



# Level 4 Syllabus

## Unit 1

- **Adverbs**
  - Definition and Usage
  - Comparative of Adverbs
- **Agent Nouns**
  - Formation and Examples
- **If-Clauses**
  - Types and Functions
- **Describing People's Actions**
  - Vocabulary and Sentence Structure
- **Describing Plans and Intentions**
  - Future Tenses and Expressions
- **Consequences of Actions**
  - Cause and Effect
- **Job Interview**
  - Preparation and Practice
  - Stating Skills and Work Experience
  - Asking for Permission at Work
- **Help Wanted Ads**
  - Reading and Understanding
- **Reading a Paycheck and Pay Stub**
  - Key Information and Terminology
- **Employee Accident Report**
  - Structure and Details
- **Gazette**
  - Current Events Discussion and Analysis
- **Reading & Writing Workshop**
  - Types of Sentences
  - Punctuation Marks
  - Employment: Where Will the Jobs Be?
  - The Writing Process

## Unit 2

- **Past Continuous Tense**
  - Formation and Usage
- **Reflexive Pronouns**
  - Usage and Examples
- **While-Clauses**
  - Combining Actions
- **Describing Ongoing Past Activities**
  - Vocabulary and Sentence Structure
- **Reporting a Home Emergency**
  - Essential Vocabulary and Phrases
- **Emergency Preparedness**
  - Planning and Safety Tips
- **First-Aid Instructions**
  - Basic Techniques
- **Warning Labels on Household Products**
  - Reading and Understanding
- **Safety Procedures: Earthquakes and Hurricanes**
  - Preparation and Response

## Unit 3

- **Could**
  - Expressing Past and Future Ability
- **Be Able to**
  - Usage in Different Tenses
- **Have Got to**
  - Expressing Necessity
- **Too + Adjective**
  - Structure and Usage
- **Expressing Past and Future Obligation**
  - Modal Verbs and Phrases
- **Giving an Excuse**
  - Polite Expressions and Phrasing
- **Renting an Apartment**
  - Vocabulary and Dialogues
  - Requesting Maintenance and Repairs
- **Housing Ads**
  - Understanding Listings
- **Reading a Floor Plan**

- Identifying Key Features
- **Building Rules and Regulations**
  - Overview and Importance
- **Gazette**
  - Local News and Issues
- **Reading & Writing Workshop**
  - Statements and Questions with Could
  - Capitalization
  - Housing: The “Perfect” House!
  - Writing a Friendly Letter

## Unit 4

- **Past Tense Review**
  - Regular and Irregular Verbs
- **Count/Non-Count Noun Review**
  - Usage and Examples
- **Must**
  - Expressing Obligation
- **Mustn't vs. Don't Have to**
  - Differences in Meaning
- **Must vs. Should**
  - Advice vs. Obligation
- **Medical Examinations**
  - Procedures and Vocabulary
- **Medical Advice**
  - Giving and Understanding
- **Health**
  - Nutrition and Lifestyle
- **Making a Doctor Appointment**
  - Phrases and Etiquette
- **Calling in Sick**
  - Polite Communication
- **Reporting Absence from School**
  - Formal and Informal Contexts
- **Medicine Labels**
  - Reading and Understanding
- **Medicine Safety Tips**
  - Key Precautions
- **Nutrition and Recipes**

- Healthy Eating and Cooking

## Unit 5

- **Future Continuous Tense**
  - Formation and Usage
- **Time Expressions**
  - Indicating Time and Duration
- **Describing Future Activities**
  - Vocabulary and Sentences
- **Expressing Time and Duration**
  - Prepositions and Phrases
- **Making Plans by Telephone**
  - Phrasing and Etiquette
- **Handling Wrong-Number Calls**
  - Polite Responses
- **Leaving and Taking Phone Messages**
  - Key Phrases and Structure
- **Telephone Directory: White Pages, Government Pages, and Yellow Pages**
  - Navigating and Using Effectively
- **Using a Telephone Response System**
  - Instructions and Commands

## Unit 6

- **Some/Any**
  - Usage in Positive and Negative Sentences
- **Pronoun Review**
  - Types and Functions
- **Verb Tense Review**
  - Comparisons and Practice
- **Offering Help**
  - Phrasing and Politeness
- **Indicating Ownership**
  - Possessive Pronouns and Adjectives
- **Household Problems**
  - Vocabulary and Solutions
- **Friends**
  - Descriptive Language and Expressions
- **Requesting Maintenance and Repairs**
  - Formal Requests and Follow-Ups

- **Reading a Rental Agreement**
  - Key Clauses and Terms
- **Tenants' Rights**
  - Overview and Importance
- **Gazette**
  - Community News and Events
- **Reading & Writing Workshop**
  - Pronouns and Antecedents
  - Social Studies: Social Media and Communication
  - Writing a Business Letter