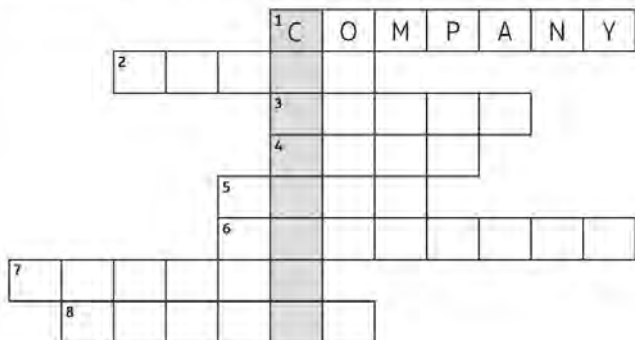


## VOCABULARY

## WORK

1 Read the clues and complete the puzzle. What's the mystery word?

- a business that makes or sells things or provides services
- extra money a worker gets
- everyone who works in a company
- a job you have to do
- a person who manages the workers
- someone who works for a business
- a place where many people work at desks
- money you get regularly when you do a job



Mystery word: \_\_\_\_\_

## GRAMMAR

## PRESENT SIMPLE AND CONTINUOUS

2 Match the sentence halves.

- a) I'm doing my homework, \_\_\_\_\_

b) I do my homework \_\_\_\_\_

i) on the bus most days.

ii) so I can't come to the party with you.
- a) I'm not enjoying this film – \_\_\_\_\_

b) I don't enjoy films – \_\_\_\_\_

i) can we watch the other DVD?

ii) I prefer reading.
- a) I'm looking for \_\_\_\_\_

b) I look for \_\_\_\_\_

i) new artists. It's an interesting job.

ii) Maria. Have you seen her?
- a) I'm standing \_\_\_\_\_

b) I stand \_\_\_\_\_

i) on the bridge every day and watch the boats.

ii) on the bridge. I can see you!
- a) The train is arriving \_\_\_\_\_

b) The train arrives \_\_\_\_\_

i) late sometimes.

ii) in London now. See you in five minutes.
- a) Are you using \_\_\_\_\_

b) Do you use \_\_\_\_\_

i) this pen? No? OK, I'll use it for amoment.

ii) a pen and paper or do you do everything on the computer?

3 Complete the conversations with the present simple or present continuous form of the verbs in brackets.

- A: Why \_\_\_\_\_ (you/smile)?

B: Ahmed just told me a very funny joke!
- A: How many people \_\_\_\_\_ (you/know) here?

B: No one except you!
- A: Did you hear that noise next door?

B: Yes! What \_\_\_\_\_ they/do)?
- A: What \_\_\_\_\_ (you/drink)?

B: Apple juice. But I don't want any more, thanks.
- A: \_\_\_\_\_ (he/be) an actor?

B: No, that's his famous twin brother.
- A: Which one is Sharon?

B: \_\_\_\_\_ (she/wear) the blue dress.

4 A Complete the text with the present simple or present continuous form of the verbs in brackets.

Here are some photos of my new friends. This is Amei. She <sup>1</sup> \_\_\_\_\_ (be) an artist, but at the moment she <sup>2</sup> \_\_\_\_\_ (work) as a teacher. She <sup>3</sup> \_\_\_\_\_ (not like) teaching very much! And this is Bruce, her husband. This is Hernan. He's from Santiago, Chile. He <sup>4</sup> \_\_\_\_\_ (be) a maths teacher, but he <sup>5</sup> \_\_\_\_\_ (do) his Master's in education in the USA at the moment. In the photo he <sup>6</sup> \_\_\_\_\_ (smile) because he passed an exam that day! This is Julio from Colombia. He <sup>7</sup> \_\_\_\_\_ (have) a job in an oil company. In the picture he <sup>8</sup> \_\_\_\_\_ (play) his guitar – he's really good! The other picture is Natasha from Trinidad. She graduated last year and she <sup>9</sup> \_\_\_\_\_ (look) for a job. Her parents <sup>10</sup> \_\_\_\_\_ (visit) her at the moment.

B Read the text again and label the people in the pictures.



