

Answer key

Unit 1

Language focus p.6

2 (Possible answers)

Roberto is a wine consultant. He works in Florence.
His telephone number is 055 53 75 866.
Bresson Translation Services has offices in London, Paris, and Rome.
James is a wine journalist.
He works in London.
His office is in Honeywell Street.

3 1 No, he doesn't.

- 2 How do you do? How do you do?
 - 3 She is with the Vinexpo translation service, to translate for a group of Italian wine producers.
 - 4 What do you do?
 - 5 Because he has a job for her.
 - 6 At 7 o'clock that evening.
- 4 1 interviews people
2 two or three times a year
3 London

- Use the Present Simple to talk about long-term situations and routine activities.
- To make the question, use *do + If/you/wh/they + infinitive*.
- The positive form always ends in -s.
- To make the negative, use *does + not (doesn't) + infinitive*.
- To make the question, use *does + he/she/it + infinitive*.

Practice p.7

- 1 1 writes 3 meet 5 don't speak
2 doesn't import 4 doesn't live 6 travels
2 1 Who? 4 When? 6 How often?
3 Which? 5 Where?
3 1 Where do they live? 5 Who do they meet at
2 How often does he go there? Vinexpo?
3 Where do they meet? 6 What does he write about?
4 When does she visit them?

Pronunciation p.8

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

- 4 1 Does Monique speak Italian? Yes, she does.
2 Where does she work? In London, Paris, and Rome.
3 Do James and Roberto write about wine? Yes, they do.
4 Does James work for *Wine & Dine*? Yes, he does.
5 Does Roberto know Monique? Yes, he does.
6 Does James live in Italy? No, he doesn't.
7 Does he love his work? Yes, he does.
8 Does James go to France and Italy? Yes. Two or three times a year.
9 Where do Monique's parents live? Near Dijon.
10 Does she travel to Paris? Yes, she does.

- 5 Group A (Possible questions) Group B (Possible questions)
Which magazine is the letter from? Why is Monique at Vinexpo?
What does James do? Which stand is she on?
Does he often travel in Europe? Does she live in Paris?
Who does he interview? Does she know a lot about the
What are his hobbies/interests? wine business? Why?
Which sports does he play? Where do her parents live?
Does he enjoy cooking? Where is her father from?
What are her hobbies/interests?

- We write words like *always/usually/never* after the verb *to be* but before other verbs.

Wordpower p.10

Organizing vocabulary

1 (Possible answers)

Work office, salary, meeting
Jobs manager, doctor, sales person
Family children, uncle, grandmother

2 (Possible answers)

to make a mistake, an appointment, a decision
to have a holiday, an English lesson, a party
3 at 10 a.m., midday
in 2001, the afternoon
on Tuesday morning, 5 July

2 (Possible answers)

travel activities
car swimming
train skiing
plane walking

- 3 send an email, meet a visitor, make a business trip, do a job, attend a meeting
4 cheap – expensive, cold – hot, difficult – easy, tall – short, sad – happy, hard-working – lazy

Skills focus p.12

- 2 3 Spanish 5 Arabic 8 Russian 9 Japanese 10 German
3 1 726 m 2 377m 4 182m 6 165m 7 162m
4 a eighty per cent d one point one billion
b sixty-nine per cent e (a) half
c two billion f three-quarters
5 1 1.1bn 2 7/8 3 80% 4 1/2 5 69% 6 2bn
7 Food and drink hamburger, chicken, beer, juice
Communication radio, television, fax, email

Focus on functions p.13

- 1 1 Usually, people in Britain only shake hands when they meet for the first time, or when they meet again after a long time.
2 I'm sorry, I didn't hear your name.
Could you repeat that/say that again, please?
3 *Good morning/Good afternoon/Good evening* are greetings.
We say *Good night* to say goodbye/end a conversation at night.
2 1 Excuse me, are you ...? 3 Let me introduce you to ...
May I introduce myself? I'd like to introduce you to ...
I'm ... Pleased to meet you.
How do you do?
2 How are you?
3 1 Excuse me, are you ...? May I introduce myself? I'm ... How do you do?
2 Nice to see you again. How are you? How's the family?
3 I'd like to introduce you to ... Pleased to meet you.
4 Pleased to meet you. Pleased to meet you, too.
How do you do? How do you do?
Please call me James. Then you must call me Luigi.
How's life? Not too bad, but very busy.
Hello, are you Roberto? Yes, that's right.
5 I must go now.
It was very nice meeting you.
I look forward to seeing you.
I really enjoyed meeting you, too.
Have a good trip back.
Thank you, and the same to you.

Unit 2

Language focus p.14

- 1 Extract 1 Operations Director, Barcelona
Extract 2 Paris
Extract 3 Sales Manager, Tokyo

- 2 José Manuel emails, phone calls, international meetings
Geneviève talking to foreign visitors, phone calls, emails
Kensuke visits to company head office in Sweden, meetings in Japan

4 Extract 1

- 1 It's changing it, from three centres to one big centre.
2 To find the best system to use in the new centre.

Extract 2

- 1 It's expanding very quickly.
2 That it has got its own TV channel.

Extract 3

- 1 Sales are decreasing.
2 Sales are going up.

- 5 All the questions in 4 refer to current activities.

- Use the Present Simple to talk about regular activities.
- Use the Present Continuous to talk about current activities.
- To make the Present Continuous, use *am/is/are + ing* form of the verb.

Pronunciation p.15

- 2 2 a 3 b 4 a 5 a 6 b

- 4 We pronounce it as the strong form.

