target.
The rebels decided to **blow up** the airport runway.
I bought a new **bow** and arrow for the next competition.
If war **breaks out**, there will be thousands of refugees trying to escape the fighting.

bullet <i>n</i>	/'bʊlɪt/
cannon <i>n</i>	/'kænən/
capture <i>v</i>	/'kæptʃə/
casualty <i>n</i>	/'kæʒuəlti/
ceasefire <i>n</i>	/'si:sfarə/
civil war <i>n</i>	/'sɪvl wɔ:/
civilian <i>n</i>	/sə'vɪliən/
commander <i>n</i>	/kə'mɑ:ndə/
coup <i>n</i>	/ku:/
declare <i>v</i>	/dɪ'kleə/
defeat <i>v</i>	/dɪ'fi:t/
execute <i>v</i>	/'eksɪkjʊ:t/
forces <i>n pl</i>	/'fɔ:sɪz/
helmet <i>n</i>	/'helmt/
loot <i>v</i>	/lu:t/
machine gun <i>n</i>	/mə'ʃi:n gʌn/
missile <i>n</i>	/'mɪsaɪl/
overthrow <i>v</i>	/əʊvə'θrəʊ/
prisoner <i>n</i>	/'prɪznə/
rebel <i>n</i>	/'rebl/
rebellion <i>n</i>	/rɪ'beljən/
refugee <i>n</i>	/refju'dʒi:/
release <i>v</i>	/rɪ'li:s/
retreat <i>v</i>	/rɪ'tri:t/
revolution <i>n</i>	/revə'lʊ:ʃn/
shell <i>v</i>	/ʃel/
shield <i>n</i>	/ʃi:ld/
siege <i>n</i>	/si:dʒ/
sniper <i>n</i>	/'snaɪpə/
spear <i>n</i>	/spiə/
surrender <i>v</i>	/sə'rendə/
survivor <i>n</i>	/sə'vaɪvə/
sword <i>n</i>	/sɔ:d/
the wounded <i>n</i>	/ðə 'wu:ndɪd/
treaty <i>n</i>	/'tri:ti/
troops <i>n pl</i>	/tru:ps/

This gun has no **bullets**.
The **cannon** was fired.
The army **captured** over 300 rebels.
There were thousands of **casualties** in the attack.
The armies agreed on a temporary **ceasefire**.
The population was exhausted after ten years of **civil war**.
Many **civilians** who were not involved in the fighting were injured.
A **commander** is an officer in charge of a group of soldiers or a military operation.
He seized power in a military **coup**.
The government **declared** war.
They finally **defeated** the enemy.
They **executed** the rebel leader.
My dad is a member of the security **forces**.
They found an old **helmet** at the archaeological site.
During the riot many shops were **looted**.
He fired the **machine gun**.
A **missile** fell on the city.
The rebels are trying to **overthrow** the government.
The rebel soldiers took hundreds of **prisoners**.
Armed **rebels** advanced towards the city.
After years of dramatic cuts in spending, part of the population rose in **rebellion**.
There was a steady flow of **refugees** from the war zone.
The army **released** most of the prisoners.
The army was forced to **retreat**.
Things have got so bad that the country is on the verge of **revolution**.
The army started to **shell** the rebels as they retreated.
He used a dustbin lid as a **shield**.
The **siege** finally ended after two months.
Two soldiers were killed by **snipers**.
The tribesmen were armed with **spears**.
After months of fighting the rebels **surrendered**.
There were no **survivors** of the attack.
My parents bought a **sword** on their trip to Toledo.
There was an on-site hospital for **the wounded**.
They signed a peace **treaty** at the end of the war.
The president has decided to send in more **troops**.

Useful words and phrases

against overwhelming odds	/ə'genst əʊvə'welmlŋ ɒdz/	The retreating soldiers survived against overwhelming odds .
avant-garde <i>n</i>	/'ævɒn 'gɑ:d/	Her works were a bit avant-garde for me. They were just too modern.
besieged <i>adj</i>	/bɪ'si:dʒd/	The besieged city was forced to surrender.
bouquet <i>n</i>	/bu'keɪ/	She surprised him with a huge bouquet of flowers.
captive <i>n</i>	/'kæptɪv/	The army is going to set their captives free.
cliché <i>n</i>	/'kli:ʃeɪ/	I know it's a cliché , but it was love at first sight.
command <i>n</i>	/kə'mɑ:nd/	You must obey the captain's command .
commanding <i>adj</i>	/kə'mɑ:ndɪŋ/	Who is your commanding officer?
déjà vu <i>n</i>	/'deɪʒɑ: 'vu:/	The moment I walked in I had a sense of déjà vu , even though I'd never been there.
execute <i>v</i>	/'eksɪkjʊ:t/	We hope that none of the prisoners will be executed .
execution <i>n</i>	/eksɪ'kju:ʃn/	Over 200 executions were carried out last year.
fait accompli <i>n</i>	/feɪt ə'kɒmplɪ:/	They got married secretly and presented their parents with a fait accompli .
faux pas <i>n</i>	/fəʊ pɑ:/	I made a real faux pas when I mentioned his ex-wife.
fiancé <i>n</i>	/fi'ɒnseɪ/	I met Jane's fiancé last night. They're getting married next year.
get a flight <i>v</i>	/get ə flaɪt/	I had to get a flight a day after a plane crash. I almost cancelled it!

get caught	v	/get kɔ:t/
get stopped	v	/get stɒpt/
hang	v	/hæŋ/
historic	adj	/hɪ'stɒrɪk/
kidnap	v	/'kɪdnæp/
looting	n	/'lu:tɪŋ/
prisoner-of-war camp	n	/'prɪznər əv wɔ:kæmp/
rebellious	adj	/rɪ'beljəs/
recapture	v	/rɪ:'kæptʃə/
rendezvous	n	/'rɒndɪvu:/
revolutionary	adj	/revə'lʊ:fənəri/
shoot	v	/ʃu:t/
succeed	v	/sək'si:d/
survival	n	/sə'vaɪvl/
surviving	adj	/sə'vaɪvɪŋ/
victorious	adj	/vɪk'tɔ:riəs/

I cheated in an exam once, but luckily I didn't **get caught**.
 I never **get stopped** by the police because I'm a careful driver.
 He was **hanged** from a tree as a form of punishment.
 It was a **historic** victory.
 He was **kidnapped** in 1841 and sold as a slave.
 There was widespread **looting** in the city.
 We visited a **prisoner-of-war camp** on a history field trip.
 They got rid of the **rebellious** factions.
 The prisoners who had managed to escape were quickly **recaptured**.
 We used to have a secret **rendezvous** every Thursday at the gallery.
 There were **revolutionary** uprisings in the big cities.
 The prisoner was **shot** trying to escape.
 Obama **succeeded** Bush as American president.
 His only chance of **survival** was a heart transplant.
 She was the last **surviving** member of the family.
 In the end, the revolutionaries were **victorious**.

More words in File 3

at least	adv	/ət li:st/
exaggeration	n	/ɪgzædʒə'reɪʃn/
first impression	n	/fɜ:st ɪm'preʃn/
in fact	adv	/ɪn fækt/
looking good		/'lʊkɪŋ gʊd/
modern era	n	/'mɒdn 'ɪərə/
obviously	adv	/'ɒbvɪəsli/
personal taste	n	/'pɜ:sənəl teɪst/
plot	n	/plɒt/
politeness	n	/pə'laitnəs/
roadblock	n	/'rəʊdblək/

It works, or **at least** I think it does.
 That must be an **exaggeration**. He's not that good.
 So you finally met my fiancé. What's your **first impression**?
 I didn't like the movie. **In fact**, I thought it was dead boring.
 Have you got any tips on **looking good**? I've got a date tonight.
 He is so old-fashioned. He doesn't seem to live in the **modern era**.
Obviously, we don't want to spend too much money.
 You don't have to understand why I like the movie. It's just a matter of **personal taste**.
 The special effects were good, but the **plot** of the movie was a little bit weak.
 This is not old-fashioned courtesy. It's simply **politeness**.
 The police set up a **roadblock** on the bridge.

File 4

Vocabulary Banks

SOUNDS AND THE HUMAN VOICE

amused	adj	/ə'mju:zd/
bang	n, v	/bæŋ/
blow	v	/bləʊ/
brakes	n	/breɪks/
buzz	n, v	/bʌz/
click	n, v	/klɪk/
crash	n, v	/kræʃ/
creak	n, v	/kri:k/
crisp	adj	/krɪsp/
crunch	n, v	/krʌntʃ/
drip	n, v	/drɪp/
giggle	v	/'gɪgl/
groan	v	/grəʊn/
hiss	n, v	/hɪs/
hoot	n, v	/hu:t/
hum	n, v	/hʌm/
mumble	v	/'mʌmbəl/

They were **amused** by his stories.
 Did you hear that **bang**? It sounded like a gun.
 I hate when people **blow** their nose in public.
 She stopped with a screech of **brakes**.
 I could hear the **buzz** of a fly.
Click on the print icon to get a copy.
 She heard the loud **crash** of a tree falling down.
 I heard a floorboard **creak** and I knew she was coming in late.
 I love walking through the **crisp** snow.
 I love hearing the **crunch** of my feet walking through the snow.
 Please turn the tap off properly or it will **drip**.
 They **giggled** nervously as they waited for their turn.
 He **groaned** with pain.
 Did you hear the snake's **hiss**?
 I hate people who **hoot** at me when I slow down at an amber light.
 I began to **hum** along with the music.
 She **mumbled** a few words and left.

rattle	n, v	/ˈrætəl/
relieved	adj	/rɪˈli:vɪd/
roar	n, v	/rɔ:/
scream	v	/skri:m/
screech	n, v	/skri:tʃ/
sigh	v	/saɪ/
slam	n, v	/slæm/
slurp	n, v	/slɜ:p/
sniff	n, v	/snɪf/
snore	n, v	/snɔ:/
sob	v	/sɒb/
splash	n, v	/splæʃ/
stammer	n, v	/ˈstæmə/
tap	n, v	/tæp/
terrified	adj	/ˈterɪfaɪd/
tick	n, v	/tɪk/
tissue	n	/ˈtɪʃu:/
tune	n	/tju:n/
whisper	v	/ˈwɪspə/
whistle	v	/ˈwɪsl/
yell	v	/jel/

Every time a bus goes by, the windows **rattle**.
 She sounded **relieved** when I told her I had got a job.
 We could hear the **roar** of the crowd in the football stadium.
 The boy **screamed** when he fell.
 I heard the **screech** of brakes as the bus driver tried to stop.
 He **sighed** deeply at the thought.
 Please don't **slam** the door.
 It's rude to **slurp** your soup.
 Don't **sniff**! Get a tissue and blow your nose!
 I can't share a room with you if you **snore**.
 A child was **sobbing** loudly when I walked in.
 She screamed when her friend **splashed** her in the swimming pool.
 My friend **stammers** when he gets nervous and it's hard to understand him.
 When I'm nervous I often **tap** my fingers on the table.
 I was **terrified** when they told me I had to do another test.
 This clock has a very loud **tick**.
 Have you got a **tissue**? I need to blow my nose.
 Please stop humming that **tune**.
 It's rude to **whisper**.
 I can **whistle** a little bit, but I can't really whistle a whole song.
 Please don't **yell** at me. It wasn't my fault.

