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MEGA

# GOAL 3

WORKBOOK

**MANUEL DOS SANTOS**  
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## MegaGoal 3 Workbook

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# 1 Connected by Technology

**A** Read the descriptions of different people. Write the best word or phrase to describe each.

adventurous	laid back	spontaneous
down-to-earth	loner	straightforward

 Even though Brian is famous, he isn't unfriendly or arrogant. He loves spending time in nature. He always wears jeans or shorts and a T-shirt. He likes to eat healthy food from the garden.

Brian is down-to-earth.

1. Lee is the kind of person that will always tell you the truth. He doesn't like to play games or pretend. He never says things just to make someone feel good. He is honest and doesn't hide anything. You always know where you stand with him. Lee is straightforward.
2. David likes to spend time by himself. After school, he usually goes home and works on his computer. He likes playing computer games and watching films. He has a few friends at school, but he is happiest when he's alone. David is a loner.
3. Jason loves to try new things. Last year he went whitewater rafting in Chile. Two years ago, he climbed Mount Kilimanjaro in Tanzania. This year he's going to hike the Appalachian Trail in the United States. He isn't afraid of anything! Jason is adventurous.
4. Peter is not the kind of person who plans things out. He usually makes a decision and immediately acts on it. For example, last week, he really wanted to eat fish for dinner, so he got in his car and drove three hours to the beach to eat at his favorite seafood restaurant. After dinner, he got back in his car and drove home. Peter is spontaneous.
5. Jake is a casual and relaxed person. He is usually late, but he doesn't worry about it. He is a flexible person and likes to just go with the flow. He's very easy to be around because he's always smiling and relaxed. Jake is laid back.

**B** Match the parts of the sentences to make proverbs.

 e The apple...

1. a Silence...

2. f Better late...

3. b Laughter...

4. d Honesty...

5. c Nothing ventured,...

a. is golden.

b. is the best medicine.

c. nothing gained.

d. is the best policy.

e. doesn't fall far from the tree.

f. than never.

# 1 Connected by Technology

**C** Read the sentences. Tick (✓) the type of verb used. Look at the auxiliary verbs to help you.

	simple present or past	present or past perfect	present or past progressive	present or past passive
<b>The Internet has changed the world.</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1. I am sending you a text message right now!	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Tom had already sent me an email.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Liana doesn't have an email account.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. I was trying to call you last night.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Computers are used all over the world.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. How long have you had your cell phone?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. My laptop was stolen yesterday.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Does Sara use instant messaging?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**D** Unscramble the questions. Then match the questions and answers.

**1** d get / Did / a smartphone / you / ?

Did you get a smartphone?

1. g the Internet / Has / working / been / ?

2. a use / you / Do / a fax machine / ever / ?

3. e you / last night / texting / Were / me / ?

4. b closed / the / Was / account / ?

5. f sending / Are / an / you / instant message / ?

6. c changed / your password / you / Have / ?

a. No, I don't

b. Yes, it was.

c. Yes, I have.

d. Yes, I did.

e. No, I wasn't.

f. No, I'm not.

g. No, it hasn't.

**E** Complete the conversation with the correct forms of the auxiliary verbs **do**, **have**, and **be**.

**Jasim:** What  did you do last night?

**Ibrahim:** I went to a restaurant with some friends. Why **(1)** (not) didn't you come?

**Jasim:** I **(2)** was signing up for an online job finding service.

**Ibrahim:** Wow! You were?

**Jasim:** Yeah. I **(3)** (not) hadn't done it before, but yesterday, I decided to try it. I had to answer so many questions!

**Ibrahim:** What kinds of questions **(4)** did they ask you?

**Jasim:** Well, they asked things like: When **(5)** were you born? What **(6)** do you like to do? **(7)** Have you ever had a job? **(8)** Do you want to work in Saudi Arabia? Where **(9)** do you live? What **(10)** do you do? How much money **(11)** do you want to make? What kind of job **(12)** do you like?

**Ibrahim:** Well, I guess they **(13)** are trying to see if you are the best candidate for the job, so they need to know a lot about you. **(14)** Do they make a profile page for you?

**Jasim:** Yes, they **(15)** do. **(16)** Do you want to see it?

**Ibrahim:** Yes, I **(17)** do! **(18)** Did you give them any pictures?

**Jasim:** No, I **(19)** (not) haven't yet! I (not) **(20)** don't have any good ones.

**Ibrahim:** Why **(21)** (not) didn't you ask me? I have some!

**Jasim:** You do? Great! Maybe we can upload them now!

**F** Write a question for each answer. Use the correct auxiliary verb and tense. **Sample answers:**

 **Yes, she has.** Has Dora left for school already?

1. Yes, I do. Do you have a laptop?

2. No, we haven't. Have you eaten dinner?

3. It works great! How does it work?

4. It was invented a long time ago. When was the telephone invented?

5. No, I hadn't. Had you called me before I arrived?

6. Yes, it is. Is your cell phone working?

7. I was sleeping. What were you doing last night?



# 1 Connected by Technology

**G** Look at the pictures. Write what you think each person is saying. Use auxiliary verbs. **Sample answers:**

①

A: How long have you had that laptop?

B: I've had it for a year.

②

A: What are you doing tonight?

B: I'm going to play computer games. How about you?

C: We're going to play computer games too!

③

A: Do you like this rug?

B: Yes, I do!!

**H READING**

Read the article and complete the chart below.

**Instant Messaging**

Instant messaging (IM) is a type of real-time communication between two or more people over the Internet. The technology for instant messaging has been around for over 50 years. However, instant messaging only became popular for common use in the past 15 years. Today, instant messaging is possible through most major email services. It has both advantages and disadvantages.

Probably the main benefit of instant messaging is that it seems most like a face-to-face or telephone conversation because it happens in real time. Discussions that could take days over email can happen in a matter of minutes through IM. Also it provides more opportunities for clarification of ideas, thus resulting in less miscommunication. Another benefit is that it is more private than talking in person or over the phone when you are in a room with others. In fact, it's common for two people in the same room, office, or coffee shop to instant message one another rather than just talk!

There are also disadvantages to instant messaging. Some people feel it is an invasion of privacy. Although instant messaging can be a beneficial way to keep in touch with friends, family, and co-workers, it can also be annoying to always have someone know when you are online. In order to get around this, most IM programs will allow you to choose to be "invisible," or you can always sign out. Another disadvantage of IM is that many programs allow you to instant message with strangers. While this can be both interesting and fun, it can also be dangerous. You should be careful about what information you share on the Internet. To stay safe, follow these basic rules:

- Be careful when creating a screen name. It should not include personal information. For example, use a nickname such as *travelguy* instead of *abhaahmad*.
- Never tell your real name, location, or telephone number.
- Do not put your screen name on public lists or directories. Also, do not give it to strangers.
- Never provide sensitive personal information such as your credit card numbers or passwords in an IM conversation.
- Only communicate with people who are on your contact or buddy lists.
- Never open pictures, download files, or click links in messages from people you don't know.
- If you use a public computer, do not choose to log on automatically. People who use that computer after you may be able to see and use your screen name to log on.

Sample answers:

Advantages of IM:	Disadvantages of IM:	Ways to stay safe:
1. It's more like a real conversation.	1. Everybody knows when you're online.	1. Don't give out your personal information.
2. It's more private than talking on the phone if you're in a room with others.	2. It can be dangerous.	2. Don't open pictures or files from someone you don't know.

# 1 Connected by Technology

**I** Rewrite the text messages using abbreviations. Remember to find the shortest way of representing the way they sound. **Sample answers:**

1. Where are you? Will you be over soon?

WRU? WU B ovr sn?

2. He is not going to meet us. He's busy.

HzNGT meet us. Hz Bzy

3. Who's giving you all the information?

Wz gvnULTInfrmtn?

4. Of course, I'll do it for you. You've helped me so many times.

OC, ILDI4U. Uvhelpt meSMTmz.

5. Check the store on the corner. It's cheaper.

√TStrOTCrnr. It's Chpr.

**J** Write if you would call or text message in each situation and give a reason. **Sample answers:**

1. You're in a very busy store. You want to ask your friend if he/she likes a particular color.

I would text message you because the shop is busy and noisy.

2. You know your father is at the station waiting. You want to let him know that you will be arriving in about 20 minutes.

I would text message because he might not hear the phone if there are trains going back and forth. But I would also call just in case.

3. You are in the library looking for a science book, but you have forgotten which volume you need for class. You want to ask your classmate.

I would text message because you're not supposed to make noise and disturb other people in the library.

4. You had an unnecessary argument with your cousin. You feel responsible and want to apologize.

I would call to apologize, because he/she is my cousin and a text message would not be suitable or it might show that I don't care enough.

5. You know your brother is on his way home from work. You are at a halfway point and you want to catch him before he goes past it so he can give you a lift.

I would call him because he is in his car driving and he probably won't check his text messages but he will hear the phone.

- K** Look at the picture. Take notes on the main objects and actions that are happening. Then write sentences that tell what is happening and what may happen.



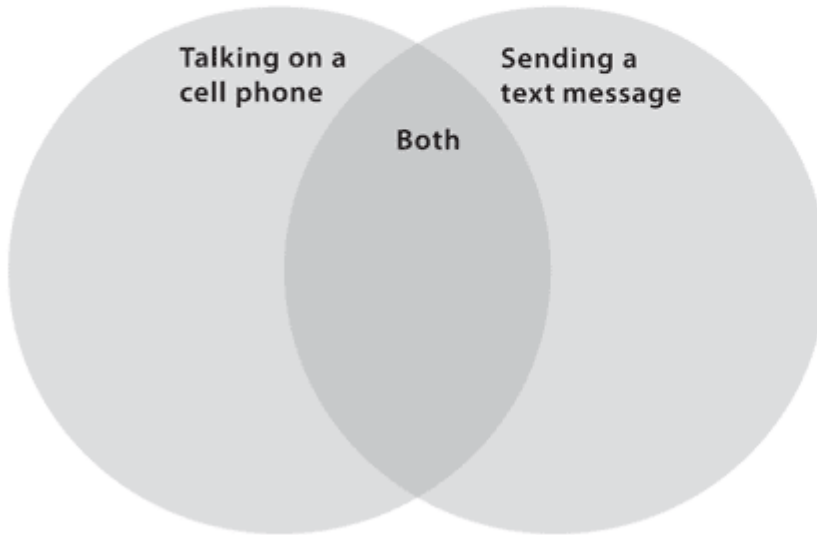
Sample answers:

Main Objects	Main Actions
car, cell phone, steering wheel, dashboard, windshield	driving OR just stopped to wait for something / checking phone for text messages
	just received a text message and is reading it

1. A man is in his car. He has just stopped and is checking his cell phone for text messages.
2. He is getting a text message that he has just received and he is getting ready to reply to it.
3. He may send his reply and wait for an answer or he may drive away.

