

## B2: Revision U1-U2

**ATTENTION:** Il est vivement conseillé de revoir la matière AVANT de faire les révisions !

### 1. Unit 1: Back to school.

#### 1.1. Vocabulary.

**1 Write the words in the correct column. Write n (noun), v (verb) or n/v.**

assignment • become independent  
 continuous assessment • coursework  
 degree • extracurricular activity • **grade**  
**graduate** • hall of residence • lecture  
 mark • master's • notes • resit  
**student facilities** • student loan • tutor  
 tutorial • undergraduate



Studying at university	Life at university	People	Exams/Assessment
<i>graduate (v) /grædʒuət/</i>	<i>student facilities (n)</i>	<i>graduate (n) /grædʒuət/</i>	<i>grade (n/v)</i>

**2 Use the word given in capitals to form a word that completes the sentence.**

- |  |          |
|--|----------|
| 1 You learn to be ..... when you stop living with your parents.                    | DEPEND   |
| 2 One way of checking a student's progress at university is by ..... assessment.   | CONTINUE |
| 3 Students have to do ..... for each of the subjects they study at university.     | ASSIGN   |
| 4 A ..... is a type of class at university.  | TUTOR    |
| 5 When they aren't at lectures, students can choose to do an extracurricular ..... | ACTIVE   |
| 6 In their first year at university, many students live in a hall of .....         | RESIDENT |

**3 Choose the correct option, a, b or c.**

- 1 After I graduate, I'd like to continue studying and do a .....  
 a degree      b undergraduate      c master's
- 2 Our history ..... starts at 2.30 and finishes at 4.00 this afternoon.  
 a tutor      b lecture      c course
- 3 Katie can't come out tonight because she has to ..... an exam tomorrow.  
 a revise      b resit      c mark
- 4 My brother is studying for a ..... in physics at university.  
 a graduate      b grade      c degree
- 5 When I read the ..... that I took in my tutorial, I couldn't understand them!  
 a notes      b coursework      c assignments
- 6 I can't afford to pay for university so I've got a student .....  
 a facilities      b loan      c tutor
- 7 I work very hard on my assignments and I've got good ..... so far.  
 a coursework      b tutors      c grades

**VOCABULARY EXTENSION**

**4 Match the phrasal verbs (a-f) with the meanings (1-6). Use a dictionary to help you.**

There are lots of extracurricular activities at university so I sometimes find it difficult to (a) **get down to** work. I go to lectures and (b) **take down** what the lecturer says. At the end of the day, I (c) **go over** my notes. But I sometimes (d) **hand in** assignments late because I always (e) **put off** writing them until the last minute. I don't know how I'm going to (f) **get through** my exams at the end of the year!

1	read and check	.....
2	give work to a teacher or tutor	.....
3	pass	.....
4	start (to work)	.....
5	postpone, do something at a later time	.....
6	write (what a person says)	.....

## 1.2. Grammar. Part 1.

### 1 Circle the correct alternative.

We use the present ...

- a simple/continuous to talk about routines and habits.
- b simple/continuous for actions happening now or around now.
- c simple/continuous for things that are generally or always true.
- d simple/continuous to describe states and situations in the present.
- e simple/continuous with *always*, etc. for things that annoy us.

### 2 Complete the sentences with the present simple or continuous form of the verb given. Then match the sentences with the rules in 1.

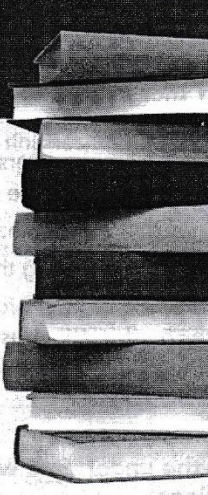
- 1 My friend ..... forever .....  
(complain) about his course. ....
- 2 We usually ..... (have) .....  
lectures in the morning. ....
- 3 My parents ..... (understand) .....  
that I've got a lot of coursework. ....
- 4 I ..... (do) my placement  
now, and I love it! ....
- 5 A lot of people ..... (start) .....  
a course and then drop out. ....

### 3 Look at the information. Write sentences about the library using the correct present tense of these verbs.

close • construct • contain • extend • open • run

# HARELOW

## UNIVERSITY LIBRARY



**Opening hours**  
Term-time: 24-hour access all week  
Vacation-time: Weekdays, 9 am–5.25 pm

**Number of books**  
50,000 books  
Current building work  
basement storage area: extension  
new exhibition area: construction

**Librarians**  
Dr Maria Gurther, Frederick Johnson

*The library contains 50,000 books.*

.....

.....

.....

.....

.....

.....

### 4 Circle the correct alternative.

- 1 I've applied/been applying to three universities.
- 2 The lecture has just finished/been finishing.
- 3 I've discovered/been discovering what I want to do.
- 4 I've seen/been seeing this film before.
- 5 I've worked/been working on this project all week.

### 5 Match the rules (a–e) with the sentences in 4.

- a It finished recently. ....
- b It happened at an unspecified time in the past. ....
- c It describes how many times it happened. ....
- d It emphasises the duration of an action that started in the past and continues to the present. ....
- e It describes the present result of a past action. ....

### 6 Complete the text with the present perfect simple or continuous form of the verbs given.

George (a) ..... just  
..... (start) his second year as a  
university student. He (b) .....  
(study) psychology up until now, but recently  
he (c) ..... (decide) that  
he wants to study something else. His tutors  
(d) ..... (tell) him to think very  
carefully before changing his course. For now, George  
(e) ..... (follow) his tutors' advice.  
He (f) ..... (go) to all his psychology  
lectures and he (g) ..... (think) more  
about what he wants to do.

### GRAMMAR CHALLENGE

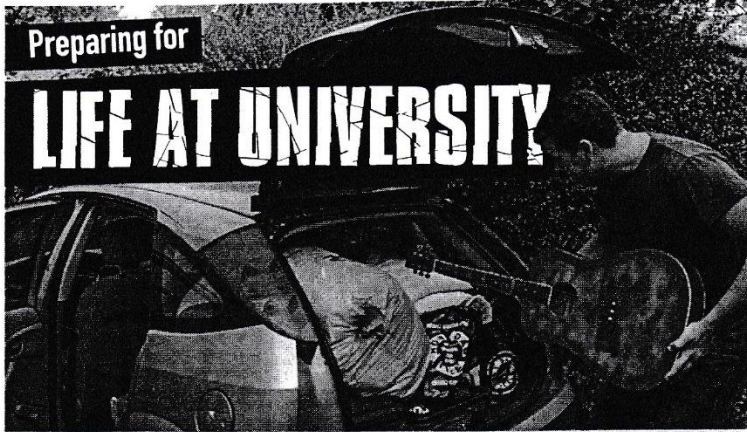
#### 7 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. Use between three and six words.

- 1 I moved here six months ago. **LIVING**  
I ..... six months.
- 2 Our teacher gives us a lot of assignments. It's very annoying. **FOREVER**  
Our teacher ..... assignments.
- 3 I can't go out, I need to finish my research. **YET**  
I can't go out, I .....
- 4 My friends talk about their coursework all the time. It drives me mad. **ALWAYS**  
My friends ..... their coursework.
- 5 I read this book before so I'm not reading it again. **ALREADY**  
I ..... this book  
so I'm not reading it again.
- 6 He started revising at six pm. **BEEN**  
He ..... six pm.



## Part 2.

1 Complete the sentences with the gerund or infinitive form of the verbs given.



- 1 ..... (sort out) your finances is vital.
- 2 It is important ..... (set up) a bank account.
- 3 ..... (check) the suitability of your accommodation is essential.
- 4 Set up an email account ..... (keep) in contact with lecturers and classmates.
- 5 Find out about local transport, although ..... (walk) to classes may save you money.
- 6 Learn ..... (cook) some simple, cheap meals.
- 7 If your accommodation involves ..... (share) costs with others, decide how bills will be divided amongst you.
- 8 Write a list of things you want ..... (take) with you well in advance to avoid ..... (forget) anything.
- 9 Check what you need ..... (do) before attending your first lecture.