Useful words and phrases

a balm	n	/ə bɑ:m/
a fact of life	n	/ə fækt əv laɪf/
a tinge of disappointment	n	/ə tɪndʒ əv dɪsəˈpɔɪntmənt/
abruptly	adv	/əˈbrʌptli/
continually	adv	/kənˈtɪnjuəli/
cower	v	/ˈkaʊə/
depressing	adj	/dɪˈpresɪŋ/
entertaining	adj	/entəˈteɪnɪŋ/
fast-moving	adj	/fɑ:st ˈmu:vɪŋ/
gripping	adj	/ˈgrɪpɪŋ/
hardly	adv	/ˈhɑ:dlɪ/
haunting	adj	/ˈhəʊntɪŋ/
heavy-going	adj	/ˈhevi ˈɡəʊɪŋ/
implausible	adj	/ɪmˈpləʊzəbl/
incessantly	adv	/ɪnˈsesntli/
intriguing	adj	/ɪnˈtri:ɡɪŋ/
moving	adj	/ˈmu:vɪŋ/
never	adv	/ˈnevə/
no sooner	adv	/nəʊ ˈsu:nə/
not only	adv	/nɒt ˈəʊnli/
only later	adv	/ˈəʊnli ˈleɪtə/
phobia	n	/ˈfəʊbiə/
plunged into darkness		/plʌndʒd ˈɪntə ˈdɑ:knəs/
strangely	adv	/ˈstreɪndʒli/
thought-provoking	adj	/ˈθɔ:t prəˈvəʊkɪŋ/
upsetting	adj	/ʌpˈsetɪŋ/
with ease	adv	/wɪð i:z/

Being in such a quiet place was **a balm** for my nerves.
 It is **a fact of life** that cities will always be noisy places.
 Although I got an A for nine of my exams, I only got a C for the tenth. I felt **a tinge of disappointment**.
 She hung up the phone **abruptly**.
 They argue **continually** about money.
 We all **cowered** behind doors and under tables when he burst in with a gun.
 The novel was so **depressing** it made me want to cry.
 It isn't my favourite novel, but it's **entertaining**.
 Action movies tend to rely on **fast-moving** stories.
 It was such a **gripping** story. I got really hooked.
Hardly had she sat down to have dinner than the phone rang.
 It was a **haunting** story – frightening and sad. It won't be easy to forget.
 The movie was so **heavy-going** I didn't finish watching it.
 The story was highly **implausible**. I didn't believe it for a minute.
 My colleague chews gum **incessantly**.
 The plot was really **intriguing**. I couldn't put the book down.
 The film was so **moving** it brought tears to my eyes.
Never have I seen so many people in an art gallery looking happy.
No sooner had we arrived than they left.
Not only had she killed her husband, she had also killed her ex-boyfriend.
Only later did I understand that this was not the way to proceed.
 My **phobia** has affected my ability to get on in life.
 When the heavy door shut behind me, I was **plunged into darkness**.
Strangely, she didn't mind that I left early.
 It's a **thought-provoking** essay. It raises many interesting questions.
 I found watching the documentary about sick children really **upsetting**.
 She switches from English to Spanish **with ease**.

More words in File 4

employed to	adj	/ɪm'plɔɪd tə/
extremely	adv	/ɪk'stri:mli/
finished with	adj	/'fɪnɪʃt wɪð/
imaginable	adj	/ɪ'mædʒɪnəbl/
immobile	adj	/ɪ'məʊbaɪl/
implore	v	/ɪm'plɔː/
incredibly	adv	/ɪn'kredəbli/
media coverage	n	/'mi:diə 'kʌvərɪdʒ/
Mediterranean	adj	/medɪtə'reɪniən/
merely	adv	/'mɪəli/
mute	adj	/mju:t/
note-taking	n	/'nəʊt 'teɪkɪŋ/
precise	adj	/prɪ'saɪs/
pretty	adv	/'prɪti/
quite	adv	/kwaɪt/
rather	adv	/'rɑːðə/
rucksack	n	/'rʌksæk/
slightly	adv	/'slaɪtli/
somewhat	adv	/'sʌmwɒt/
spoiler	n	/'spɔɪlə/
totally	adv	/'təʊtəli/
translation	n	/træns'leɪʃn/
tremendous	adj	/trə'mendəs/
university studies	n	/juːnɪ'vɜːsəti 'stʌdiz/

I was **employed** to translate the novel into English.
 It was an **extremely** enjoyable film.
 The novel will be published in English when I'm **finished with** the translation.
 The translation must be identical to the original story in every **imaginable** way.
 I sat there, **immobile**, when they told me the news.
 She **implored** him to stay.
 The film is **incredibly** moving.
 There was no **media coverage** of the event.
 I know she's from a **Mediterranean** country, but I can't remember which one.
 She said nothing, she **merely** watched him.
 When I heard what had happened I was **mute** with shock.
 Are you trying to write down everything I say? You should improve your **note-taking** techniques.
 Could you give me some more **precise** details about the job?
 The story was **pretty** entertaining.
 I didn't enjoy the book. The story was **quite** boring.
 The end of the novel is **rather** disappointing.
 I took my **rucksack** and went away.
 My only criticism is that the plot is **slightly** implausible.
 His novel was **somewhat** surprising.
 Please note this review contains **spoilers**.
 The two films are **totally** different.
 She wrote a very good **translation** of the Russian poem.
 The brakes screeched and then there was a **tremendous** crash.
 My phobia affected my **university studies**.

File 5

Vocabulary Banks

EXPRESSIONS WITH TIME

a matter of time	/ə 'mætər əv taɪm/	I'm sure you'll find a job. It's just a matter of time .
any time from 10.00 to 2.00	/'eni taɪm frəm ten tə tuː/	You can come any time from 10.00 to 2.00 .
at the time	/ət ðə taɪm/	I missed the birth of my first child. I was on a plane at the time .
at times	/ət taɪmz/	She can be bad-tempered at times .
before my time	/bɪ'fɔː maɪ taɪm/	I've never heard of that singer. She must have been before my time .
behind the times	/bɪ'haɪnd ðə taɪmz/	He's a bit behind the times . He still thinks men should wear a suit at work.
by the time	/baɪ ðə taɪm/	By the time we got to the station, the train had left.
for the time being	/fə ðə taɪm 'biːɪŋ/	You can stay here for the time being .
from time to time	/frəm taɪm tə taɪm/	I eat out at restaurants from time to time .
give me a hard time	/ɡɪv miː ə hɑːd taɪm/	If I'm late again, Dad will give me a hard time .
have the time of your life	/hæv ðə taɪm əv jɔː laɪf/	New York is such a fantastic city. You are going to have the time of your life .
in time for	/ɪn taɪm fə/	We arrived in time for his speech.
it's about time	/ɪts ə'baʊt taɪm/	You've had that computer for ages. It's about time you got a new one.
kill time	/kɪl taɪm/	I do crosswords to kill time while I wait at the airport.
make up for lost time	/meɪk ʌp fə lɒst taɪm/	I'll have to work hard now to make up for lost time .
me time	/'miː taɪm/	I go shopping when I want some me time .

on time <i>adv</i>	/ɒn taɪm/
run out of time	/rʌn aʊt əv taɪm/
save time	/seɪv taɪm/
short of time	/ʃɔ:t əv taɪm/
spare the time	/speə ðə taɪm/
spend too long	/spend tu: lɒŋ/
take up all my time	/teɪk ʌp ɔ:l maɪ taɪm/
take your time	/teɪk jɔ: taɪm/
time off <i>n</i>	/taɪm ɒf/
time on my hands	/taɪm ɒn maɪ hændz/
time's up	/taɪmz ʌp/
time-consuming <i>adj</i>	/'taɪm kən'sju:mɪŋ/
waste a lot of time	/weɪst ə lɒt əv taɪm/
with time to spare	/wɪð taɪm tə speə/

MONEY

account <i>n</i>	/ə'kaʊnt/
affluent <i>adj</i>	/'æfluənt/
balance <i>n</i>	/'bæləns/
borrow <i>v</i>	/'bɒrəʊ/
broke <i>adj</i>	/brəʊk/
budget <i>n</i>	/'bʌdʒɪt/
can't afford <i>v</i>	/kɑ:nt ə'fɔ:d/
charity <i>n</i>	/'tʃærəti/
consumer society <i>n</i>	/kən'sju:mə sə'saɪəti/
cost of living <i>n</i>	/kɒst əv 'lɪvɪŋ/
currency <i>n</i>	/'kʌrənsi/
deposit <i>n</i>	/dɪ'pɒzɪt/
donation <i>n</i>	/dəʊ'neɪʃn/
exchange rate <i>n</i>	/ɪks'tʃeɪndʒ reɪt/
fare <i>n</i>	/feə/
fee <i>n</i>	/fi:/
fine <i>n</i>	/faɪn/
go bankrupt <i>v</i>	/gəʊ 'bæŋkrʌpt/
grant <i>n</i>	/grɑ:nt/
hard up <i>adj</i>	/hɑ:d ʌp/
in debt <i>adj</i>	/ɪn det/
instalment <i>n</i>	/ɪn'stɔ:lmənt/
interest rate <i>n</i>	/'ɪnrəst reɪt/
lawyer <i>n</i>	/'lɔ:jə/
legal document <i>n</i>	/'li:gl 'dɒkjumənt/
lend <i>v</i>	/lend/
loaded <i>adj</i>	/'ləʊdɪd/
loan <i>n</i>	/ləʊn/
lump sum <i>n</i>	/lʌmp sʌm/
make payments <i>v</i>	/meɪk 'peɪmənts/
make transfers <i>v</i>	/meɪk 'trænsfɜ:z/
manage your accounts <i>v</i>	/'mænɪdʒ jɔ:r ə'kaʊnts/
mortgage <i>n</i>	/'mɔ:ɡɪdʒ/
occasion <i>n</i>	/ə'keɪʒn/
particular <i>adj</i>	/pə'tɪkjələ/
penniless <i>adj</i>	/'penɪləs/
property <i>n</i>	/'prɒpəti/

We expect staff to be **on time** every morning.
 If we take too long at the museum, we'll **run out of time**.
 Take the motorway if you want to **save time**. It's quicker.
 I'd love to help you out, but I'm a little **short of time** right now.
 I'd love to come with you, but I'm too busy and can't **spare the time**.
 Let's not **spend too long** at the museum. There are lots of other things I want to see.
 My children **take up all my time**. I don't have a minute to myself.
 We aren't in a hurry so **take your time**.
 I'm working too hard. I need to take some **time off**.
 My mum has got **time on her hands** since she retired.
Time's up. The exam is over.
 Filling in your tax return is incredibly **time-consuming**.
 I **waste a lot of time** playing video games.
 We left early and got to the airport **with time to spare**.