1 \_\_\_\_\_



2 \_\_\_\_\_



3 \_\_\_\_\_



4 \_\_\_\_\_



5 \_\_\_\_\_

## READING

**5 A** Read the article and choose the best summary.

- 1 how one company keeps its workers happy
- 2 things that companies do to motivate their workers
- 3 working for the world's best companies

# FUN AT WORK

*Are they great ideas or just crazy? Here are some ways that companies keep their employees happy.*

**1 Sport can be a good way for busy workers to relax.** Wright, Newman & Fischer, a group of lawyers based in London, has a small golf course in the office. The first part of the course is on the fifth floor. When your ball drops down the ninth hole, the course continues on the fourth floor. An even more relaxing sport is bowling. Maybe this is why a company called Permotech has a complete bowling alley in the basement. The employees go bowling after work and really enjoy it.

**2 What about alternatives to boring suits and company uniforms?** One company has 'fancy-dress Fridays'. On the last Friday of every month, each department chooses a theme and the workers dress up accordingly. One department came as famous actors, with the boss dressed as Brad Pitt. Another department chose historical figures; there were three Julius Caesars and two Genghis Khans! And how about this idea from a company called LineHut, in Paris: they hold moustache-growing competitions for employees and customers! For men only, of course!

**3 Some companies like to take their employees out of the office.** Finchley Management takes its workers on a trip every year. The workers go to the airport, but they don't know what country they are flying to! Trips in the past have included Rio de Janeiro, Bangkok and the Bahamas. In another company, Wicked Shakes, the staff go on free skiing holidays. And if workers stay with the US-based Indulgence Swiss Chocolate Company for five years, they get a free trip to Switzerland to taste the chocolate!

**B** Read the text again and answer the questions.

- 1 Where exactly is the golf course at Wright, Newman & Fischer?  
\_\_\_\_\_
- 2 How can the employees at Permotech relax after work?  
\_\_\_\_\_
- 3 What are 'fancy-dress Fridays'?  
\_\_\_\_\_
- 4 What surprise do the employees of Finchley Management get every year?  
\_\_\_\_\_

**C** Find words in the article that match these meanings.

- 1 a place where you can go bowling (paragraph 1)  
\_\_\_\_\_
- 2 a room in a building that is below the level of the ground (paragraph 1)  
\_\_\_\_\_
- 3 other possibilities (paragraph 2)  
\_\_\_\_\_
- 4 clothes that everyone in a company or group wears (paragraph 2)  
\_\_\_\_\_
- 5 important or famous people from the past (paragraph 2)  
\_\_\_\_\_
- 6 a visit to a place (paragraph 3)  
\_\_\_\_\_

## WRITING

### AN EMAIL

**6 A** Underline the correct alternatives. Which email is formal? Which is informal?

<sup>1</sup>*Dear/Hi* Mr Yevgeny,  
I am writing <sup>2</sup>*about/for* the advertisement for a hotel cleaner that I saw in Jobs Monthly. I have attached my CV.  
I look forward to <sup>3</sup>*hear/hearing* from you.  
<sup>4</sup>*Yours sincerely/Bye for now,*  
Milly Clapton

<sup>5</sup>*Bye/Hi* Dave,  
<sup>6</sup>*It's/There's* about the party. Can you bring your laptop and some MP3s?  
<sup>7</sup>*See/Speak* you soon.  
<sup>8</sup>*Yours sincerely/Cheers,*  
Elena

**B** Your company has decided to have 'fancy-dress Fridays'. Write a formal email to your colleagues (50–100 words). Include the information below.

- 1 Say what you are writing about.
- 2 Explain what 'fancy-dress Fridays' are.
- 3 Invite ideas for fancy dress.

## VOCABULARY

### JOBS

- 1 Who's talking? Match the jobs in the box with what the people say.


motorcycle courier sales rep fashion designer  
foreign correspondent personal trainer  
IT consultant rescue worker

- 'The biggest problem in my job is the number of cars in the city.' motorcycle courier
- 'I like my job because I travel the world and see important events.'
- 'We believe in making clothes for normal people, not only for beautiful models.'
- 'In my job, you need to love computers and technology.'
- 'In my team, we save about ten lives a year.'
- 'My job is easier when I like the product that I'm trying to sell.'
- 'I like helping people to get stronger and fitter.'