## **L** WRITING *Student's answer*

How are talking on a cell phone and sending a text message different? How are they the same? Before you write, fill in the diagram below.



Now use your diagram to write an essay that compares talking on a cell phone with sending a text message. Conclude your essay with your opinion about which you prefer and why.



**M** Complete the chart. Fill in the adjective, the comparative adjective, or the superlative adjective.

Adjective	Comparative Adjective	Superlative Adjective
expensive	more/less expensive	the most/least expensive
difficult	more/less difficult	the most/least difficult
easy	easier	the easiest
successful	more/less successful	the most/least successful
useful	more/less useful	the most/least useful
relaxing	more/less relaxing	the most/least relaxing
wealthy	wealthier	the wealthiest
important	more/less important	the most/least important
risky	riskier	the riskiest
economical	more/less	the most/least
bad	worse	the worst
good	better	the best

**N** Complete the sentences with comparative and superlative forms of the adjectives in parentheses. Use *the* before superlatives.

- The oldest (old) known computer is the Antikythera Mechanism. It is one of the most significant (significant) finds from over 2000 years ago. It was a massive device for making mathematical calculations, which was made of bronze and wood. This was heavier (heavy) than today's electronic calculators, so of course it was more difficult (difficult) to carry.
- One of the most successful (successful) novels of all time is A Tale of Two Cities by Charles Dickens. It sold over 200 million copies. That's an even bigger (big) success than Jules Verne's Journey to the Center of the Earth. Dickens' childhood was not any easier (easy) than the lives of his characters, but he moved on to become one of the best (good) novelists of all time.
- Many of the wealthiest (wealthy) people made their money in the computer industry. Bill Gates, who became famous for starting Microsoft, is richer (rich) than any king or queen in the world. He also seems to be one of the most generous (generous) people as the Bill & Melinda Gates Foundation has donated \$30 billion to some of the poorest (poor) nations.

**O** Answer these questions. Give your opinion with some reasons. Use comparatives and superlatives.

Student's answer

- What is the most useful gadget that you own?  
\_\_\_\_\_
- How easy is it to keep up with the latest developments in technology?  
\_\_\_\_\_
- What is the easiest way to learn a foreign language?  
\_\_\_\_\_
- Which is the best means of communication: email, texting, letter writing, or face to face discussion?  
\_\_\_\_\_

# 1 Connected by Technology

**P** Complete the second sentence so that it has the same meaning as the first.

1. Our car is serviced by a mechanic twice a year.  
We get our car serviced twice a year.
2. Someone needs to check the brakes on my bicycle.  
My bicycle brakes need to be checked.
3. The new company website needed to be designed.  
The company had the new website designed.
4. This program needed to be downloaded before I could play the game.  
I got this program downloaded before I could play the game.
5. Someone needed to install a new app on this smartphone.  
A new app needed to be installed on this smartphone.
6. You need to dispose of your used battery carefully.  
Your used car battery needs to be disposed of carefully.

**Q** Complete the phone conversation. Use the correct form of the verbs in parentheses.

**Omar:** InstantTec Service, how can I help you?

**Tony:** It's my new computer. I think it's (1.) broken (break). It's still under warranty, but I think I'll have to (2.) get it replaced (get/replace).

**Omar:** What exactly is the problem?

**Tony:** Everything, actually. It won't switch on at all. The screen is completely blank. Maybe you've sold me a (3.) damaged (damage) computer.

**Omar:** Could you give me your user name, please? I can (4.) have your connection checked (have/check) first. If it needs (5.) to be (repair), we'll send a technician over to identify the problem. repaired

**Tony:** OK. The user name's Genius89.

**Omar:** I'm checking it now. Hmm... the line is OK, but your computer is not (6.) connected (connect). Perhaps you need a new router.

**Tony:** No way! I (7.) had one installed (have/install) by your technician a few weeks ago.

**Omar:** Are you sure that everything is (8.) plugged (plug) in?

**Tony:** Of course it is! Erm... let me just check. Oh, no! It was (9.) unplugged (unplug). I know, I (10.) had the house cleaned (have/clean) yesterday. The cleaner has left the (11.) disconnected (disconnect) plug on the shelf. How embarrassing!

**Omar:** No problem, sir. It happens all the time. Anything else that needs (12.) to be fixed (fix)?

**Tony:** No, thanks. I've plugged it in now. That's all that needed (13.) to be done (do). Thanks for the help.

**Omar:** My pleasure, sir. We like to have (14.) satisfied (satisfy) customers.

# 2 Crime Doesn't Pay

**A** Complete the crossword puzzle.

**Across**

1. a thief
4. take control of a moving vehicle by force
5. leave someone or something
7. refuse; to say no
9. a small crime
10. ran away; escaped

**Down**

2. without permission
3. blame someone
6. take something away
8. a prisoner

						<sup>1</sup> B	<sup>2</sup> U	R	G	L	<sup>3</sup> A	R	
											N		C
						<sup>4</sup> H	I	J	A	C	K	C	
											U	U	
											T	S	
											H	E	
						<sup>5</sup> A	B	A	N	D	O	N	
											R		
											I		
						<sup>6</sup> S					Z		
						<sup>7</sup> D	E	C	L	<sup>8</sup> I	N	E	
							I			N		D	
							Z			M			
<sup>9</sup> M	I	S	D	E	M	E	A	N	O	R			
											T		
						<sup>10</sup> F	L	E	D				



## 2 Crime Doesn't Pay

**B** Decide if each sentence is active or passive. Write **A** for Active or **P** for Passive.

💡 P Jerry's bike was stolen last weekend.

- A She was upset.
- A She called the police.
- P The thief has been caught.
- P The jurors were selected yesterday.
- A The jurors are non-biased people.
- P Only citizens are selected for jury duty.
- P The case will be presented today.
- P Jurors will not be permitted to talk with family members about the case.
- A The trial was short.
- P The suspect was found guilty.



**C** Unscramble the passive sentences.

💡 robbed / Saturday / The MiniMart / was / on / .

The MiniMart was robbed on Saturday.

1. money / taken / A lot of / the cash register / was / from / .

A lot of money was taken from the cash register.

2. videotape / The / caught / burglar / on / was / .

The burglar was caught on videotape.

3. not / The / hurt / cashier / was / .

The cashier was not hurt.

4. been / the police / The burglar / arrested / has / by / .

The burglar has been arrested by the police.

5. been / The store / reopened / has / .

The store has been reopened.

6. be / by / alarm system / store owner / will / An / installed / the / .

An alarm system will be installed by the store owner.

**D** Rewrite the active sentences as passive sentences.

1. Bob broke the window.

The window was broken by Bob.

2. The police catch thieves.

Thieves are caught by the police.

3. Somebody has opened the door.

The door has been opened.

4. They stole the car.

The car was stolen.

5. Somebody kidnapped the child.

The child was kidnapped.

6. They are going to hijack the airplane tomorrow.

The airplane will be hijacked tomorrow.

7. Somebody has murdered the captain.

The captain has been murdered.

8. The police detectives will solve the mystery.

The mystery will be solved by the police detectives.

**E** Combine the sentences to create one past perfect or past perfect progressive sentence. Use **before**, **when**, and **because**.



- (1st) He didn't lock his door. (2nd) The burglars walked right in.

The burglars walked right in because he hadn't locked his door.

1. (1st) Ana Maria was sleeping. (2nd) She heard a knock on the door.

Ana Maria had been sleeping when she heard a knock on the door.

2. (1st) I had a nice bicycle. (2nd) it was stolen.

Before it was stolen, I had had a nice bicycle.

3. (1st) Everybody liked him. (2nd) The police arrested him for stealing.

Before he was arrested for stealing, everybody had liked him.

4. (1st) Her cat was lost. (2nd) She was very sad.

She was very sad because her cat had been lost.

5. (1st) He was eating dinner. (2nd) The police came to his door.

He had been eating dinner when the police came to his door.

## 2 Crime Doesn't Pay


Sample answers:

**F** Describe what you think had happened or had been happening before the events described below. Use the past perfect or past perfect progressive.

1. When Matt opened the door he was surprised. There were clothes all over the floor. His bookshelves were empty and the books were in a big messy pile. There was paper everywhere. The living room was also a mess. There was broken glass on the floor and the TV was gone. He looked around and knew what had happened... Somebody had broken into the house before he got home.
2. Tara went to the market on Saturday. There were people everywhere shopping, eating, and selling stuff. She saw an old friend that was selling jewelry in a very crowded part of the market. She talked to her for a minute, and then went to buy vegetables. When she reached into her pocket, her wallet was gone. She knew what had happened... Somebody had stolen her wallet when she was talking to her friend.
3. Erika made a sandwich and decided to eat it outside in her garden. She put it on the table and went inside to get some water. When she came back out, the sandwich was gone. There was just an empty plate, but nobody was around. So she went back inside and made another sandwich. She put it in the garden, but then needed a napkin from inside. When she came back out, the plate was empty again! She looked around, but there was no one. Then she saw two big birds up in a tree and she knew what had been happening... The birds had been eating her sandwiches when she went inside.

**G** Complete the newspaper article with the simple past, past perfect, or past perfect progressive.

### The Missing Bag

TRENTON, new Jersey—Last Saturday, Mrs. Judy Bobson  (call) called the police to report that her bag had been stolen. Earlier that morning, she (1) (go) had gone to the bank to take out money, and go shopping. Her grandson (2) (graduate) had graduated from high school and she (3) (decide) had decided to buy him a new laptop for college.

She (4) (check) had checked prices on the Internet and found out that a large electronic goods retailer (5) (offer) was offering/ had been offering/offered a 30% discount on all computers. She (6) (ask) had asked her brother to drive her there but he could not leave work. So she (7) (put) put / had put the money in her bag and (8) (leave) left / had left home in a hurry. Someone, at the bank, (9) (tell) had told her that a lot of people (10) (go) had been going to the store over the last three days to find bargains. She (11) (decide) had decided to take the bus but (12) (change) changed her mind and took a taxi.

When they (13) (get) got to the store, she paid the fare with some bills that she (14) (put) had put in her coat pocket, (15) (get out) got out and entered the store.

A very nice sales assistant (16) (show) had been showing her new laptops for some time, when she (17) (realize) realized that she (18) (not have) did not have her bag. She was sure someone (19) (steal) had stolen it while she was looking at laptops. She (20) (ask) asked the store security to lock down the doors and search all the shoppers there. The shop manager (21) (try) tried to calm her down and get her to think about where she might have left her bag, but she wouldn't listen. All of a sudden, a man walked in holding Mrs Bobson's bag. She (22) (leave) had left it in the taxi!



**H READING**

Read the two stories. Then answer the questions.