Practice p.16

1 Student A

- a How many children does José Manuel Faria have?
b What language does he speak at home?
c What work does his wife do?
d Where does he spend most of his work time?
e How often does he travel to Bilbao?
f Why does he go to Bilbao?
g Does he like living in Barcelona?
h What does he enjoy doing in his free time?

Student B

- a Where does Kensuke Matsumura work?
b Does he live in Tokyo?
c How long does his journey to work take?
d How many hours a day does he work?
e How much time does he spend on phone calls and emails?
f What does he do to relax?
g What does he do once a month?
h How many weeks' holiday a year does he have?

- 3 1 starts 4 produces 7 doesn't have 10 am recording
2 finishes 5 sells 8 is working 11 is
3 works 6 work 9 is writing 12 don't forget

Wordpower p.18

- 1 do some work, a job, an exam
make a phone call, a decision, a business trip
have a meeting, a holiday, a discussion
work full-time, part-time, flexitime

- 4 2 unemployed, out of work 6 on maternity leave,
3 self-employed on paternity leave
4 retired, a pensioner 7 on strike
5 on sick leave

Skills focus p.20

- 1 1 cooker 4 lawnmower 6 freezer
2 vacuum cleaner 5 washing machine 7 dishwasher
3 refrigerator

2 Nationality Swedish

Head office Stockholm

Started 1921

World's first vacuum cleaner 1921

First fridge 1925

Employs 81,971 people

Sells its products in more than 150 countries

Worldwide turnover €14,552 million

Consumer Durables 75% of sales

Focus on functions p.22

- 1 Message for Monique Bresson
Caller's name James Turner
Company Wine & Dine magazine
Number 020 7331 8582
Please call ✓

2 Could I speak to Monique Bresson, please?

Who's calling, please?

Hold the line, please.

I'm sorry, she's in a meeting.

Can I take a message?

Could you ask her to call me?

- 4 1 speak 2 calling, please 3 It's 4 the line

- 5 1 b 2 b 3 a 4 b

- 6 /e/ (as in say): a, h, j, k

/i:/ (as in she): e, b, c, d, g, p, t, v

/e/ (as in ten): f, l, m, n, s, x, z

/a/ (as in fly): i, y

/əʊ/ (as in go): o

/ɑ:/ (as in bar): r

/u:/ (as in who): u, q, w

Unit 3

Language focus p.24

- 2 1 three 3 £43 million 5 100
2 £86 million 4 1998 6 a million

3 (Possible answers)

- 1 They wanted to bring more visitors to the area and create more jobs.
2 From newspapers and TV.
3 No, they didn't. It was the best thing that happened.
4 The fact that they had a wonderful team of people, who worked incredibly hard to make it a success.

4 All the verbs refer to finished actions or situations in the past.

- To make the Past Simple of regular verbs, add *-ed* to the end of the verb.
- To make the negative, use *did not* or *didn't* + infinitive.
- To make the question, use *did* + subject + infinitive.
- To make short answers use *did* (positive) and *didn't* (negative).

Practice p.25

- 1 become/became, begin/began, come/came, cost/cost, do/did, find/found, get/got, give/gave, have/had, make/made, think/thought

Pronunciation p.25

- 2 started /ɪd/, worked /t/, wanted /ɪd/, rained /d/, increased /t/, expected /ɪd/, watched /t/, received /d/, needed /ɪd/
4 We pronounce the *-ed* ending as /ɪd/.

- 2 1 worked 4 went 7 studied 10 didn't earn 13 had
2 lived 5 hated 8 got 11 began 14 moved
3 didn't live 6 became 9 loved 12 started 15 brought

Wordpower p.28

- 2 play football, tennis, volleyball
do yoga, exercises, weight training
go sailing, skiing, windsurfing
5 go to a restaurant, a concert, the theatre, the cinema, a nightclub
watch TV, a video
play music, a computer game, chess, a musical instrument, cards
listen to the radio, a concert, music
read books, magazines, newspapers

Skills focus p.29

- 2 1 c 2 d 3 e 4 b 5 f 6 a

③ Debra Veal

age 27
travelled in a rowing boat
left Tenerife on 7 October 2001
arrived in Barbados on 26 January 2002
length of journey 4,768km
number of days 113
problems – hurricanes, sharks, loneliness

④ (Possible answers)

- 1 the time the Veals trained for the race
- 2 the time after which Andy began to have panic attacks
- 3 Andy's experience as a rower
- 4 the time Debra started rowing every morning
- 5 when Debra woke in the night to check for supertankers
- 6 a wave
- 7 the telephone bill

⑦ Polly Vacher

age 57
travelled in a one-engine aeroplane
left Birmingham Airport on 12 January 2002
arrived at Birmingham Airport on 17 May 2002
length of journey 46,670km
number of days 124
problems – tropical thunderstorms, engine problems, ran out of fuel

⑧ (Possible answers)

Similarities

Both their journeys took over 100 days.
They both had frightening experiences on their journeys.
Both journeys were great personal challenges.

Differences

Polly is 30 years older than Debra.
Polly's journey was 11 days longer.
Polly's journey raised money for charity.

Focus on functions p.31

- ① 1 Wayne Brown 2 to take a seat
- ③ Did you have any problems finding us?
How was your flight?
- ④ 1 He came to San Francisco as a student, and discovered Californian wines.
2 He got a job with a wine merchant, then wrote an article for a wine magazine.
- ⑤ 1, 3, 4, and 5 are important to make a good conversation.
- ⑥ James and Wayne do all these things, so their conversation is a good model.