I have opened a new bank **account**.
 My boss lives in an **affluent** neighbourhood.
 I usually use a cash machine to check my **balance**.
 I **borrowed** some money from my parents to pay the bills.
 Can I borrow some money? I'm **broke**.
 We needed a new assistant, but the department had no **budget** to hire anyone.
 Many young people **can't afford** to buy a home.
 She volunteers for a **charity** in her free time.
 We live in a **consumer society** where everybody wants to buy something new.
 People's income has gone up, but inflation is high so the **cost of living** has also risen.
 What's the **currency** in Vietnam? Is it the Vietnamese Dong?
 We have already paid a **deposit** on the house.
 My dad often gives **donations** to charities.
 Our currency is unstable and **exchange rates** fluctuate a lot.
 What's the bus **fare** these days?
 My lawyer charges an unreasonably high **fee**.
 I had to pay a parking **fine**.
 A lot of small businesses **went bankrupt** during the recession.
 He has been offered a **grant** to go to Harvard University for a term.
 I'm always **hard up** by the end of the month.
 A lot of people are **in debt** and can't afford to buy their first home.
 We paid for the car in **instalments**.
 People who have loans have to pay high **interest rates**.
 She studied law, but she never worked as a **lawyer**.
 You need a **legal document** if you want to prove who you are.
 My parents **lent** me some money to pay the bills.
 You don't know what money problems are. You're **loaded**!
 I had to take out a **loan** to buy a new car.
 She was given a **lump sum** when she was made redundant.
 I never use online banking to **make payments**.
 Can you **make transfers** into your bank account from your computer?
 Online banking is a convenient way for people to **manage their accounts**.
 I can't get a **mortgage** because I don't earn much money.
 I've seen her on several **occasions** this week.
 Is there any **particular** type of car you'd like to see?
 She arrived in 1978 as a virtually **penniless** refugee.
 He invested in the **property** market and lost most of his money.

punishment <i>n</i>	/ˈpʌnɪʃmənt/
purpose <i>n</i>	/ˈpɜːpəs/
recession <i>n</i>	/rɪˈseʃn/
savings <i>n</i>	/ˈseɪvɪŋz/
shares <i>n</i>	/ʃeəz/
standard of living <i>n</i>	/ˈstændəd əv ˈlɪvɪŋ/
stock market <i>n</i>	/stɒk ˈmɑːkɪt/
wealthy <i>adj</i>	/ˈwelθi/
well off <i>adj</i>	/wel ɒf/
will <i>n</i>	/wɪl/

I had to pay a fine as **punishment** for not returning the books to the library.
 Our main **purpose** is to raise money.
 The economy is in **recession**.
 I keep my **savings** in an account at my local bank.
 Some people make money by buying and selling **shares** on the stock market.
 The **standard of living** in many European countries is lower than it was years ago.
 Some people make money by buying and selling shares on the **stock market**.
 He was a **wealthy** old man. He lived in a mansion and had a luxury yacht.
 He comes from a **well-off** family.
 My mum left me all her paintings in her **will**.

Useful words and phrases

attractive personality <i>n</i>	/əˈtræktɪv pɜːsəˈnæləti/
collide <i>v</i>	/kəˈlaɪd/
good looks <i>n</i>	/ɡʊd lʊks/
healthy bank balance <i>n</i>	/ˈhelθi bæŋk ˈbæləns/
high-flying <i>adj</i>	/ˈhaɪ ˈflaɪɪŋ/
in the black <i>adj</i>	/ɪn ðə blæk/
in the red <i>adj</i>	/ɪn ðə red/
juggle <i>v</i>	/ˈdʒʌɡl/
littered with <i>adj</i>	/ˈlɪtəd wɪð/
mindfulness <i>n</i>	/ˈmaɪndfʊlnəs/
multitasking <i>n</i>	/mʌltiˈtɑːskɪŋ/
quid <i>n</i>	/kwɪd/
shoulder <i>v</i>	/ˈʃəʊldə/

I like women with **attractive personalities**.
 She was riding in a bus when it **collided** with a tram.
 He relies on his **good looks**, because his personality is dreadful!
 It is important to keep a **healthy bank balance**.
 She is a **high-flying** career woman.
 We managed to stay **in the black** this year, so we might have enough money for a short holiday.
 I'm in debt – my account is £200 **in the red**.
 It is sometimes hard to **juggle** a full-time job and domestic responsibility.
 The divorce courts are **littered with** high earners.
 Is it true that people trained in **mindfulness** are happier?
 Teenagers today are used to **multitasking** – they do several things at the same time.
 Can I borrow two **quid** for a sandwich?
 When I got divorced, I had to **shoulder** the mortgage alone.

More words in File 5

be capable of <i>v</i>	/bi ˈkeɪpəbl əv/
be faced with <i>v</i>	/bi feɪst wɪð/
become aware of <i>v</i>	/bɪˈkʌm əˈweə əv/
concentrate on <i>v</i>	/ˈkɒnsntreɪt ɒn/
deal with <i>v</i>	/diːl wɪð/
focus on <i>v</i>	/ˈfəʊkəs ɒn/
live beyond one's means	/lɪv brɪˈjɒnd wʌnz miːnz/
make ends meet	/ˈmeɪk endz miːt/
marry down <i>v</i>	/ˈmæri daʊn/
marry up <i>v</i>	/ˈmæri ʌp/
tight-fisted <i>adj</i>	/taɪt ˈfɪstɪd/

Are you capable of doing this alone?
 What would you do if you **were faced with** unemployment?
 I suddenly **became aware of** people looking at us.
 Do you find it easy to **concentrate on** a particular task?
 I can't **deal with** two problems at the same time.
 Please don't disturb me. I'm trying to **focus on** this project.
 I'm not surprised they went bankrupt. They were clearly **living beyond their means**.
 I can't **make ends meet** ever since I got fired.
 Do you think you **married down**? Were you a lot wealthier than your husband?
 What do you mean, you '**married up**'? I think you are as worthy as your husband.
 I wouldn't waste my time asking him for money. He's **tight-fisted**.

File 6

Vocabulary Banks

PHONES AND TECHNOLOGY

Accounts department <i>n</i>	/əˈkaʊnts dɪˈpɑːtmənt/
attachment <i>n</i>	/əˈtætʃmənt/
beep <i>n</i>	/biːp/
broadband <i>n</i>	/ˈbrɔːdbænd/
busy <i>adj</i>	/ˈbɪzi/

If you have a problem with your invoice, talk to the **Accounts department**.
 She sent me the photo as an **attachment**, but I can't open it.
 If you leave your message after the **beep**, we'll call you back.
 If I didn't have fast **broadband**, I wouldn't be able to work from home.
 I tried calling her, but her phone is **busy**.

charge my phone <i>v</i>	/tʃɑːdʒ maɪ fəʊn/	I need to charge my phone – the battery is very low.
contacts <i>n pl</i>	/'kɒntæktz/	I can give you her phone number if you want. She's in my list of contacts .
cookie <i>n</i>	/'kʊki/	A cookie is a computer file that is sent to a central server when you use the internet.
coverage <i>n</i>	/'kʌvərɪdʒ/	There wasn't any mobile coverage in the village, so I couldn't call you.
credit <i>n</i>	/'kredit/	I have no credit on my mobile. Can I borrow yours?
cut off <i>v</i>	/kʌt ɒf/	We were suddenly cut off in the middle of the conversation.
delete <i>v</i>	/dɪ'li:t/	I've deleted my essay by mistake!
download <i>v</i>	/daʊn'ləʊd/	Films can take a long time to download .
engaged <i>adj</i>	/ɪn'geɪdʒd/	I couldn't get through. The line's engaged .
free up <i>v</i>	/friː ʌp/	I need to delete some files to free up more space on the hard drive.
get through <i>v</i>	/get θruː/	I called you at the office, but I couldn't get through . The line was busy.
give me a call	/gɪv miː ə kɔːl/	Can you give me a call this afternoon?
hang up <i>v</i>	/hæŋ ʌp/	Sorry, I have to hang up now. My flight is about to board.
hard drive <i>n</i>	/hɑːd draɪv/	I save most of my photos on the hard drive .
home phone <i>n</i>	/həʊm fəʊn/	Do you want my mobile number or my home phone ?
keyboard <i>n</i>	/'kiːbɔːd/	Using the mouse is quicker than typing on the keyboard .
keypad <i>n</i>	/'kiːpæd/	The keypad on my home phone doesn't work. I have to buy a new one.
landline <i>n</i>	/'lændlaɪn/	I'll be at home so you can call me on my landline .
log in <i>v</i>	/lɒg ɪn/	You can log in with your username and password.
make a few calls	/meɪk ə fjuː kɔːlz/	I can't leave now. I still have to make a few calls .
missed call <i>n</i>	/mɪst kɔːl/	I know he's been trying to call me because I have three missed calls from him.
netbook <i>n</i>	/'netbʊk/	A netbook is a small laptop computer. It's designed especially for using the internet.
passcode <i>n</i>	/'pɑːskəʊd/	Please enter the passcode to connect to the network.
password <i>n</i>	/'pɑːswɜːd/	Your password to access your online bank account shouldn't be too easy to guess.
pay-as-you-go <i>adj</i>	/peɪ əz juː gəʊ/	My mobile is pay-as-you-go . I need to top up my credit from time to time.
phone signal <i>n</i>	/fəʊn 'sɪɡnəl/	I can't get a phone signal . The reception is so poor here.
pop-up <i>n</i>	/'pɒp ʌp/	I like reading the paper online, but I find advertising pop-ups very annoying.
put through <i>v</i>	/pʊt θruː/	If you hold, I'll put you through to the Accounts department.
reception <i>n</i>	/rɪ'sepʃn/	There was very bad reception on my phone.
run out <i>v</i>	/rʌn aʊt/	I'm afraid the printer isn't working. The black ink has run out .
scroll down <i>v</i>	/skrəʊl daʊn/	If you scroll down the page, you'll see the attachment at the bottom.
settings <i>n pl</i>	/'setɪŋz/	If you want to change the time on your mobile, go to the settings .
speak up <i>v</i>	/spiːk ʌp/	I can't hear you very well. Could you speak up a little?
stream <i>v</i>	/striːm/	You don't need to download the video. You can just stream it.
tablet <i>n</i>	/'tæblət/	Tablets usually have large touch screens.
tone <i>n</i>	/təʊn/	Please leave a message after the tone .
top up <i>v</i>	/tɒp ʌp/	I need to top up my mobile phone.
touch screen <i>n</i>	/tʌtʃ skriːn/	Some older people find it difficult to use mobiles with touch screens .
unplug my phone <i>v</i>	/ʌn'plʌg maɪ fəʊn/	You can unplug your phone now. It's fully charged.
update <i>n</i>	/'ʌpdeɪt/	You should set up automatic updates .
username <i>n</i>	/'juːzəneɪm/	Enter your username and password to log in.
virus <i>n</i>	/'vaɪrəs/	There's a computer virus that deletes all your files and then emails itself to everyone on your contacts list. It's a nightmare!
Wi-fi <i>n</i>	/'waɪ faɪ/	You could get rid of a few cables if you had Wi-fi .

