

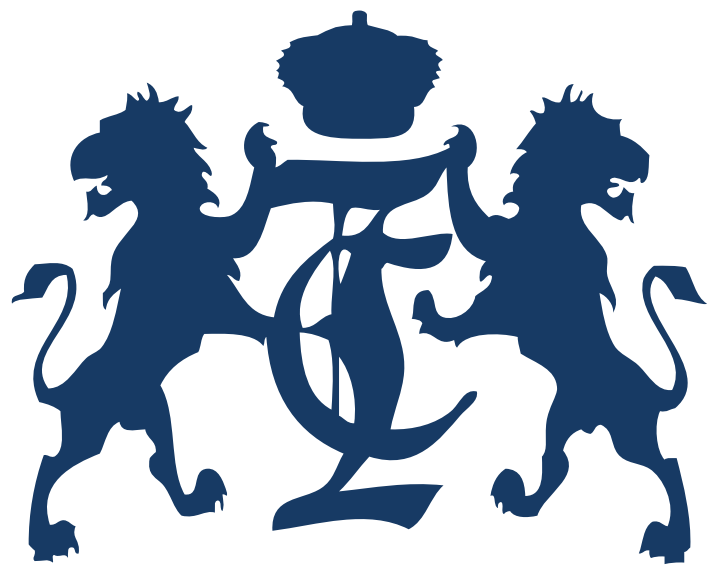


A2.III

# Global English

2nd  
edition

*A2 level according to the Common European Framework of Reference for Languages (CEFR)*



CAMBRIDGE INSTITUTE

**EDITED BY ISEEC S.A.**

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**GLOBAL ENGLISH**  
**LEVEL:**  
**A2.III**



## VOCABULARY: GIVE ME A CALL

E-mail	Social networks
Text message	Memo
Phone call	Answering machine
Fax	Conference call
Voice mail	Skype
Wall post	Instant messaging
Video conference	Magazine
Meeting	Radio
Letter	Chat room
Post card	Podcasts
Television news	Blog
Newspaper	Message board

## LISTENING: VIDEO CONFERENCE

Judy: Hey, Roger... Do you know how to install this new program for conference calls? I need to call a client this afternoon and I have no idea how this thing works...

Roger: No problem, I can help you. Did Matthew give you the CD?

Judy: Yep, it's this one.

Roger: Ok, first put the CD in.

Judy: Ok, it's in. Now what?

Roger: Just wait... oh ok, now click on that new window.

Judy: What window?

Roger: This one, see? Then, wait for the next step.

Judy: Ok... it says to type in the code and our address.

Roger: Ok here is the code to type in. After you fill in that information, let the program install.

Judy: Ok, then what?

Roger: Well after the program installs, come and tell me. I will be at my desk.

Judy: Thanks Roger.

Roger: Anytime.



## GRAMMAR: IMPERATIVES

We use imperatives to instruct people, to advise them, and to encourage them. Imperatives are simply infinitives without **“to”**.

### Rule:

To make it negative, add **“do not”** or **“don’t”** to the beginning.

*Put the CD in the computer.*

*Chop the vegetables before boiling them.*

*Wait for me!*

*Take caution and don’t put your foot in between the train and the platform.*

*Don’t throw anything in the fountain.*

### Rule:

When you add **“always”** or **“never”** to the phrase, it must come **before** the imperative.

*Always ask the receptionist about any trouble with your schedule.*

*Never talk to your mother that way again!*





## READING: E-MAIL ETIQUETTE

There are two major different types of e-mails, just like letters: formal and informal. You would send a formal e-mail to a colleague at work, a client, a potential client, a customer, someone with whom you have a professional relationship, someone you are officially complaining to, an employer, or a potential employer (for example when applying for a job). You would send an informal e-mail to friends and family, and people who you feel very comfortable with and a professional relationship isn't necessary.

### The Do's & Don'ts of a Formal Email

#### Do:

1. Use a professional-sounding e-mail address like your.name@email.com
2. Use a short and simple subject (heading). Ex: Inquiry about Job X
3. Address the person professionally:
  - a. Dear \_\_\_\_\_,
  - b. To whom it may concern (when you don't know the person's name)
  - c. You can even just write their first name, example: "Carlos, "
4. Write with correct punctuation, grammar, capitalization, and be polite.
5. Make your idea as clear and direct as you can, just give the important details.
6. End the letter with a professional sign-off.
  - a. Sincerely,
  - b. Respectfully,
  - c. Kind regards,
7. Sign with your full name and your position.
8. Check the message for any spelling or grammar errors before sending.
9. If you want to send the email to anyone else at the same time, you can "**Bcc**" (Blind Carbon Copy) their email address so that the original recipient can't see.

#### Don't:

1. Use a childish e-mail address like angelfacecutie87777777@email.com
2. Use an unnecessarily long subject or body of the message.
3. Spell things in short-hand or abbreviations, like "C U 2morrow nite".
4. Use smiley faces and other cute symbols like.  
"Sounds great! :) C U soon. XOXO!".
5. Address the person immaturely, like "hey/ what's up/ hi".
6. Give unnecessary details and add too much unneeded information.
7. Send it without checking for mistakes.



### VOCABULARY: JUNK FOOD VS HEALTHY FOOD

#### Junk food

Food that is bad for you; fatty, salty, sweet, full of carbohydrates and calories.

Sugar  
Corn syrup  
Soy sauce  
Chocolate  
Mayonnaise  
Salt  
Honey mustard  
Candy bar  
Ketchup  
Candy bar  
Crisps - Chips  
Soda  
Cheese sticks  
Fried food  
Hamburger

#### Healthy food

Food with a lot of nutrition, low in calories, high in vitamins and minerals, and best without preservatives.

Peach  
Apple  
Avocado  
Cherry  
Banana  
Melon  
Plum  
Orange  
Olives  
Aubergine - Eggplant  
Carrot  
Broccoli  
Cabbage  
Lettuce  
Celery  
Artichokes  
Potatoes  
Courgette - Zucchini  
Chick peas  
Lentils  
Black eyed peas  
Beans





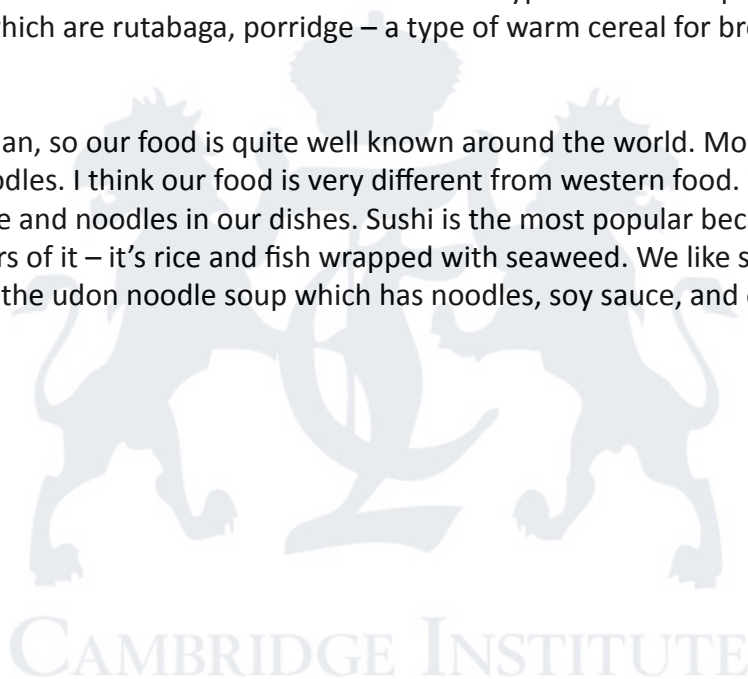
## LISTENING: CUISINE THROUGHOUT THE WORLD

Speaker 1: I'm from India, and I love the food here. Our country has lots of different cultures and religions, and both influence the food, so there is a lot of different food all over the country. Through history, India has been known for its spices, we often traded our spices with Europeans. All of our food has local spices added to it. Our religions are mostly vegetarian, so our traditional dishes are also meat-free. My favorite dishes are palak paneer which means cheese and spinach, and aloo gobi, which is made from spices, potatoes, and cauliflower.