2 Match the rules (a–e) with the sentences in 1.

- a The infinitive is used after certain verbs. ....
- b The infinitive is used immediately after an adjective. ....
- c The infinitive is used to give a reason or purpose for doing something. ....
- d The gerund is used after certain verbs. ....
- e The gerund is used as the subject/object of a sentence. ....

3 Match the halves to make sentences.

- |                         |                                     |
|-------------------------|-------------------------------------|
| 1 I'm qualified         | a the weather to warm up soon.      |
| 2 I'm not interested in | b to get a dog.                     |
| 3 I would never risk    | c to give first aid.                |
| 4 I've recently decided | d leaving my bike unlocked.         |
| 5 I'm expecting         | e becoming president of my country. |

4 Circle the correct alternative.

- 1 We've arranged to meet/meeting today at 4.30.
- 2 I'd like to do/doing a master's after I finish my degree.
- 3 Kim doesn't mind to cook/cooking for her flatmates.
- 4 Did you manage to hand/handing in your assignment on time?
- 5 I usually go to walk/walking at the weekends.
- 6 I'm too busy to go/going out tonight. I have to work.
- 7 Don't forget to turn/turning off your mobile before the exam.
- 8 Max admitted to borrow/borrowing my pen without asking.

### GRAMMAR CHALLENGE

5 Find and correct a mistake in each sentence.

- 1 Gemma usually cycles to school for keep fit.  
.....
- 2 My teachers encouraged me doing a degree in English literature.  
.....
- 3 The bookshop owner suggested buy this new thriller – do you know it?  
.....
- 4 Oh no! I've been forgetting my password again!  
.....
- 5 Klaus promised text his parents as soon as he found out his test results.  
.....
- 6 I've done my homework for hours! I'm really tired!  
.....
- 7 Yasmin is finishing work at five o'clock on Fridays.  
.....
- 8 Have you ever considered to become a police officer?  
.....



1.3. Reading.

1 What things should you consider when choosing a university? Read the article and tick (✓) the points that the students mention.

- |                                    |                          |  |                          |
|------------------------------------|--------------------------|--|--------------------------|
| 1 the course content and structure | <input type="checkbox"/> | 3 opportunities to get work experience | <input type="checkbox"/> |
| 2 the cost of the fees             | <input type="checkbox"/> | 4 extracurricular activities           | <input type="checkbox"/> |

# CHOOSING A UNIVERSITY?

## READ SOME STUDENTS' TIPS.



**A** The head of my school wanted me to do a degree in law at a prestigious university. He said it would give me a better chance of getting a job, but I wanted to do something creative so I chose a degree at a university with a good reputation for marketing. It's a vocational course, but it does involve studying economics and psychology, too. People are always asking why I chose this university, but I've been really pleased with my course. One university isn't better than another. The important question is which course is the best fit for you?

TANYA PHILLIPS, MARKETING

**B** A lot of people start a course and then drop out so it's important to research courses carefully. My film studies degree has a good balance of theory and practical components, which is important for me. We usually have lectures in the morning and then work in the film studio in the afternoon. My friend is forever complaining that his course doesn't offer enough practical work, but he probably didn't find out enough about it before he applied. The other thing is location. I chose to be in London because it's got a vibrant film culture and it's easy to keep up-to-date with popular trends. The only thing I don't like is the cost of rent. I pay much more than friends who are studying in other cities.

JOSH HARRIS, FILM STUDIES

**C** Going to university is a unique opportunity and, while the course is important, it's more about the student experience. That's why I chose a small campus. It's a close-knit community and the student facilities are excellent. With so many extracurricular activities, it's been easy to make friends. I've been a member of the Debating Society since my first year and now I'm President of the Student Union. I think getting a degree is only part of why we go to university, and the other skills I've learnt will help me to find a job.

ALEX BEAVEN, GEOGRAPHY

**D** My advice when looking at universities is to think of the three Cs: city life, course modules and career prospects. With the high cost of student fees, you have to think about your career goals. See if the course or uni offers work placement opportunities. I was particularly attracted to my course because it gave me a chance to work for a year. I'm doing my placement now, and I love it! I've worked in different local government departments and, as a result, I know I want to work in education policy when I graduate.

NATASHA STEVENS, POLITICS

**E** I chose a course at my local university because it's more convenient. I've been living at home this year, which means I've been able to save a lot of money and I won't be so much in debt when I finish. Some of my friends are living in halls of residence and have to do part-time jobs to help pay for their accommodation. My parents understand that I've got a lot of coursework so I don't really have to do chores at home. I think it's good to have the support of your family at uni.

KYLE LAWRENCE, BIOLOGICAL SCIENCES

2 Match the questions (1–9) with the people in 1 (A–E). Some people appear more than once.

Which person ...

- |  |         |
|--|---------|
| 1 is enjoying the social side of university?                             | ..... C |
| 2 chose their degree because it gave them work experience?               | .....   |
| 3 didn't follow other people's advice when choosing a course?            | .....   |
| 4 likes the way their course is structured?                              | .....   |
| 5 has discovered what they want to do in the future?                     | .....   |
| 6 thinks it's important to consider the cost of living?                  | .....   |
| 7 chose their university for its reputation in their particular subject? | .....   |
| 8 doesn't have to worry about doing housework?                           | .....   |
| 9 has used their time at university to develop personally?               | .....   |

3

### CRITICAL THINKING

Read these tips about choosing a degree. Tick (✓) the good advice.

- 1 Visit different universities, talk to the tutors and ask lots of questions about the course.
- 2 Choose a subject that you are good at.
- 3 Do the same thing that your friends are doing.
- 4 Make a list of the pros and cons of each subject and see which offers the most advantages.
- 5 Choose a course that trains you for a specific job.

4 Match the underlined words in the article with these definitions.

- |   |       |
|---|-------|
| 1 leave (a course or activity)                      | ..... |
| 2 when people look after one another                | ..... |
| 3 respected by people                               | ..... |
| 4 a temporary job that is part of a course of study | ..... |
| 5 that teaches skills to do a particular job        | ..... |



## 1.4. Vocabulary and listening.

### Part 1.

1 Write the words in the correct column to make expressions.

an appointment • an assignment • breakfast  
 a ~~course~~ • a decision • an exam • an excuse  
 friends • homework • the housework • a mistake  
 a noise • a promise • the shopping  
 someone a favour • sport • a suggestion • well

do	make
a course	

2 Read what happened, and write short sentences using some of the expressions in 1.

1 The exam room was all quiet, then Sam dropped his pencil case on the floor.

*Sam made a noise.*

2 Nathan went to the wrong place for his lecture.

3 Juliet spent all day cleaning her kitchen and bedroom.

4 Harry finished his Spanish classes last week.

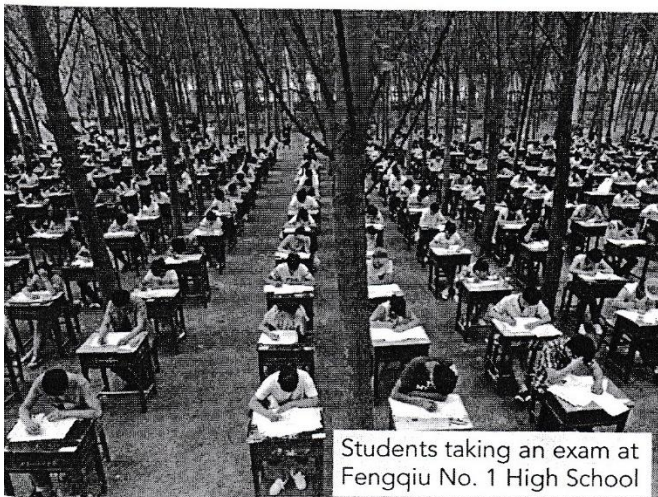
5 Kate won the second prize in a writing competition.