Useful words and phrases

addicted to <i>adj</i>	/ə'dɪktɪd tə/	Are you addicted to your phone?
air-conditioned <i>adj</i>	/'eə kən'dɪʃnd/	In the summer, I spend most of my time in air-conditioned buildings.
app <i>n</i>	/æp/	I've downloaded a new dictionary app for my phone.
behave like a child	/brɪ'heɪv laɪk ə tʃaɪld/	Lou is so dependent. I think she behaves like a child sometimes.
beyond belief	/brɪ'jɒnd brɪ'liːf/	My mum irritates me beyond belief .
dead-end <i>adj</i>	/ded end/	He's in a dead-end job in a factory.
dependent on <i>adj</i>	/dɪ'pendənt ɒn/	I refuse to be dependent on a smartphone to have a social life.
do your share	/duː jɔː ʃeə/	You certainly help with the cleaning, but you don't do your share of the cooking.

eco-friendly <i>adj</i>	/ˈi:kəʊ ˈfrendli/
fed up with <i>adj</i>	/fed ʌp wɪð/
feel-good <i>adj</i>	/fi:l gud/
go into ‘child mode’	/gəʊ ˈɪntə tʃaɪld məʊd/
ground-breaking <i>adj</i>	/ˈgraʊnd ˈbreɪkɪŋ/
hand in <i>v</i>	/hænd ɪn/
hands-free <i>adj</i>	/hændz fri:/
helpful to <i>adj</i>	/ˈhelpfl tə/
high-heeled <i>adj</i>	/haɪ hi:ld/
high-pitched <i>adj</i>	/haɪ pɪtʃt/
high-risk <i>adj</i>	/haɪ rɪsk/
home-made <i>adj</i>	/ˈhəʊmeɪd/
hooked on <i>adj</i>	/hʊkt ɒn/
keen on <i>adj</i>	/ki:n ɒn/
labour-saving <i>adj</i>	/ˈleɪbə ˈseɪvɪŋ/
last-minute <i>adj</i>	/lɑ:st ˈmɪnɪt/
life-changing <i>adj</i>	/ˈlaɪf ˈtʃeɪndʒɪŋ/
long-distance <i>adj</i>	/ˈlɒŋ ˈdɪstəns/
lose your cool	/lu:z jɔ: ku:l/
low-cost <i>adj</i>	/ləʊ kɒst/
narrow-minded <i>adj</i>	/ˈnærəʊ ˈmaɪndɪd/
non-profit organization <i>n</i>	/nɒn ˈprɒfɪt ɔ:gənaɪˈzeɪʃn/
obsessed with <i>adj</i>	/əbˈsest wɪð/
on an empty stomach	/ɒn ən ˈemptɪ ˈstʌmək/
open to <i>adj</i>	/ˈəʊpən tə/
proud of <i>adj</i>	/praʊd əv/
second-hand <i>adj</i>	/ˈsekənd hænd/
self-conscious <i>adj</i>	/self ˈkɒnʃəs/
self-help book <i>n</i>	/self help bʊk/
sick of <i>adj</i>	/sɪk əv/
sleep-deprived <i>adj</i>	/ˈsli:p dɪˈpraɪvd/
squirrel away <i>v</i>	/ˈskwɪrəl əˈweɪ/
stress you out	/stres ju: aʊt/
truck <i>n</i>	/trʌk/
well-behaved <i>adj</i>	/wel brˈheɪvd/
worn-out <i>adj</i>	/wɔ:n aʊt/

Is your new fridge **eco-friendly**?

People are **fed up with** all these traffic jams.

I usually watch a **feel-good** movie when I’m down.

When you live with your parents, it is easy to **go into ‘child mode’**.

I’m reading a paper on **ground-breaking** research. This will change the world of medicine!

Check your exam before you **hand it in**.

I prefer **hands-free** phones, especially for the car.

People are generally **helpful to** foreign tourists.

How can you wear **high-heeled** shoes on a trekking trip?

I can’t stand his **high-pitched** voice.

Do you do any **high-risk** sports like bungee jumping?

I love **home-made** food. It’s much better than restaurant food.

A lot of people are **hooked on** American TV series.

Couples are not as **keen on** getting married as they used to be.

The washing machine was probably my mum’s favourite **labour-saving** device.

Do you do a lot of **last-minute** revision before an exam?

Being in an accident was a **life-changing** experience for him.

I think **long-distance** relationships are very difficult to maintain.

Don’t **lose your cool** if you can’t answer a question. Concentrate on what you know.

Have you ever travelled on a **low-cost** airline?

I don’t think it’s true we all get more **narrow-minded** as we get older.

She works for an independent **non-profit organization**.

A lot of people are **obsessed with** celebrities.

Never go to an exam **on an empty stomach**. Make sure you eat breakfast.

Some old people aren’t as **open to** new ideas as younger people are.

I’m very **proud of** my daughter’s sporting achievements.

Have you ever bought a **second-hand** car?

Do you ever feel **self-conscious** when you have your photo taken?

I might read a **self-help book** if I needed advice.

People are **sick of** being bombarded with depressing news.

You might be **sleep-deprived**, but at least you’ll finish your novel!

I had to live at my parents’ for a year to be able to **squirrel away** some money.

Last-minute searching for things can really **stress you out** before an exam.

When I was a kid, I wanted to be a **truck** driver.

Children who are not **well-behaved** will be asked to leave.

You need to replace those **worn-out** running shoes.

More words in File 6

all things considered	/ɔ:l θɪŋz kənˈsɪdəd/
another drawback	/əˈnʌðə ˈdrɔ:bæk/
another point in favour	/əˈnʌðə pɔɪnt ɪn ˈfeɪvə/
antisocial behaviour <i>n</i>	/ˈæntɪ ˈsəʊʃl brˈheɪvjə/
exit plan <i>n</i>	/ˈeksɪt plæn/
fester <i>v</i>	/ˈfestə/
first and most important	/fɜ:st ənd məʊst ɪmˈpɔ:tnt/
housemate <i>n</i>	/ˈhaʊsmet/
in addition	/ɪn əˈdɪʃn/
niggle <i>v</i>	/ˈnɪɡl/

All things considered, smartphones have both pros and cons.

Another drawback is the price.

Another point in favour of this technology is that smartphones allow us to live our lives spontaneously.

It is very hard to deal with **antisocial behaviour** in the classroom.

So you’re going back to your parents’. Have you got an **exit plan**?

Don’t allow a slight worry to **fester**, or it will turn into a problem.

First and most important, smartphones give us an incredible amount of information.

I have a new **housemate**. He moved in just yesterday.

In addition, smartphones can be very expensive to repair.

Please tell me if anything is **niggling** you.

non-confrontational adj	/nɒn kɒnfrən'teɪʃnl/	I asked both teachers and students to remain non-confrontational .
not only that	/nɒt 'əʊnli ðæt/	Not only that , but people should be able to use it whenever they want.
officiate v	/ə'fɪʃieɪt/	A referee from a neutral country will officiate the game.
on balance	/ɒn 'bæləns/	On balance , I think smartphones have had a positive impact on our lives.
on the whole	/ɒn ðə həʊl/	On the whole , I think smartphones have made our lives easier.
one disadvantage	/wʌn dɪsəd'vɑ:ntɪdʒ/	One disadvantage of smartphones is that they make it too difficult to disconnect.
plodder n	/'plɒdə/	I was never a brilliant student. I was more of a plodder .
racing heart n	/'reɪsɪŋ hɑ:t/	I had a racing heart when I saw my team out on the pitch.
stay focused	/steɪ 'fəʊkəst/	You have to stay focused and believe in what you are doing.
the greatest benefit	/ðə 'greɪtɪst 'benɪfɪt/	The greatest benefit of tourism is that it has a real economic impact on local businesses.
what is more	/wɒt ɪz mɔ:z/	What is more , I think everybody should have a smartphone.

File 7

Vocabulary Banks

PREFIXES

antivirus adj	/'æntɪvaɪrəs/	I need to install a new antivirus program on my computer.
autofocus n	/ɔ:təʊ'fəʊkəs/	I always use autofocus when I take photos.
biannual adj	/baɪ'ænjʊəl/	The committee has biannual meetings in October and March.
coexist v	/kəʊɪg'zɪst/	Several different species now coexist peacefully side by side.
defuse v	/di:'fju:z/	The police are trying to defuse racial tension in the community.
demystify v	/di:'mɪstɪfaɪ/	Will you demystify the workings of this new program for me?
devalue v	/di:'vælju:z/	The pound was devalued against the US dollar.
disagree v	/dɪsə'ɡri:/	He thinks we should buy a new car. But I disagree .
discontinue v	/dɪskən'tɪnju:z/	The company has decided to discontinue the free gym membership.
disembark v	/dɪsɪm'bɑ:k/	We had just disembarked from the boat and felt a bit dizzy.
dishonest adj	/dɪs'ɒnɪst/	I don't like him. I think he's dishonest .
illegal adj	/ɪ'li:gl/	Are you sure what you're doing is not illegal ? It doesn't look right to me.
illegitimate adj	/ɪlə'dʒɪtəmət/	They had an illegitimate child.
illiterate adj	/ɪ'lɪtərət/	A large percentage of the rural population was illiterate in the 1800s.
illogical adj	/ɪ'lɒdʒɪkl/	I don't think you are right. Your conclusion is illogical .
ill-treated adj	/ɪl 'tri:tɪd/	As a child, she was ill-treated by her stepmother.
immobile adj	/ɪ'məʊbaɪl/	He stood immobile by the window, watching us depart.
immoral adj	/ɪ'mɒrəl/	Stealing is not only illegal, it is also immoral .
impersonal adj	/ɪm'pɜ:sənəl/	I don't like big companies. They tend to be impersonal .
impractical adj	/ɪm'præktɪkl/	It was an impractical idea and nobody thought it would work.
inappropriate adj	/ɪnə'prəʊpɪət/	Do you think colourful clothes are a bit inappropriate for a funeral?
incapable adj	/ɪn'keɪpəbl/	My children are incapable of working by themselves.
incoherent adj	/ɪnkəʊ'hɪərənt/	His speech was incoherent and nobody understood it.
incompetent adj	/ɪn'kɒmpɪtənt/	I won't work with him again. He's completely incompetent .
inhospitable adj	/ɪnhə'spɪtəbl/	The Atacama desert must be an inhospitable place to live.
intergovernmental adj	/ɪntəɡəvən'mentl/	There will be an intergovernmental conference to look at climate change.
irrational adj	/ɪ'ræʃənəl/	Fear of spiders is pretty irrational .
irregular adj	/ɪ'reɡjələ/	My attendance at the gym has been very irregular this term.
irrelevant adj	/ɪ'reləvənt/	It is irrelevant if I believe your excuses or not.
irreplaceable adj	/ɪrɪ'pleɪsəbl/	These antiques are irreplaceable .
misunderstand v	/mɪsʌndə'stænd/	Sorry, I misunderstood you. I thought you weren't coming.
monosyllable n	/'mɒnəsɪləbl/	A lot of common English verbs are monosyllables .
multivitamins n pl	/mʌlti'vɪtəminz/	The doctor told me to take multivitamins because I was feeling a bit weak.
outbuilding n	/'aʊtbɪldɪŋ/	She lived in a farmhouse with several outbuildings .
outgrow v	/aʊt'grəʊ/	My daughter has outgrown most of her clothes.