Speaker 2: I'm from the States, where we have some of our own food, but we also have such a big mix of people that we appreciate food from all over the world – especially Chinese, Italian, and Mexican. The food I would call American is the unhealthiest food – hamburgers, hot dogs, fried chicken, Barbecued meat, French fries, soda, and fast food. Some of our healthier food is seafood like fish, clams, and crabs. I would really recommend the soup called clam chowder.

Speaker 3: I'm from Scotland, and I can't say that our food is very exciting. We really like heavy foods that are bland and fattening. I think this is because our land isn't able to grow a wide range of different vegetables. Some of our famous dishes are different types of mashed potatoes, haggis which is sheep meat, neeps which are rutabaga, porridge – a type of warm cereal for breakfast, and we also love seafood.

Speaker 4: I'm from Japan, so our food is quite well known around the world. Most people have tried our sushi and udon noodles. I think our food is very different from western food. We usually use seafood and a lot of rice and noodles in our dishes. Sushi is the most popular because you can get so many different flavors of it – it's rice and fish wrapped with seaweed. We like soy sauce for extra flavor. Our best soup is the udon noodle soup which has noodles, soy sauce, and onions. We add shrimp or tofu to it.





## GRAMMAR: EQUALITY DEGREE

1. We use “**as...as**” to say that people or things are equal in some way.  
The negative form is “**not as...as**”

*He is as fast as his brother.*

*She speaks Spanish as well as him.*

*Was this movie as good as you expected?*

*This food is not as good as I remembered.*

*She is not as good at bowling as her mother.*

*Isn't this town as nice as your town?*

### 2. Structure

#### Sentence

Subject + (not) to be + as + adjective + as + object/compliment

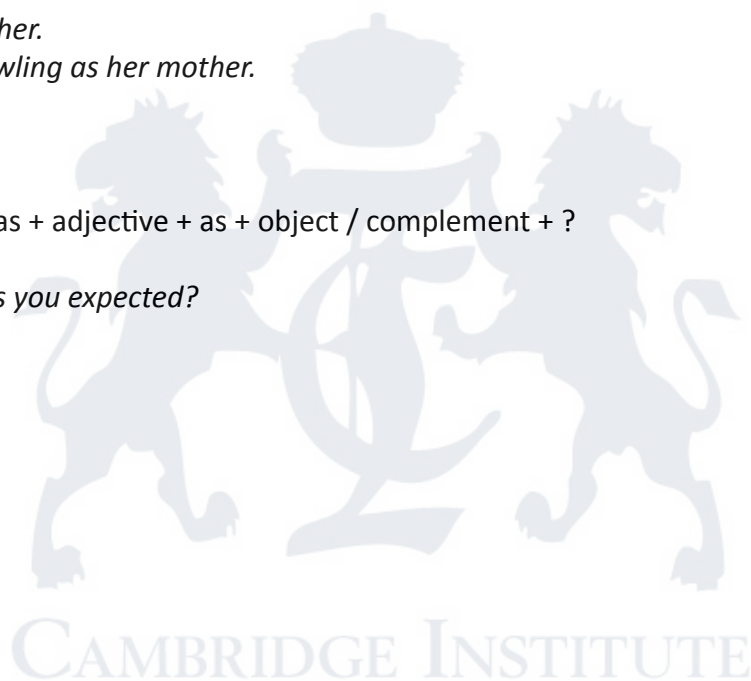
*He is as fast as his brother.*

*She isn't as good at bowling as her mother.*

#### Question

(not) to be + subject + as + adjective + as + object / complement + ?

*Is this movie as good as you expected?*





## VOCABULARY: TYPES OF MEAT

### Types of meat

**Pig (pork)** - sausage, ham, bacon

**Deer** – venison

**Hen** - eggs

**Cow** – veal, steak, hamburgers, beef, roast beef

**Duck** – duck, foie gras

### Types of meat cuts

**Links** – sausage, hot dogs (narrow, long, round)

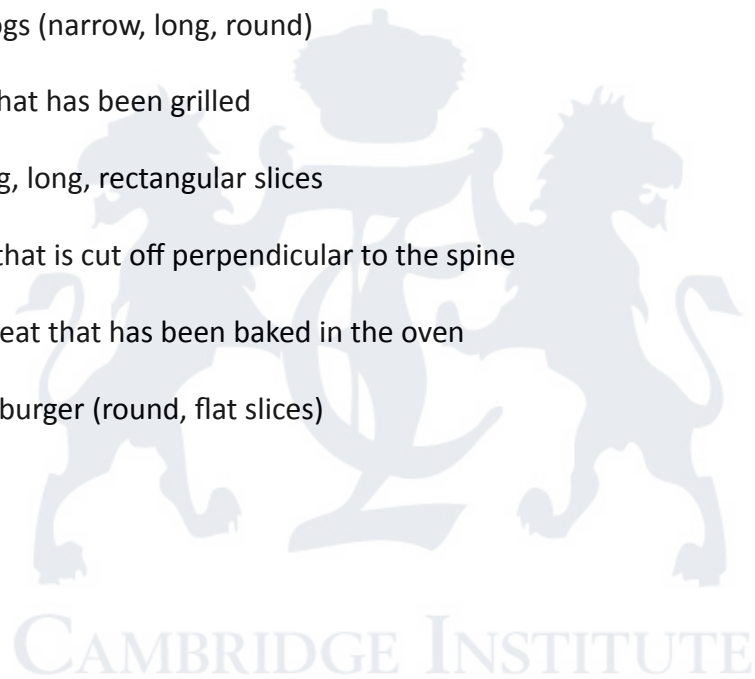
**Steak** – a cut of meat that has been grilled

**Strips (of bacon)** - thing, long, rectangular slices

**Chops** – a cut of meat that is cut off perpendicular to the spine

**Roast** – a big slice of meat that has been baked in the oven

**Patties** – sausage, hamburger (round, flat slices)





## READING: MEDITERRANEAN DIET

Research has shown that the traditional Mediterranean diet reduces the risk of heart disease. In fact, a recent analysis of more than 1.5 million healthy adults demonstrated that following a Mediterranean diet was associated with a reduced risk of overall and cardiovascular mortality, a reduced incidence of cancer and cancer mortality, and a reduced incidence of Parkinson's and Alzheimer's diseases.

For this reason, most if not all major scientific organizations encourage healthy adults to adapt a style of eating like that of the Mediterranean diet for prevention of major chronic diseases.

The Mediterranean diet traditionally includes fruits, vegetables, pasta and rice. For example, residents of Greece eat very little red meat and average nine servings a day of antioxidant-rich fruits and vegetables. The Mediterranean diet has been associated with a lower level of oxidized low-density lipoprotein (LDL) cholesterol — the “bad” cholesterol that's more likely to build up deposits in your arteries.

Nuts are another part of a healthy Mediterranean diet. Nuts are high in fat (approximately 80 percent of their calories come from fat), but most of the fat is not saturated. Since nuts are high in calories, they should not be eaten in large amounts — generally no more than a handful a day. For the best nutrition, avoid candied or honey-roasted and heavily salted nuts. Grains in the Mediterranean region are typically whole grain and usually contain very few unhealthy trans fats, and bread is an important part of the diet there. However, throughout the Mediterranean region, bread is eaten plain or dipped in olive oil — not eaten with butter or margarines, which contain saturated or trans fats.





## Unit 3. It was built in the 11th century

### LISTENING: TOWER OF LONDON

Teacher: Today we're going to learn about the Tower of London. The Tower of London is a famous cultural landmark in the UK. Does anyone know why? It was a castle and a fortress built by the Normans in the 11th century. England was invaded by the Normans in 1066. This tower was built with stone unlike many of its time, which were built with wood. The tower was used as a palace, a royal residence, and also as a prison. Even Royal prisoners were kept here, such as Elizabeth I, before she was queen. She was suspected of involvement in a plot against the Queen, her half-sister, Mary Tudor. People say Elizabeth was quite shocked when she was taken to the tower and she may have said: 'I never thought to have come here as a prisoner.' She spent 2 months captive there. This Tower was expanded by the Kings in power throughout the years. So what is a fortress? A fortress is a large building which is designed to help protect from attack. The royal people inside the Tower of London were well-protected by the fortress. There were many walls and also a moat.