Unit 4

Language focus p.32

- ① 1 Cross-cultural training.
2 Videos, online self-access courses, country briefings, and *Cross-culture Journal*.
3 Mark Grady, Jan Kirsten, and Vana Bell.
- ③ 1 Vana 3 Jan 5 Vana 7 Mark
2 2.00 – 3.30 4 4.00 – 5.30 6 5.30 – 6.30
- ④ (Possible answers)
1 No, they aren't.
2 Their training videos and online courses.
3 Talk to people about their company's needs and discuss what training they can do for them.

- Use the Present Continuous for fixed future arrangements.
- Use *going to* + infinitive for future plans, intentions, and decisions.

Practice p.33

- ① 2 is spending/s spending 5 are having
3 is going/s going 6 is arriving/s arriving
4 is flying/s flying 7 are coming
- ② 2 is he interviewing 4 is he preparing 6 is he eating
3 is he having 5 is he getting 7 is he playing

Pronunciation p.34

- 2 2 b 3 a 4 b 5 a 6 b 7 a
- 3 The strong form.
- 4 1 b 2 d 3 a 4 c

Wordpower p.36

- ① 1 A *double room* has a double bed, a *twin room* has two single beds.
2 You sit or lie in a *bath* but stand under a *shower*.
3 A *suitcase* is one item of luggage and is a count noun. *Luggage* usually refers to several bags/suitcases and is a mass noun.
4 *Half-board* is bed, breakfast, and evening meal, *full-board* is bed, breakfast, lunch, and dinner.
5 A *keycard* is like a credit card, you put it into a slot to open the door.
6 A *bill* shows the amount you have to pay. A *receipt* shows you have paid.
7 *lift* = British English, *elevator* = American English
- ② 1 car park 5 fitness room 8 safe
2 restaurant 6 hairdryer 9 conference facilities
3 lounge 7 air-conditioning 10 swimming pool
4 cocktail bar
- ③ **Hotel facilities** restaurant, cocktail bar, lounge, sauna, fitness room, car park, business centre
Guest rooms satellite TV, multi-line phone, computer and fax point, air-conditioning, minibar, 24-hour room service, hairdryer
- ⑤ (Possible answers)
1 in a guest room 4 and 5 hanging on the door of a guest room
2 over a door 6 and 7 by a phone in a guest room
3 by a fire alarm

Skills focus p.37

- ② 1 British English American English
a 11 April 2003 November 4 2003
b 12 August 2002 December 8 2002
c 3 May 2004 March 5 2004
2 b is correct
3 a for a single woman or girl
b for a single or married woman
c for a married woman
4 a information c For the attention of e enclosures
b numbers d as soon as possible
5 a iii b iv c i d ii
- ③ 1 C 2 D 3 B 4 A
- ④ 1 Following, Thanks for 6 Unfortunately
2 This letter is, This email is 7 Sorry
3 Could you please, Would you please 8 Let me know, Hoping, See you
4 I attach
- ⑤ E
1 Thank you for 2 I enclose 3 Please contact me again
F
1 Thank you for 3 I am pleased
2 I apologize for 4 I look forward to
G
1 Thanks for 2 sorry 3 Could you please

Focus on functions p.40

- ① 1 To book another room for a colleague for 4 April.
2 The hotel is fully booked for 4 April.
- ② 1 single room 3 what a pity
2 I'm very sorry 4 Thank you for your help
- ③ I have a reservation.
Could you fill in this form, please, and sign here?
Here's your key.
The porter will take your luggage.
Could I have an early morning call, at 6.30?
Do you need anything else?
- ④ 1 False 2 True
- ⑤ 1 Could I have 3 that's fine 5 very much
2 Can I pay 4 you enjoyed

Review unit A

- 2 meet foreign visitors at work
make business trips
speak English on the phone
attend international meetings
write emails in English
work flexitime
go to work by car

- 3 1 They often travel on business.
2 At present our business is doing very well.
3 He has meetings with customers every week.
4 They are always early for work.
5 How often do you visit them?
6 She's talking to some clients right now.
7 When do you usually finish work?
8 I have five weeks' holiday every year.
9 He's studying for an exam at the moment.
10 Do you always travel to work by car?

- 4 1 became 3 brought 5 found 7 gave 9 said
2 began 4 cost 6 flew 8 grew 10 thought
5 1 comes 3 works 5 spent 7 is staying 9 wrote
2 lives 4 decided 6 moved 8 is renting 10 is working

- 6 1 Where did you go? 5 How many meetings did
2 How long were you there? you attend?
3 Where did you stay? 6 When did you get back?
4 Who did you meet?

- 10 (Possible answers)
1 Could I speak to 5 isn't here
2 's calling 6 take a message
3 This is 7 Could you ask him
4 the line 8 I'll give him your message

Unit 5

Language focus p.46

- 2 1 (Possible answers)
a Make sure you get some regular breaks.
b Take some long, slow breaths; do lots of physical exercise; get some relaxation.
c A lot of alcohol and coffee is bad for you; a little wine, and fruit and vegetables are good; a diet without cheese or butter is healthier.
d Try and get seven or eight hours' sleep each night.
e Find time to relax.