outnumber v	/aʊt'nʌmbə/
outpatient n	/'aʊtpeɪʃnt/
overeating n	/əʊvər'i:tɪŋ/
postgraduate n	/pəʊst'grædʒuət/
precondition n	/pri:kən'dɪʃn/
reinstate v	/ri:ɪn'steɪt/
substandard adj	/sʌb'stændəd/
superhuman adj	/su:pə'hju:mən/
unattractive adj	/ʌnə'træktɪv/
understaffed adj	/ʌndə'stɑ:f/
undo v	/ʌn'du:/
uneasy adj	/ʌn'i:zi/
unofficial adj	/ʌnə'fɪʃl/
upgrade v	/ʌp'greɪd/

The demonstrators **outnumber** the police.
 I have to go to the hospital twice a week as an **outpatient**.
 My sister goes through periods of compulsive **overeating**.
 I'm doing a **postgraduate** course in literary translation.
 A ceasefire is an essential **precondition** for any negotiation.
 He was innocent so he was **reinstated** in his old post.
 This work is totally **substandard**. It's not acceptable.
 When he lifted her up, he seemed to have **superhuman** strength.
 What makes a voice sound **unattractive** to you?
 This restaurant is really **understaffed**. They clearly need to hire more waiters.
 Why don't you try to **undo** the damage?
 I felt a bit **uneasy** about his visit.
Unofficial estimates put the figure at two million.
 I was incredibly lucky on my flight to New York. I was **upgraded** to business class!

Useful words and phrases

abstract painting n	/'æbstrækt 'peɪntɪŋ/
antibiotics n pl	/æntɪbaɪ'ɒtɪks/
ban v	/bæn/
bilingual adj	/baɪ'lɪŋɡwəl/
black market n	/blæk 'mɑ:kɪt/
calm traffic v	/kɑ:m 'træfɪk/
cite v	/saɪt/
confiscate v	/'kɒnfɪsket/
dismantled adj	/dɪs'mæntl/
grey area n	/ɡreɪ 'eəriə/
grimace v	/'ɡrɪməs/
illegible adj	/ɪ'ledʒəbl/
impose v	/ɪm'pəʊz/
in black and white	/ɪn blæk ənd waɪt/
inability n	/'ɪnəbɪləti/
inconvenient adj	/ɪnkən'vi:niənt/
interfere v	/ɪntə'fɪə/

Mark Rothko specialised in **abstract painting**.
 Most **antibiotics** are made from bacteria.
 Liquids over 100ml are **banned** in carry-on baggage.
 More than half the world's population is **bilingual**.
 I think he bought that painting on the **black market**.
 The city council should do something to **calm** the **traffic** around schools.
 He **cited** 'terrorism laws' as a reason for not allowing us to take photographs.
 I had my tweezers **confiscated** at an airport once.
 This sculpture is made from **dismantled** engines.
 Online copyright is still a bit of a **grey area**.
 She **grimaced** as the needle went in.
 I can't read my doctor's handwriting. It's almost **illegible**.
 My boss has **imposed** a ridiculous set of rules after the accident last week.
 My uncle sees everything **in black and white**. He's not very subtle.
 His **inability** to concentrate on anything really irritates me.
 Having to take care of my sister's dogs is terribly **inconvenient**.
 There is no evidence that using your mobile phone on a plane will **interfere** with the systems.

landscape n	/'lændskeɪp/
limp v	/lɪmp/
microwave n	/'maɪkrəweɪv/
misprint n	/'mɪsprɪnt/
out of the blue	/aʊt əv ðə blu:/
outdoor adj	/'aʊtdɔ:/
overcharged adj	/əʊvə'tʃɑ:dʒd/
portrait n	/'pɔ:trət/
recycle v	/ri:'saɪkl/
red herring n	/red 'herɪŋ/
red tape n	/red teɪp/
rewrite v	/ri:'raɪt/
sculpture n	/'skʌlptʃə/
self-portrait n	/self 'pɔ:trət/
still life n	/stɪl laɪf/
submarine n	/sʌbmə'ri:n/
unnoticed adj	/ʌn'nəʊtɪst/
uphill adj	/'ʌphɪl/
white elephant n	/waɪt 'elɪfənt/

A **landscape** is a painting of a view of the countryside.
 I twisted my ankle, so I **limped** painfully back home.
Microwave ovens use more electricity running their digital clock than heating food.
 The first book ever printed in Oxford had a **misprint**. The date was wrong.
 We were talking about work when **out of the blue** she asked if I was married.
 The hotel has an **outdoor** swimming pool.
 I'm not coming back to this restaurant. They have clearly **overcharged** us.
 The Mona Lisa is one of the most famous **portraits** in art history.
 Paper can only be **recycled** six times.
 The letter was a **red herring**. It had nothing to do with the murder at all.
 We had to deal with so much **red tape** that we decided to cancel the tour.
 You should **rewrite** this paragraph. It's unclear.
 He's a **sculpture** collector.
 As a painter, I'm quite tempted to do a **self-portrait**.
 She prefers landscapes to **still life**.
 Listening to the radio is virtually impossible on a **submarine**.
 Her achievements passed almost **unnoticed**.
 It's going to be an **uphill** struggle to motivate the team after last week's defeat.
 That sculpture is a real **white elephant**. We don't know what to do with it.

More words in File 7

generally speaking	/ˈdʒenrəli 'spi:kɪŋ/
I strongly recommend	/aɪ 'strɒŋli rekə'mend/
in general	/ɪn 'dʒenrəl/
it is generally considered	/ɪt ɪz 'dʒenrəli kən'sɪdəd/
it would be advisable	/ɪt wʊd bi əd'vaɪzəbl/
it would be far preferable	/ɪt wʊd bi fɑ: 'prefrəbl/
jellyfish <i>n</i>	/ˈdʒelɪfɪʃ/
lizard <i>n</i>	/ˈlɪzəd/
overall <i>adv</i>	/əʊvər'ɔ:l/
public health <i>n</i>	/ˈpʌblɪk helθ/
tarantula <i>n</i>	/tə'ræntʃələ/
the general view	/ðə 'dʒenrəl vju:/
we propose	/wi: prə'pəʊz/
we suggest	/wi: sə'dʒest/

Generally speaking, students think university tuition fees should be lower.
I strongly recommend that you extend the opening hours.

In general, students think university tuition fees should be lower.
It is generally considered that study trips to the UK are enriching and useful.

It would be advisable for the registration process to be improved.
It would be far preferable for classes to last one hour.

I was stung by a **jellyfish**. It was really painful.
Some people keep **lizards** as pets.

Overall, we all think the study trip is a good programme.
Smoking is a **public health** issue.

Did you know that some people actually eat **tarantulas**?
The general view is that certain improvements need to be made.

We propose that you make the classes smaller.
We suggest that you buy new computers.

File 8

Vocabulary Banks

TRAVEL AND TOURISM

atmosphere <i>n</i>	/ˈætməsfɪə/
brehtaking <i>adj</i>	/ˈbreθteɪkɪŋ/
cancel <i>v</i>	/ˈkænsəl/
chill out <i>v</i>	/tʃɪl aʊt/
cuisine <i>n</i>	/kwiˈzi:n/
dull <i>adj</i>	/dʌl/
extend <i>v</i>	/ɪk'stend/
get away from it all	/get ə'weɪ frəm ɪt ɔ:l/
go backpacking <i>v</i>	/ˈbækpækɪŋ/
go camping <i>v</i>	/gəʊ 'kæmpɪŋ/
go on holiday <i>v</i>	/gəʊ ɒn 'hɒlədeɪ/
hit the shops	/hɪt ðə ʃɒps/
impressive <i>adj</i>	/ɪm'presɪv/
leisurely <i>adj</i>	/ˈleɪʒəli/
lively <i>adj</i>	/ˈlaɪvli/
off the beaten track	/ɒf ðə 'bi:tən træk/
overcrowded <i>adj</i>	/əʊvə'kraʊdɪd/
overrated <i>adj</i>	/əʊvə'reɪtɪd/
picturesque <i>adj</i>	/ˈpɪktʃə'resk/
postpone <i>v</i>	/pə'spəʊn/
recharge your batteries	/ri:'tʃɑ:dʒ ɔ: 'bætɪrɪz/
remote <i>adj</i>	/rɪ'məʊt/
reschedule <i>v</i>	/ri:'ʃedʒu:l/
sample the local cuisine	/ˈsɑ:mpl ðə 'ləʊkl kwiˈzi:n/
seafront <i>n</i>	/ˈsi:frʌnt/
set off	/set ɒf ɒn ə 'dʒɜ:ni/

There was a lovely **atmosphere** at the local market.

The views from our hotel room were **brehtaking**.

It's foggy, so they may **cancel** your flight.

You've been working too much. You need to **chill out** now.

I love Italian **cuisine**.

The museum is pretty **dull**, but the café is good.

There were so many things to visit that we decided to **extend** our trip.

It's been a crazy time at the office. I need to book a holiday and **get away from it all**.

They **went backpacking** in Argentina last year.

Have you decided to **go camping** this year?

When are you going to **go on holiday**? Is it next week?

My new book **hits the shops** tomorrow. I'm so nervous.

The view is really **impressive** – you should go and have a look.

We took a **leisurely** stroll along the beach.

It's a really **lively** area at night.

We found a tiny café in the backstreets of Venice, right **off the beaten track**.

The hotel pool is always **overcrowded**.