**America's Dumbest Criminals****Story 1**

CALIFORNIA, USA—A man, who was in serious financial trouble after having been fired because of inadequate reading and writing skills, decided that robbing a bank would be the solution to all of his problems. He chose the Bank of America in downtown San Francisco as his target. He was walking into the branch when he realized he had not written his stick-up note. He decided to go through with it anyway and got a deposit slip from the bank and wrote his note: "This iz a stickup. Put all your munny in this bag."

While standing in line to give his note to the teller, he began to worry that someone had seen him write the note and might call the police. He decided to leave the Bank of America and try another bank. He crossed the street to the Wells Fargo bank. After waiting a few minutes in line, he handed his note to the Wells Fargo teller.

The teller read the note and, judging from the spelling errors, realized that the robber was not very bright. He told him that he could not accept his stick-up note since it had been written on a Bank of America deposit slip. He explained that he could only accept the note if it were written on a Wells Fargo slip and that he would either have to fill in one of their slips or go back to the Bank of America.

Looking somewhat confused, but taking the teller's word for it, the man decided to leave the bank. The Wells Fargo teller then called the police who arrested the man a few minutes later while he was waiting in line back at the Bank of America.

**Story 2**

COLORADO, USA—A man walked into a corner store in Colorado Springs with a gun and demanded all of the cash from the cash register. After the cashier had put the cash in a bag, the robber saw a pack of cigarettes that he wanted behind the counter on the shelf. He told the cashier to put it in the bag along with the cash. The cashier refused, saying that the man wasn't over twenty-one.

The robber insisted that he was in fact older than twenty-one, but the cashier stood his ground and refused to give it to him unless he showed official identification stating his age. The robber took his driver's license out of his wallet and gave it to the cashier. After a couple of minutes, the clerk agreed that the man was indeed over twenty-one and put the pack of cigarettes in the bag.

As the robber ran from the store, the cashier immediately called the police and gave the name and address he had seen on the license. The police arrested the robber two hours later while he was sitting in his living room smoking a cigarette.

Sample  
answers:

	Story 1	Story 2
<b>What did the robber do wrong?</b>	He made mistakes on his stick-up note.	He showed the cashier his driver's license.
<b>What would be a good name for the story?</b>	It Pays To Be Able To Read And Write	Old Enough But Not Smart Enough
<b>Do you feel sorry for these criminals? Why?</b>	No. He should not have tried to rob the bank.	No. He should not have tried to rob the store.

## 2 Crime Doesn't Pay

**1** Reorder the sentences to create the story of a silly burglary. Then answer the question.

**6**

He was wearing a jacket that belonged to the man of the house, and his pockets were full of jewelry and candies that he had taken.

**7**

Outside the house, a bag was found with more items that had been stolen from the house.

**8**

When the police came they found the burglar asleep on the couch.

**3**

When he was interviewed by the police, he claimed that he had bought the candies but eventually admitted to having taken them from the house.

**1**

At the time the burglar had just been released from a two-year prison sentence for burglary.

**2**

The owners of the house had locked all doors and windows before going to sleep the night before.

**5**

But when they woke up early the next morning, they heard noises coming from the living room.

**4**

Instead of checking the living room, they tiptoed into the kitchen and called the police.

**9**

On his way to the patrol car, the burglar apologized to the owners for falling asleep on their couch.

**10**

He explained that he had been playing basketball all day and had got very tired!

What would you have done if you had found a burglar asleep in your living room?

**Sample answer:**

I would have left the house and called the police.

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- J** Look at the picture. Take notes on the people, things, and actions that are happening. Then write sentences that tell what is happening and why it is happening.



Sample answer:

People	Things	Actions
Police	crime scene tape	police are guarding the area
	wall with graffiti	watching people
		preventing people from crossing the line

- The crime scene tape is securing the crime area.
- Police officers are posted behind the crime scene tape to prevent unauthorized individuals from crossing the line.
- The crime area is secured because the police are investigating the crime scene and they don't want it to be compromised.

## 2 Crime Doesn't Pay

### **K** WRITING Student's answer

There is an old saying "Crime doesn't pay." This means that something always goes wrong and there can never be a completely successful crime. Do you agree or disagree? Why? Write your opinion below.



**L** Complete the story. Use the past tense of the verbs in parentheses.

Robert and Ted (1.) were (be) school friends when they (2.) were (be) children. They (3.) played (play) sports and (4.) studied (study) together. After high school, they (5.) didn't go (not go) to the same college. Ted (6.) went (go) to Harvard in 2004. Then he (7.) got (get) hired by a detective agency in Geneva and (8.) emigrated (emigrate). At first, he (9.) didn't like (not like) his job because it (10.) involved (involve) a lot of routine work. He also (11.) missed (miss) his family a lot. But after several years, he (12.) didn't want (not want) to move back home. Robert (13.) stayed (stay) at home after college. He (14.) didn't find (not find) a job easily, so he (15.) decided (decide) to become a jewel thief. At first, he (16.) was (be) quite successful. He (17.) robbed (rob) small town stores and the police never (18.) caught (catch) him. Last year, he (19.) started (start) to think big. He (20.) wanted (want) to travel and see the world. Then six months ago, he (21.) traveled (travel) to Switzerland to take part in a bank robbery. A week later, Ted (22.) saw (see) Robert running out of the bank. He (23.) recognized (recognize) him, so he (24.) didn't arrest (not arrest) him. They (25.) met (meet) up again last month and (26.) opened (open) their own detective agency together!

**M** Answer the questions about the story in exercise L.

1. What did Robert and Ted use to do when they were young?  
They used to play sports and study together.
2. Did Ted enjoy his job at first? (Why? / Why not?)  
No, he didn't because it involved a lot of routine work.
3. Why did Robert become a thief?  
He became a thief because he couldn't find a job easily.
4. Did Ted want to arrest Robert? (Why? / Why not?)  
No, he didn't, because they were school friends.

**N** Answer the questions with true statements about yourself. **Student's answer**

1. What games would you play when you were young?  
\_\_\_\_\_
2. Who did you use to play with?  
\_\_\_\_\_
3. Did you use to live in a different place? Where?  
\_\_\_\_\_



## 2 Crime Doesn't Pay

**O** Complete the sentences with the past progressive or simple past of the verbs in parentheses.

1. Where were you sitting (you/sit) when you heard (hear) the noise.
2. My wife and I were watching (watch) the news on TV while the burglar was breaking (break) into our home.
3. When Mr. Jameson lived (live) next door to us, he was always blocking (always/block) our driveway with his SUV.
4. The engine was running (run) while getaway vehicle was waiting (wait) outside the jewelry store.
5. The bank cashier immediately activated (activate) the alarm when the masked men entered (enter) the bank.
6. The robbers were wearing (wear) ski masks when we saw (see) them.
7. I knew (know) something wrong because he was acting (act) suspiciously.
8. While the felon was serving (serve) his prison sentence, studied (study) a university course.
9. When the police stopped (stop) the suspect's car, the stolen cash was lying (lie) in the trunk.
10. My brother was always taking (always/take) my toys when we were (be) kids.

**P** Match the questions and complete the answers. Use the past progressive.

- |                                  |          |   |
|----------------------------------|----------|---|
| 1. Have you always worked here?  | <u>c</u> | a. I <u>was teaching</u> (teach) English.                                   |
| 2. What were you doing in China? | <u>a</u> | b. They <u>were offering</u> (offer) a really good salary.                  |
| 3. Were you staying at a hotel?  | <u>c</u> | c. No, I <u>was living</u> (live) with a local family.                      |
| 4. Why did you move there?       | <u>b</u> | d. Nothing serious, except that it <u>was always raining</u> (always/rain). |
| 5. Did you have any problems?    | <u>d</u> | e. No. A few years ago, I <u>was working</u> (work) in China.               |

# 3 Far and Away

**A** Write the missing letters.

⚡ c \_ o \_ z \_ y \_

1. r \_ e \_ l \_ a \_ t \_ i \_ v \_ e \_ l \_ y

2. \_ u \_ n \_ i \_ q \_ u \_ e

3. a l \_ t \_ e \_ r \_ n \_ a \_ t \_ i \_ v \_ e \_

4. e \_ c \_ o \_ s \_ y \_ s \_ t \_ e \_ m

5. \_ s \_ u \_ r \_ f \_ a \_ c \_ e

6. \_ w \_ i \_ d \_ e \_ s \_ p \_ r \_ e \_ a \_ d \_

7. c a \_ p \_ s \_ u \_ l \_ e \_

8. c \_ o \_ m \_ m \_ e \_ r \_ c \_ i \_ a \_ l

9. \_ u \_ n \_ d \_ i \_ s \_ t \_ u \_ r \_ b \_ e \_ d

**B** Write the words from exercise **A** next to the definitions below.

⚡ commercial: something that will be used for business purposes; not personal

1. relatively: mostly; more or less

2. unique: one of a kind; unusual

3. alternative: another option or choice

4. cozy: warm and comforting

5. widespread: covering a large area

6. surface: the outside or top of something

7. ecosystem: plants and animals that work together in nature

8. undisturbed: in its natural state; not bothered or touched

9. capsule: a kind of container

### 3 Far and Away

**C** Unscramble the sentences.



got / a car accident / He / into / nearly / .

He nearly got into a car accident.

1. barely / anything / You've / eaten / !

You've barely eaten anything!

2. the / Is / enough / bright / light / ?

Is the light bright enough?

3. name / his / know / scarcely / I / .

I scarcely know his name.

4. very / goes / He / to / frequently / Asia / .

He goes to Asia very frequently.

5. cooked / The / perfectly / are / not / potatoes / quite / .

The potatoes are not cooked quite perfectly.

6. disagree / completely / I / .

I completely disagree.

7. extremely / That / dangerous / is / road / .

That road is extremely dangerous.

8. planning / vacation / They've / finished / almost / their / .

They've almost finished planning their vacation.

**D** Circle the correct adverb of degree in each sentence.

1. There aren't (enough / scarcely) rooms for us at this hotel. Some people can stay here, but other people will have to go to another hotel.