## VOCABULARY: SCHOOL SUBJECTS

### History

The study of past events and comparing them to today.

### Maths

Relationship between numbers – adding, subtracting, dividing, multiplying.

### Algebra

A branch of math where letters and signs can represent numbers.

### Geometry

An area of math where we study the relationships between shapes, lines, curves, and points.

### Calculus

A very advanced math which studies continuously changing values.

### Trigonometry

A math that studies angles and triangles.

### Geography

The study of places and the relationships between people and their environments.

### Music

Studying how to play music on various instruments – notes and scales.

### Literature

Written artistic works – books, poems, stories.

### Art

Creating objects that express feelings such as paintings, sculptures, or drawings.

### Foreign language

A language that is not your native language.

### Gym (physical education)

Education about our body and physical activity – for example sports and exercise.

### Biology

A science that studies life – humans, plants, animals.

### Chemistry

A science that studies the relationships between chemicals and parts of chemicals – such as elements and atoms.

### Physics

A science that studies the relationship between matter and energy such as weight and speed.



## GRAMMAR: PASSIVE VOICE

Usually we use the active voice when we speak.

**Active voice:** The **subject** performs the action of the **verb**, and that action is performed **on** the **object**.

*The children took a test.*

The **subject**, the children, were the ones taking (**verb**) a test(**object**).

*We all went to look for the lost cat.*

*She will visit Scotland.*

*A child robbed the elderly couple.*

**Passive voice:** In the passive, the **subject** of the sentence has the action performed on it.

We usually need to use “**by the**” to express the source of the **action**.

*The test was taken by the children.*

The test (**subject**) was taken (**verb** performing action on subject) by the children (the **object** which is the source of the action).

Usually we choose to use passive if we don't know what caused the action, or if we want to emphasize the action rather than the cause.

*“Some teenager robbed the elderly couple”.*

Does not emphasize the real drama of the situation.

*“The elderly couple were robbed by a teenager”.*

This emphasizes the action, which is the shocking news.

Perhaps we don't know who robbed them so we can't include the object performing the action.

*“The elderly couple were robbed last night at the fast food restaurant”.*

*The lost cat was looked for by us.*

*Scotland will be visited by her.*

### Form

Form of “**to be**” – past participle.

Sometimes it's followed by “**by object**”.



## READING: ANNE BOLEYN

Anne Boleyn was the Queen of England from 1533 to 1536. She was the second wife of King Henry VIII. While King Henry VIII was already married to Queen Catherine of Aragon, he decided he wanted to also marry Anne Boleyn. King Henry was already dating Mary Boleyn, Anne's sister, at the same time. Henry had two big problems with wanting to marry Anne - England was Catholic and divorce was not allowed, and Anne Boleyn was not interested in Henry. Somehow he finally seduced Anne, and married her in 1533. This upset the Pope in Rome, so Henry formed the Church of England.

Anne Boleyn and Henry VIII were the parents of Elizabeth I, who would later be the queen of England. King Henry was unhappy because he wanted a son, but Anne Boleyn never had a boy. King Henry started dating someone new in 1536. Henry then had Anne Boleyn arrested for treason and claimed she was not faithful to him. The jury found her guilty and sent her to prison in the Tower of London. That is where she was beheaded on May 19th, 1536.





### VOCABULARY: GREAT SUCCESS

Breakthrough  
Cutting-edge  
Develop  
Discover  
Dream up  
Ingenious  
Innovate  
Invent  
Launch  
Sold like hot cakes  
State of the art  
Brand new

### LISTENING: MR. BULB

Interviewer: Good evening, Mr. Bulb. Welcome to our program.

Mr. Bulb: Thanks for inviting me.

Interviewer: Mr. Bulb, you are an inventor. Am I right?

Mr. Bulb: Yes, but not alone, of course. I have a wonderful team. We work really hard to change the world, and to make people's lives easier.

Interviewer: Any invention in progress?

Mr. Bulb: Well, it's not fully finished yet, and I can't tell you about it anyway. We have to keep it secret to protect the patent for the design. But I can tell you about things that we already invented and that will be used in the future. For example, there is a digital paper that will revolutionize the technological world.

Interviewer: Digital paper? How could that be?

Mr. Bulb: Well, it is an electronic device the size of a paper. It's waterproof and it contains a circuit full of microchips that allows people to surf the internet, read the news, download e-books, listen to music, watch movies...

Interviewer: But that's not really new. We have already something similar to that nowadays, the tablets, like the iPads. What's new about digital paper?

Mr. Bulb: It's true that it has similar applications to some of the tablets. But the innovative thing about this device is the shape and the weight. Let me explain. It is as thin as a sheet of paper, and it only weighs 20 g.

Interviewer: Wow! That's light. Only 20g!



Mr. Bulb: Yes, and that's not the best. There's something else. You can fold it and unfold it as it were a tissue! So it's very comfortable to carry and you can take it anywhere: in your pocket, in your bag... anywhere!

Interviewer: and I've heard something about growing plants on other planets. Can you tell me more about it?

Mr. Bulb: Sure. We want to grow plants in other planets, like Mars. You know, there's water in Mars, so they have been genetically modified to adapt to the conditions of humidity, heat and the soil. It's a way of preserving our nature in case of extinction, and who knows, maybe in the future we can grow vegetables. There are billions of people in the world, and we have less space to grow, and consequently, less food. It's similar to a pantry, where you keep food and you take it when you need it.

Interviewer: That's very enlightening. Well, Mr. Bulb, thank you very much for coming tonight.





## GRAMMAR: PASSIVE VOICE

In English we use the Active and the Passive Voice.

We use the active voice when we say what the subject of the sentence does.

Mary	ate	the cake	(Verb tense: Past Simple)
Subject	+ verb	+ direct object	

In contrast, we use the Passive Voice when we say what happens to the object.

The cake	was	eaten	by Mary	(Verb tense: Past Simple)
Direct object	+ to be*	+ verb	+ by ex-subject	*verb TO BE conjugated in the verb tense we want to express, in this case, Past simple.
(new Subject)			(now doer)	

So, this is the structure of the Passive Voice:

**Subject** - Object of the Active Sentence + **Verb TO BE** in the same verb tense as the in the Active Sentence + **Main Verb** in Past Participle

**Active:** My mother cleans my bedroom everyday. (verbal tense: present simple)

**Passive:** My bedroom is cleaned by my mother everyday. (verb 'to be': present simple)

**Active:** Jack will wash my car next Friday. (verbal tense: future 'will')

**Passive:** My car will be washed next Friday by Jack (verb 'to be': future 'will')

	Active	Passive
<b>Simple present:</b>	Michael <b>walks</b> the dog every day.	The dog <b>is walked</b> by Michael every day.
<b>Simple past:</b>	The Greeks <b>built</b> the Parthenon.	The Parthenon <b>was built</b> by the Greeks.
<b>Present continuous:</b>	He <b>is painting</b> the house.	The house <b>is being painted</b> .
<b>Past continuous:</b>	They <b>were cutting</b> the grass yesterday.	The grass <b>was being cut</b> yesterday.



Modal Verbs can be used in the Passive Voice as well. The structure is the following:

Subject + modal verb + to be + past participle

	<b>Active</b>	<b>Passive</b>
<b>Can:</b>	The artist <b>can sell</b> the paintings.	The paintings <b>can be sold</b> by the artist.
<b>Could:</b>	We <b>could throw</b> a party next weekend.	A party <b>could be thrown</b> next weekend.
<b>Should:</b>	Firefighters <b>should put out</b> that fire.	That fire <b>should be put out</b> by the firefighters.
<b>Would:</b>	They <b>would sell</b> the cars if they didn't have money.	The cars <b>would be sold</b> if they didn't have money.

**NOTE:** When using the Passive Voice it is common to omit the author of the action.

Instead of saying "Mona Lisa was painted *by Leonardo DaVinci* in the Renaissance" "Mona Lisa was painted in the Renaissance" is preferred.