I think that restaurant is **overrated**. It's not as good as people say.

We went to a very **picturesque** little fishing village yesterday.

My mum wasn't feeling well so we decided to **postpone** the trip.

A week's holiday is all I need to **recharge my batteries**.

The temple was really **remote**. We had to walk for four hours to get there.

We'll have to **reschedule** the meeting.

When I'm visiting a foreign country, I love to **sample the local cuisine**.

We went for a walk along the **seafront** after dinner.

I can't see you tomorrow. I'm **setting off** on a journey.

soak up	v	/səʊk ʌp/
spectacular	adj	/spek'tækjələ/
spoilt	adj	/spɔɪlt/
stroll	n	/strɔʊl/
tacky	adj	/'tæki/
tiring	adj	/'taɪərɪŋ/
touristy	adj	/'tʊərɪsti/
unspoilt	adj	/ʌn'spɔɪlt/
unwind	v	/ʌn'waɪnd/
wander round	v	/'wɒndə raʊnd/

It was such a beautiful scene that we sat down to **soak up** the atmosphere.
 We saw some **spectacular** scenery on the road trip.
 The seafront has been **spoilt** by all the new hotels.
 I've been working at home all day. I'm going for a **stroll** to get a breath of fresh air.
 The souvenirs were all plastic Eiffel Towers and key rings – really **tacky** stuff.
 What do you do to relax after a **tiring** day?
 The shops are quite **touristy**, but we bought some nice things.
 It's a lovely city, almost completely **unspoilt** by tourism.
 You need to **unwind** a bit. Why don't you go for a walk?
 We **wandered round** the old town for hours.

Useful words and phrases

approach	v	/ə'prəʊtʃ/
as blind as a bat		/əz blaɪnd əz ə bæʔ/
as deaf as a post		/əz def əz ə pəʊst/
as good as gold		/əz gʊd əz gəʊld/
as quick as a flash		/əz kwɪk əz ə flæʃ/
as stubborn as a mule		/əz 'stʌbən əz ə mju:l/

as thin as a rake		/əz θɪn əz ə reɪk/
as white as a sheet		/əz waɪt əz ə ʃi:t/
bandage	n	/'bændɪdʒ/
blister	n	/'blɪstə/
bruise	n	/bru:z/
bumpy	adj	/'bʌmpi/
circle	v	/'sɜ:kl/
cold	n	/kəʊld/
dilemma	n	/daɪ'lemə/
dine off	v	/daɪn ɒf/
do one any harm		/du: wʌn 'eni hɑ:m/
do the recommended amount		/du: ðə rekə'mendɪd ə'maʊnt/
do you good		/du: ju: gʊd/
dodgy	adj	/'dɒdʒi/
don't take my word for it		/dəʊnt teɪk maɪ wɜ:d fɔ:r ɪt/

drink like a fish		/drɪŋk laɪk ə fɪʃ/
eat like a horse		/i:t laɪk ə hɔ:s/
fall down	v	/fɔ:l daʊn/
food poisoning	n	/fu:d 'pɔɪzənɪŋ/
gain height	v	/geɪn haɪt/
gale-force winds	n pl	/geɪl fɔ:s wɪndz/
go on about	v	/gəʊ ɒn ə'baʊt/
GP	n	/dʒi: pi:/
heart attack	n	/hɑ:t ə'tæk/

it makes the doctor's heart sink		/ɪt meɪks ðə 'dɒktəz hɑ:t sɪŋk/
look on	v	/lʊk ɒn/
make a difference		/meɪk ə 'dɪfrəns/
make decisions		/meɪk dɪ'sɪʒnz/

make friends		/meɪk frendz/
minuscule	adj	/'mɪnəskju:l/
mishap	n	/'mɪʃəp/

As we were **approaching** Gatwick, it started to snow.
 Your mother is **as blind as a bat**. She should have her eyes tested.
 My grandad is **as deaf as a post**, so you have to speak up a little.
 She's been **as good as gold**. She took all her medicine without complaining.
 When I pressed the button, the nurse came **as quick as a flash**.
 My husband is **as stubborn as a mule**. He refuses to go to the doctor about his back problems.
 He's lost a lot of weight since his illness. He's **as thin as a rake**.
 She's **as white as a sheet**. I think she's going to faint.
 If you twist your ankle, you should probably put a **bandage** round it.
 These shoes have given me **blisters**.
 I fell down and got a **bruise** on my arm.
 It was a good landing, if a bit **bumpy**.
 The plane **circled** the airport.
 I've got a headache and a sore throat. I think I've caught a **cold**.
 The pilot had a bit of a **dilemma** – should he try to land in the high wind or not?
 I've **dined off** that story for years – people always love to hear about it.
 Sleeping a bit less than eight hours a night won't **do you any harm**.
Do the recommended amount of activity. It will help you stay healthy.
 Why don't you take up swimming? It will **do you good**.
 Her job involves some risk. She sometimes has to travel to **dodgy** places.
 Miracle diets don't exist. **Don't take my word for it** – just do some research.

He **drinks like a fish**. He really ought to cut down.
 Some people can **eat like a horse** and not put on weight.
 I think his argument **falls down** on the specifics.
 We all got **food poisoning** after eating in that restaurant.
 The plane started **gaining height**.
 There is a bad storm in Glasgow with **gale-force winds**.
 It was fun at first, but when he started **going on about** it I stopped listening.
 I think you should go and see your **GP** as soon as possible.
 He was only 40, but suffered a **heart attack**. He's going to need to watch his diet from now on.
 When patients go to their GPs with a long list of symptoms, **it makes the doctor's heart sink**.
 A couple **looked on** as we were attacked.
 Does it really **make a difference**?
 You're constantly **making decisions** based on what you want versus what you know is right.
 As I child, I found it difficult to **make friends**.
 The chances of winning the lottery are **minuscule**.
 I had a series of **mishaps** on my last trip.

nothing to do with pass through <i>v</i> people underestimate the risk pitfall <i>n</i> plaster <i>n</i> put these incidents down to experience	/ˈnʌθɪŋ tə duː wɪð/ /pɑːs θruː/ /ˈpiːpl ʌndəˈestɪmənt ðə rɪsk/ /ˈpɪtfɔːl/ /ˈplɑːstə/ /pʊt ðiːz ˈɪnsɪdənts daʊn tu ɪkˈspɪəriəns/	My decision not to have an operation had nothing to do with fear. We didn't stay in the village, we just passed through . People underestimate the risk of sunbathing. She tried to avoid the potential pitfalls of buying a house. I cut my finger while cooking dinner, so I put a plaster on it. I've always put these incidents down to experience .
rash <i>n</i> relieved <i>adj</i> rip off <i>v</i> run into <i>v</i> scan <i>n</i> shoot back up <i>v</i> side-effects <i>n pl</i> sleep like a log specialist <i>n</i> stand off from <i>v</i>	/ræʃ/ /rɪˈliːvd/ /rɪp ɒf/ /rʌn ˈɪntə/ /skæn/ /ʃuːt bæk ʌp/ /ˈsaɪd ɪˈfekts/ /sliːp laɪk ə lɒɡ/ /ˈspeʃəlɪst/ /stænd ɒf frəm/	If I eat peanuts, I come out in a rash . I was so relieved when we got down on the ground. I had the feeling I had been ripped off by my insurance company. I'm generally delighted to run into other Britons when I'm travelling. He's a bit nervous because he's having a brain scan tomorrow. The plane suddenly shot back up in the air. All drugs have side-effects . Some of them can be quite bad. She sleeps like a log . I don't think she'll ever have problems with insomnia. Her GP referred her to a specialist . Travellers are busy standing off from humanity while tourists are having a great time together.
stitches <i>n pl</i> stroke <i>n</i> surgeon <i>n</i> the advantages outweigh the disadvantages	/ˈstɪtʃɪz/ /straʊk/ /ˈsɜːdʒən/ /ði ədˈvɑːntɪdʒɪz aʊt ˈwei ðə ˈdɪsədvɑːntɪdʒɪz/	That's a deep cut. It may need stitches . The stroke left him paralysed. Do you know which surgeon will be operating on you? I know you don't want to take these pills for the rest of your life, but the advantages outweigh the disadvantages .
the flu <i>n</i> turbulence <i>n</i> turn into <i>v</i> turn up <i>v</i> we're off works like a dream would bother X-ray <i>n</i>	/ðə fluː/ /ˈtɜːbjələns/ /tɜːn ˈɪntə/ /tɜːn ʌp/ /wiər ɒf/ /wɜːks laɪk ə driːm/ /wʊd ˈbɒðə/ /eks reɪ/	She's off sick today. I think she's got the flu . We had the worst turbulence I have ever experienced. Our dream holiday turned into a nightmare. Tourists turned up in large groups. We're off to Holland now. My new medication works like a dream . I feel so much better. Very few of us would bother to get insurance for a trip to London. I'm having a chest X-ray done next week.

More words in File 8

anaesthetic <i>n</i>	/ænəsˈθetɪk/	The dentist gave me a local anaesthetic before she pulled out my tooth, so at least I didn't feel any pain.
demotivated <i>adj</i>	/diːˈməʊtɪveɪtɪd/	I get very demotivated when I feel I'm not making progress.
diagnosis <i>n</i>	/daɪəgˈnəʊsɪs/	I'm still waiting for the doctor's diagnosis .
dose <i>n</i>	/dəʊs/	Repeat the dose after eight hours.
I believe...	/aɪ bɪˈliːv/	I believe that tourism can improve local people's lives.
I feel...	/aɪ fiːl/	I feel that the impact of tourism on small villages is mainly negative.
In my opinion...	/ɪn maɪ əˈpɪnjən/	In my opinion , tourism is not as bad as some people think.
In my view...	/ɪn maɪ vjuː/	In my view , the influences of tourism are generally positive.
infection <i>n</i>	/ɪnˈfekʃn/	Ear infections tend to be painful.
It is often claimed that...	/ɪt ɪz ˈɒfn kleɪmd ðæt/	It is often claimed that popular destinations are spoiled by tourism.
mental health <i>n</i>	/ˈmentl helθ/	It affected his mental health .
Personally,	/ˈpɜːsənəli/	Personally , I don't like going to overcrowded tourist attractions.
quay <i>n</i>	/kiː/	We sat on the quay , watching the fishermen mend their nets.
screening <i>n</i>	/ˈskriːnɪŋ/	A screening is a medical test when there are no symptoms.
Some people argue...	/sʌm ˈpiːpl ˈɑːɡjuː/	Some people argue that touristy restaurants aren't very good.
surgery <i>n</i>	/ˈsɜːdʒəri/	He has to undergo surgery .

there are a number of flaws in this argument	/ðeər ə ɜ 'nʌmbər əv flɔːz ɪn ðɪs 'ɑːɡjʊmənt/	You are very sure you're right, but there are a number of flaws in this argument .
There are those who say... this is simply not the case	/ðeər ə ðəʊz huː seɪ/ ðɪs ɪz 'sɪmpli nɒt ðə keɪs/	There are those who say some tourists can be disrespectful to locals. You think tourists are mainly rude, but this is simply not the case .