2. It is (nearly / extremely) cold in the winter in Finland. People need to wear a lot of clothes to stay warm.

3. I am (almost / completely) out of money. I only have 10 riyals left.

4. It's (hardly / too) late to go to the museum now. I'm going back to the hotel.

5. The flight was (rather / barely) bumpy. I feel sick now.

6. There were (just / quite) enough seats on the bus for all of us. Every seat was taken after we got on.

**E** Write sentences using the adverbs of degree. **Sample answers:**

**Lightbulb icon** **nearly:** *We are nearly at the hotel. It's only a few more minutes away.*

1. so: *It's so hot in here. Do you have a fan?*

2. very: *I'm very tired. I want to go to bed now.*

3. absolutely: *I'm absolutely sure. I have no questions about it.*

4. enough: *There isn't enough tea. I will make more.*

5. barely: *There's barely anybody here. Only 3 people!*

6. completely: *I am completely out of coffee. I don't have any more.*

**F** Rewrite each sentence to include the sentence adverbs. **Sample answers:**

**Lightbulb icon** **I don't know what you're talking about. (honestly)**  
*Honestly, I don't know what you're talking about.*

1. She is sleeping right now. (probably)  
*She is probably sleeping right now.*

2. They didn't like the hotel. (admittedly)  
*Admittedly, they didn't like the hotel.*

3. We missed the beginning. (actually)  
*We actually missed the beginning.*

4. They have tried to call by now. (undoubtedly)  
*They have undoubtedly tried to call by now.*

5. Bob is avoiding me. (evidently)  
*Evidently, Bob is avoiding me.*

6. You'll be staying with us. (naturally)  
*Naturally, you'll be staying with us.*

**G** Match the sentence adverbs with their meanings.

- |                           |  |
|---------------------------|--|
| 1. <u>f</u> clearly       | a. most likely; maybe                      |
| 2. <u>c</u> undoubtedly   | b. formally                                |
| 3. <u>g</u> presumably    | c. for sure; without a question; certainly |
| 4. <u>a</u> probably      | d. truthfully                              |
| 5. <u>h</u> unfortunately | e. in reality; in fact                     |
| 6. <u>e</u> actually      | f. obviously                               |
| 7. <u>b</u> officially    | g. it would seem; I imagine                |
| 8. <u>d</u> frankly       | h. unluckily                               |

**H** Read about youth hostels. Then write a paragraph about them, using adverbs of degree and sentence adverbs.

### Youth Hostels

- Youth hostels are located all over the world.
- They are popular with young people, but you do not have to be young to stay at one.
- They often have very rustic accommodations, like cabins.
- People staying there often have meals with people they don't know.
- The bathroom is often shared and located in the hallway.
- The prices are usually cheap.

Sample answer:

Youth hostels are undoubtedly the most popular places to stay for young people who are traveling. Probably the reason they are so popular is that in many cities they are clearly the cheapest option. Youth hostels allow travelers to stretch their budget and travel to more places. Admittedly, youth hostels are often not as luxurious as traditional hotels, but frankly, I don't think that most travelers mind. They are usually happy enough just to be visiting new places and seeing new things.



**1 READING**

Read and answer the questions.

**The Maho Bay Camps**  
**St. John, U.S. Virgin Islands**

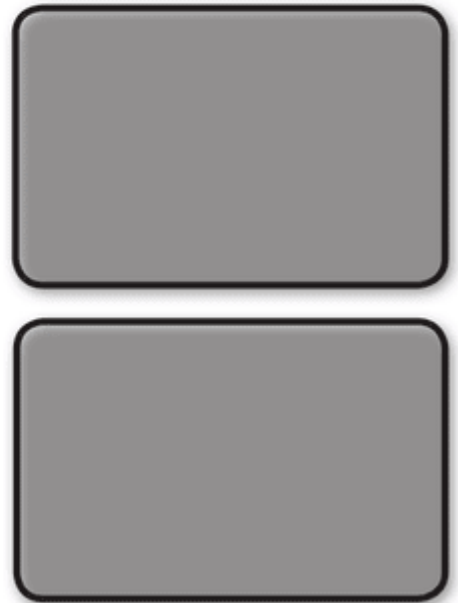
The Maho Bay Camps on St. John in the U.S. Virgin Islands is one of the oldest and most acclaimed green hotels in the world. The first of the eco-tents were built in 1976 using hand construction methods that left the local ecosystem undisturbed. Each of the 18 original tents was constructed on raised platforms that are connected by elevated walkways. Today there are 114 units at the Maho Bay Camps, but because of these construction methods, the sand and coral remains mostly intact.

In addition to the elevated construction, there are other eco-friendly design features. For example, the camps use rain collection and passive solar architecture. Also, the bathrooms have low-flush toilets and pull-chain showers, so that people use less water. Additionally, the run-off water is connected to a recycling system that is designed to water the plants in the area. Due to the popularity of the Maho Bay Camps, the owner has recently built another facility on the other side of the island. These tents have the latest in sustainable design, including solar energy. They also have more impressive views of the ocean.

Admittedly, staying at the camps feels more like a rustic summer camp than a beach resort, but that is much of its charm. The "tents" are actually wooden cottages with fabric tops. They each have separate sleeping areas and open-air balconies. Some of them have views of the ocean, but unfortunately, most of them don't because of the lush foliage and trees. However, the trees provide a lot of privacy, so they have benefits too. The wooden walkways that connect the tents have so many steps that they recommend that you only stay there if you are physically able to get around. There are shared public bathrooms and guests need to use the walkways to get to them. Every tent has electricity and fans.

Although the camps are rustic, the cost is still expensive because, unfortunately, ecotourism costs more to sustain than a typical resort. Guests will find that they are paying similar prices to typical resorts, but they can rest assured that they are able to enjoy the beauty of nature and outdoors without simultaneously damaging it.

1. Why don't the tents disturb the local ecosystem? They were build by hand, on raised platforms.
2. What are two of the eco-friendly design features mentioned? Rain collection and passive solar architecture OR low-flush toilets and pull-chain showers that save water.
3. Why shouldn't people stay there if they aren't physically fit? Because they need to use stairs and walk along walkways.
4. Why is it expensive to stay at the Maho Bay Camps? Ecotourism costs more to sustain.



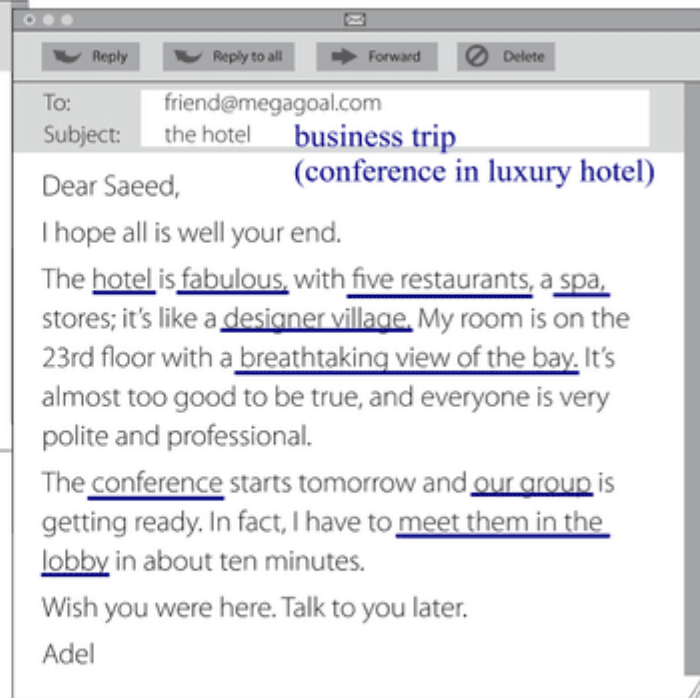
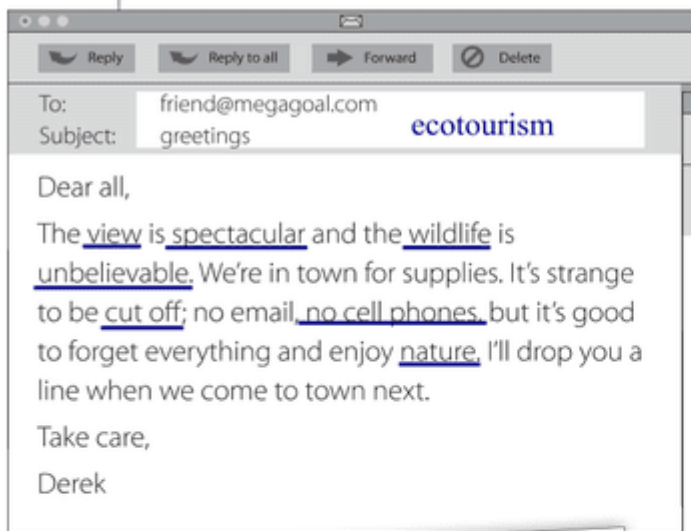
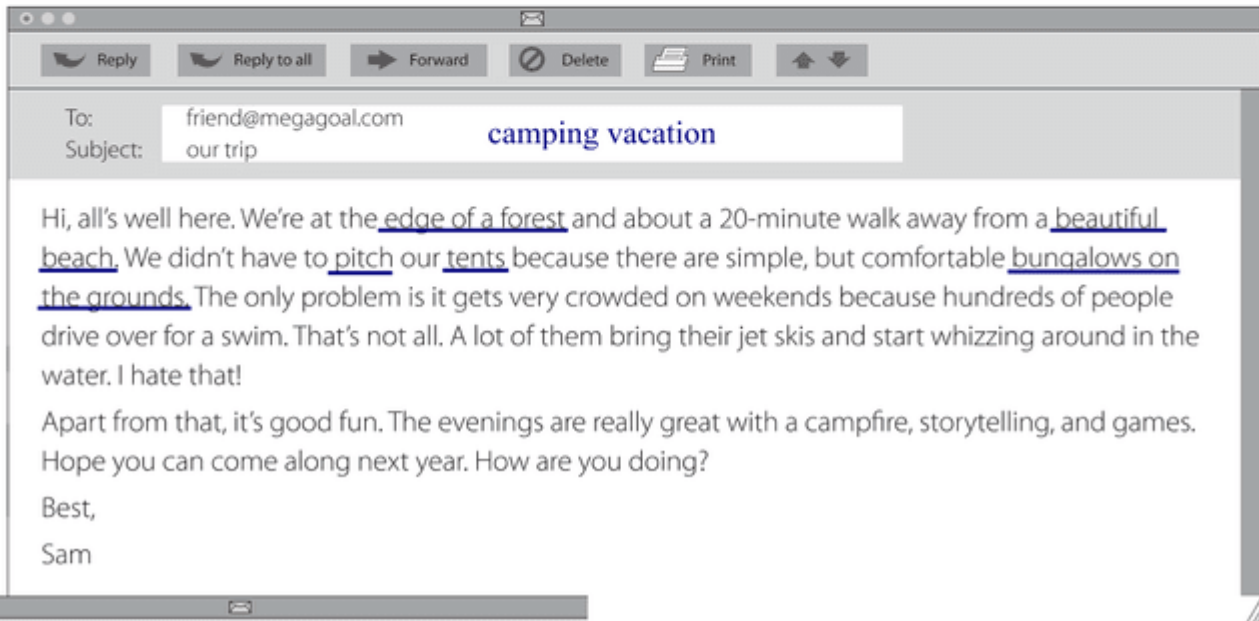
### 3 Far and Away

**J** Read the messages and decide what kind of vacation or trip each writer is on. Underline words and phrases that helped you answer.