Mass and count nouns

Mass alcohol, coffee, butter, research, energy
Count office, sandwich, parks, vegetables, holiday

- Count nouns have a singular and plural form. We can count them.
- Mass nouns do not have a plural form. We cannot count them.

some/any, a lot of/lots of, much/many, a little/a few

	any	a lot of/ lots of	much	many	a little	a few
count nouns	✓	✓		✓		✓
mass nouns	✓	✓	✓		✓	
positive sentences		✓		✓	✓	✓
negative sentences	✓		✓	✓		
questions	✓	✓	✓	✓		

Practice p.49

- 1 1 A any B a little, some 3 A some B a little
2 A any B a few 4 A some B a few, some
2 traffic M, money M, information M, business trip C, meeting C,
article C, news M, advice M
3 1 B much, many
2 A much B a lot of/lots of
3 A many, much
4 A many B much
5 A much B a lot of/lots of

Pronunciation p.50

- 2 2 a 3 c 4 b 5 a 6 b
4 1 a 2 c 3 a 4 b 5 a 6 c

Wordpower p.51

- 1 Meat lamb, pork, chicken
Fish/Seafood prawns, salmon, Dover sole
Vegetables cucumber, red cabbage, onions, potatoes,
courgettes, aubergines
Fruit lemon, pears, strawberries, grapes,
peaches, cherries

- 4 1 grilled 2 roast 3 boiled 4 fried

Skills focus p.52

- 1 (Possible answers)
1 It began in 1986. An Italian food writer started the movement in protest at the opening of McDonald's in the Piazza di Spagna in Rome.
2 No, only cities with a maximum of 50,000 inhabitants.
3 The world's largest food and wine event, and the world's largest cheese festival.
4 Guides on Italian food, wine, and culture.
4 a 2 b 4 c 1 d 3

Focus on functions p.54

- 1 Duck and red cabbage, beef with red wine and onions, cold cucumber soup with prawns, lamb cutlets with roast potatoes, a bottle of Beaujolais.
2 Monique (because she offers James more wine, dessert, coffee).
3 (Possible answer)
Perhaps James wants to ask Monique out for dinner to celebrate her birthday.

- 4 **Recommending** What do you recommend?
The ... is usually excellent here.
I recommend ...
Offering Do have some more ...
How about ...?
Would you like ...?
Ordering I'll have ...
I'd like ...
Declining Thank you, but I couldn't eat any more.
Accepting Yes. That would be very nice.

- Thanking and responding**
Thank you for a lovely evening.
I'm glad you enjoyed it.

- 5 (Possible answers)
1 do you recommend 8 how about
2 tuna and red pepper salad 9 I couldn't eat any more
3 what about beef in red wine 10 Are you
4 that would be nice 11 What about
5 what would you like 12 Yes, I'd like that
6 A bottle of Beaujolais 13 for a lovely evening
7 that would be very nice 14 I'm glad you enjoyed it, Steve

Unit 6

Language focus p.56

- 2 (Possible answers)
1 Their biggest number of sales is online.
2 They don't use tickets.
3 They don't have as many flight attendants as traditional airlines.
4 They have just one type of aircraft.
5 Their turnaround time is only thirty minutes.
6 When they fly to a big city they normally fly to the airport that is farthest away.
5 biggest, cheaper, cheapest, fewer, longest, lower, nearest, quicker, smaller, easier, crowded, efficient, expensive, furthest, less, more

One-syllable adjectives

- To make the superlative, add *-est* to the end of the adjective.

Two-syllable adjectives ending in -y

- To make the comparative, change the *-y* to *-i* and add *-er*.
- To make the superlative, change the *-y* to *-i* and add *-est*.

Other adjectives with two or more syllables

- To make the superlative, put *most* or *least* before the adjective.

Practice p.57

- | | | |
|------------------|------------|---------------------|
| 1 2 lower | 8 cheapest | 14 longer |
| 3 highest | 9 earliest | 15 easier |
| 4 worst | 10 latest | 16 higher |
| 5 most important | 11 better | 17 more complicated |
| 6 more expensive | 12 worse | 18 highest |
| 7 more crowded | 13 more | 19 most flexible |

Pronunciation p.58

- 3 1 easier than 3 the same as 5 not as cheap as
2 a higher fare 4 much quicker than

- 4 Travel by
train to get to work
underground to get to to work
car holidays, going out in evening
bus
motorbike holidays, to get to work
bike weekends in to go to local sports club,
summer cycling with friends
- 5 faster, more independent, longer, quicker, shorter, most enjoyable, more expensive, slowest

Wordpower p.59

- 1 arrivals screen, landing card, customs, aisle seat, label, trolley, briefcase/hand luggage, overhead locker
2 Documents passport, ticket, landing card
Terminal check-in desk, arrivals screen, information desk, passport control, duty-free shop, security check, customs
On board window seat, safety instructions, flight attendant, seat-belt, aisle seat, overhead locker
Luggage suitcase, trolley, label, briefcase, hand-luggage
3 1 C 2 C 3 P 4 C 5 P 6 P 7 C 8 P 9 P
4 1 c 2 d 3 a 4 b

Skills focus p.60

- 3 (Possible answers)
1 unattractive 4 area to show pictures, objects, etc. to the public
2 very large area
3 very large room which contains a turbine 5 resemble each other
4 (Possible answers)
1 Some people like them and others don't.
2 Both museums have got an enormous amount of space.
3 They're both on the banks of rivers.

Focus on functions p.62

- 1 (Possible answer)
Duncan is writing to invite Monique to lunch to discuss business with her.
2 lunch with Duncan Ross, Tuesday, 1.30 p.m. at the Riverside Restaurant
3 Making an appointment
When would be convenient for you? Yes, Tuesday suits me fine.
Is next week possible for you? Yes, that's fine.
Shall we say ...? I look forward to meeting you ...
What time would suit you?
How about ...?
4 1 She can't come to the meeting on Tuesday.
2 No, he has another appointment then.
3 Friday 18th
5 Making an appointment
When are you free? Yes, I can make it on ...
Is ... possible for you? See you on ...
What about ...? Saying 'no'
Changing an appointment
I'm very sorry ... No, I'm afraid I've got another appointment ...
I'm afraid I can't manage our meeting on ...
Could we arrange another time?