- 2 A Look at the jobs in Exercise 1 again. How many syllables does each job have? Write the job next to the number of syllables.

- 7 syllables: motorcycle courier  
6 syllables: \_\_\_\_\_  
5 syllables: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
4 syllables: \_\_\_\_\_  
2 syllables: \_\_\_\_\_

- B Underline the stressed syllables in the words in Exercise 2A.

- C  2.1 Listen and check.

- 3 Complete the job advertisements with the words in the box.

team holidays salary deal with pressure risk

### — IT CONSULTANT —

needed for six-month contract in Abu Dhabi. You will need to <sup>1</sup> deal with IT problems in the head office at Magran James Manufacturers. You must be good at working in a <sup>2</sup> \_\_\_\_\_ and working under <sup>3</sup> \_\_\_\_\_. Benefits: very good <sup>4</sup> \_\_\_\_\_ (\$240,000, tax-free) and excellent conditions. House provided.

If you want a job with long <sup>5</sup> \_\_\_\_\_, come and speak to **Safari Travel Inc**. We are looking for qualified **safari guides**. You don't need to <sup>6</sup> \_\_\_\_\_ your life fighting lions and crocodiles, but you must know about outdoor living and be good at dealing <sup>7</sup> \_\_\_\_\_ customers. Call the number below for more information.

**0802 276 6671**

## GRAMMAR

### ADVERBS OF FREQUENCY

- 4 A Underline the correct alternatives to complete the quotes.

- 'People who work sitting down always/never get paid more than people who work standing up.'
- 'The successful people are occasionally/usually the ones who listen more than they talk.'
- 'Politicians always/never believe what they say, so they are surprised when other people do.'
- 'Once in a while/Usually teachers will open a door, if you're lucky, but you have to enter alone.'
- 'Great artists like van Gogh rarely/sometimes live to see their success.'
- 'Doctors are the same as lawyers. The only difference is that lawyers rob you, but doctors rob you and kill you occasionally/usually.'
- 'Find something you love doing and you'll sometimes/never have to work a day in your life.'
- 'The only place where success hardly ever/always comes before work is in the dictionary.'

- B  2.2 Listen and check.

- 5 A What do these people think about accidents? Read the quotes and complete the sentences with the words in the box and *happen*.

hardly ever never rarely often

- 'My job is really safe. In twenty years, I've only heard of one accident.' (estate agent)  
Accidents hardly ever happen.
- 'Bad accidents happen once every two or three years.' (plumber)  
Accidents \_\_\_\_\_.
- 'It's a very dangerous job. A lot of people die.' (fisherman)  
Accidents \_\_\_\_\_.
- 'We have a completely safe job. The only danger is to your eyes from reading too much!' (university lecturer)  
Accidents \_\_\_\_\_.

- B What do these people think about accidents? Read the quotes and complete the sentences with the words in the box and *happen*.