**camping vacation**  
**business trip**

**ecotourism**  
**sailing vacation**

**luxury vacation**



Where would you choose to be? Why?

Sample answer:

I think I would choose ecotourism because it sounds very attractive. It would be nice to be cut off for a while and not have to call people or answer emails.

- K** Look at the picture. Take notes on the things you can see and what is happening. Then write sentences that describe the causes and effects of changes in nature.



Sample answer:

Nouns	Adjectives	Verbs
reservoir, sand, evaporation	hot, dry, barren, dried-up	evaporate, dry up, die out
climate, desert, landscape, drought		

- The temperature on earth keeps rising because of the depletion of the ozone layer and the increase of greenhouse gases.
- Global warming causes extreme changes in climate and bring about drought.
- In hot, dry areas, evaporation can result in a huge loss of water. The level of reservoirs in deserts can drop significantly in just one year, and eventually dry up completely.



## L WRITING

Sample answer:

Even though ecotourism can be rustic and rough, it often costs the same or more than a luxury hotel. Do you think ecotourism is worth it? Why or why not?

1. Before you write, fill in the chart with your ideas about the PROs (advantages) and CONs (disadvantages) of ecotourism.

PROs of Ecotourism	CONs of Ecotourism
experiencing nature without causing damage, going back to basics/ living off the grid, raising environmental consciousness, promoting environmental awareness, fostering a symbiotic relationship between nature and people	If not organized and monitored it can cause damage Large numbers of ecotourists can damage/environment

2. Now write why you think it is or isn't worth it. Use your ideas from the chart to help you.

Student's answer

**M** Complete the story. Use **be going to** with the verbs in parentheses.

Adnan and Hussain (1.) are going to visit (visit) London for two days. When they arrive at Heathrow airport, they (2.) are going to take (take) the London Underground train to the center of town. They're going to (3.) are going to get (get) off at Green Park Station. Adnan's uncle (4.) is going to pick (pick) them up at the station. After they have dinner at his house, his sons (5.) are going to invite (invite) some friends over to meet them. The next day, Adnan and Hussain (6.) are going to go (go) on a tour of the city on a double-decker bus. The bus tour (7.) is going to stop (stop) at Big Ben and Buckingham Palace, and includes a short cruise on the Thames River. On their last day, they (8.) are going to cross (cross) the Millennium Bridge and visit the Tate Modern. In the evening, they (9.) are going to say (say) goodbye to their cousins the hotel and take the Underground back to the airport. Adnan says, "I (10.) am going to have (have) a short, but eventful trip."

**N** Complete the questions. Use the question words in the box. Then write the answers from the story in exercise M. Use the short forms of **be going to**.

When	Who	Where	Which	What	How	How long
------	-----	-------	-------	------	-----	----------

- Where are the boys going to go?  
They're going to go to London.
- How long are they going to stay there?  
They're going to stay there for two days.
- How are they going to travel to the center?  
They're going to take the Underground train.
- Who is going to meet them at the station?  
Adnan's uncle is going to meet them.
- What are they going to do on the day after they arrive in London?  
They're going to take a tour (of the city) on a double-decker bus.
- Which famous buildings is the bus going to stop at?  
It's going to stop at Big Ben and Buckingham Palace.
- When are they going to take the plane home?  
They're going to take the plane home in the evening on their last day.

**O** Rearrange the words to make sentences.

- the/ for / city / is / buildings / its / historic / famous  
The city is famous for its historic buildings.
- hot / and / climate / summer / the / the / is humid / in  
The climate is hot and humid in the summer.
- cooler / temperatures / much / are / winter.  
Winter temperatures are much cooler.
- is / the / Ankara / city / of / capital / Turkey.  
Ankara is the capital city of Turkey.
- and / oranges the / producing / citrus / plains / are / fruits / fertile / renowned / like /for lemons  
The fertile plains are renowned for producing citrus fruits like lemons and oranges.

### 3 Far and Away

**P** Write questions for the following answers. Use the underlined words in each question.

Possible answers:

- I don't know what I'm doing this weekend.  
What are you doing this weekend?
- No, I'm going to take the car tonight.  
Are you going to drive home tonight?
- He'll probably go to Dubai next vacation.  
Where will he go (on his) next vacation?
- Their friends are arriving from Syria tomorrow.  
What are their friends doing tomorrow?
- She's meeting her sisters at the airport in an hour.  
Who's she meeting at the airport in an hour?

**Q** Complete the conversation. Use the information in the chart. Use **going to** for definite plans and **will** for indefinite plans.

#### Samir's Weekend Plans

Thursday	Friday	Saturday
Maybe go to the Ha'il Museum 4:00 p.m.–6:00 p.m.	Definitely go to the Friday Market 10:00 a.m.–10:00 p.m.	Maybe watch the Ha'il Rally 10:30 a.m.–4:00 p.m.
Definitely go to the Champions League football game 8:00 p.m.	Definitely watch the camel races 7:00 p.m.	Probably go to the barbecue at Badr's house 5:00 p.m.–8:00 p.m.

**Ali:** Hi, Samir. What are you doing this weekend?

**Samir:** I'm making plans for the weekend. Maybe I (1.) will go (go) to the exhibition at the Ha'il Museum on Thursday afternoon.

**Ali:** That's going to be interesting! Are you going to stay all afternoon?

**Samir:** No, I (2.) will probably stay (probably/stay) for an hour or two. Do you want to go?

**Ali:** Sure! And I (3.) am definitely going to go (definitely/go) to the Champions League football game at eight.

**Samir:** Me, too. Let's get there at seven.

**Ali:** Fine. I guess we (4.) will probably be (probably/be) the first people there.

**Samir:** That's OK. We (5.) are going to find (find) great seats for sure! Are you going to go to the Friday Market?

**Ali:** I (6.) am not going to spend (not spend) the whole day there. I think it (7.) won't be (not be) much fun. What about Saturday?

**Samir:** I (8.) am going to watch (watch) the Ha'il Rally early in the morning, and I (9.) will probably stay (probably/stay) till three. Are you going to it?

**Ali:** You bet! Then what are you going to do?

**Samir:** I (10.) am going to go (go) to Badr's house for the barbecue on Saturday evening. Why don't you come with me?


**Ali:** Thanks for the invite! Maybe I (11.) will join (join) you. Perhaps I (12.) will call (call) Badr to check it's OK with him first.

# EXPANSION Units 1 – 3

**A** Match the words and their definitions.

- g Hold on.
- e I get it.
- i Does that make sense?
- a extraordinary
- j paramedics
- c unauthorized
- f to abandon
- l nabbed
- k Are you kidding?
- b That's a drag.
- d scarcely
- h crummy
- a wonderful
- b That's unfortunate.
- c without permission
- d barely
- e I understand.
- f to leave someone or something
- g Wait.
- h bad quality; undesirable
- i Do you understand?
- j emergency medical aids
- k Really?
- l stolen

**B** Circle out the word that doesn't belong.

- |   |                        |                         |                       |
|---|------------------------|-------------------------|-----------------------|
|  <b>a. cyber</b> | <b>b. in person</b>    | <b>c. online</b>        | <b>d. virtual</b>     |
| 1. <b>a.</b> kidnapping   | <b>b.</b> mugging      | <b>c. insured</b>       | <b>d.</b> murder      |
| 2. <b>a.</b> cell phone   | <b>b.</b> Internet     | <b>c. pen</b>           | <b>d.</b> fax machine |
| 3. <b>a.</b> theft  | <b>b.</b> robbery      | <b>c.</b> pickpocketing | <b>d. misdemeanor</b> |
| 4. <b>a. hijack</b>   | <b>b.</b> inmate       | <b>c.</b> suspect       | <b>d.</b> robber      |
| 5. <b>a. pavement</b>   | <b>b.</b> lush         | <b>c.</b> pristine      | <b>d.</b> remote      |
| 6. <b>a.</b> undisturbed  | <b>b.</b> conservation | <b>c. deforestation</b> | <b>d.</b> preserve    |
| 7. <b>a.</b> obviously  | <b>b. officially</b>   | <b>c.</b> naturally     | <b>d.</b> clearly     |
| 8. <b>a. completely</b>   | <b>b.</b> barely       | <b>c.</b> scarcely      | <b>d.</b> hardly      |

# EXPANSION Units 1 – 3

**C** Complete the sentences with the auxiliary verbs below. Use one verb twice.

am	did	does	has	was
are	do	have	is	were

💡 Do you have any idea how expensive that is?

1. When was the last time you saw him?
2. He (negative) didn't say where he was going last night.
3. That place is considered the most expensive restaurant at the moment.
4. Were they ready when you arrived?
5. Prices are getting more and more expensive every day.
6. The Holy Quran student has been memorizing the verses for a whole month.
7. Crime (negative) doesn't pay.
8. Next week I am supposed to be there by nine every morning.
9. Teachers have always earned good salaries in that school.

**D** Change the sentences from active to passive.

💡 **People use cell phones all over the world.**

Cell phones are used all over the world.

1. People have sent a lot of information by email.  
A lot of information has been sent by email.
2. People are going to use the Internet in more and more remote areas.  
The Internet is going to be used more and more in remote areas.
3. Someone sent me a text message today.  
A text message was sent to me today.
4. Somebody invented the Internet in the 1960s.  
The Internet was invented in the 1960s.
5. The government purchases computers for schools.  
Computers are purchased for schools by the government.
6. Nathan Stubblefield invented the mobile phone in 1908.  
The mobile phone was invented in 1908 by Nathan Stubblefield.
7. The Japanese telephone company launched the first cellular network.  
The first cellular network was launched by the Japanese telephone company.




# EXPANSION Units 1 – 3

**E** Circle the correct verb forms.

1. The boy ( played / was playing ) football when I ( had seen / saw ) him yesterday.
2. Mrs. Parker ( had left / was leaving ) before I ( arrived / was arriving ), so I didn't see her.
3. I had been ( waiting / waited ) for two hours when my friend finally arrived.
4. The police ( arrested / were arresting ) the thief when he ( was running / had run ) out the door.
5. The Carters ( had lived / were living ) for two years in Memphis before they ( moved / had moved ) to Los Angeles.
6. Ibrahim ( had never been / never was ) to Greece before he ( turned / was turning ) 18 years old.
7. Helen Keller ( was / has been ) deaf and blind when she ( got / had gotten ) her university degree.
8. His face ( was / was being ) so red because he ( had been running / had run ).

**F** Rewrite each sentence to include the adverbs. **Sample answers:**

 **I got robbed last week. (unfortunately)**

Unfortunately, I got robbed last week.