6 (Possible answers)

- | | |
|----------------------------|----------------------|
| 1 Chris | 6 What about |
| 2 Andrew | 7 that suits me fine |
| 3 When would be convenient | 8 Shall we say |
| 4 How about | 9 Yes, that's fine |
| 5 I'm afraid I'm busy | |

8 (Possible answers)

- | | |
|--|--|
| 1 Jan | 7 are you free |
| 2 speaking | 8 Monday convenient |
| 3 Armand | 9 I'm afraid I've got another appointment then |
| 4 I have to cancel our meeting on Saturday | 10 Tuesday |
| 5 arrange another time | 11 that's fine |
| 6 that's fine | 12 See you on Tuesday at 9 a.m. |

Unit 7

Language focus p.64

- 2 1 guarantees 4 benefit
2 deal 5 developed countries
3 Third World, developing countries
3 (Possible answers)
1 A better deal.
2 Millions of farmers in 36 countries in the Third World.
3 The rich developed countries.
4 1 c 2 a 3 e 4 d 5 b
6 1 1992 4 Canada 7 living 10 2001
2 1988 5 Japan 8 working 11 10
3 17 6 Hungary 9 50 12 20

- | | |
|---------------------|------------------------------|
| 1 a the Past Simple | b the Present Perfect Simple |
| 2 a the Past Simple | b the Present Perfect Simple |

Practice p.65

- 2 1 a 2 b 3 b 4 b 5 a
3 1 has fallen 5 earned 8 has made
2 has increased 6 fell 9 has been
3 have not received 7 went down 10 have grown
4 have decreased

Pronunciation p.66

- 1 They are stressed.
2 1 company, expanded 3 No, hasn't 5 sure, haven't
2 made, changes 4 prices, increased 6 think, have
3 They are stressed when they are at the end of a sentence.
They are not stressed in other positions in the sentence.
4 1 made, progress 4 think, have
2 sure, has 5 finished, work
3 hope, forgotten, meeting 6 started, yet

4 Student A

- a What has Fairtrade given people in the Third World?
b What have producers improved?
c What have they stopped using?
d How have communities used the social premium?
e What have Edgar and Blanca built?
f What have their children received?
g What has Edgar done all his life?

Student B

- a Who did Edgar and Blanca work for?
b Did they earn a lot of money?
c What did they buy?
d What did they decide to grow?
e What did Edgar join?
f When did the price of coffee fall?
g Why was Edgar lucky?

Wordpower p.69

- 1 1 b 2 d 3 a 4 c
2 Verb (infinitive) Past Simple Noun
go up went up -
improve improved an improvement
increase increased an increase
rise rose a rise
decrease decreased a decrease
fall fell a fall
go down went down -

- 3 1 steadily 2 dramatically 3 slightly 4 sharply
4 1 by 2 at 3 in 4 from, to 5 by 6 of, in

Skills focus p.70

- 1 2 c 3 b 4 i 5 f

3 (Possible answers)

- Everyone gets them, not just the people at the top.
- No, it isn't a problem.
- Two out of the 50 companies in the survey.
- You don't find private offices and executive dining rooms.

Focus on functions p.72

- 1 The tenth anniversary of *Wine & Dine* magazine.
2 Because Scotland is too far for people to travel.
3 The publication of James's book on Italian wines.
4 He thinks it's a wonderful idea.

2 Asking for opinions

- What do you think about ...?
What's your opinion of ...?
How do you feel about ...?

Giving opinions

- In my opinion ...
I think ...
Agreeing
I agree.
I certainly agree with that.

- 3 1 T 2 F 3 F 4 T

4 Making suggestions

- I suggest ...
How about ...?
Why don't we ...?
Why not ...?
We could ...

Accepting suggestions

Yes, let's do that.

Asking for suggestions

Do you have any suggestions for ...?

Rejecting suggestions

I'm not sure about that.

- 5 I suggest we go skiing next weekend./go to a restaurant in the evening.

How about buying tickets for the music festival?/going away for a few days?

What about going away for a few days?/buying tickets for the music festival?

Why don't we invite some friends for dinner?/spend next Sunday in the country?

Why not spend next Sunday in the country?/invite some friends for dinner?

We could go to a restaurant in the evening./go skiing next weekend.

Unit 8

Language focus p.74

- 2 1 b 2 g 3 f 4 a 5 c 6 d 7 e

3 Extract 1 Germany

Extract 2 Japan

Extract 3 Italy

- 5 it's important to, should/shouldn't
(have to is used to describe necessity/obligation rather than advice.)

should/shouldn't

- Use *shouldn't* to say it's a bad idea.

have to/don't have to

- Use *have to* to say it's necessary or obligatory.
- Use *don't have to* to say it's not necessary or obligatory.

may/might

- Use *may* to say it's about 50% possible.

Other examples of modals from book extracts in 3.

Extract 1

... you should focus on facts ...

You should also prepare well ...

... you shouldn't use first names ...

Extract 2

... you should do the same

... it may mean 'I understand' ...

... it might be because ...

Extract 3

People may be late ...

... their way of working may

... seem ...

... they don't feel they have

to ...

... you should dress well ...

Pronunciation p.76

- 1 few, many

- 3 1 punctual, formal 3 You, managers 5 work, party
2 suit, tie 4 Japanese, Italians

Wordpower p.78

1 Adjective

efficient
honest
polite
punctual
reliable

Opposite adjective

inefficient
dishonest
impolite
unpunctual
unreliable

Noun

efficiency
honesty
politeness
punctuality
reliability

- 3 1 sociable

2 patient

3 hard-working

4 easy-going

- 5 ambitious

6 organized

7 adaptable

- 8 creative

9 outgoing

10 sensitive

4 Adjective

ambitious
organized
patient
sensitive

Opposite adjective

unambitious
disorganized
impatient
insensitive

Noun

ambition
organization
patience
sensitivity

Skills focus p.80

3

- long pauses R _____ L, M no long pauses
in conversation _____ in conversation
a lot of eye M _____ L _____ R very little eye
contact _____ contact
stand close M _____ L, R stand further
together _____ away
use gestures a lot M _____ L _____ R use gestures very little

Focus on functions p.81

- 1 He invites Monique to stay at Glencross after the celebration.
2 She agrees to stay until the 17th.