6 Lara said she couldn't go out because of a headache.

7 Ben wrote 2,000 words and handed it in to his tutor.

3 LISTENING 01 Listen to a podcast about an exam. Tick (✓) the sentences that are true.

- 1 Students do this exam in Japan.
- 2 The exam lasts for a week.
- 3 Students study hard for the exam.
- 4 The exam is changing.



Students taking an exam at Fengqiu No. 1 High School

4 LISTENING 01 Listen again and choose the best answer (a-c).

- 1 In the exam ...  
 a everyone does a language.  
 b arts and science students are separated.  
 c only science students do maths.
- 2 A good mark in the exam means that ...  
 a they can get a good job immediately.  
 b they can go to a better university.  
 c they can help their family.
- 3 The year before the exam ...  
 a students do extra classes after school.  
 b parents help their children to study.  
 c students study to pass the exam.
- 4 At specialised schools, students ...  
 a do sports one day a month.  
 b have one free day a week.  
 c study more than 12 hours a day.
- 5 On the day of the exam ...  
 a students can't listen to music.  
 b cars aren't allowed near the exam area.  
 c ordinary people don't go to work.
- 6 The problem with the exam is that ...  
 a students can't concentrate.  
 b students have to learn too much.  
 c students don't analyse information.

### VOCABULARY EXTENSION

5 Match the verbs in bold (1-6) with their definitions (a-f).

- 1 I think they need to **do up** the old parts of the university. ....
- 2 I take my mobile phone everywhere. I couldn't **do without** it. ....
- 3 Can you **make out** who this is in the photo? It isn't clear. ....
- 4 I'm going to **make** this part of my bedroom **into** an office. ....
- 5 I'm going to buy Adam a present to **make up for** missing his party. ....
- 6 I like **making up** stories and writing them on my blog. ....
- a to see, hear or understand something, but with difficulty
- b to invent something that isn't true
- c to provide something good, so that something bad seems less important
- d repair or decorate (a building, etc.) so that it looks attractive
- e change something so it becomes something else
- f to succeed in living or working without something



## Part 2.

### 1 Put the words in order to make questions.

1 the going to like do you cinema ?

*Do you like going to the cinema?*

2 favourite is the day your what part of ?

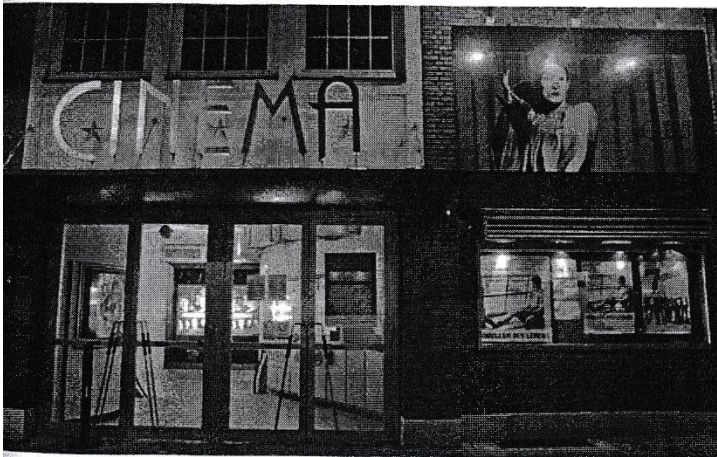
3 easy you is it study where to live ?

4 do or outside prefer to you be inside ?

5 would next you summer like what to do ?

### 2 LISTENING 02 Listen to five students answering the questions in 1. Decide if these statements are True (T) or False (F).

- |  |     |
|--|-----|
| 1 Speaker A doesn't go to the cinema because it's expensive. | T/F |
| 2 Speaker B gets up early at the weekend.                    | T/F |
| 3 Speaker C doesn't mind sharing a room with his brother.    | T/F |
| 4 Speaker D likes being inside and outside.                  | T/F |
| 5 Speaker E would like to go to Paris next summer.           | T/F |



### 3 LISTENING 02 Complete the sentences with the verbs given. Then listen again to check.

- 1 I'd rather ..... films at the cinema than at home. (watch)
- 2 I like watching films on TV too, but I prefer ..... to the cinema. (go)
- 3 I'd rather ..... in bed. (not stay)
- 4 I'd rather ..... my own room. (have)
- 5 I prefer ..... inside all weekend. (not stay)
- 6 I prefer ..... at the weekend. (go out)
- 7 I'd prefer ..... to a city. (not go)
- 8 I'd prefer ..... somewhere hot. (go)

### 4 Find and correct the mistakes in the sentences.

- 1 I'd rather not going to museums on holiday.  
.....
- 2 I prefer reading than watching films.  
.....
- 3 I rather get up early at the weekend.  
.....
- 4 I'd prefer don't play computer games all the time.  
.....
- 5 I'd rather be outside to be inside.  
.....
- 6 I prefer have my own room.  
.....

### 5 In your notebook, rewrite the statements in 4 so that they are true for you.

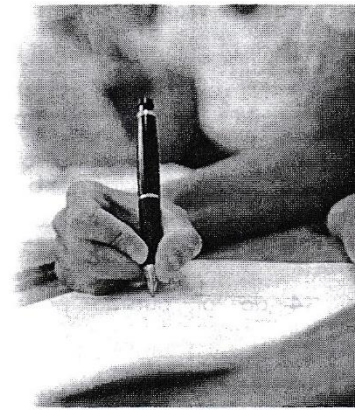


1.5. Writing.

1 Look at the expressions and write *formal* or *informal*.

- 1 Hi, Lisa!
- 2 Dear Mr Fellows
- 3 It was great to hear from you.
- 4 All the best
- 5 Yours sincerely
- 6 Thanks
- 7 I am writing to complain about one of your products.
- 8 I would be grateful if you could send me a copy of the photograph.
- 9 I'd love a copy of that photo – can you send me one?

*informal*  
 .....  
 .....  
 .....  
 .....  
 .....  
 .....  
 .....  
 .....



2 Read the email from an English friend called Leo. Underline the points that Leo wants you to answer.

3 Write a reply to Leo in an informal email.

**From:** Leo  
**Subject:** Hi

Hi!

I hope everything's OK. It seems a long time since I heard from you. What have you and your family been doing recently?

I'm trying to decide which universities to apply to. My main decision is about whether to study abroad or not. I've looked at some universities in Australia, and I'd love to go there to study. There are some excellent courses and I could spend my free time doing sports, which I love, as you know!

I'm also considering coming to study in your country. What do you think the advantages are for me doing that? On the other hand, I can see that staying in England is easier. Maybe you could come and study here, or we could both go and study in Australia together! What would you prefer?

This week I've been doing work experience. My school organised some work for me in a fashion designer's studio! It has been fantastic so far. The fashion designer is really nice and I learnt tons about fashion and making clothes. What kind of preparation for leaving school do you get? Write and tell me about it – I'd really like to know.