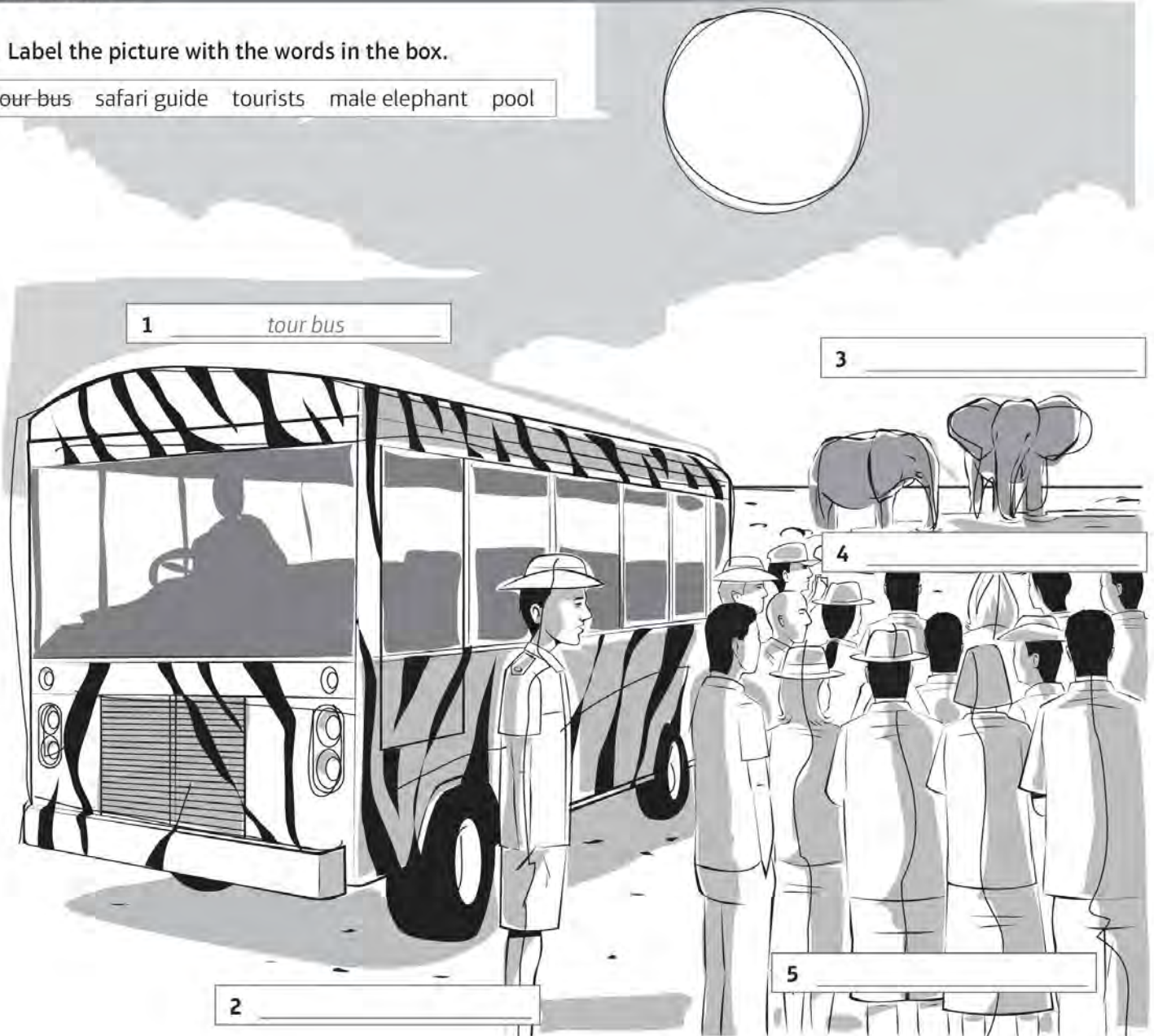
once in a while occasionally always

- 'In ten years I've heard about one or two accidents when animals have attacked.' (vet)  
Accidents \_\_\_\_\_.
- 'Danger is part of the job. When you work with guns, accidents happen every day.' (soldier)  
Accidents \_\_\_\_\_.
- 'Three or four times a year there are serious accidents.' (electrician)  
Accidents \_\_\_\_\_.

## LISTENING

6 A Label the picture with the words in the box.

tour bus safari guide tourists male elephant pool



B 2.3 Listen to two people talking about what happened in the picture. Answer the questions.

1 Who is speaking in each story?

2 Why was it a frightening experience?

3 What happened in the end? Was anyone injured?

C Read the sentences. Are they from Story 1 or Story 2? Listen again to check.

1 I had a bus full of tourists. There were fifteen of them.

Story 1

2 There were twenty of us tourists.

Story 2

3 It was a beautiful, clear evening and about seven o'clock we saw some elephants.

4 One evening, at about six o'clock, we went for a drive in the tour bus.

5 I told the tourists to walk very slowly back to the bus.

6 [He] told us to run back to the bus as fast as possible.

D Circle the correct meaning for the phrases in bold.

1 They could **get off the bus**.

- a) stay on the bus  
b) leave the bus

2 The elephant **charged at us**.

- a) ran at us very fast  
b) looked at us and made a loud noise

3 The tourists were **screaming**.

- a) making a loud noise because they were frightened  
b) getting angry

4 I started driving as fast as possible.

- a) not very quickly  
b) very quickly

E Read audio script 2.3 on page 77 and check your answers.