- 2 1 Because he's going to be very busy.

2 Duncan tells him that Monique is going to stay.

3 Inviting

I'd like to invite you to ...

Would you join us ...?

Would you like to ...?

How about ...?

Accepting

Thank you. I'd be delighted to accept.

Thank you. I'd love to.

Declining

I'd love to, but (I'm afraid I can't).

Thanks a lot, but ...

Review unit B

- 1 3 Could you give me some information, please?
5 The news isn't very good.
7 Did she give you good advice? (any/some good advice – also correct)
8 How much money did you spend?
10 I didn't buy any coffee.

- 3 1 bigger, biggest 7 worse, worst
2 easier, easiest 8 farther/further, farthest/furthest
3 nearer, nearest 9 earlier, earliest
4 better, best 10 more crowded, most crowded
5 more efficient, most 11 more flexible, most flexible
efficient 12 less, least

- 6 more, most

- 4 1 increased 5 have they visited 8 started
2 has improved 6 has grown 9 have gone up
3 did you finish 7 did you spend 10 have had
4 went

5 Student A

- Have you seen any good films this month?
- Have you written any emails in English this week?
- Have you had a holiday in the last six months?
- Have you bought anything expensive recently?

Student B

- Have you visited any interesting places recently?
- Have you eaten any foreign food in the last two weeks?
- Have you spoken English at work this week?
- Have you done any sport in the last five days?

Practice p.76

- 1 1 have to 3 may/might 5 shouldn't
2 don't have to 4 should

Unit 9

Language focus p.86

3 1 d 1000 2 c 850 3 a 1472 4 e 500 5 b 1665

5 (Possible answers)

- 1 They are about the business world. Several are best-sellers.
- 2 They are family businesses.
- 3 He uses Beretta guns.
- 4 Saint-Gobain makes the glass for them.

Present Perfect Continuous

- Use the Present Perfect Continuous to focus on an activity which is not finished and the Present Perfect Simple to focus on the result or completion of an activity.

since and for

- Use *since* with a point of time and *for* with a period of time.

Practice p.87

1 since 3 since 5 for 7 since 9 since
2 for 4 since 6 for 8 for 10 since

2 1 have been 4 have produced
2 have you had 5 has the company been
3 have been making

3 (Possible answers)

- 1 What has Oliver Gore written?
- 2 How long has the oldest wine business in France been in the same family?
- 3 How long has Barone Ricasole been producing wine?
- 4 How long has Beretta been making guns?
- 5 What has Saint-Gobain done in its long history?

4 1 was founded 7 has built 13 cost
2 builds 8 can order 14 was
3 repairs 9 has been producing 15 has been
4 has been doing 10 wanted extending
5 has created 11 grew 16 has established
6 has included 12 made 17 has made

5 Kongo Gumi

- a has created, has included, has built
 - b has been doing
- Kodak
- a has established, has made
 - b has been producing, has been extending

Wordpower p.90

1 (Possible answers)

- 1 Because car makers are reducing prices.
- 2 Yes, because they're buying goods on credit.
- 3 No, there's a rise in employment.
- 4 It's good – the forecast is a 2% growth.
- 5 Because of a strike.
- 6 a invest c industrialists e strike g wins
b forecasts d consumers f industrialization

Verb	Noun (activity, thing)	Noun (person)
develop	development	developer
employ	employment	employer
invest	investment	investor
manage	management	manager
compete	competition	competitor
consume	consumption	consumer
produce	product/production	producer
economize	economy/economics	economist
industrialize	industry/industrialization	industrialist

Pronunciation p.91

- 3 a develop, producer, investment, consumption
b management, company, government
c industrial, economy, competitor
- 5 consumer a manager b
customer b production a
economize c employment a
developer c economist c

- 3 consumer society/goods developed countries
management skills/development industrialized economy
free-market economy industrial production
developing countries mass production/market

Skills focus p.92

2 What the article says

1 T 2 F 3 F 4 T 5 F 6 F 7 T

3 1 investing in 5 afford
2 labour force 6 joint ventures
3 changed dramatically 7 impact
4 shopping malls 8 the environment

4 (Possible answers)

- 1 China's economy
- 2 China's market
- 3 the foreign investment China received in 2001
- 4 average income in China
- 5 the number of cars in China in 2002
- 6 global car makers that have set up joint ventures with Chinese car firms

Focus on functions p.94

1 Book flight: Edinburgh – Paris on Sunday afternoon/evening
Book hotel: Paris – three nights
Get information about: plane and train to Bordeaux on Wednesday

2 1 By direct flight from Bordeaux.
2 Because he's going to stay with some friends.

Requesting	Agreeing
Can you ...?	Yes, of course.
Could you ...?	Yes, certainly.
Would you mind ... (+ -ing)?	No, of course not.
Do you think you could ...?	Accepting
Offering	Yes, please.
Shall I ...?	Thank you. I'd appreciate that.
Do you want me to ...?	Declining
Would you like me to ...?	Thanks, but that won't be necessary.

Unit 10

Language focus p.96

2 1 g 2 a 3 b 4 e 5 f 6 h 7 c 8 d
3 1 One planet is not enough 5 Water – a global crisis
2 Hope for forests? 6 US puts economy first
3 Wildlife habitats disappearing
4 Global warming – real or imagined?