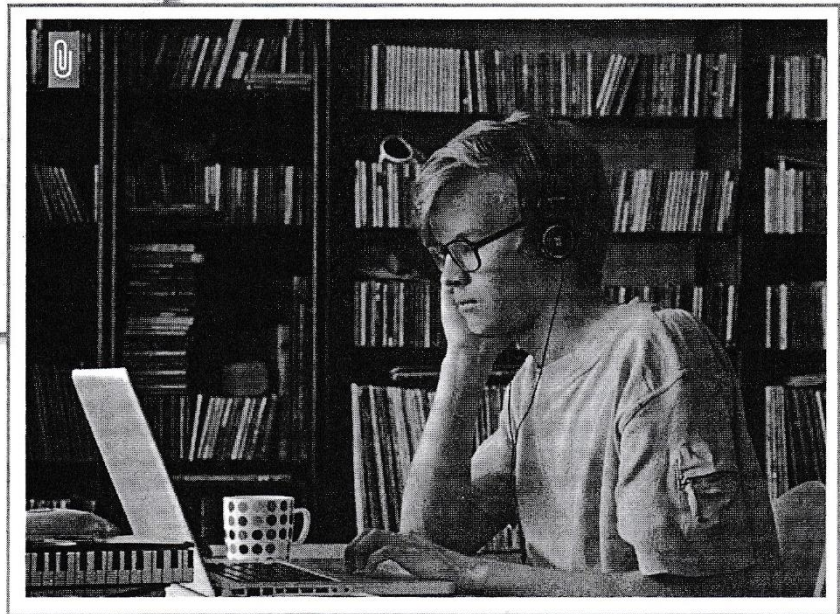
Write soon!

Bye  
 Leo



**To:** Leo  
**Subject:** Hi

.....  
 .....  
 .....  
 .....  
 .....  
 .....  
 .....  
 .....  
 .....  
 .....  
 .....





## 1.6. More vocabulary and grammar.

### Grammar

#### 1 Circle the correct alternative.

- 1 People always make/are always making friends at university.
- 2 Gina and Kevin get on/are getting on their plane to Hong Kong as we speak.
- 3 Sue is always/often using my stuff. It's very annoying.
- 4 We have/are having lectures every day at nine o'clock.
- 5 I revise/'m revising for exams at the moment.
- 6 David borrows money, but he always pays/is always paying me back.

#### 2 Complete the sentences with the present perfect simple or continuous form of the verbs given.

- 1 I ..... (walk) 20 kilometres today and now I want to rest!
- 2 Jed ..... (wait) for his package to arrive for two weeks now.
- 3 ..... you ..... (finish) your breakfast yet? We need to go.
- 4 I don't want to see that film. I ..... (already see) it.
- 5 Damien ..... (look) for a job for over a year and he ..... (still not find) one.

#### 3 Complete the sentences with the gerund or infinitive form of the verbs given.

- 1 I only enjoy ..... (sail) in the summer when it's hot.
- 2 I mustn't forget ..... (feed) my neighbour's cat this evening.
- 3 Sometimes, I get nervous about ..... (talk) to people I don't know.
- 4 It's too late ..... (study) now. Why don't you go to bed?
- 5 You can take a bus to class, but ..... (cycle) is better.

#### 4 Circle the correct alternative.

Hi!  
 I (a) write/'m writing to say thanks for your email and sorry for not (b) to reply/replying sooner. I (c) 'm being/'ve been really busy these first few weeks at uni. I (d) go/'m going to lectures every day and I (e) have/'m having assignments to do - I (f) 've handed/been handing in two this week. But I (g) have/'m having a great time and I've (h) made/been making lots of new friends. (i) To live/Living in a hall of residence is expensive though, so I've decided (j) to move/moving out and live with friends. We (k) look/'ve been looking for a flat near the university, but we haven't (l) had/been having any luck so far. I'll let you know if we find one. Hope all is well with you!  
 Sam

### Vocabulary

#### 1 Complete the sentences with these words. There is one extra word you do not need.

assessment • assignment • facilities • lecture  
 tutor • tutorial • undergraduate

- 1 Some courses have a final exam, but some have continuous ..... so all the work is very important.
- 2 The ..... marks a university student's work.
- 3 When you study for your first degree, you are an .....
- 4 The ..... at universities often include sports centres, restaurants and IT centres.
- 5 An ..... is a piece of work you do at university.
- 6 There aren't usually many students in a .....

#### 2 Complete the words.

- 1 When you go to university, you study for a d.....
- 2 Students go to lectures and take n..... of what the lecturer says.
- 3 They also do c....., which can be assignments or projects.
- 4 They give these to their tutor, who gives each piece of work a g..... or m.....
- 5 If a student fails an exam, they usually have one chance to r..... it.
- 6 At the end of their course, students g.....
- 7 They can then start work or do a m.....
- 8 University is hard, but there are plenty of e..... activities.

#### 3 Write do or make.

- 1 How often do you ..... dinner?
- 2 Just ..... your best and you'll be fine.
- 3 Can I ..... a suggestion?
- 4 If you ..... a promise, you should keep it.
- 5 Can you ..... me a favour?
- 6 Can you ..... the shopping this week?
- 7 I need to ..... an appointment to see the dentist.
- 8 I hope you ..... well in the exam.



## 2. Unit 2: Down to work.

### 2.1. Vocabulary.

1 Decide which phrases describe the four jobs. Write at least three numbers in each of the columns.

- 1 usually work long hours
- 2 usually do shift work
- 3 usually work from 9–5
- 4 are skilled
- 5 usually work indoors
- 6 often work outdoors
- 7 are usually self-employed
- 8 are usually employees
- 9 work in dangerous conditions
- 10 mainly do paperwork
- 11 mainly do manual work
- 12 deal with lots of different people



Farmers

.....  
 .....  
 .....



Nurses

.....  
 .....  
 .....



PAs

.....  
 .....  
 .....



Firefighters

.....  
 .....  
 .....

2 Are these stages of a job usually positive or negative? Circle the correct face.

- 1 I was fired.
- 2 I got a promotion.
- 3 I was made redundant.
- 4 I signed a contract.



3 Complete the job advertisement with these words. What job is it for?

deal with • experience • get a promotion  
 responsible • stressful • training

You will be (a) ..... for the day-to-day operation of the restaurant and for the level of service our establishment provides. You will have to (b) ..... management, kitchen staff and customer services personnel in sometimes (c) ..... conditions. It will be possible to (d) ..... when you have gained further (e) ..... of supervising staff in our organisation. Relevant (f) ..... will be provided through Langberrn College.

4 David wants to be a firefighter, but his dad wants him to be a doctor. Match David's responses to his dad's points.

- 1 Dad: Doctors are very well paid.  
 David: c
- 2 Dad: Firefighters have to work in dangerous conditions.  
 David: .....
- 3 Dad: Firefighters usually have to do night shifts.  
 David: .....
- 4 Dad: Firefighters have to work outdoors, which must be hard in winter.  
 David: .....

5 Dad: What about the qualifications you've got from school that you won't need if you become a firefighter?

David: .....

- a But that suits me. I don't want to work indoors all the time.
- b And so do doctors. They often have to work long hours, too.
- c But firefighters earn a good salary and get an excellent pension when they retire.
- d But I won't be a firefighter forever. I might want to go to university later in my life.
- e Yes, but doctors' work can be very stressful and difficult.

### VOCABULARY EXTENSION

5 Complete the sentences with these words. Use a dictionary to help you.

deadlines • high-powered  
 job-share • perks • sick leave

- 1 An alternative to working full-time these days is to do a ....., in other words, two people do one job.
- 2 Many companies offer ....., such as a company car, on top of the basic salary.
- 3 A ..... job may seem attractive, but it can be stressful.
- 4 Some part-time jobs don't pay if a person is on .....
- 5 One of the most stressful aspects of a job is when you have to meet tight .....



## 2.2. Grammar. Part 1.

### 1 Match the sentences (1–5) with the uses (a–e).

- 1 As she was leaving for Canada, she found out ... ..  
 2 Every day I was going to college and doing the same things. ....  
 3 She applied, went for an interview and got the job. ....  
 4 He was hoping he would be able to pay off his debts. ....  
 5 She resigned from her part-time job. ....
- a one thing happened after another  
 b an activity in progress at a moment in the past  
 c scenes in a story or description  
 d finished actions or situations in the past  
 e to talk about an activity in progress that was interrupted by another action

### 2 Circle the correct alternative.

- 1 We waited/were waiting at the bus stop when we saw an old friend.  
 2 The sun shone/was shining when I woke up this morning.  
 3 Last Sunday, I went/was going to visit my grandparents.  
 4 When I got/was getting home, I went to my room.  
 5 I found an interesting article while I surfed/was surfing the Internet.  
 6 I didn't have/wasn't having any breakfast this morning.