## FUNCTION

## EXPRESSING LIKES/DISLIKES

1 A Complete the sentences with the words in the box.

don't on absolutely can't  
very love mind keen

1 I'm very \_\_\_\_\_ on cooking and I  
\_\_\_\_\_ love great food.

2 I \_\_\_\_\_ riding my motorbike. I  
\_\_\_\_\_ stand sitting in an office all day.

3 I'm quite keen \_\_\_\_\_ technology  
and I don't \_\_\_\_\_ dealing with other  
people's computer problems.

4 I'm \_\_\_\_\_ keen on working  
with money and I \_\_\_\_\_ like  
people wasting it on stupid things.

B 2.4 Listen and check.

C Match jobs a)–d) with sentences 1–4 in Exercise 1A.

- a) accountant \_\_\_\_\_  
b) chef \_\_\_\_\_  
c) IT consultant \_\_\_\_\_  
d) motorcycle courier \_\_\_\_\_

2 A Put the words in the correct order to make sentences.

- 1 like / team / you / a / do / in / working?  
\_\_\_\_\_
- 2 working / can't / pressure / I / stand / under  
\_\_\_\_\_
- 3 my / not / I'm / very / on / boss / keen  
\_\_\_\_\_
- 4 colleagues / don't / my / like / I  
\_\_\_\_\_
- 5 dealing / don't / customers / I / mind / with  
\_\_\_\_\_
- 6 keen / sport / you / on / are?  
\_\_\_\_\_

B Match responses a)–f) with sentences 1–6 in Exercise 2A.

- a) Why? What's wrong with her? \_\_\_\_\_  
b) I'm not surprised. They don't seem very friendly. \_\_\_\_\_  
c) That's good because it's important for a sales assistant. \_\_\_\_\_  
d) I love it, especially football. \_\_\_\_\_  
e) Why? Do you get stressed? \_\_\_\_\_  
f) Yes, I do. Actually, I hate working alone. \_\_\_\_\_

## VOCABULARY

## TYPES OF WORK

3 Match sentences 1–8 with types of work A–H.

- 1 I deal with the money that goes in and out of the company. \_\_\_\_\_ A
- 2 I prepare fresh sandwiches for our customers. \_\_\_\_\_
- 3 I design clothes. \_\_\_\_\_
- 4 I teach teenagers maths and science. \_\_\_\_\_
- 5 I organise advertising for the company's products and speak to customers. \_\_\_\_\_
- 6 I show people all the best places to visit and things to do in my city. \_\_\_\_\_
- 7 I act in films and in the theatre. \_\_\_\_\_
- 8 I work in a shop, selling products to our customers. \_\_\_\_\_

A works in accounts

B works in retail

C works in education

D works in sales and marketing

E works in the fashion industry

F works in the entertainment industry

G works in the tourist industry

H works in the food industry

## LEARN TO

## RESPOND AND ASK MORE QUESTIONS

4 A Complete the words in the conversations.

## Conversation 1

A: On Saturday I went to a conference about the Z-phone, this amazing new technology.

B: <sup>1</sup>R\_\_lly? I read about that last week. It <sup>2</sup>s\_\_nds  
\_\_nt\_r\_\_st\_\_ng.

A: Well, everybody's talking about it.

B: <sup>3</sup>\_\_nd wh\_\_t\_\_b\_\_t the cost?

A: Oh, I don't know. I had to leave before they discussed that.

## Conversation 2

A: Today I was offered a job as a babysitter.

B: <sup>4</sup>Th\_\_t's gr\_\_t!

A: Not really. They only offered me five pounds an hour.

B: Oh, I <sup>5</sup>s\_\_\_. So did you accept the job?

A: No. I'm going to look for something better.

B: <sup>6</sup>R\_\_ght. What did you tell them?

A: I said, 'Dad, I know the baby is my sister, but I want a better salary!'

B 2.5 Listen and check.

C 2.6 Listen and repeat B's responses. Notice the intonation. Copy the intonation to sound interested.