1st Conditional

- In a 1st Conditional sentence, use the Present Simple after *if* and *will* + infinitive to express the result.

if and when

- Use *if* to express a possibility and *when* to express a certainty.

Practice p.98

1 1 do 6 will have 11 happens 16 will not fight
2 will see 7 will rise 12 will rise 17 do not have
3 continue 8 are 13 will put 18 will fight
4 will be 9 will lose 14 continues 19 will not survive
5 will lose 10 will increase 15 will get

Pronunciation p.99

2 1 b 2 a 3 a 4 b 5 a 6 b 7 a 8 b
4 1 b 2 b 3 a 4 b 5 b 6 a

Wordpower p.101

- 1 bin 20, chair 19, clock 2, coffee machine 4, computer 7, desk 11, desk lamp 10, filing cabinet 6, keyboard 12, lift 5, mouse 13, mouse mat 14, paper 8, pen 16, personal organizer 15, phone 17, photocopier 18, plant 3, printer 9, year planner 1

Skills focus p.102

1 (Possible answers)

- The life expectancy for a woman 100 years ago.
- The life expectancy for a woman today.
- The gift from the Japanese government to women as soon as they have a baby.
- The average number of children that Japanese women have.
- The fall in the working-age population in Italy by 2050.
- The number of people over 65 by 2030.

2 (Possible answers)

- Yes, if she's healthy and enjoying life.
- It's increasing with every generation.
- Providing help and medical care for older people.
- Because there will be a lot of retired people and a smaller working population.
- No, he doesn't.

3 1 c 2 d 3 a 4 b

4 (Possible answers)

- It has almost tripled.
- Because of advances in medicine and public sanitation.
- The number of pensioners will rise by 70 million, while the working-age population will rise by only 5 million.
- She completed the first Eco-Challenge.

Focus on functions p.104

	Edinburgh	Paris
Sun	14.45	18.45
	16.00	20.50
	18.00	23.05
	Bordeaux	London Gatwick
Fri	14.40	15.10

2 Asking for information

I'd like some information about ...

Do you know ...?

Could you tell me ...?

Showing understanding

Right, I've got that.

Checking

Let me check.

Paris	Bordeaux
10 a.m.	1 p.m.
Paris Montparnasse	

- Can you tell me when you want to travel?
- Could you tell me when it leaves Paris?
- Do you know which station it leaves from?

3 An indirect question is more polite.

In an indirect question, there is no inversion of the subject and verb and no auxiliary verb form, e.g. *do, does, did*.

- I'd like to know how long the journey takes.
- Can you tell me which airport the flight leaves from?
- Do you know how much the fare is?
- I'd like to know where I can buy a ticket.

Unit 11

Language focus p.106

2 (Possible answers)

- They charged motorists to drive in the city centre.
- It's a lot higher – 40% of journeys are by public transport.
- The Netherlands and Denmark.
- Because it was a lot cheaper.
- A car-sharing scheme.

3 John b Susanna d David e Kate a Nick c

- In a 2nd Conditional sentence, use the Past Simple after *if* and *would* or *could* + infinitive to express the result.

Pronunciation p.107

- 1 If she's late, she'll miss the plane.
 - 2 I'd drive to work if I had a car.
 - 3 If you come tomorrow, I'll meet you at the airport.
 - 4 We'd have fewer problems if we changed the system.
 - 5 We won't find a solution if we don't do something quickly.
 - 6 If they don't get here before 6 o'clock, I won't see them.
 - 7 They wouldn't leave the company if there wasn't a problem.
 - 8 She wouldn't work if she didn't need the money.
- 4 1, 3, 5, 6 = 1st Conditional 2, 4, 7, 8 = 2nd Conditional

Practice p.108

- 1 lived, would/d walk 4 would/d cycle, was/were
- 2 wouldn't drive, was/were 5 were, would be
- 3 wasn't/was not, weren't/ 6 would drive, introduced
- were not, would use

Wordpower p.109

1 (Possible answers)

- Because the European Parliament is there.
 - In manufacturing, metal, electrical, pharmaceutical, and chemical; in services, banking, financial services, and tourism.
 - The historic centre of Brussels and one of Europe's most beautiful squares.
 - A lot of restaurants.
 - Museums, theatre, music, dance, opera, and international films.
- 2 capital city, official languages, multinational companies, manufacturing industries, shopping arcades, cultural attractions
- 3 (Possible answers)
geography/economy capital city, administrative/financial/commercial centre, population, inhabitants, headquarters, multinational companies, head offices, manufacturing/service industries, metal/electrical/pharmaceutical/chemical industries, banking, financial services, tourism, shopping arcades
transport metro/bus/tram network, Eurostar train connections, international airport
eating/drinking restaurants, cafés, bars, 'beer capital' of the world
culture cultural/historic centre, traditional Christmas market, cathedral, cultural attractions, museums, theatre, music, dance, opera, international films
sports/leisure sports/leisure facilities, golf courses, walking, cycling, jogging, boating, ice-skating
- 4 1 beautiful – ugly, best – worst, lively – dull, modern – traditional
 2 attractive – unattractive, efficient – inefficient, important – unimportant, impressive – unimpressive, official – unofficial

Skills focus p.110

- Overall best quality of life Budapest, Buenos Aires, Copenhagen, Geneva, Montevideo, Prague, Sydney, Tokyo, Vienna, Warsaw, Yokohama, Zürich

Best restaurants, cultural, and leisure facilities London, Los Angeles, Paris, Sydney, Washington DC

- 1 215
- 2 Because crime has increased in both cities.
- 3 Twelve. Because they have more crime.