### 3 Complete the text with the past simple or past continuous form of the verbs given.

I (a) ..... (study) French at university and I had been planning to travel when I finished, but somehow ended up working in an office. One day, I (b) ..... (sit) at my desk when I (c) ..... (happen) to notice an advert for a job in Paris. I immediately (d) ..... (stop) what I (e) ..... (do) and (f) ..... (apply). Two days later, I had an interview – and I was offered the job. My friends (g) ..... (try) to persuade me to stay at home, but I really wanted to go. I was sad to say goodbye of course, and I even (h) ..... (cry) a little, but two days later, I (i) ..... (travel) on a train to Paris to start my new job.

### 4 Tick (✓) the sentence which can also be written with **would**.

- 1 She **used to** love her job.   
 2 She **didn't use to** travel.   
 3 She **applied** for the job.   
 4 Their supervisor **used to** tell them off.

### 5 Which sentences in 4 describe ...?

- a a single event in the past .....  
 b repeated past actions .....  
 c past habits .....  
 d a past state .....

### 6 Write the sentences again. Write the verb in bold with **would** if possible, or with **used to**.

- 1 We **lived** in a small town.  
 .....  
 2 I **have** a part-time job in a shop.  
 .....  
 3 I **went** to work every Saturday.  
 .....  
 4 I **started** at nine in the morning.  
 .....  
 5 I **didn't work** late.  
 .....  
 6 I **didn't like** my job so I decided to leave.  
 .....

### GRAMMAR CHALLENGE

#### 7 Read the text. Find and correct 12 mistakes.

A friend of mine didn't had a job and he was interested in appearing on the TV show about tough jobs. He tried several times, but he never got an interview. One day, while he was read a newspaper, he saw an advert for a job like a fisherman in Finland. He applied at the job and he got it. He was travelled to Finland and worked there for a month. He would got up at 5 am every day and he works six days a week. He didn't liked it and so he returned home. Now he is work in an office. He didn't used to want to do paperwork, but he says that anything is better than work on a boat in Finland.





## Part 2.

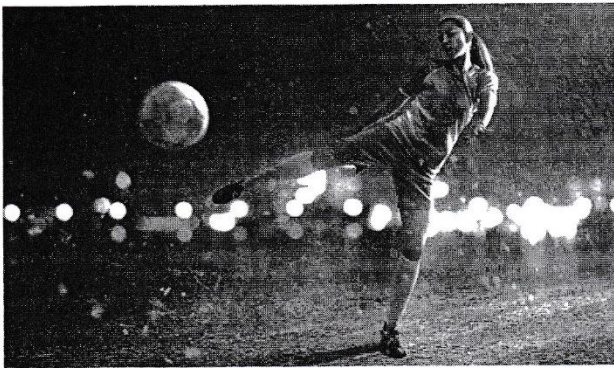
### 1 Read the statements and choose either the past perfect simple (S) or past perfect continuous (C), or both.

- It gives more importance to the duration of actions. S/C
- It is formed with *had + been + -ing* form of the verb. S/C
- It gives more importance to completed actions. S/C
- It is used to talk about actions that occurred before another action. S/C
- It is formed with *had + past participle*. S/C

### 2 Circle the correct alternative.

- I'd never been/been going to Africa before.
- I'd helped/been helping out with a local football team for a couple of years.
- I'd travelled/been travelling for a couple of months when I arrived.
- My parents paid part, I'd made/been making the rest of the money myself.
- I'd been/been going to a developing country before.
- We'd learnt/been learning about 18<sup>th</sup> century history at school, so it was all fresh in my mind.

### 3 Write sentences with *because*.



- Her hair/wet/play football/in the rain  
*Her hair was wet because she'd been playing football in the rain.*
- I/hungry/not eat  
.....
- She/exhausted/work/since 5 am  
.....
- They/late/miss/the bus  
.....
- My teacher/annoyed/I/not do/my homework  
.....
- Everything/white/it snow/for days  
.....
- I/not recognise Sam/I/not see/him for ages  
.....

### 4 Complete the text with the past simple, past perfect or past perfect continuous form of the verbs in the box.

drive • finish • forget • go (x2) • have • knock  
not wake up • stay up • study • try • visit

Last summer I (a) ..... to Spain to work at a summer camp. I (b) ..... just ..... school and I wanted to do something different. I (c) ..... Spanish for three years, but I (d) ..... never ..... the country before. I almost didn't make it!

My flight was at 11 am on Saturday morning. The night before, I (e) ..... to bed very late. I (f) ..... to pack my suitcase. At seven o'clock in the morning, my mum (g) ..... on my door to wake me up. She kept knocking, but I (h) ..... In the end, she came into my room. She told me that she (i) ..... to wake me for over an hour. We (j) ..... to the airport, but when we got there, I realised that I (k) ..... my passport. Fortunately the plane was delayed and I (l) ..... time to go back home and get it.

### GRAMMAR CHALLENGE

#### 5 Write the sentences again without changing the meaning.

- He left. Then I did my homework.  
After .....
- I worked in Argentina. I made some good friends.  
While .....
- I saw the advert. I immediately decided to apply.  
When .....
- I earned some money. Then we went travelling.  
After .....
- I stayed in Romania. I visited lots of interesting places there.  
While .....
- We waited for two hours. The bus eventually arrived.  
After .....



### 2.3. Reading.

1 Look at the heading and introduction at the top of the article and choose the correct description.

- a A documentary about unemployment
- b A series about people who work in dangerous jobs
- c A TV show about young people doing difficult jobs

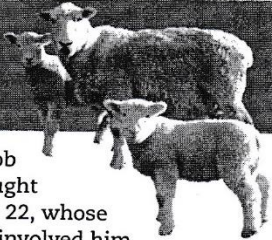
2 Read about Jack and Sheena and complete the information.

	Job	Experience
Jack	.....	Positive / Negative
Sheena	.....	Positive / Negative

## WORLD'S TOUGHEST JOBS

The TV series that follows young Brits who agree to take on tough jobs in return for big money. In this week's episode ...

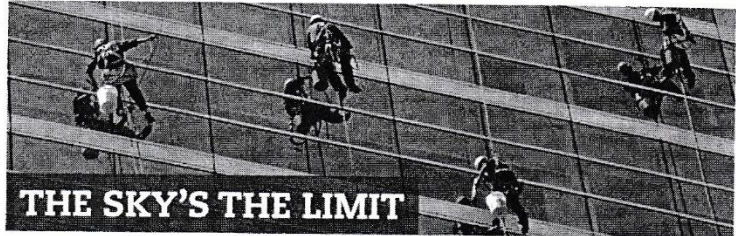
### NO SLEEP COUNTING SHEEP



So you think your job is bad? Spare a thought for Jack Taylor, aged 22, whose backbreaking work involved him shearing sheep in scorching temperatures in New Zealand.

Jack is one of the stars of a new show called *The World's Toughest Jobs*, and he admits that it was the most difficult month of his life. 'I won't lie, it was the most difficult thing I've ever had to do, and we'd get told off if we didn't keep up!' he says. 'We slept in a barn and were up at 4 am six days a week and often didn't get back till 8 pm.'

At the interview, Jack was told that he could make good money if he sheared 300 sheep a day. Some days he only did seven. Still, he returned home at the end of the month with £1,400 and a new sense of self-respect. 'Being able to stick with the job made me realise I could do more than I thought,' he says. Jack now has a new job, but his experience in New Zealand had such an impact that he now plans to go travelling again in the future.