1. I had left the house for 10 minutes. (just)

I had just left the house for 10 minutes.

2. The robber saw me leave. (probably)

The robber probably saw me leave.

3. I didn't even lock the door. (admittedly)

Admittedly, I didn't even lock the door.

4. He must have been fast. (extremely)

He must have been extremely fast.

5. When I got back home, all of my electronics were gone. (completely)

When I got back home, all of my electronics were completely gone.

6. I was upset. (so)

I was so upset.

7. I called the police right away. (naturally)

Naturally, I called the police right away.

8. They were nice. (very)

They were very nice.

9. There have been a lot of robberies lately. (apparently)

Apparently, there have been a lot of robberies lately.

10. They think they will find him. (actually)

They actually think they will find him.

11. I hope they do. (obviously)

I obviously hope they do.

- G** You are planning a trip to Malaysia. Read the list of activities and mark them as interesting or not interesting. Write a sentence after each activity to explain why you would or wouldn't like to participate.

Sample answers:

## Mountain Climbing

Climbing up mountains is a wonderful way to discover the biodiversity and uniqueness of the landscape. There are easier walks and more challenging peaks.

I would like to participate in mountain climbing because there are easier and more difficult routes for everyone. I am not very fit but I like walking and hiking.

## Rock Climbing

Rock climbing as a sport is relatively new in Malaysia, so there are many potential climbing venues to be explored.

I don't think I would be interested in participating in rock climbing. It's a very demanding sport that requires fitness, practice and technique.

## Jungle trekking

Jungle trekking can take a few hours or days if you choose to camp. Among the best periods to go trekking is in the 'dry season' from March to September when the rainfall is less.

## Bird watching

Malaysia's diverse ecosystem supports hundreds of resident bird species. All in all, with a total of about 1,200 species, Malaysia is considered a bird watching haven.

## Cave Exploration

Caving has a lot of fans in Malaysia. There are numerous limestone caves that are home to amazing wildlife such as fruit bats, birds with edible nests, or attractive stalagmites and stalactites.

I would be very keen on cave exploration. I like the feel of caves with their special acoustics, cool water running, bats, stalagmites and stalactites.

## River Cruising

A river cruise is an escape to another world. You can sail quietly under overhanging trees, hear the call of birds, and observe at leisure life below the surface.

## Four Wheel Drive Expeditions

With over half the country still under jungle cover, Malaysia's natural landscape challenges man and machine in a test of skill and endurance. A quiet stop to view the wildlife and the waterfalls makes it all worthwhile.

## Game Fishing

Malaysia is a prime tropical paradise and a top game fishing destination. It has an abundance of marine and inland angling locations.

# EXPANSION Units 1 – 3

- H** Look at the picture. Take notes on the things and people (nouns) you can see and what is happening (actions). Then write questions that you can ask the people in the picture.



Sample answer:

Nouns	Actions
conference room, laptop, business, businessmen, professionals, presentation,	listening, looking, showing, presenting, thinking, considering, asking, commenting,
notes, skyscrapers, pointer, flip chart	agreeing, disagreeing, suggesting, modifying, making a deal

1. How long have you been in the conference room?
2. How long has the man been presenting his idea/plan?
3. Who are the people who are participating in the meeting?

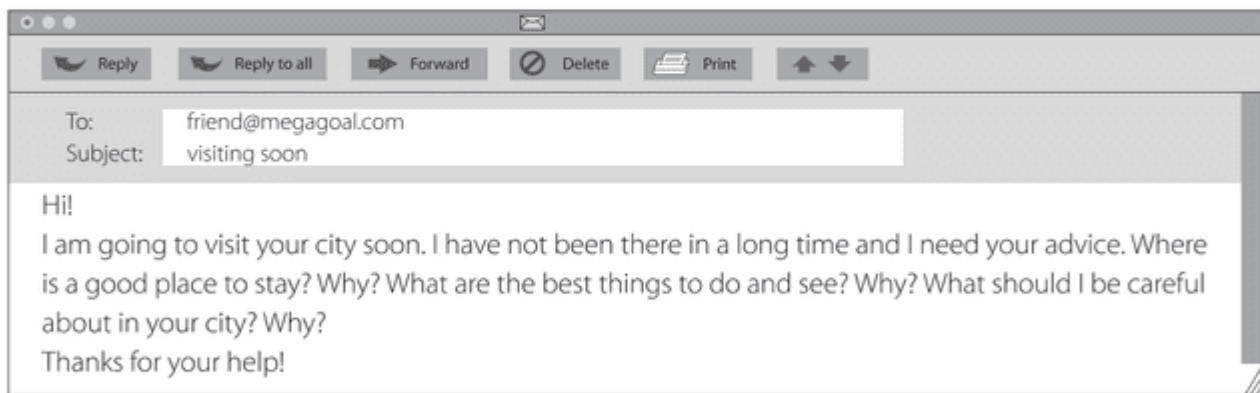


# EXPANSION Units 1 – 3

## I WRITING

Student's answer

A friend who lives in another city sends you this email:



1. Before you write a response to this email, complete the chart with your ideas.

Places to stay	Things to see and do	Things to be careful about

2. Now use your ideas from the chart to write an email to your friend. Be sure to answer all of the questions.

# 4 TV Around the World

**A** Unscramble the words.

- |                |             |
|----------------|-------------|
| 1. zuzlignp    | puzzling    |
| 2. atborcsad   | broadcast   |
| 3. stantnocest | contestants |
| 4. confilai    | fictional   |
| 5. rvseino     | version     |
| 6. lentta      | talent      |
| 7. porossupre  | prosperous  |
| 8. darwa       | award       |
| 9. lopt        | plot        |

**B** Write the words from exercise **A** above their synonyms.

- award
1. The winner gets a cash **prize**.
2. The story is about an **unreal** person in the past.
3. They will **air** the TV show tomorrow night at 8:00.
4. The **story** is about aliens that come to Earth.
5. He is going to show his **talent** with a football in the **ability** contest.
6. There are only two **competitors** left!
7. I like the graphics **variation** of that computer game.
8. This is a **confusing** mystery!
9. There are many **wealthy** people who work in the television industry.

## 4 TV Around the World

- C** Underline the direct and indirect objects in the sentences. Write **D.O.** for the direct object and **I.O.** for the indirect object.

D.O. I.O.



Camilla gave the DVD to Sarah.

1. She told me a secret.  
I.O. D.O.
2. He wrote the poem for his wife.  
D.O. I.O.
3. Josh cooked us dinner.  
I.O. D.O.
4. I sent the producer a letter.  
I.O. D.O.
5. Will you make me some coffee?  
I.O. D.O.
6. They will give the prize to the best athlete.  
D.O. I.O.
7. Tom played the show for them.  
D.O. I.O.
8. Marisa bought me a present.  
I.O. D.O.
9. The judges give the winner SR 100,000.  
I.O. D.O.
10. Would you show me the email?  
I.O. D.O.

- D** Rewrite the sentences another way. Change the order of the direct and indirect objects in each sentence. If it's not possible to change the order, write **Not possible**.



The actor read the lines for the director.

The actor read the director the lines.



His Dad bought it for him.

Not possible

1. They bought her a new DVD player.  
They bought a new DVD player for her.
2. Could you give me the remote control?  
Could you give the remote control to me?
3. Terry opened it for me.  
Not possible
4. He lent his car to a friend.  
He lent his friend a car.
5. Matt gave pictures to his fans.  
Matt gave his fans pictures.
6. Will you fix it for me?  
Not possible
7. Sarah translated the show for us.  
Not possible
8. The host gave the guest star a cup of coffee.  
The host gave a cup of coffee to the guest star.

**E** Complete the conversation with **for** or **to**. They are game show contestants and they are trying to create an advertising poster to promote their product.

**Carson:** Fahd? Is that you?

**Fahd:** Yes, it's me. I don't have the address of the stationery store. Can you give it  to me.

**Carson:** You mean you haven't bought the paper and paints that we need? You can't just expect me (1) to make this poster on my own without any materials!

**Fahd:** Carson, you promised not (2) to speak to me...

**Carson:** I promised what?

**Fahd:** ...that you wouldn't lose your cool. That you wouldn't speak (3) to me like this again.

**Carson:** OK Fahd, I'm sorry. But I'm really stressed. I have to make the best poster possible (4) for all of us; our whole team. That's quite a responsibility!

**Fahd:** I know, and I want to help you that's why I offered (5) to go and find the stuff (6) for you. No one else offered. I know it's not fair. It should concern all of us but...

**Carson:** OK. The store is on the corner of Poplar and 25th Street. You can't miss it. It has a huge sign that says "Best Art Supplies."

**Fahd:** Right! I see it now. Have to go. I'll have news (7) for you shortly.

**Carson:** Great! Thanks, and I'm sorry I spoke (8) to you the way I did.

**Fahd:** Oh, forget it. I'll get some food (9) for us on the way back. And I'll ask them to deliver the supplies (10) to our studio immediately. See you later.

**F** Correct the error in each sentence.

 Elena prepared <sup>for us</sup> ~~us~~ dinner.

1. He sold me it.

2. Maria opened him the box.

3. My parents bought a computer to me.

4. Can you cash me the check?

5. John turned on for his dad the TV.

6. They gave the part for him.

7. Will you tell to me a story?

8. Andrew passed me it.

1. He sold it to me.  
2. Maria opened the box for him.  
3. My parents bought a computer for me.  
4. Can you cash the check for me?

5. John turned on the TV for his dad.  
6. They gave the part to him.  
7. Will you tell me a story?  
8. Andrew passed it to me.

## 4 TV Around the World

- G** Look at the scenes from different TV shows. Write three sentences about each one. **Student's answer**  
Use a direct object and an indirect object in each sentence.



- a. \_\_\_\_\_  
b. \_\_\_\_\_  
c. \_\_\_\_\_



- a. \_\_\_\_\_  
b. \_\_\_\_\_  
c. \_\_\_\_\_



- a. \_\_\_\_\_  
b. \_\_\_\_\_  
c. \_\_\_\_\_

- H** Complete the conversation with the words from the box.

all	bug	c'mon	couch potato	get a kick out of	Nah
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**Sue:** What are you doing tomorrow at 2:00 P.M.?

**Kathy:** I'll be in the library.

**Sue:** Forget the library. Come check out the final episode of *Our World* with me.

**Kathy:** A game show? Are you serious? They (1) bug me! I don't like them at all!

**Sue:** Oh, (2) c'mon! They're great! I (3) get a kick out of them!

**Kathy:** You're such a (4) couch potato!

**Sue:** No, I'm not! I do other things! You don't have to be (5) all mean!

**Kathy:** I'm sorry.

**Sue:** So what do you say? Want to watch it?

**Kathy:** (6) Nah. I have a lot of studying to do anyway.



## I READING

What do you think of TV game shows? Read the people's opinions and complete the chart.