Focus on functions p.111

1 (Possible answers)

- 1 It doesn't matter./Don't worry.
 - 2 Don't mention it./Not at all.
 - 3 Thanks, and the same to you.
 - 4 Please do./ Well, I'd rather you didn't.
- 5 1 b 2 a 3 a 4 b 5 b 6 a 7 b 8 a
 9 1 e 2 d 3 f 4 c 5 g 6 a 7 i 8 b 9 h 10 j
 6 1, 2, 4, 6, 8 are appropriate.

Unit 12

Language focus p.112

2 (Possible answers)

- From the cork oak tree, *Quercus suber*.
- Wine stoppers.
- Portugal.
- Because it's an excellent insulation material against heat.

- Use the active form when the person or thing that did the action is important.
- Use the passive form when the person or thing that did the action isn't important, or when we don't know who or what did the action.

Practice p.113

- 1 are planted 5 is left 9 are washed
2 is done 6 is boiled 10 are transported
3 is removed 7 is cut 11 are marked
4 is cut 8 are made
- 1 were introduced 5 have been destroyed 8 have asked
2 was believed 6 have been built 9 continues
3 have shown 7 have started 10 will be lost
4 has spent

3 (Possible answers)

- Where are cork oak forests found?
- What percentage of the world's cork is produced in Portugal?
- Why are cork trees, forests, and farmers all protected by the law in Portugal?
- How long has cork been used?
- Where have cork stoppers been found?
- When was champagne invented?
- Why is cork put in the engines of NASA's rockets?
- When is cork removed from the oak tree?

Pronunciation p.114

- Cork is produced in Portugal.
- Many cork products are exported abroad.
- Champagne was invented in the eighteenth century.
- Experts are worried about increasing sales of plastic stoppers.
- A lot of money has been spent on improving quality.
- Cork is used for insulation in rocket engines.

4 Datafile A

- How many products are made out of rubber?
- What is synthetic rubber made from?
- What is more than 60% of natural rubber used for?
- How long ago was rubber used by the Mayan people of Central America?
- How long have raincoats been called 'mackintoshes'?
- When was the process of vulcanization discovered?

Datafile B

- What happens after the latex is collected?
- What percentage of natural rubber is supplied by Malaysia, Thailand, and Indonesia?
- Why are aircraft tyres made entirely from natural rubber?
- How long has rubber been known to Europeans?
- When was the word 'rubber' first used?
- Why is rubber heated with chemicals in the vulcanization process?

Wordpower p.116

- y healthy, noisy, cloudy, angry
-al industrial, political, central, commercial
-able fashionable, profitable, comfortable, valuable
- careless, harmless, hopeless, painless, powerless, useless
- 1 careless 2 painless 3 harmful 4 wonderful 5 useless
6 hopeful

Skills focus p.117

3 (Possible answers)

- Report 1** A policy of being nice to its staff.
Report 2 Because the new company was formed from two companies. They recruited more staff than one company needs.

4 (Possible answers)

Report 1

- The company's profits have increased by 200% since it introduced its new policy.
- Staff get a hug from the boss every morning when they arrive at work.
- Music is played in the office.
- No one works on their birthday.
- Staff say everyone has become more relaxed and friendly.

Report 2

- Forty-seven graduates were given jobs by two UK companies.
- The two companies have offered the graduates €15,000 to travel round the world for a year.
- The company believes it will need more people in a year's time.
- Five of the forty-seven graduates have accepted the offer.
- The company hopes the offer will be accepted by two more graduates.

10 Report 1

is played, has been welcomed
Report 2 were given, have been offered, were offered, has been accepted, will be accepted

Report A have been used, have been put, can't be used

Report B have been sold, is expected, were (first) introduced, have been bought

Because we are interested in what was done, not in who or what did the action.

Focus on functions p.119

1 Dialogue 1

- To stay with them in Bordeaux.
- Yes, he has.

Dialogue 2

- To stay at Glencross Castle again.
- In London on the 22nd.

Dialogue 3 (Possible answers)

- Another book.
- Because he is worried that their meeting might not be 'strictly business' (i.e. social or romantic).
- Because other men find Monique attractive.

2 Thanking for hospitality

Thank you for inviting us.

Thank you very much for your hospitality.

Thanks a lot.

Positive comment

We've had a wonderful time.

I really appreciated it.

Everything was great.

Responding to thanks

I'm glad you enjoyed it.

Saying goodbye

We really must leave now.

I must be off.

I'm looking forward to ...

See you ... on the ...

See you next week.

Have a good flight.

4 1 d 2 c 3 a 4 b

Review unit C

- Marc has had his own company since 1999.
- Franca has worked/been working as an accountant since 2001.
- Claude and Anna have been married for six months.
- Leon has been learning Japanese since last year.
- Mike has lived/has been living in Dublin for three years.
- The company has manufactured/has been manufacturing electrical goods for five years.

- I've been studying English for a long time.
- The company has been doing very well since last October.
- How many years have you been teaching English?
- They've been living in Paris for a long time.
- How long have you been working for your company?

3 2 e 3 d 4 b 5 g 6 h 7 a 8 f

- are consumed 4 has been imported 7 was invented
2 are used 5 was manufactured 8 is exported
3 was opened 6 has been drunk 9 are bought

- Could you tell me what the plane fare from Barcelona to Paris is?
- Do you know how long the flight takes?
- Can you tell me which airport in Paris the flight arrives at?
- Could you tell me when I need to check in?
- Do you know if I can buy duty-free goods on the plane?

6 2 e 3 f 4 g 5 h 6 a 7 b 8 d