### THE SKY'S THE LIMIT

It's been described as one of the most difficult jobs in the world. Sheena Southall, a 22-year-old student, was keen to test her limits when she agreed to appear on the show.

'Although I love studying, I'm always looking for an opportunity to test myself,' she says.

She saw an advert which said: 'Do you want to make some quick cash and do you want to travel?' She applied, went for an interview, and got the job. At the interview she explained how she was prepared for any challenge. Then, just as she was leaving for Singapore she found out that she was going to become a skyscraper window cleaner!

The job was challenging. She had to pull herself up and down carrying heavy water buckets and if she didn't clean the windows properly, they'd tell her to go back and do it again.

But she admits the experience has changed her. As soon as she got back, she finished her studies, graduated, and started looking for a job that would be both exciting and tough. Sheena says: 'Nothing will ever be as exciting and scary as that first day of cleaning windows up in the air, but if you don't face your fears and accept what life offers you how will you know what you're capable of? It was the best experience of my life so far.'

3 Read the article again. Are these statements True (T), False (F) or Not Mentioned (NM) in the text?

- 1 Jack often had to work more than 12 hours a day. T/F/NM
- 2 He earned more money than he expected. T/F/NM
- 3 He discovered new things about himself by doing the job. T/F/NM
- 4 He plans to travel to New Zealand again in the future. T/F/NM
- 5 Sheena agreed to appear on the show because she wanted to make money. T/F/NM
- 6 She didn't expect to be a window cleaner. T/F/NM
- 7 The people she worked with helped her a lot. T/F/NM
- 8 She thinks other young people should try doing a difficult job. T/F/NM

### 4 CRITICAL THINKING

Are these possible advantages (✓) or disadvantages (X) of doing a tough job?

- 1 You learn that you are more capable than you thought.
- 2 You find out what job you want to do or don't want to do in the future.
- 3 You get injured.
- 4 It's exciting and you have a sense of achievement.
- 5 You are doing a job that you're not interested in.

5 Match the underlined words in the article with these definitions.

- 1 containers with a handle used for carrying water and other liquids .....
- 2 criticised for doing something wrong .....
- 3 extremely hot .....
- 4 physically hard and tiring .....
- 5 continue to do something .....



## 2.4. Vocabulary and listening.

### Part 1.

**1 Who said what? Match the comments (a-h) with the people (1-8).**

- 1 David wants to get ahead. ..... c  
 2 Karl wants to keep at a task. .....  
 3 Fran is working on a project. .....  
 4 Eva needs to fill in a form. .....  
 5 Jack wants to turn down a job offer. .....  
 6 Teresa wants to take over from someone. .....  
 7 Ben wants to set up a business. .....  
 8 Liz needs to keep up with her work. .....

- a 'I need to do some research and then start writing.'  
 b 'I'm not going home until I've finished this assignment.'  
 c 'I'm going to work really hard to get a promotion.'  
 d 'When Lucie leaves, I'm going to apply for her job.'  
 e 'To apply, I need to write my details on this page.'  
 f 'I want to print T-shirts and sell them online.'  
 g 'I haven't finished my project yet. It's late again!'  
 h 'I don't think this one is right for me so I'm not going to accept it.'

**2 LISTENING 03 Listen to five students talking about gap year volunteering experiences. Match the speaker with the project. There is one extra option that you do not need.**



- |                     |       |               |       |
|---------------------|-------|---------------|-------|
| a disaster relief   | ..... | d tourism     | ..... |
| b conservation work | ..... | e archaeology | ..... |
| c teaching sport    | ..... | f journalism  | ..... |

**3 LISTENING 03 Listen again. Choose the best statement (A-F) for each person. Use the letters only once. There is one extra opinion that you do not need.**

- A I really enjoyed the work I did.  
 B Life in this place was more difficult than I expected.  
 C I found the work very hard.  
 D I chose a project related to my hobby.  
 E I think the experience will help me in my career.  
 F It didn't help me in my job, but I loved it.

Speaker 1: ..... Speaker 2: ..... Speaker 3: .....  
 Speaker 4: ..... Speaker 5: .....

### VOCABULARY EXTENSION

**4 Match the phrasal verbs with the meanings. Use a dictionary if necessary.**

- |              |                                      |
|--------------|--------------------------------------|
| 1 drag on    | a organise or plan                   |
| 2 stick to   | b write, record                      |
| 3 draw up    | c prepare and write                  |
| 4 set up     | d continue for longer than necessary |
| 5 carry out  | e distribute to different people     |
| 6 follow up  | f do, complete                       |
| 7 send out   | g find out more or do something more |
| 8 write down | h continue with something            |

**5 Read the tips about holding meetings. Write the correct phrasal verb from 4 in each gap.**

### HOW TO (a) ..... AND RUN A MEETING

- (b) ..... an agenda which includes topics for discussion, timings and details of participants.
- (c) ..... the agenda to all participants well before the meeting.
- (d) ..... the agenda as closely as possible.
- Don't let a discussion (e) ..... too long; there needs to be enough time for all the topics on the agenda.
- (f) ..... all the decisions made at the meeting.
- Appoint someone to (g) ..... each action agreed at the meeting.
- At the end of the meeting, review how effective it was and (h) ..... any suggested improvements at the next meeting.



**Part 2.**

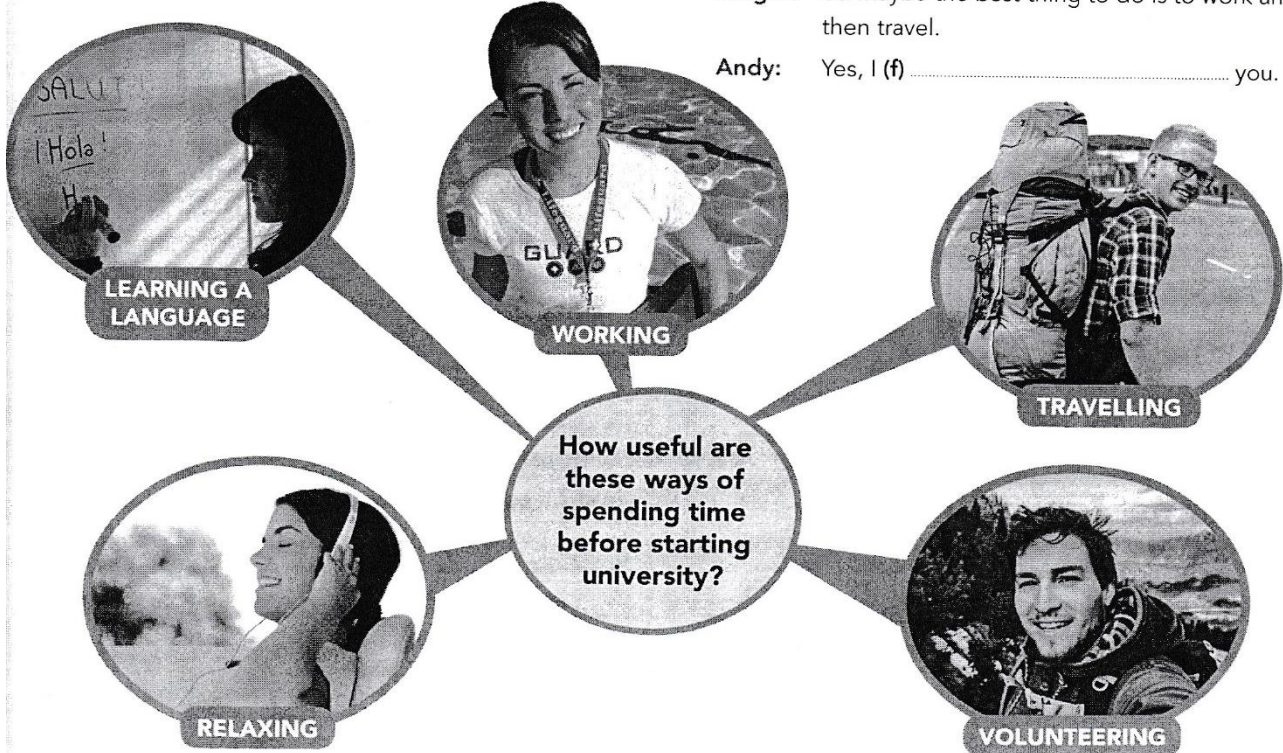
1 Write these phrases in the correct column.