**Ahmed Othman      Psychologist      50 years old**

I believe that game shows are bad for contestants. They are put in stressful situations and forced to be different on stage from what they really are. Many of them are in the process of making life decisions about jobs, careers, or marriage and participate in order to secure their finances; in other words, to win the prize. But they are forced to do their best on camera and in a certain time frame. Of course, it's tempting because of the fame and money that they will get if they win. But just because some of these shows are popular doesn't make them a good thing. People don't know what's best for them and can't recognize danger when there is fame and fortune involved. I prefer to watch good films, documentaries, panel discussions, interviews, and so on. TV can have so many benefits for the brain when it's interesting and entertaining.

**Hameed Mutaweh      Electronic Game Designer      25 years old**

As a game designer, I am against TV games in principle because they sometimes influence people's taste and have a negative impact on our work. So much air time is used for game shows, and then more to interview contestants and afterwards some more to interview winners and losers, etc. It is as if we had all run out of other subject matter. What about the news? What about the world, the environment, scientific research, different countries and cultures, art? There is so much more we could be watching and learning about. Instead, we waste time watching individuals or groups competing against one another, often in an unpleasant manner, in order to win. I think game shows bring out the worst in people and are a waste of air time and brain time. My favorite thing to watch on TV is a good mystery show. I enjoy the special effects, the plots, and the suspense. Then again, those are some of the reasons that I have become a game designer I guess.

**Dave Williams      Computer programmer      30 years old**

Personally, I think game shows are stupid. I like to be informed when I'm watching TV, and game shows are not informative at all. I find them boring and predictable. You can tell very quickly who the winners and who the losers will be. They're supposed to promote real skills and positive competition but they don't. All contestants are there to win for themselves at any cost. It's simply not realistic to expect them to work effectively in teams. Also, they know they are on camera when they discuss problems and search for options, so they don't behave naturally. They want to make a good impression. I'm not sure they compete on equal grounds either. Who says the whole thing is not arranged early on? Anyway, my favorite thing to watch on TV is the news. That's all!

	Ahmed	Hameed	Dave
Does the person like TV game shows?	No	No	No
Why or why not?	The situations are boring and unrealistic. The contestants are whiney and annoying.	It's bad for contestants to make important life decisions on camera within a time frame.	It's a waste of time. Brings out the worst in people.
What does the person like to watch?	The news	Documentaries and films.	Mystery shows



## 4 TV Around the World

**J** Complete the questionnaire and check your score. **Student's answer**

	Would you make a good game show contestant?	Definitely 10 points	Yes 7 points	Not at all 3 points	Your score
1.	Do you enjoy speaking in public?				
2.	Can you work with people you don't know well?				
3.	Can you control your feelings?				
4.	Are you set on winning?				
5.	Are you a good loser?				
6.	Can you take criticism?				
7.	Can you follow instructions?				
8.	Do you get nervous in front of a camera or video?				
9.	Do you have a problem with strong lights?				
10.	Are you competitive?				
TOTAL SCORE					

**Score:**

- 83 – 100 You would make an ideal contestant!  
64 – 82 You would make a reasonably good contestant!  
30 – 63 Maybe not!

Write a few sentences describing some of the main characteristics of the ideal game show contestant.

**Sample answer:**

The ideal game show contestant likes speaking in public. He can work with people he has met recently and can control his feelings. He is keen to win but he is also a good loser who doesn't hold grudges. He can take criticism and follow instructions. He is competitive and likes being in front of a camera, a video or strong lights..

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- K** Look at the picture. Take notes on what you can see (nouns) and what is happening (actions). Imagine where and when this meeting is taking place. Then write sentences about it.



Nouns	Actions	Place	Time
men, pens, office, desk, chair, window, view, beard	sit, talk, discuss, smile, look at, try, say, communicate, discuss, decide, look alike	office, work, company, KSA	morning, noon

1. The two men must be brothers because they look alike.
2. They are sitting in their office or meeting room talking about things.
3. One of them is holding a pen and he is about to write or sign something

## L WRITING Student's answer

There are many types of game shows. For example, there are shows for cooking, traveling the world, finding a job, surviving in a remote area, and living with a group of friends—just to name a few! Which type of game TV show would YOU want to be on? Why? Why would you be good on that show?

1. First, write notes in the chart.

What is the name of the show?	
Who are the contestants?	
What will they win?	
What do they do to win it?	
How are they eliminated?	
What makes it interesting?	
Why would you be good on the show?	

2. Now use the information in the chart to help you write an essay. Include an explanation of the show (who the contestants are, what they will win, what they do to win, and how they are eliminated). Then say why you think you'd be a good contestant on this show.

**M** Write the definite article **the** where necessary.

1. You can see the moon and the stars when the sun goes down at \_\_\_ night.
2. The travel program featured the areas of \_\_\_ Africa around the Nile, which is the longest river in the world.
3. The Great Pyramid of \_\_\_ Giza is one of the Seven Wonders of the Ancient World.
4. The Kufic script was used by \_\_\_ calligraphers to write the first copies of the Holy Qur'an.
5. They went on \_\_\_ vacation to the island of \_\_\_ Mauritius in the Indian Ocean \_\_\_ last month.



**N** Write the article **a, an,** or **the** where necessary. Sometimes more than one answer may be possible.

1. We watched a/the documentary on \_\_\_ TV about the coral reefs in the Red Sea, which are a popular destination for \_\_\_ scuba divers.
2. We usually watch \_\_\_ football on \_\_\_ TV on \_\_\_ Saturday afternoon. In the evening, we go out for \_\_\_ dinner at \_\_\_ our favorite restaurant by the sea.
3. What makes \_\_\_ Riyadh a global city and one of the best places to work in \_\_\_ Saudi Arabia? Is it the fast pace of \_\_\_ life?
4. \_\_\_ Amsterdam is full of \_\_\_ canals and a great number of the population cycle around the town, through the/- parks, and along the/- narrow streets.
5. A bullet train can travel at a speed of 300 km an hour. It isn't as fast as an airplane, but a trip on an express train can take a shorter time.

## 4 TV Around the World

**O** Complete the sentences with **who**, **that**, or **which**. More than one answer is possible for each sentence.



A documentary is a film that/which depicts factual events.

The person who/that used to read the news is over there.

- The Ha'il Rally is a car race which/that attracts many spectators.
- The talk show host presents the show which/that is broadcast in the afternoon.
- The series which/that we watched may have been a remake.
- A camera operator is a person who/that requires a steady hand.
- A satellite dish is a tool which/that we use to transmit signals.
- A sound engineer is a person who/that mixes the sounds in a film.
- The contestant who/that won the quiz show prize is a millionaire now.

**P** Complete the sentences by writing all of the possible relative pronouns that could be used: **who**, **whom**, **that**, **which**, or **Ø** (for no relative pronoun). Then tick (✓) the box to show whether the relative pronoun is acting as a subject or an object.



The man who/whom/that/Ø I sat next to on the airplane was very nice.

- Arabic is a language which/that requires a lot of practice.
- English is the language which/that/Ø we are studying right now.
- The actor who/that has won the award is over there.
- Photo-journalism is a profession which/that can involve an element of risk.
- My grandfather is the person who/that/Ø I admire most.
- The popcorn which/that/Ø I ate made me thirsty.
- A stuntman is a person who/that replaces the main actor in dangerous scenes.
- The director who/that/Ø we met on the film set yesterday was funny.

**Subject**      **Object**

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<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>



# 5 Working 9 to 5

**A** Match the job titles with the job descriptions.

- |                             |  |
|-----------------------------|--|
| 1. <u>c</u> zoologist       | a. This is a special kind of doctor that operates on sick or injured people. |
| 2. <u>e</u> race car driver | b. This person writes the plots and scripts for TV and films.                |
| 3. <u>b</u> screen writer   | c. This person is involved in the study and care of animals.                 |
| 4. <u>f</u> social worker   | d. This is a doctor for animals.   |
| 5. <u>a</u> surgeon         | e. This person drives fast cars in contests.                                 |
| 6. <u>d</u> veterinarian    | f. This is someone who helps people in need, such as the poor or disabled.   |

**B** Read the conversation between a college student and a career advisor. Write the missing words from the box.

appreciated	entail	income	satisfaction
cooperate	entire	respectful	status

**Mr. Canon:** So, Khaled, what kind of job are you interested in getting after college?

**Khaled:** Actually, I'm not sure. That's why I'm here. I know I want to have a lot of job (1) satisfaction.

**Mr. Canon:** Yes, well, it is important to like your job. What kind of (2) income do you hope to earn?

**Khaled:** Well, I mostly just want to be sure that I have enough money to live on. What's more important to me is that I feel (3) appreciated. I need to know that people are grateful for what I do.

**Mr. Canon:** I see. And what about working with others? Do any of your classes (4) entail groupwork?

**Khaled:** Oh, yes, a lot of them do. In fact, my (5) entire senior seminar grade is based on a group project.

**Mr. Canon:** Wow—the whole thing?

**Khaled:** Yeah, but I don't mind. I (6) cooperate well with others when I'm in a group. We always get along well. I try to be (7) respectful when working with other people.

**Mr. Canon:** Well, it's important to be polite and show consideration. Oh, one more thing...

**Khaled:** Sure.

**Mr. Canon:** What's your current employment (8) status?

**Khaled:** Well, I have a part-time job at the library.

**Mr. Canon:** OK, that's great. I'm going to have you take a test now that will tell us about what types of careers might be good for you.

**Khaled:** That sounds great! Thanks!

**C** What advice would people in these professions give? Finish the sentences. **Sample answers**

**Dentist:** "It is important that you brush your teeth every day."

1. Veterinarian: "It is important that your cat take this medicine every day."
2. Teacher: "I want you to do your homework."
3. Police officer: "I recommend that you stay out of the street."
4. Photographer: "I'd like you to stay still."
5. Politician: "It is essential that the people of our country vote for me."
6. Firefighter: "It is imperative that kids not play with matches."
7. Postal worker: "I suggest that you send this first-class mail."
8. Pilot: "It is important that everybody wear a seatbelt."

**D** Read the advice on interviewing. Rewrite the sentences in the subjunctive.


**Be on time.**

It is essential that you be on time.

1. Bring your résumé.  
I recommend that you bring your résumé.
2. Dress nicely.  
It is important that you dress nicely.
3. Make eye contact.  
It is imperative that you make eye contact.
4. Shake the interviewer's hand.  
It is essential that you shake the interviewer's hand.
5. Sit up straight.  
It is important that you sit up straight.
6. Use a confident voice.  
I suggest you use a confident voice.
7. Answer all of the questions.  
It is essential that you answer all of the questions.
8. Ask them questions, too.  
I recommend that you ask them questions, too.
9. Write a thank-you note afterwards.  
I suggest that you write a thank-you note afterwards.