File 9

Vocabulary Banks

ANIMAL MATTERS

animal charity <i>n</i>	/'æniml 'tʃærəti/	He works for an animal charity .
animal rights activist <i>n</i>	/'æniml raɪts 'æktɪvɪst/	She is an animal rights activist .
bark <i>v</i>	/bɑːk/	The dog is barking . There might be someone at the door.
beak <i>n</i>	/biːk/	Male blackbirds have yellow beaks .
bee <i>n</i>	/biː/	I'm scared of bees . I'm allergic to their stings.
blackbird <i>n</i>	/'blækbɜːd/	A blackbird has nested in my garden.
bred in captivity	/bred ɪn kæp'tɪvəti/	The bear was bred in captivity .
cage <i>n</i>	/keɪdʒ/	I hate seeing animals in cages .
calf <i>n</i>	/kɑːf/	The cow had a calf last night.
canary <i>n</i>	/kə'neəri/	Please keep the canary inside the cage.
chick <i>n</i>	/tʃɪk/	There were a few chicks in the yard.
claw <i>n</i>	/klɔː/	Be careful with the cat's claws . They're sharp.
endangered species <i>n</i>	/ɪn'deɪndʒəd 'spiːʃiːz/	The sea turtle is an endangered species .
environment <i>n</i>	/ɪn'vaɪrənmənt/	It is important to respect natural animal environments .
fin <i>n</i>	/fɪn/	Fish use their fins for swimming.
foal <i>n</i>	/fəʊl/	I love foals . They are so beautiful.
fur <i>n</i>	/fɜː/	Some animals are hunted for their fur .
goldfish <i>n</i>	/'gəʊldfɪʃ/	I have to buy a new tank for the goldfish .
grunt <i>v</i>	/ɡrʌnt/	The pigs grunted and everybody laughed.
hive <i>n</i>	/haɪv/	There was a hive full of bees in the park near the school.
hoof / hooves <i>n / n pl</i>	/huːf, huːvz/	They have to shoe the horse's hooves .
horn <i>n</i>	/hɔːn/	Rams have curved horns .
hunted for sport	/'hʌntɪd fə spɔːt/	Some animals are hunted for sport .
inhumane conditions <i>n</i>	/ɪnhjuː'meɪn kən'dɪʃnz/	Chickens were transported in inhumane conditions .
insect <i>n</i>	/'ɪnsekt/	Use this repellent if you want to deter insects .
kennel <i>n</i>	/'kenl/	My dog usually sleeps in a kennel .
kitten <i>n</i>	/'kɪtn/	My parents gave me a kitten as a birthday present.
lamb <i>n</i>	/læm/	Seeing all the lambs in the fields in spring is wonderful!
live in the wild	/lɪv ɪn ðə waɪld/	There is a national park nearby where animals live in the wild .
meow <i>v</i>	/mi'əʊ/	I can hear the cat meowing from here.
neigh <i>v</i>	/neɪ/	The horse neighed when it saw me.
nest <i>n</i>	/nest/	Have you seen that bird's nest ? I think there are eggs in there.
paw <i>n</i>	/pɔː/	The cat had white paws .
protect <i>v</i>	/prə'tekt/	This organization is trying to protect animals.
puppy <i>n</i>	/'pʌpi/	The dog had seven puppies .
reintroduce <i>v</i>	/riːɪntrə'djuːs/	They'll try to reintroduce the bear into the wild.
roar <i>v</i>	/rɔː/	We heard a lion roar in the reserve. It's a really scary sound!
shell <i>n</i>	/ʃel/	Snail shells break easily, so don't tread on them.
squeak <i>v</i>	/skwiːk/	Oh no! I think I heard a mouse squeak .

stable <i>n</i>	/ˈsteɪbl/
tail <i>n</i>	/teɪl/
tank <i>n</i>	/tæŋk/
treat cruelly <i>v</i>	/tri:t 'kru:əli/
twitter <i>v</i>	/ˈtwɪtə/
wing <i>n</i>	/wɪŋ/

The horse was led back to the **stable**.
The dog was wagging its **tail** wildly.
We bought a new fish **tank**. It's really big and looks great.
Some people **treat** animals **cruelly**.
I love to hear the birds **twitter** in the garden.
The bird had a broken **wing** and couldn't fly.

PREPARING FOOD

baked figs <i>n pl</i>	/beɪkt fɪgz/
baking tray <i>n</i>	/ˈbeɪkɪŋ treɪ/
barbecued pork ribs <i>n pl</i>	/ˈbɑ:bkju:d pɔ:k rɪbz/

Have you tried **baked figs**? They're delicious.
Place the cookie dough on the **baking tray** and put it in the oven.
My favourite food is **barbecued pork ribs**.

biscuit <i>n</i>	/ˈbɪskɪt/
boiled rice <i>n</i>	/bɔɪld raɪs/
chopped parsley <i>n</i>	/tʃɒpt 'pɑ:slɪ/
chopping board <i>n</i>	/ˈtʃɒpɪŋ bɔ:d/
colander <i>n</i>	/ˈkɒləndə/
deep-fried onion rings <i>n pl</i>	/di:p fraɪd ˈʌŋjən rɪŋz/

Would you like some **biscuits** with your tea?
I'm going to prepare some **boiled rice** for the curry.
I like my scrambled eggs sprinkled with **chopped parsley**.
Please pass me the **chopping board**. I need to chop the onions.
Drain the vegetables using a **colander**.
Deep-fried onion rings are one of my favourite pub snacks.

food processor <i>n</i>	/fu:d 'prəusesə/
frying pan <i>n</i>	/ˈfraɪŋ pæn/
grated cheese <i>n</i>	/ˈɡreɪtɪd tʃi:z/
grilled fillet of fish <i>n</i>	/ɡrɪld ˈfɪlɪt əv fɪʃ/
kettle <i>n</i>	/ˈketl/
mashed potatoes <i>n pl</i>	/mæʃt pə'tetəʊz/
melted chocolate <i>n</i>	/ˈmeltɪd ˈtʃɒklət/
minced beef <i>n</i>	/mɪnst bi:f/
mixing bowl <i>n</i>	/ˈmɪksɪŋ bəʊl/
omelette <i>n</i>	/ˈɒmlət/
peeled prawns <i>n pl</i>	/pi:ld prɔ:nz/
poached egg <i>n</i>	/pəʊtʃt egz/
pots and pans <i>n pl</i>	/pɒts ənd pænz/
roast lamb <i>n</i>	/rəʊst læm/
saucepan <i>n</i>	/ˈsɔ:spən/
scrambled eggs <i>n pl</i>	/ˈskræmblɪd egz/
sieve <i>n</i>	/sɪv/
sliced bread <i>n</i>	/slaɪst bred/
spaghetti <i>n</i>	/spə'geti/
steamed mussels <i>n pl</i>	/sti:mɪd ˈmʌslz/
stewed plums <i>n pl</i>	/stju:d plʌmz/
stuffed chicken breast <i>n</i>	/stʌft ˈtʃɪkɪn brest/
toasted sandwich <i>n</i>	/ˈtəʊstɪd ˈsænwɪtʃ/
utensils <i>n pl</i>	/ju:'tenslz/
whipped cream <i>n</i>	/wɪpt kri:m/
whisk <i>n</i>	/wɪsk/

Why don't you use the **food processor** to combine the ingredients?
Use a **frying pan** to cook the omelette.
Why don't you add some **grated cheese** to your chips?
I quite enjoy a **grilled fillet of fish**.
I'll put the **kettle** on and make some tea.
I like my salmon with **mashed potatoes**.
She poured some **melted chocolate** over the ice cream.
My favourite lasagne is made with **minced beef**.
Put the flour and the water in a **mixing bowl**.
I often eat an **omelette** for dinner.
Add the **peeled prawns** to the pan and stir.
I can't remember the last time I had **poached egg**.
You need a good collection of **pots and pans** if you like cooking.
We generally have **roast lamb** on Sundays.
Boil the potatoes in a **saucepan**.
My favourite breakfast is **scrambled eggs**.
Put the vegetables in a **sieve** to drain the water.
Put the **sliced bread** in the toaster.
Many kids like **spaghetti**. It's just fun to eat.
I love the taste of **steamed mussels**, but they sometimes make me feel ill.
Have you ever cooked **stewed plums**?
I'm having **stuffed chicken breast** for dinner.
I had a **toasted sandwich** for lunch.
Some kitchen **utensils** are very useful.
Try the hot chocolate with **whipped cream**.
Stir the eggs with a **whisk**.

Useful words and phrases

a dark horse	/ə dɑ:k hɔ:z/
adore <i>v</i>	/ə'dɔ:/
buttery <i>adj</i>	/ˈbʌtəri/
care very little about	/keə 'veri 'lɪl ə'baʊt/
cheesy <i>adj</i>	/ˈtʃi:zi/
chef's hat <i>n</i>	/ʃefs hæʔ/

I think James was married before, but I'm not sure. He's a bit of a **dark horse**.
My children absolutely **adore** animals.
I love **buttery** biscuits.
I'm not an animal lover. I **care very little about** other species.
My kids love **cheesy** cauliflower.
You need to wear a **chef's hat** at all times.