## READING: JENGA

### A Great Game that was not an overnight success

Take a heap of little wooden bricks. Make them into a tower. Take one brick at a time until the whole lot falls down. Game over.

Jenga is a simple yet brilliant game that has been sold to millions of people. However Jenga wasn't always such a popular game and it took a long time to achieve success. The game started in the early 1970s when a teenage girl and her brother were playing on the terrace of their parents' house on a tea plantation in Africa. They had borrowed a pile of small wooden bricks from a nearby sawmill. They then started stacking the wooden bricks in columns. The idea of the game is to pull out the loose bricks from the bottom and replace them on top. In the end, there's a tremendous and satisfactory crash.

For the girl, Leslie Scott, the game made a cheap and wonderful Christmas present for relatives. She even asked the local carpenter to make little wooden boxes to store them. She had no idea of the game's commercial possibilities and said 'I thought that everyone who had bricks played with them the way we did'.

Many years later, she came back to England to work for a computer company in Oxford. When Leslie went to dinner parties, she took her game which was liked by everybody. So people suggested she should sell **it**. Then a business contact made some suggestions to her and she decided to try to produce her game on a commercial scale. She then decided to go to the bank and asked for £15,000. The bank gave her the money. So far so good.

After that, a local shop agreed to make it and the game got a name, Jenga - Swahili word for 'to build'. She reserved a large stand at a major toy fair and began the business with each of the few hundred sets in small plastic bags. It was here that she discovered the terrible truth that nobody was interested in her game. Frustrated she said, 'I took a huge stand in the toy fair because I knew it would be a great success'. But I stood there day after day and didn't have a single order'.

Leslie discovered that very small game inventors don't sell because big companies don't want to buy from companies who only make a single product.

By now, Leslie was heavily in debt. In order to take the money from the bank, she gave her house as a guarantee. She was saved by the brother of a friend who worked with exportations for Canada. In Canada, they found a big company that believed Jenga could be a success. They signed a contract and the game finally started being sold.

Last year, Jenga sold 3 million games world-wide. It's played in nearly 30 countries. It made Leslie Scott a rich woman at the age of 39. She founded her own toy company, Oxford Games. But Leslie knows she probably will never invent a great success again: 'In essence, it is a very simple game. I continue to enjoy playing it'.



### VOCABULARY: PLACES AND DIRECTIONS

#### Continents

Asia  
Europe  
Africa  
North America  
South America  
Antarctica  
Australia/Australasia/Oceania

#### Oceans

Arctic  
Antarctic  
Atlantic  
Pacific  
Indian

#### Directions (to describe a particular location within a country)

##### Nouns. "In the..."

East  
North  
West  
South  
Northeast  
Northwest  
Southeast  
Southwest  
Center

##### Adjectives

Eastern  
Western  
Northern  
Southern  
Southeastern  
Northeastern  
Southwestern  
Southeastern  
Central





## LISTENING: WHAT'S IT LIKE?

Roger: Where would you like to travel to, Rachel?

Rachel: I've always wanted to visit the Czech Republic. I first had this dream when I was little and my father took me to a hockey game. The hockey team had a lot of Czech players and I became very interested in that country.

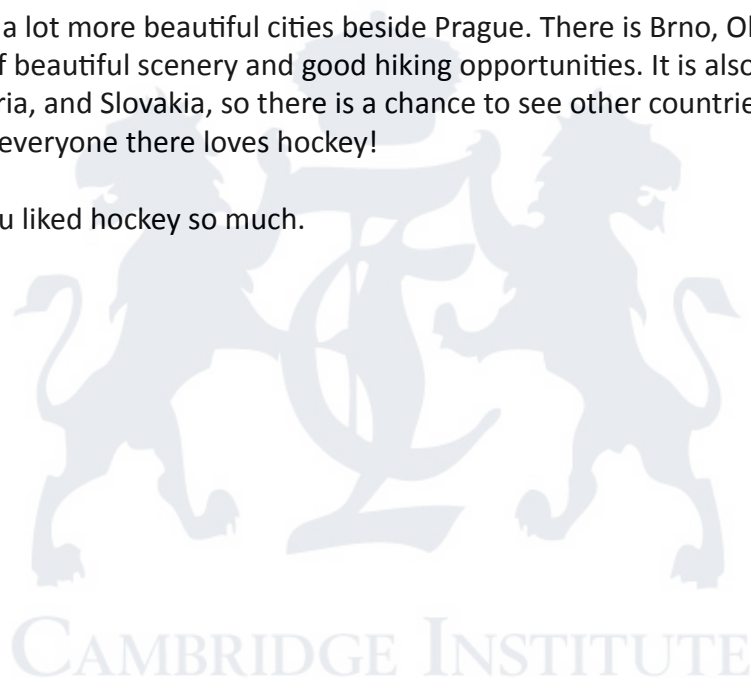
Roger: I don't know anything about it – what's it like?

Rachel: Well the capital city, Prague, is supposed to be the most beautiful city in Europe. It has a lot of medieval, gothic, and baroque architecture. It was never destroyed by any war or anything so the buildings are preserved. There's a lovely castle on top of a hill above the city and there's a river through the middle that makes the city very beautiful. It was actually the capital of the Holy Roman Empire in the 14th century.

Roger: Wow, that sounds nice. What about the rest of the country?

Rachel: Well, there are a lot more beautiful cities beside Prague. There is Brno, Olomouc, and Plzen. The country has a lot of beautiful scenery and good hiking opportunities. It is also bordered by Germany, Poland, Austria, and Slovakia, so there is a chance to see other countries, too. The best part about it though is that everyone there loves hockey!

Roger: I had no idea you liked hockey so much.





## GRAMMAR: 'THE'

### Articles – THE or NO ARTICLE with places

There are many rules about when to use “the” before a noun or not

Place names with **no article**:

- Continents and most countries:

*Asia, Canada, Norway*

- States and counties:

*Ayrshire, Maryland*

- Cities and towns:

*Ottawa, Prague, Madrid*

- Most streets:

*5th avenue, Greenbelt road, Highway 101*

- Lakes and most mountains:

*Loch Ness, Mont Blanc, Mount Fuji*

- A specific building in a town:

*New Carrollton Library, Oxford University, Manchester Airport*

Place names with **“the”**:

- Country names including common nouns:

*The United Kingdom, the Czech Republic*

- Oceans, rivers, deserts, and some mountains:

*The Pacific, the Amazon, the Gobi desert*

- Chains of mountains and islands:

*The Alps, the Cayman Islands*

- Geographical regions:

*The Midwest, the Highlands, the Far East*



## READING: A TINY 'COUNTRY', VATICAN CITY

Vatican City is an independent area in the city of Rome, Italy. It is the smallest independent state in the world. It's only 110 acres big with a population of 800. It's not very old, though – it has only existed since 1929. The ruler of this area is the Pope, and the Catholic Church. The Pope has always lived in the Vatican area. His palace is called the Apostolic Palace. Before the Kingdom of Italy, the Pope ruled over most of Italy. The Popes didn't recognize that the Italian King ruled in Rome – they didn't want to allow that. The Kingdom of Italy and the Vatican City argued about this for hundreds of years. In February 1929, the Prime Minister, Mussolini, signed the Lateran treaty. This treaty established the state of the Vatican as independent. All of the churches there are Catholic, and so are all of the citizens. There is no official language, but most of the conversations are in Italian.





### VOCABULARY: WHAT DO YOU DO?

Chimney sweep  
Undertaker  
Coconut safety engineer  
Professional queuer  
Bed tester  
Lollipop person  
Chicken sexer  
Crab catcher  
Pet psychologist  
Person who watches paint dry

### READING: WHAT JOB IS IT?

1. My job is quite hard but I like it. I have to get up very early in the morning, take the equipment that I'm going to use and go to the sea. It's complicated because the rocks where I work are slippery, and you have to be careful with the waves as well because you can fall and get hurt. Another drawback of my job is the weather; normally, at that time of the day the water is already freezing, and if it's raining it makes work more difficult. To be good in my profession, you need to have wonderful sight, to see and distinguish animals that hide in between the rocks. You need to be in good shape. Having a good sense of balance is another important qualification, because, where you work, you have to move between the rocks and you have to control every step you take, and everything that surrounds you.