I see what you mean, but ... • I suppose so, but ...  
That's a good idea. • What about you?  
What do you think? • Yes, you're right.

Asking for opinions	Agreeing	Disagreeing

2 Look at the mind map. Match the ideas (1–5) with points on the mind map.

- 1 You learn to be more independent. ..... *travelling* .....
- 2 It's necessary after studying hard. .....
- 3 It's an important skill in many jobs these days. .....
- 4 It's something you can talk about at interviews. .....
- 5 You earn money and get work experience. .....



3 **LISTENING** 04 Listen to two students doing the speaking task. What do they decide is the most useful?

.....

4 **LISTENING** 04 Listen again. Tick (✓) the phrases that you hear.

- What do you think about ...?
- What about ...?  Do you agree?
- Yes, I agree.  Yes, you're right.
- That's a good idea.  I think you're right.
- Maybe, but ...  I suppose so, but ...
- I see what you mean, but ...
- I agree up to a point.

5 Complete the dialogue. Use between one and three words in each gap.

Andy: I think the most useful thing you can do is work. Don't (a) ..... so?

Megan: I agree (b) ..... point, but you need to relax so that you feel fresh when you start your course.

Andy: I (c) ..... you mean, but it's important to get work experience.

Megan: That's true. What (d) ..... about travelling? I think it's a good way to relax and see the world at the same time.

Andy: I (e) ..... so, but it's expensive.

Megan: So maybe the best thing to do is to work and then travel.

Andy: Yes, I (f) ..... you.







## 2.6. More vocabulary and grammar.

### Grammar

#### 1 Circle the correct alternative.

- My dad used to/would be self-employed, but he found it very stressful.
- By the time I got home last night, Sam already left/had already left.
- What exactly did you do/were you doing when I called you last night?
- When I got to school, I realised that I forgot/had forgotten my keys.
- We would go/were going on holiday to Spain every year when I was young.

#### 2 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. Use between two and five words.

- First, Shannon went to the library, then she went to meet her friend in the café. **HAD**  
After Shannon ..... the library, she met her friend in the café.
- Josh was the shortest boy in his class, but now he's the tallest. **BE**  
Josh ..... the shortest boy in his class, but now he's the tallest.
- Dina didn't feel well for about a week before she went to see the doctor. **BEEN**  
Before she went to see the doctor, Dina ..... well for about a week.
- Yasmin didn't do much sport when she was younger. **USE**  
Yasmin ..... much sport when she was younger.
- I didn't revise for the exam so I got a bad mark. **REVISED**  
I got a bad mark because I ..... for the exam.

#### 3 Choose the correct option, a, b or c.

- About 15 people ..... outside the cinema when we got there.  
a waited    b were waiting    c had waited
- I ..... here in London for about two years now.  
a live    b am living    c have been living
- By the time I got to class, there was no one there. The other students .....  
a went    b were going    c had gone
- I ..... this film before and I don't want to see it again.  
a saw    b have seen    c had seen
- Some people ..... a lot of different jobs before finding the right one.  
a do    b are doing    c did
- We ..... for six hours when we finally got to our destination.  
a drove    b were driving    c had been driving

### Vocabulary

#### 1 Complete the opposites.

- work indoors    work .....
- do shift work    work from .....
- be an employer    be an .....
- work part-time    work .....
- badly paid job    ..... job

#### 2 Circle the correct alternative.

- A sales manager is responsible for/deals with making profits through the sales team.
- I'd like to be self-employed/unemployed and run my own company.
- I'll be home late this evening. I have to work long hours/overtime.
- When a local car factory closed down, many workers were fired/made redundant.
- He was retired/sacked from his last job because he was always late.
- You need to go to college to get the right experience/qualifications for the job.
- This job would be ideal for you. I think you should apply for/to it.

#### 3 Complete the sentences with a word from each box. There is one extra word in each box that you do not need.

fill • get • keep  
take • turn • work

ahead • at • down  
in • on • over

- You need to ..... this form before you see the doctor.
- I don't want to work at night so I'm going to ..... the job.
- Some students have worked all weekend so they can ..... with their exam preparation.
- My dad's company is going to ..... another company because its owner wants to retire.
- I find English difficult sometimes, but I want to ..... it because it's important.

#### 4 Delete the word that is not possible.

- work in dangerous/stressful/skilled/good conditions
- do paperwork/manual work/experience/a course
- be an undergraduate/a graduate/a tutor/a lecture
- do shift work/homework/a mistake/well
- get a good grade/mark/note/result in an exam
- get a degree/a graduate/a student loan/a master's
- make a promise/an assignment/a suggestion/an excuse



**Answers.**

**3. Unit 1.**

**3.1. Vocabulary.**

**1**  
**Studying at university:** assignment (n), coursework (n), degree (n), lecture (n/v), master's (n), notes (n), tutorial (n)  
**Life at university:** become independent (v), extracurricular activity (n), hall of residence (n), student loan (n)

**People:** tutor (n), undergraduate (n)  
**Exams/Assessment:** continuous assessment (n), mark (n/v), resit (v)

**3**  
 1 c 2 b 3 b 4 c 5 a 6 b 7 c

**3.2. Grammar. Part 1.**

**1**  
 a simple b continuous c simple  
 d simple e continuous  
**2**  
 1 is, complaining (e) 2 have (a)  
 3 understand (d) 4 'm doing (b)  
 5 start (c)

**2**  
 They are extending the basement storage area.  
 The library opens 24 hours in term-time. The library opens at 9 am during university holidays.  
 Dr Maria Gurther and Frederick Johnson run the library.

**VOCABULARY EXTENSION**  
**4**  
 1 c 2 d 3 f 4 a 5 e 6 b

**3**  
 The library closes at 5.25 pm during university holidays.  
 They are constructing a new exhibition area.

**4**  
 1 applied 2 finished 3 discovered  
 4 seen 5 been working  
**5**  
 a 2 b 4 c 1 d 5 e 3

**6**  
 a has, started b has been studying  
 c has decided d have told e has been following  
 f has been going g has been thinking

**GRAMMAR CHALLENGE**

**7**  
 1 've been living here for 2 is forever giving us  
 3 haven't finished my research yet 4 are always talking about 5 've already read  
 6 's been revising since

**Part 2.**

**1**  
 1 Sorting out 2 to set up 3 Checking  
 4 to keep 5 walking 6 to cook  
 7 sharing 8 to take, forgetting 9 to do  
**2**  
 a 6, 8, 9 b 2 c 4 d 7, 8 e 1, 3, 5

**3**  
 2 e 3 d 4 b 5 a  
**4**  
 1 to meet 2 to do 3 cooking 4 to hand  
 5 walking 6 to go 7 to turn  
 8 borrowing

**GRAMMAR CHALLENGE**

**5**  
 1 for keep fit to keep fit 2 doing to do  
 3 buy buying 4 've been forgetting I've forgotten  
 5 text to text 6 've done I've been doing  
 7 is finishing finishes 8 to become becoming

**3.3. Reading.**

**1**  
 1 the course content and structure ✓  
 2 the cost of the fees ✓  
 3 opportunities to get work experience ✓  
 4 extracurricular activities ✓

**2**  
 2 D 3 A 4 B 5 D 6 E 7 A 8 E  
 9 C  
**3**  
 1 ✓ 2 ✓ 4 ✓ 5 ✓

**3.4. Vocabulary and listening.**

**Part 1.**

do	make
an assignment	an appointment
an exam	breakfast
homework	a decision
the housework	an excuse
the shopping	friends
someone a favour	a mistake
sport	a noise
well	a promise
	a suggestion

**2**  
 2 Nathan made a mistake. 3 Juliet did the housework. 4 Harry did a Spanish course. 5 Kate did well. 6 Lara made an excuse. 7 Ben did an assignment.  
**3**  
 3 ✓ 4 ✓

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

**VOCABULARY EXTENSION**

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

**Part 2.**

**1**  
 2 What is your favourite part of the day? 3 Is it easy to study where you live? 4 Do you prefer to be inside or outside [outside or inside]? 5 What would you like to do next summer?