children's portion <i>n</i>	/ˈtʃɪldrənz 'pɔːʃn/	The restaurant is good value – and they serve children's portions , so the kids don't waste food.
chocolatey <i>adj</i>	/ˈtʃɒkləti/	I don't like cakes which are too chocolatey .
comfort food <i>n</i>	/ˈkʌmfət fuːd/	I tend to eat comfort food when I feel a little bit down.
count your chickens before they hatch	/kaʊnt jɔː 'tʃɪkɪnz brɪˈfɔː ðeɪ hæʃ/	You might think you've passed the exam, but don't count your chickens before they hatch .
creamy <i>adj</i>	/ˈkriːmi/	The salmon is served with a creamy sauce.
do all the donkey work	/duː ɔːl ðə 'dɒŋki wɜːk/	I did all the donkey work for this project. I hope to get some credit for it.
fishy <i>adj</i>	/ˈfɪʃi/	What are you cooking? It smells fishy .
fruity <i>adj</i>	/ˈfruːti/	This cheese has a slightly fruity flavour.
her bark is worse than her bite	/hɜː bɑːk ɪz wɜːs ðən hɜː baɪt/	My boss can seem quite aggressive, but in fact her bark is worse than her bite .
herby <i>adj</i>	/ˈhɜːbi/	His food tends to be a little too herby for me.
I am positively averse	/aɪ æm 'pɒzətɪvli əˈvɜːs/	I am positively averse to dogs.
I can live with that	/aɪ kən lɪv wɪð ðæt/	My wife insists on watching The X Factor on TV. I can live with that as long as I can watch the football on Saturdays.
I was sceptical	/aɪ wəz 'skeptɪkl/	I was sceptical about having a pet at first, but it's been great.
kill two birds with one stone	/kɪl tuː bɜːdz wɪð wʌn stəʊn/	The meeting is in Manchester so I can visit my mother and kill two birds with one stone .
lemony <i>adj</i>	/ˈleməni/	This fish has a lemony flavour.
like a fish out of water	/laɪk ə fɪʃ aʊt əv 'wɔːtə/	He was like a fish out of water when we moved to London.
like water off a duck's back	/laɪk 'wɔːtər ɒf ə dʌks bæk/	I told him everything I thought about him, but it was like water off a duck's back .
meaty <i>adj</i>	/ˈmiːti/	We had a meaty stew for dinner.
minty <i>adj</i>	/ˈmɪnti/	My son complains that his toothpaste is too minty .
peppery <i>adj</i>	/ˈpepəri/	This sauce is a bit too peppery .
recipe book <i>n</i>	/ˈresəpi bʊk/	My mum bought me a recipe book for my birthday. What was she trying to say?
salty <i>adj</i>	/ˈsɔːlti/	Crisps are rather salty .
smell a rat	/smel ə ræt/	They said no one was going to be fired, but I smell a rat .
spicy <i>adj</i>	/ˈspeɪsi/	I can't eat really spicy food.
sugary <i>adj</i>	/ˈfʊɡəri/	I love sugary doughnuts.
the lion's share	/ðə 'laɪənz ʃeə/	When they divorced, his wife got the lion's share of everything they owned.
tuna salad <i>n</i>	/ˈtjuːnə 'sæləd/	I like my tuna salad dressed with olive oil.
watery <i>adj</i>	/ˈwɔːtəri/	The sauce is a bit watery .
with his tail between his legs	/wɪð hɪz teɪl brɪ'twiːn hɪz legz/	After playing so badly, he walked off with his tail between his legs .

More words in File 9

according to our online reservation	/ə'kɔːdɪŋ tu aɪ 'ɒnlaɪn rezə'veɪʃn/	According to our online reservation , the table was booked for 7.00.
dressing <i>n</i>	/ˈdresɪŋ/	What's your favourite salad dressing ?
I am writing to complain about...	/aɪ æm 'raɪtɪŋ tə kəm'pleɪn ə'baʊt/	I'm writing to complain about the meal I had on Thursday 16th March at your restaurant.
I feel strongly	/aɪ fiːl 'strɒŋli/	I feel strongly that the service should be efficient.
I look forward to hearing your views	/aɪ lʊk 'fɔːwəd tə 'hɪəriŋ jɔː vjuːz/	I look forward to hearing your views on the matter.
not only brought us the bill, but also	/nɒt 'əʊnli brɔːt ʌs ðə bɪl bət 'ɔːlsəʊ/	The waiter not only brought us the bill, but also asked us to hurry.
nuts <i>n pl</i>	/nʌts/	I'm allergic to nuts .
sauce <i>n</i>	/sɔːs/	Have you tried mint sauce ?

File 10

Useful words and phrases

acquire <i>v</i>	/ə'kwaɪə/
actually <i>adv</i>	/'æktʃuəli/
advertise <i>v</i>	/'ædvətaɪz/
affect <i>v</i>	/ə'fekt/
announce <i>v</i>	/ə'naʊns/
ashamed <i>adj</i>	/ə'ʃeɪmd/
beside <i>prep</i>	/bɪ'saɪd/
besides <i>prep</i>	/bɪ'saɪdz/
commitment <i>n</i>	/kə'mɪtmənt/
compromise <i>n</i>	/'kɒmprəmaɪz/
currently <i>adv</i>	/'kʌrəntli/
custom-made <i>adj</i>	/'kʌstəm meɪd/
deepen <i>v</i>	/'di:pən/
deny <i>v</i>	/dɪ'naɪ/
depth <i>n</i>	/depθ/
dispiriting <i>adj</i>	/dɪ'spɪrɪtɪŋ/
economic <i>adj</i>	/i:kə'nɒmɪk/
economical <i>adj</i>	/i:kə'nɒmɪkl/
effect <i>n</i>	/ɪ'fekt/
embarrassed <i>adj</i>	/ɪm'bærəst/
far-fetched <i>adj</i>	/fɑ: fetʃt/
flatness <i>n</i>	/'flætənəs/
flatten <i>v</i>	/'flætən/
flexibility <i>n</i>	/fleksə'bɪləti/
foreigner <i>n</i>	/'fɔ:rənə/
garment <i>n</i>	/'gɑ:mənt/
gravely <i>adv</i>	/'greɪvli/
guesswork <i>n</i>	/'geswɜ:k/
height <i>n</i>	/haɪt/
heighten <i>v</i>	/'haɪtn/
lay <i>v</i>	/leɪ/
length <i>n</i>	/leŋθ/
lengthen <i>v</i>	/'leŋθən/
lie <i>v</i>	/laɪ/
lungs <i>n</i>	/lʌŋz/
melancholy <i>n</i>	/'melənkəli/
on returning home	/ɒn rɪ'tɜ:nɪŋ həʊm/
outsider <i>n</i>	/aʊt'saɪdə/
pamphlet <i>n</i>	/'pæmflət/
press-ups <i>n</i>	/pres ʌps/
primary <i>adj</i>	/'praɪməri/
reflect on <i>v</i>	/rɪ'flekt ɒn/
refuse <i>v</i>	/rɪ'fju:z/
shorten <i>v</i>	/'ʃɔ:tn/
shortness <i>n</i>	/'ʃɔ:tnəs/
sit-ups <i>n</i>	/sɪt ʌps/
spine <i>n</i>	/spaɪn/
stranger <i>n</i>	/'streɪndʒə/
strength <i>n</i>	/streŋθ/

I wanted to **acquire** citizenship to be able to stay in the UK.
 I thought I wouldn't enjoy the film, but **actually**, it was very funny.
 The company is planning to **advertise** the new product on TV and online.
 How does the crisis **affect** you?
 The Royal Family may **announce** the prince's engagement next week.
 When the shop manager told my parents I had stolen some sweets I felt **ashamed**.
 They live in the new block of flats **beside** the school.
 Let's stay home tonight. I'm tired and **besides**, I want to read.
 The company's **commitment** to providing quality at a reasonable price has been key to its success.
 I know we will never agree, but we should try and reach a **compromise**.
 The rate of inflation is **currently** 2%.
 I'd love to get a **custom-made** pair of shoes.
 The water started to **deepen** gradually.
 I don't **deny** being in the house, I just didn't touch anything!
 What's the **depth** of the water here?
 Getting a new passport was quite a **dispiriting** experience – it took ages!
 I don't agree with this government's **economic** policy.
 The Toyota isn't only nicer, it's also much more **economical**.
 What is the main **effect** of the crisis?
 As soon as the man from the garage arrived, my car started. I was so **embarrassed**!
 His ideas were a bit **far-fetched**.
 She liked the **flatness** of the plain.
 The cookies will **flatten** slightly while cooking.
 I need to do some exercises to develop my **flexibility**.
 As a **foreigner**, things were a bit more complicated for me.
 A **garment** is a piece of clothing.
 My parents looked **gravely** at me.
 It is so accurate it has completely eliminated **guesswork**.
 I'm the same **height** as my sister.
 Tension has **heightened** after the attack.
 If you **lay** her on the sofa gently, she may not wake up.
 What's the **length** of the room?
 I need to **lengthen** this skirt.
 Please **lie** down and relax.
 Your heart and **lungs** are the biggest beneficiaries of exercise.
 A mood of **melancholy** descended on me.
 The first thing I did **on returning home** was phone my parents.
 She felt like an **outsider** most of the time.
 I brought you an instructional **pamphlet**.
 He does 20 **press-ups** every morning.
 Wanting to stay in the UK was my **primary** reason for acquiring citizenship.
 When I **reflected on** the issue, my view changed.
 The man **refused** to put out his cigarette.
 I need to **shorten** these trousers. They are too long.
 My grandfather suffers from **shortness** of breath.
 I can perform 10 more **sit-ups** since I started the training.
 When I lifted the heavy weight I injured my **spine** and had to see a back specialist.
 Do not talk to **strangers**.
 I need to gain some **strength** in my legs.

strengthen v	/ˈstreŋθn/
stretch v	/stretʃ/
suit n	/su:t/
suite n	/swi:t/
the proceedings n	/ðə prəˈsi:dɪŋz/
thicken v	/ˈθɪkən/
thickness n	/ˈθɪknəs/
thigh n	/θaɪ/
training n	/ˈtreɪnɪŋ/
trunk n	/trʌŋk/
vigorous adj	/ˈvɪɡərəs/
weaken v	/ˈwi:kən/
weakness n	/ˈwi:knəs/
widen v	/ˈwaɪdn/
width n	/wɪðθ/

Regular exercise **strengthens** your muscles.
This exercise is designed to **stretch** your leg muscles.
You should definitely wear a **suit** to the interview.
The hotel gave us a **suite** instead of a double bedroom.
My family viewed **the proceedings** from the public gallery.
If you want to **thicken** the sauce, add flour.
I don't like the **thickness** of the sauce.
The strength for a great serve is provided by your **thigh** muscles.
Weight **training** speeds up the rate at which calories are burnt.
Abdominal muscles support the **trunk**.
You should do **vigorous** exercise at least twice a week.
The team has been **weakened** by injury.
He's almost unbeatable. He has no real **weakness**.
Here the stream **widens** into a river.
What's the **width** of the river?

More words in File 10

close adj	/kləʊs/
close v	/kləʊz/
content n	/ˈkɒntent/
content adj	/kənˈtent/
minute adj	/maɪˈnju:t/
minute n	/ˈmɪnɪt/
row v	/rəʊ/
row n, v	/raʊ/
tear v	/teə/
tear n	/tɪə/
use v	/ju:z/
use n	/ju:s/
wound n	/wu:nd/
wound v	/waʊnd/

I like it when they show **close** views of the action.
What time does the ticket office **close**?
The **content** of the programme wasn't very interesting.
Footballers never seem **content** with their contracts.
They found a **minute** quantity of a banned substance in his blood sample.
He scored a goal one **minute** before the end of the match.
People who **row** tend to have very good biceps.
The coach had a **row** with the owner of the team.
If you **tear** a muscle, you may not be able to train for six months.
A **tear** rolled down her cheek.
If you **use** a high-tech swimsuit, you'll be able to swim much faster.
It's no **use** complaining.
His head **wound** was bleeding.
He **wound** the tape tightly around his ankle to prevent a sprain.