2. My job can be risky sometimes. You have to wait for hours, even days, in any kind of conditions there might be so patience is a requirement for this profession. It can be raining, or boiling hot, but you cannot leave the place where you are. One of the most important things to do, in order to be safe, is to go unnoticed. I mean, people who normally wait in the queue don't like people like me, who are paid to be waiting and get the tickets that they want, for example. They have to think that you are just a normal person who is waiting to buy tickets. If the others in the line realize that you are being paid to be there, then you can be in trouble. One time someone found out that I was a professional but didn't say anything. Then, I said to this person, who was behind me, that I was going to go to the bar in front of the place to get something to eat. When I came back, this man had already told everyone who I was, and they didn't let me be in the same place where I was. In fact, they became kind of aggressive and started to insult me and threaten me so I decided to leave. In the end, I didn't earn any money that day because the mission was cancelled.

3. My job is really interesting. I love animals and I think that dogs are man's best friend. They are not evil, like humankind. They are faithful and really grateful and are the ones which stay by your side when you need them. But you know, sometimes they have some kind of behavior problems that can be a pain in the neck for the owners. Owners think that they are crazy, and sometimes they think about getting rid of them, but most of the time, owners are responsible for their dog's inappropriate behavior. I mean, they don't know how to react, how to control their pets, which they see as enemies, they don't know how to be the leaders of the house. All these facts, described above, can be the



reason why the dog feels anxious, nervous, or insecure. The person who takes care of it doesn't have any kind of rules, and this is when problems appear. Sometimes, it can be dangerous because the animals react in an aggressive way. In fact, in the area where I was working before, I was attacked twice in six months, but I know that it's not the dogs' fault. Anyway, it's really rewarding when I see a dog that has been treated (and so the owners, in a different way) and is happy, the family is happy and they get along.

4. People say that my job is the best in the world, but sometimes I disagree with this statement. It's very nice to be lying on the bed and write some comments about it, my personal opinion. And you earn a good living, let's be honest. That's the good side of this profession: you travel, you go to luxury hotels where you stay, and you sleep. But there are also many drawbacks. For example, sometimes I'm not sleepy, and I can't sleep where they tell me, but I have to try my best because I have to check the amount of time I can stay asleep on the bed they tell me to assess. Another thing is that there are mattresses that are very uncomfortable, making it hard to sleep and I have to try them to give, a professional point of view about them. Sometimes, people who work in hotels don't make my bed when I leave the room, which really makes me sad or annoyed. I have to travel a lot, and sometimes I feel homesick. I want to be with my family in MY bed. That's the only place where I can have a good night's sleep.





## GRAMMAR: RELATIVE CLAUSES

Look at this **example**:

*Sometimes people **who work in hotels (relative clause)** don't make my bed when I leave.*

o A clause is a part of a sentence, and the relative clause is used to say what person or thing we are referring to.

*'Who work in hotels' tells us which people. Not everyone leaves my bed unmade. Just the people working in hotels.*

o We use **'who'** in a relative clause when we are referring to people, not things.

o You can also use **'that'** when you talk about people.

*The woman **who lives next door** is single. ('who lives next door' tells us what woman we are talking about. We use "who" because we are referring to a person)*

*The children **who are fighting** are their cousins. (the relative clause is specifying who are their cousins)*

*A pilot is someone **who flies planes**.*

*The man **that came to the meeting** is the owner of the company.*

*The school **that is in Newton Street** is the best in the city.*

o We use **'which'** in a relative clause when we are referring to things.

o You can also use **'that'** when you talk about things.

*The house **which they built last year** has been sold for one million dollars.*

*The book **that I bought yesterday** is very interesting.*

*The hotel **which they recommended** is good value for money.*

*The dress **that I want to buy** must be black.*

o Sometimes **who, which, that** can be the **object** of the sentence.

Look at the **example**:

*The watch **that** I wanted to buy was very expensive. 'That' (the watch) is the object. 'I' is the subject.*

*I wanted to buy **the watch**.*

*The girl **who** you met yesterday is from Australia. 'Who' (the girl) is the object. 'You' is the subject.*

*I met **a girl** yesterday.*



o When **who, which, that** is the object, you can delete it. It's not necessary to use it:

*The watch **(that)** I wanted to buy was very expensive.*

You can also say: *The watch I wanted to buy was very expensive.*

*The girl **(who)** you met yesterday is from Australia.*

You can also say: *The girl you met yesterday is from Australia.*

o We use '**where**' in a relative clause when we refer to places:

*That's the university **where** I studied Science.*

*This is the place **where** we come when we are on holiday.*





## LISTENING: "FIND YOUR PATH"

Amanda Thomas: Good afternoon, listeners, and welcome to 'Find your path', a program for all those who want to find their dream job. Today we have an interview with Ben Lewis, psychologist, anthropologist and chief executive of Job&Talent, a website in which more than 5,000 jobs are offered every day. Good afternoon Ben and thank you for coming to the program.

Ben Lewis: Good afternoon Amanda. It's a great pleasure being here with you again.

Amanda: Tell us, Ben, why are so many people unemployed at this moment in the country?

Ben: Well, as everybody knows we are in a global slump and things are in constant change in the market, but I also believe that we and especially the new generation can do a lot to improve the current and future situation.

Amanda: What do you mean exactly?

Ben: I mean that the degree teenagers choose after high school could be crucial in the country's development. A few years ago there were plenty of jobs for those who had studied Medicine, Law, Engineering, Architecture, Marketing or even Teaching but we don't need any more people in these professions anymore. On the contrary, computer experts are still needed and community managers (who are professionals who deal with all the information related to their companies on the social networks) are becoming more and more popular. But it's not necessary to study journalism to work in this field. All you need is an experience of more than 1,000 hours in social networks.

Amanda: Can you tell us any other professions that are in fashion now?

Ben: In an extremely competitive world like ours most of the problems we have are related to a lack of self-esteem. In addition, Human Resource Departments are working hard redefining their companies' divisions and the art of Coaching is becoming increasingly popular, because it is an interesting type of training led by professionals who make you discover your opportunities and strongest points in life. In a context like that psychologists have an important role to play.

Amanda: And what is your advice for those who already have a lot of work experience?

Ben: I'd tell them that almost everything you learn in a career could be used in a different one... So, better late than never!

Amanda: Once again, thank you very much, Ben.

Ben: Thank you!



## VOCABULARY: VERBS RELATED TO WORK

### **Hire / employ**

To engage the services of somebody for a fee.

### **Appoint**

To select or designate to fill a position.

### **Promote**

To raise to a more important or responsible job or rank.

### **Endorse**

To place (one's signature), as on a contract, to indicate approval of its contents or terms.

### **Cooperate**

To work or act together toward a common end or purpose.

### **Manage**

To direct the affairs or interests of something, such as a company.

### **Deliver**

To bring or transport to the proper place or recipient; distribute.

### **Fire/Dismiss**

To discharge (an employee) from a job.

### **Give the sack**

(Informal) To discharge (an employee) from an office or position.

### **Get the sack**

(Informal) To be told to leave your job.

### **Let go**

To cease to employ; dismiss.

### **Lay off**

To terminate the employment of (a worker), especially temporarily.

### **Make someone redundant**

(Informal) To fire someone.

### **Be made redundant**

(Informal) To be fired.

### **Attend**

To be present at.

### **Search**

To seek, look for.



**Commute**

To travel some distance regularly between one's home and one's place of work.

**Run a firm / business / a company**

To administrate a company.

**Resign**

To give up (a position, for example), especially by formal notification.





### READING: TOP DESTINATIONS FOR EXCHANGE STUDENTS

When students start thinking about where they're going to study abroad, they should consider a few different things. The first thing they will probably consider is if the place is going to be cool and fun enough. Their more serious concerns should be whether the place is safe, has good credentials, and of course offers the classes each student wants.