**2**  
 1 F 2 T 3 F 4 T 5 F  
**3**  
 1 watch 2 going 3 not stay  
 4 have 5 not staying 6 going out  
 7 not to go 8 to go

**4**  
 1 going go 2 than to 3 rather I'd rather  
 4 don't not to 5 to be than [be]  
 6 prefer have I'd prefer to have



### 3.5. Writing.

- 1  
2 formal 3 informal 4 informal recently?  
5 formal 6 informal 7 formal I'm also considering coming to study  
8 formal 9 informal in your country. What do you think the  
2 advantages are for me doing that? we could both go and study in Australia  
What have you and your family been doing together! What would you prefer?  
Maybe you could come and study here, or What kind of preparation for leaving school  
do you get?

### 3.6. More vocabulary and grammar.

#### Grammar

- 1  
1 always make 2 are getting on  
3 always 4 have 5 'm revising  
6 always pays  
2  
1 've walked 2 's been waiting  
3 Have, finished 4 've already  
seen 5 has been looking, still hasn't  
found  
3  
1 sailing 2 to feed 3 talking 4 to  
study 5 cycling  
4  
a 'm writing b replying c 've been  
d go e have f 've handed  
g 'm having h made i Living  
j to move k 've been looking l had  
Vocabulary  
1  
1 assessment 2 tutor 3 undergraduate  
4 facilities 5 assignment 6 tutorial  
2  
1 degree 2 notes 3 coursework  
4 grade, mark 5 resit 6 graduate  
7 master's 8 extracurricular  
3  
1 make 2 do 3 make 4 make  
5 do 6 do 7 make 8 do

## 4. Unit 2.

### 4.1. Vocabulary.

- 1  
Suggested answers  
Farmers: 1, 4, 6, 7, 11  
Nurses: 1, 2, 4, 5, 8, 12  
PAs: 3, 4, 5, 8, 10, 12  
Firefighters: 1, 2, 4, 6, 8, 9, 11  
2  
1 negative 2 positive 3 negative  
4  
2 e 3 b 4 a 5 d  
VOCABULARY EXTENSION  
5  
1 job-share 2 perks 3 high-  
powered 4 sick leave 5 deadlines

### 4.2. Grammar.

#### Part 1.

- 1  
1 e 2 c 3 a 4 b 5 d  
2  
1 were waiting 2 was shining 3 went  
4 got 5 was surfing 6 didn't have  
3  
a studied b was sitting c happened  
d stopped e was doing f applied  
g tried h cried i was travelling  
4  
4 ✓  
5  
a 3 b 2, 4 c 2, 4 d 1  
6  
1 We used to live in a small town.  
2 I used to have a part-time job in a shop.  
3 I'd go to work every Saturday. 4 I'd  
start at nine in the morning. 5 I didn't  
use to work late. 6 I didn't use to like my  
job so I decided to leave.  
GRAMMAR CHALLENGE |  
7  
1 ~~didn't had~~ didn't have 2 ~~tried~~  
tried 3 ~~was read~~ was reading 4 ~~like-~~  
~~a fisherman~~ as a fisherman 5 ~~applied-~~  
~~at~~ applied for 6 ~~was travelled~~  
travelled 7 ~~got up~~ get up 8 ~~works~~  
worked 9 ~~didn't liked~~ didn't like 10 ~~is-~~  
~~work~~ is working 11 ~~didn't used~~ didn't  
use 12 ~~is better than work~~ is better than  
working

#### Part 2.

- 1  
1 C 2 C 3 S 4 both 5 S  
2  
1 been 2 been helping 3 been  
travelling 4 made 5 been 6 been  
learning  
3  
2 I was hungry because I hadn't eaten.  
3 She was exhausted because she'd been  
working since 5 am. 4 They were late  
because they'd missed the bus. 5 My  
teacher was annoyed because I hadn't  
done my homework. 6 Everything was  
white because it'd been snowing for  
days. 7 I didn't recognise Sam because I  
hadn't seen him for ages.  
4  
a went b 'd, finished c 'd been  
studying d 'd, visited e 'd gone f 'd  
stayed up g knocked h didn't wake up  
i 'd been trying j drove k 'd forgotten  
l had  
GRAMMAR CHALLENGE  
5  
1 After he'd left, I did my  
homework. 2 While I was working  
in Argentina, I made some good  
friends. 3 When I saw the advert, I  
immediately decided to apply. 4 After  
I'd earned some money, we went  
travelling. 5 While I was staying in  
Romania, I visited lots of interesting  
places. 6 After we'd waited/'d been  
waiting for two hours, the bus eventually  
arrived.



### 4.3. Reading.

- 1 Positive  
c 3  
2 1 T 2 F 3 T 4 NM 5 F 6 T  
Jack: sheep shearing, Positive 7 NM 8 T  
Sheena: skyscraper window cleaner, 4
- 1 ✓ 2 ✓ 3 ✗ 4 ✓ 5 ✗  
5  
1 buckets 2 told off 3 scorching  
4 backbreaking 5 stick with

### 4.4. Vocabulary and listening.

#### Part 1.

- 1  
2 b 3 a 4 e 5 h 6 d 7 f 8 g  
2  
1 c 2 f 3 a 4 b 5 e  
3  
1 D 2 E 3 B 4 F 5 A
- VOCABULARY EXTENSION**  
4  
2 h 3 c 4 a 5 f 6 g 7 e 8 b  
5  
a set up b Draw up c Send out  
d Stick to e drag on f Write down  
g carry out h follow up

#### Part 2.

- | Asking for opinions | Agreeing            | Disagreeing                  |
|---------------------|---------------------|------------------------------|
| What about you?     | That's a good idea. | I see what you mean, but ... |
| What do you think?  | Yes, you're right.  | I suppose so, but ...        |
- 1  
2 relaxing 3 learning a language  
4 volunteering 5 working  
3  
volunteering  
4  
What do you think about ...? ✓ What about ...? ✓ Do you agree? ✓ Yes, I agree.
- ✓ Yes, you're right. ✓ That's a good idea. ✓ I think you're right. ✓ Maybe, but ... ✓ I suppose so, but ... ✓ I agree up to a point. ✓  
5  
a you think b up to a c see what  
d do you think e suppose f agree with

### 4.5. Writing.

Students' own answers

### 4.6. More vocabulary and grammar.

- Grammar**  
1  
1 used to 2 had already left 3 were you doing 4 had forgotten 5 would go  
2  
1 had been to 2 used to be 3 hadn't been feeling 4 didn't use to do 5 hadn't revised
- 3  
1 b 2 c 3 c 4 b 5 a 6 c
- Vocabulary**  
1  
1 outdoors 2 nine to five 3 employee 4 full-time 5 well paid  
2  
1 is responsible for 2 self-employed 3 overtime 4 made redundant
- 5 sacked 6 qualifications 7 for  
3  
1 fill in 2 turn down 3 get ahead 4 take over 5 keep at  
4  
1 skilled 2 experience 3 a lecture 4 a mistake 5 note 6 a graduate 7 an assignment