The number one destination for studying abroad is the U.K. This is because the English language is the most popular second language in the world. Non-native English speakers like going there to either study English or to study in English, and native English speakers like to go there so they don't need to worry about studying another language. Most students head to London or Edinburgh.

Other top destinations are also top vacation destinations, with European countries in the lead: Italy, Spain, France, Germany, and Ireland. The other popular destinations throughout the world are Mexico, Australia, and China.





## VOCABULARY: EXCHANGE STUDENTS

### Visa

A document assigned by the government that you need to prove that you have the right to live and work in a foreign country.

### Health insurance

Insurance that will cover costs of medical procedures – doctor visits, prescriptions, medicine, emergency care.

### Academic major requirements

A list of classes you must pass to get your degree.

### Application form

a form you fill out to apply for something.

### Book a flight

Pay for and reserve your flight.

### Acceptance letter

A letter from the university to say that you are welcome to attend the school.

### Rejection letter

A letter from the university saying that you were not accepted.

### Room and board

Accommodation and meals (usually one price together).

### Grade point average

Your “score” from a semester at school, the average grade from all of your classes.

### Credits

The number of “points” you earn for each class you take.

### Major

Your main area of study, for which you must get a high number of credits.

### Minor

A smaller area of study, for which you need less credits to earn.

### Bachelor's

A degree you earn when you complete a 4-year degree.

### Master's

A degree you can earn for studying 2-3 years on top of a bachelor's, often in a related subject.

### Host family

A family that will allow you to live with them while you are studying in the foreign country.



## GRAMMAR: WORD ORDER - TWO OBJECTS

Sometimes there is more than one object in a sentence, a direct object and an indirect object.

Sentence structure with indirect object first:

**Subject + verb + indirect object + direct object**

**Example:**

*He gave me money.*

*She bought him a dog.*

Sentence structure with indirect object last, coming after a preposition:

**Subject + verb + direct object + to / for + indirect object**

*He gave money to me.*

*She bought a dog for him.*





## READING: PREPARING TO GO ABROAD

When you are planning a trip abroad, whether for business, to study or for vacation, there are essential things that you should not forget. The most important thing you need is a passport, the document from your home country with information about you and allows you to enter foreign countries. Without it, your trip will be over before it started. Additionally, the passport contains emergency information for foreign authorities in case of an emergency. In the case that you will need a visa to visit the country, you will need to apply for one from that country's embassy in your own country before your trip.

In order to be prepared in the rare case of emergency, health insurance would be a good idea. It is important to check to see if your insurance covers you while you are abroad; if it doesn't, you will need to think about buying some travelers insurance. After you get all the legal obligations taken care of, you can now focus on the country you are visiting. It would be useful to learn about the language, culture, and customs of the country you are visiting. Don't forget to plan all the sights you want to see and all the fun things you want to do. Enjoy your trip!

## LISTENING: TELL ME YOUR EXPERIENCE

Kim: Well I stayed with a family in England for 6 months. It wasn't very fun. I thought the town was close to London, but it was actually a two hour train ride away from London. I was hoping that I could go into London every day to shop and go to pubs, but I only got to go four times. They lived in a very rural area with lots of farms, which is not my style. They knew that I was unhappy and they weren't very nice to me. My school was very small and I didn't meet a lot of people. I need to do more research next time.

George: I had a great time as an exchange student in the US. I went to a school in Washington, DC and I lived on the campus. I met a lot of people that I will never forget. We were able to sightsee a lot in DC. I saw the White House, the Smithsonian museums, the monuments, and Chinatown. We also were able to visit many nearby areas in Maryland and in Virginia. I didn't do so well in my classes because my friends and I were sightseeing so much. We also went to bars every evening. I only passed two of my classes. Oops.

Maria: I was really nervous before my trip to Ireland. I had never been there before. When my host family picked me up at the airport, I knew it would be a great time. They were really friendly and they lived in the centre of Dublin. They showed me around the city every weekend and invited me to all their family events. I did well in school and I passed all of my classes.



**VOCABULARY: THE INTERNET**

E-mail  
Download  
Send  
Resend  
Load  
Refresh  
Carbon copy (Cc)  
Blind carbon copy (Bcc)  
Log in / out  
Save  
Print  
Hardware  
Software  
Message board  
Virus  
Social networks  
LAN  
Wi-Fi  
Modem  
Connection speed

**LISTENING: INTERNET**

1. Dylan: Well a lot of people these days are on the internet all the time. They need to get their news from a website, talk to their friends by email or social networks, and even use it for listening to music or watching movies. I don't understand it. I use it once a day for a couple hours when I get home from work, but I can't imagine being on it all day long. These people need to get a life outside of the internet!

2. Darren: I love my new smart phone. I've been on the internet for 12 hours today. I have been shopping, reading news, checking my social networking sites, gambling, and playing games online. I love having access to the internet like this. I've never been happier. I can't believe how much I can actually get done – I am a lot more productive now.

3. Tania: I admit I love the internet, but I haven't got a smartphone yet. I guess I am more traditional, I don't see the need for being on the internet at all times. It's kind of scary. I feel, like, a real lack of privacy. I never shop online because I'm afraid of having my credit card information stolen. And I don't even put very personal information in emails or social networking sites.

4. Elaine: I depend on the Internet for practically everything in my life. I work in the financial department of a multinational company, and at least 2 times a week we have video conferences with the offices in South America and in Asia. It would be impossible to get my work done if I had to travel to have these meetings. I also use the internet in my smartphone, so I can check my emails and use some amazing apps that check the stock market every 15 minutes, so I always have updated information.



## GRAMMAR: PRESENT PERFECT

There are a few reasons for using the present perfect:

### 1. Events that **started in the past** but are **important now**.

*I **have eaten** lunch already, sorry – I won't be coming with you*

*She **has fixed** her bike, so she can come with us*

*She's **broken** her leg so she can't compete.*

### 2. Experience – **life, career**. These might be finished actions or unfinished actions

*I **have never met** such a nice man.*

*I **have taught** English for four years.*

*I **have never eaten** at that restaurant.*

### 3. News and very **recent events**.

*The terrorists **have named** their next target.*

*The Prime Minister **has arrived**.*

*The speech **has started**.*

Structure for affirmatives:

Subject	have/has	past participle	complement
He	has	seen	the new movie
We	have	been	to Washington, D.C.

Structure for questions:

Have/has	subject	past participle	complement?
Have	you	visited	her in the hospital yet?
Has	he	met	the boy across the street?

The past participle is a special form of the verb. Regular verbs are the same in the past simple and the past participle, whereas irregular verbs have a different form that does not follow any particular rule (*consult table for irregular verbs in this unit*).

Often with the present perfect we use:

**Since** (a specific date in time)

*She has been married since 2003.*

**For** (a length of time)

*She has been married for 9 years.*



## READING: DIGITAL GENERATION

Children today are growing up in a Digital Age. It's unbelievable that television was only invented about 70 years ago, yet the advances in technology we have today is incredible. In the last couple of generations, television was all there was to be entertained at home, but the current generation gets exposed to much more. Children used to be found outside playing with their friends and riding their bikes, but now they are dependent on technology and go straight to the computer when they come home from school. Today, most homes have at least one computer and a television. Most children have a smart phone, creating a dependency to technology and the internet at an early age.

Children's access to the internet exposes them to the many dangers of the online world. Adult supervision is important to prevent children from revealing their personal details, talking to strangers and suffering the effects of cyber bullying. These are things previous generations never could have imagined. The best thing for parents to do in order to protect their children is to keep a close relationship with them and know about their internet habits.





### VOCABULARY: FAMILY MEMBERS

**Siblings**

Term for both brothers and sisters.

**Step- mother/father**

The person a parent marries when they already have children from a previous marriage.

**Step-siblings**

The children of your step-parent.

**Half siblings**

A half sibling shares a parent with you.

**Spouse**

The person you marry.

**Parents-in-law**

The parents of your spouse.

**Partner**

A general term for girlfriend, boyfriend, husband, or wife.

**Life-partner**

The person you want to spend your life with (term often used in homosexual couples).

**Widow**

A woman whose partner has died.

**Widower**

A man whose partner has died.

**Divorced**

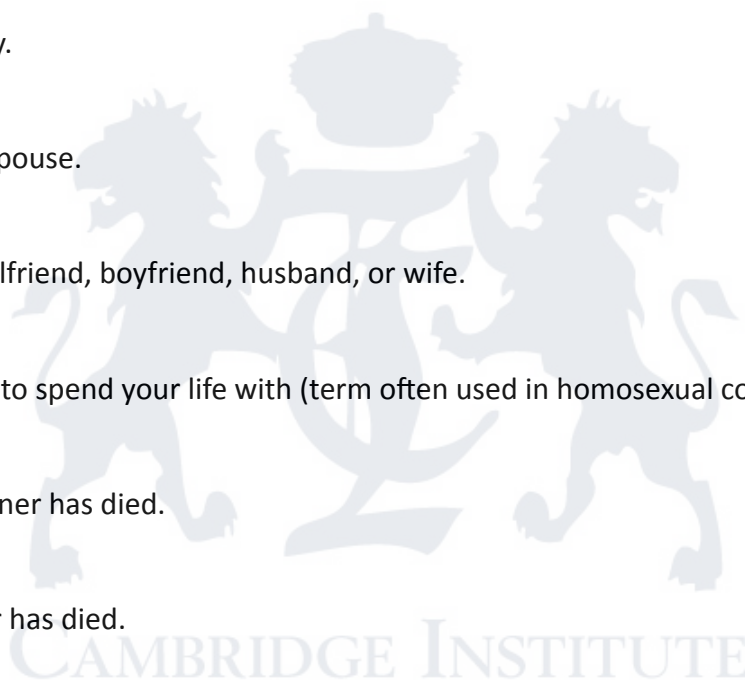
A person whose marriage has legally ended.

**Separated**

A person who has split from their spouse, but not divorced.

**Single parent**

A parent who cares for their child without the other parent.





## READING: MODERN FAMILIES

There is a traditional way we think of families – a happily married mother and father with their children. We all know that today there are many non-traditional families. To begin, some parents are not fit to raise children and might lose the right to see their children if they are ruled as an unfit parent by an official judge. In this case, children would be raised by the other parent or other family members. Unfortunately, if there are no family members able to take care of the children, they will be sent to an orphanage or foster care. Single parents may not remain single, and when they re-marry that person becomes a step-parent.

Today, people with any sexual orientation have the right to raise a child alone. As a result of medical advances, they can even create their own baby through in vitro fertilization, meaning in a scientific lab and without having a partner. This is most common among women, but men are also using this right today. In some places, gay people can legally get married, and they may choose to have a child through in vitro fertilization. Regrettably, when people get married they have the right to get divorced in the case that they are unhappy. When the divorced couple have children together, they have to for custody (ownership). Custody is broken down into two different categories: physical and legal custody. Physical custody refers to where the child will live and legal custody is the right to have an influence in making decisions about the child's future. Additionally, responsible parents may split the contact with children evenly, but if there is a problem with one or both parents, they can be denied contact with the children. All of which is argued and determined in court during the divorce.

## GRAMMAR: PRESENT PERFECT

We use the present perfect to talk about situations that are relevant to the current moment, but started in the past.

*She has been my good friend for my whole life.  
I have always wanted to visit Africa.*

We use the present perfect for actions that repeat up until this moment, or never happened before

*I've been to that store a few times.  
I've never been to that restaurant.*

**For** is a time expression we use with present perfect to describe **how long** something has been happening.

*I have lived here **for** 12 years.  
She has been sleeping **for** just 30 minutes, don't wake her.*

**Since** is used in present perfect to describe the time when something started

*I have lived here **since** 2000.  
She has been sleeping **since** 3 pm.*



## LISTENING: ABOUT YOUR FAMILY

Host: Welcome back to the show. We are here with John, Mary, and Cindy. They all come from very different families. John, please tell us about your family.

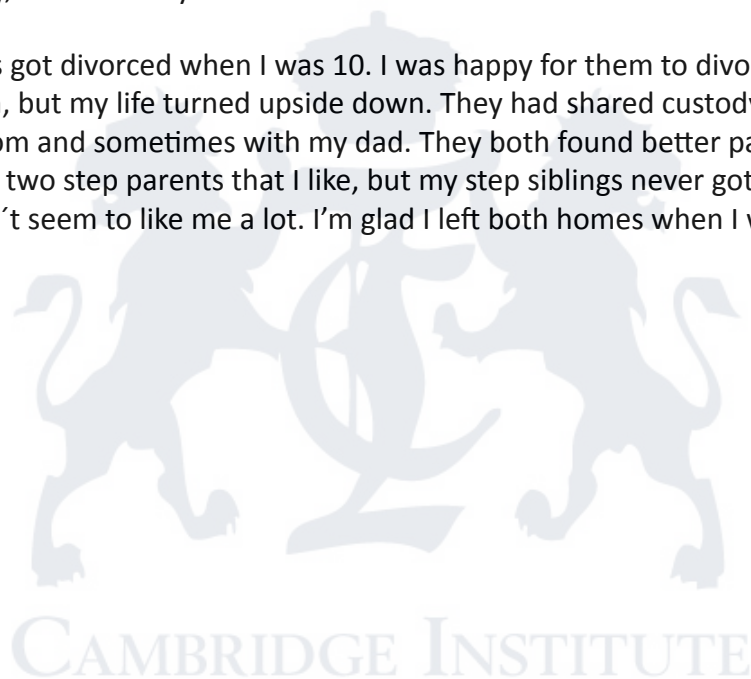
John: Well I come from a traditional family. I have a sister who is younger than me and we both live with my two parents. Later, when my grandmother died, my grandfather came to live with us. I think my parents were great parents, actually. They weren't perfect, but it was a generally good situation.

Host: Ok, and how does that compare to your situation, Cindy?

Cindy: My situation is kind of the opposite. I lost my parents when I was 2 and was raised in foster care until I was 6 years old, when I was adopted by a young couple. After a few years, they started to fight every day and it was a really bad situation. They finally got divorced and I went to live with my father. He married my step mom who was actually very nice and good for him, so I was happy for him. Now I have two half-brothers that I love. My mom is still single.

Host: Thanks, and Mary, what about you?

Mary: Well, my parents got divorced when I was 10. I was happy for them to divorce because they were fighting too much, but my life turned upside down. They had shared custody of me, so I lived sometimes with my mom and sometimes with my dad. They both found better partners and got married. So now I have two step parents that I like, but my step siblings never got used to the new situation and they didn't seem to like me a lot. I'm glad I left both homes when I was 18.





## VOCABULARY: PETS

Ants  
Bird  
Chameleon  
Hamster  
Hermit crab  
Lizard  
Rabbit  
Rat  
Snake  
Ferret  
Cat  
Dog  
Cockatoo  
Fish  
Guinea pig  
Mouse  
Parrot  
Pig  
Tarantula  
Turtle  
Gerbil

### Canine

A family of animals made of dog-like mammals.

### Feline

A family of animals made of cat-like mammals.

### Sea animals

Creatures that live in the sea.

### Rodents

A family of animals made of mouse-like mammals.

### Insect/Arachnid

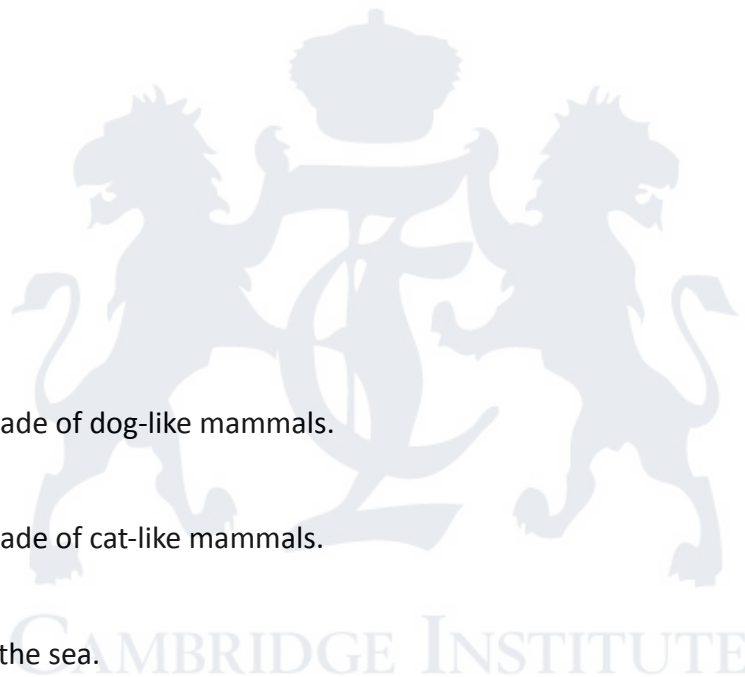
Families of animals made of bugs and spiders.

### Birds

Animals that have feathers. Many of these animals can fly.

### Reptiles

Animals that are cold-blooded and have scales such as iguanas and crocodiles.





## LISTENING: PET BEHAVIOUR

Host: Welcome to Pet Play Time. Today our guest is pet behaviorist Martin Strong. He is here to answer all your questions about your troublesome pets. Thanks for coming.

Martin: Thanks for having me.

Host: Our first caller is William with a dog problem.

William: Hi there. Well I just got a new puppy, but I already have a 3 year old dog. So far, they are not getting along. The older one barks and tries to bite the puppy. What can I do?

Martin: Ok, this is a common problem. The problem is that the older dog is worried that he isn't the dominant one anymore. You need to show the older dog that it is still your favorite. It is ok to treat one dog like a favorite when you have more than one. They need to know who comes first so that they don't fight for the number one spot.

William: Thanks for the advice!

Host: The next caller is Mary with a cat question.

Mary: Hi. I have a cat who doesn't want to use the litter box. She is always peeing in the wrong places. What can I do?

Martin: This is tricky because there could be a few problems. First try to make sure the litter box is very clean – they don't like dirty litter boxes. Clean it once a week at least and scoop it once a day. Also, if the litter box is not in a private area, the cat will not want to use it. Cats like privacy. Some cats prefer covered litter boxes while others prefer uncovered. Does that information help?

Mary: Yes, I have the litter box in the hallway. I will move it somewhere more private. Thanks!

Host: Thanks for tuning in and good luck with your pets!

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## VOCABULARY: COLLOCATIONS: MAKE AND DO

“**Make**” and “**do**” are translated with the same word in many languages.

Usually “**make**” is for physical things that you can actually touch.  
 “**Do**” is USUALLY for things that don’t have a physical product.

### Exceptions:

**Do** is used when we don’t know exactly what happened.

#### Do something

**Do** is used when it’s before “*the \_\_\_\_\_ing*”, (the shopping, the washing up)

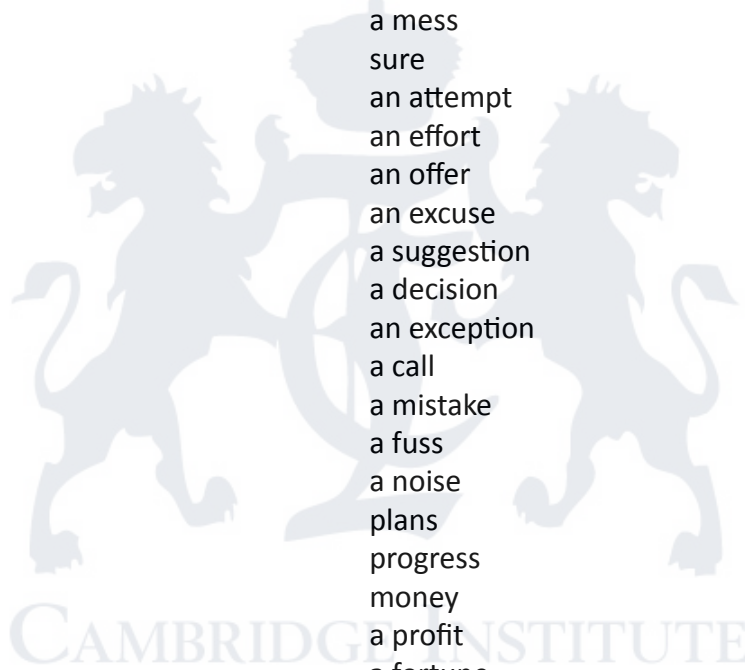
Here is a brief list of the most common uses:

#### Do

good  
 harm  
 well  
 badly  
 a favour  
 business  
 exercise  
 the dishes  
 the laundry  
 homework  
 the project  
 the assignment  
 damage  
 anything  
 something  
 nothing  
 your best  
 research  
 chores  
 the cleaning  
 your hair  
 your nails

#### Make

a promise  
 a mess  
 sure  
 an attempt  
 an effort  
 an offer  
 an excuse  
 a suggestion  
 a decision  
 an exception  
 a call  
 a mistake  
 a fuss  
 a noise  
 plans  
 progress  
 money  
 a profit  
 a fortune  
 a fire  
 war  
 peace





## READING: THE IMPORTANCE OF HAVING A PET

A pet can benefit you in many unbelievable ways. They are excellent for all ages. By having a pet, it teaches children responsibility; they need to take care of their pet by feeding them, walking them, paying attention to them and cleaning up after them. Children with pets also report having higher self-esteem because the pet always loves them and wants their attention. Pets can improve your social skills as well – if you live alone, a pet allows you to have something to interact with.

Dogs are great for health benefits because they are very energetic and you will get exercise walking and playing with them outside. Of course, other animals like cats and rodents can be energetic and fun to play with as well, but you won't find yourself getting the exercise you do with dogs. For older people, they can be very lonely due to losing a partner or other close people in their life. A pet can amazingly help to ease their pain and make them feel not as lonely. Pet owners have reported less high blood pressure, fewer headaches, and less difficulty sleeping.





### VOCABULARY: BROKEN THINGS

Out of order  
Coming loose  
Crack  
Crash  
Expired  
Freeze  
Worn out  
Leak  
Malfunction  
Due date  
Overheated  
Scratch  
Tear

### LISTENING: FIXING THINGS

#### A.

Girl: Hi, I need to return this dress

Woman: What's the problem?

Girl: When I got home I noticed that there was a big tear on the back.

Woman: Let me see. Hmm, ok. Well I need to see the receipt. Do you have it?

Girl: Here it is.

Woman: Ok, here is your money back.

Girl: Thank you.

#### B.

Man 1: Oh no! I think my computer just froze.

Man 2: What do you mean?

Man 1: Look – nothing's moving. I can't do anything.

Man 2: Wow, touch it. Feel how hot it is!

Man 1: Whoa...what's happening?

Man 2: It must've overheated. Don't stay on the computer that long!

Man 1: Yeah, I was on it all day. Well I'll just shut it down and see if it works tomorrow.



C.

Man: Welcome to Jay's Auto Repair.

Woman: Hi. I just have a small problem. There is a crack in my rear window. Can you help?

Man: Let me have a look.

Woman: I think some children were throwing rocks in my neighborhood.

Man: Yeah, that is quite a big crack. It could take a few days to get the replacement window. Is that alright?

Woman: Well alright. Please give me a call when the replacement comes in.

Man: Ok.





## VOCABULARY: SOLUTIONS

### **Solution**

The answer to a problematic situation.

### **Fix**

The process of taking something that is not working or is in bad condition and making it work again or make other improvements.

### **Repair**

A more formal word for “fix”.

### **Replace**

To get something totally new when the original one is in bad condition.

### **Repairman**

A person who is able to fix something. They fall into categories such as computer repairman.

### **Plumber**

A person who is trained to fix problems related to water pipes in your house.

### **Mechanic**

A person who is skilled with machinery. Used with cars mostly, car mechanic.

### **Tool kit**

A box full of tools that are sometimes needed to make repairs.

### **Screwdriver**

A tool for turning a screw, to attach one thing to another.

### **Hammer**

A heavy tool used with a nail, to push it through a surface and attach it to another surface.

### **Nails**

Long, narrow, metal tools with a sharp tip. Used to attach two objects together.