**E** Correct the error in each sentence.

### How to Write a Good Résumé

 It is important <sup>that</sup> you write your name at the top.

1. I recommend you <sup>you</sup> that put your educational background on it.
2. It is necessary to <sup>give</sup> gives your phone number.
3. I suggest you <sup>that you</sup> to give your email address, too.
4. It is essential that <sup>you</sup> list your work experience.
5. It is imperative that you <sup>be</sup> are clear and concise.
6. I recommend that you <sup>talk</sup> talks about your skills.
7. It is important <sup>that</sup> you include a list of references at the end.
8. I want <sup>you to</sup> that you call me if you have any questions.

**F** Look at the job titles. Write subjunctive sentences about the qualifications and qualities people need to have for each job.

 **Salesperson:** It is essential that they like working with people.

1. Tailor: \_\_\_\_\_
2. Doctor: \_\_\_\_\_
3. Chef: \_\_\_\_\_
4. Hairdresser: \_\_\_\_\_
5. Accountant: \_\_\_\_\_
6. Farmer: \_\_\_\_\_
7. Babysitter: \_\_\_\_\_
8. Firefighter: \_\_\_\_\_

#### Sample answers:

1. It is important that they know how to sew.
2. It is necessary that they go to medical school.
3. It is essential that they like to cook.
4. I recommend that they like talking to people.
5. It is important that they are good at math.
6. It is important that they like working outside.
7. It is essential that they be good with children.
8. It is necessary that they be healthy and strong.

**G** Write four common sentences that people in each profession say. Be sure to use the subjunctive or *I'd like you* + infinitive or *I want you* + infinitive.



Police Officer



Dentist



Flight Attendant

1. *It is essential that you stop at stop signs.* \_\_\_\_\_  
*I'd like you to not drive too fast.* \_\_\_\_\_  
 a. \_\_\_\_\_  
 b. \_\_\_\_\_
2. a. \_\_\_\_\_  
 b. \_\_\_\_\_  
 c. \_\_\_\_\_  
 d. \_\_\_\_\_
3. a. \_\_\_\_\_  
 b. \_\_\_\_\_  
 c. \_\_\_\_\_  
 d. \_\_\_\_\_

Sample answers:

1. a. It is important that you wear a seat belt.  
 b. I recommend that you lock your doors.
2. a. I want you to clean your teeth.  
 b. It is important that you don't eat sweets.  
 c. I'd like you to open your mouth.  
 d. I insist that you brush your teeth before you go to bed.
3. a. It is essential that you not get up during take-off and landing.  
 b. It is necessary to wear a seatbelt.  
 c. It is important that you not use a phone while we're in the air.  
 d. I recommend that you take a nap.

**H** Complete the conversations with the words from the box.

cover	in a bind	keep it to yourself	take off
help-me-out	jumped ship	No kidding	Will do

- A: Hey, Bob. Can you help me out ?  
 B: Of course. What do you need?
1. A: Could you keep it to yourself ?  
 B: Absolutely. I never talk about people's private business.
  2. A: Did you hear that Tom jumped ship ?  
 B: He did? Where is he going to work now?
  3. A: I'm going to take off now.  
 B: OK. See you later!
  4. A: What's wrong?  
 B: I'm in a bind.
  5. A: Now make sure you call me when you get there.  
 B: Will do.
  6. A: Do you want to go out on Saturday?  
 B: Well, I'm supposed to work, but I can try to get someone to cover for me.
  7. A: Did you hear? I got a job!  
 B: No kidding ? Congratulations!



**1 READING**

Read the article. Then answer *true* or *false*.

**What Makes People Successful?**

Who do you think is the most successful person you know? Who do you think is the least successful?

In order to answer these questions, we first need to define success. Everyone has a different definition of what makes someone successful or not. Many of us place great value on performance, on achievements, or on reaching various goals. Others associate success with material goods, measuring it by how much one can acquire. Others measure success by how much they can contribute to the well-being of their families, or to the community and society in general. There are many other definitions, but arguably, most people associate it with becoming rich, famous, and respected at work. Yet, it doesn't have to be that way. Being successful could mean simply being satisfied with oneself and one's career. For many people, a successful person is someone who feels that his or her work and life in general offer an exceptionally high degree of satisfaction.

But how does one get from here to there? How does one reach this feeling of satisfaction with life and career? It seems that successful people consistently do two things:

- They use their natural abilities in their work.
- They set career and life goals.

In other words, successful people choose careers where they can use their natural abilities, or do what comes naturally to them. For example, successful teachers are people who instinctively know how to help people learn, and the best doctors are those who know how to listen to people. Successful people know where they are starting from, and what direction they want to give their lives and careers, even if it is something as simple and wonderful as raising a happy family.

What are your natural abilities? What are your career and life goals? If you can answer these questions, you are on your way to achieving success.

1. false There is a general consensus on the definition of success.
2. true A lot of people think that you are successful if you are rich and famous.
3. true Successful people choose careers that match their skills.
4. false Successful people don't plan their lives.
5. true Doing what comes naturally to you helps make you successful.
6. false Raising a happy family is not enough to be considered successful.



**J** Match jobs and sentences. Some of the sentences can be used for more than one profession. Then write one more sentence about necessary characteristics or qualifications for each job.

**construction engineers**    **accountants**    **medical doctors**    **architects**    **teachers**  
**flight attendants**    **TV presenters**    **consultants**    **photographers**    **reporters**

1. construction engineers  
 It is essential that they like working outdoors.  
It is important that they are good at supervising building projects.
2. accountants  
 It is important that they double-check every figure.  
It is necessary that they keep records meticulously.
3. medical doctors  
 They need to invest a lot of time, hard work, and study to succeed.  
We expect them to cure us.
4. architect  
 It is imperative that they be good at designing buildings.  
It is essential that they have an eye for style and design.
5. teachers  
 Parents want them to be creative, friendly, and effective.  
It is necessary that they take work home.
6. flight attendants  
 Passengers expect them to be polite and helpful.  
It is imperative that they be courteous and efficient.
7. TV presenters  
 Viewers want them to be informative and entertaining.  
They need to pay attention to the way they look.
8. consultants  
 It is necessary that they listen to people and help them make decisions.  
It is important that they listen carefully.
9. photographers  
 It is essential that they have artistic talent and appropriate training.  
It is necessary that they have an eye for detail and know what to do.
10. reporters  
 We expect them to inform us of what is happening in the world.  
It is imperative that they check information before using it.

- K** Look at the picture. Write the headings and information you will need to give when you apply for a job. Write the questions that you would ask a person applying for a job if you were the boss.



Sample answers:

Information Required on An Application Form
First name Family name Address Contact details work experience qualifications professional training
interests references previous employer/s

1. Have you ever worked in this kind of area before?
2. Where were you trained?
3. When did you leave your last job?

**L WRITING****My Career and Life Goals**

Student's answer

1. What are your career and life goals? Write notes in the chart.

Things I'm good at	Things I'd like to do in the next 1–2 years	Things I'd like to do in the next 7–10 years

2. Now write an essay about your career and life goals. Answer the following questions:

- What are your natural abilities?
- What are your short-term goals? (next 1–2 years)
- What are your long-term goals? (next 7–10 years)

**M** Write the question tags.

1. It was a part-time job, wasn't it ?
2. He works in a bank, doesn't he ?
3. You are not going to resign from your job are you ?
4. They took over the company, didn't they ?
5. There's a new manager in charge, isn't there ?
6. We won't have another meeting today, will we ?

**N** Write requests for the situations. Use **can**, **could** or **would**.



**You must speak to the manager.**

Excuse me, could I speak to the manager?

Possible answers:

1. You want to apply for a job. You don't have an application form.

Could I have an application form?

2. You're tired. You want to have a short break.

Could/Can I take a short break?

3. You don't know where the manager's office is?

Excuse me, can you tell me where the manager's office is?

4. You want to know your customer's address, and phone number.

Would you mind telling me your address, and phone number?

5. You need to send a text, but you don't have a cell phone.

Would you be able to lend me your phone to send a text?

**O** Choose the appropriate sentence or expression for a polite answer.

1. Will you help me with my résumé?

a. Why should I?

b. Certainly.

c. Are you serious?

2. I don't understand these instructions.

a. So figure it out.

b. Can't you read?

c. I'll help you.

3. Would you let me see those files?

a. Not now. I'm busy.

b. They're mine.

c. Sure.

4. Could you turn off your smartphone?

a. Of course.

b. I'm online.

c. No way!

5. Would you mind telling me where the post office is?

a. No, it's too far.

b. Yes, I'm busy.

c. Sure. Straight down this road.

6. I'm sorry. I got held up in traffic.

a. Oh, come on!

b. That's all right.

c. As usual.

7. Can you write down your contact details, please?

a. Get up and get them.

b. No.

c. Here you are.

8. Let me carry that box for you.

a. That's very kind of you.

b. Not likely.

c. Why?

**P** Complete the sentences with the correct form of **have to**, or **must**. Sometimes more than one answer is possible.

1. Adel doesn't have to pack grocery bags because the customers pack their own.
2. He mustn't hang out with his friends now.
3. He must/has to be patient with his customers.
4. The customer must pay for his groceries.
5. He mustn't go shopping without any cash.
6. The people in line will have to wait a long time.
7. The mother has to/must be responsible for her child.
8. The man with the watch mustn't be late for his appointment.

**Q** Complete the sentences. Use **had to**, **didn't have to**, **needed to**, **needn't**, or **didn't need to**. Sometimes more than one answer is possible.


1. Look at all those books! Bob didn't have to/ didn't need to lift them all at once.
2. Rana needed to/ had to finish her assignment because it was already overdue.
3. They didn't have to/ didn't need to go to work yesterday. It was Friday.
4. You needn't park your car. The attendant will do it.
5. I had to/needed to write a report, so I didn't hang out with my friends yesterday.
6. We needn't take an early flight. Our meeting is at 3 p.m.
7. The children had to/needed to eat breakfast quickly to catch the school bus.
8. Mother needn't cook tonight because we're going out for dinner.
9. I didn't have to/ didn't need to wait long for the bus this morning. It was on time today.
10. We needn't pack any towels for the trip. The hotel provided everything.



# 6 Going Green

**A** Write the words from the box next to their definitions.

conserve	efficient	plastic	tap water
consumption	organic	recycle	thermostat
crank up	pesticides	source	

 This is when food and plants are grown without chemicals. organic

1. This is the water that you get right out of the sink. tap water
2. This is what we do when we turn something up, like the heat or the volume on our radio. crank up
3. These are chemicals that farmers use to keep bugs and animals away from the fruits and vegetables they grow. pesticides
4. This is the gauge that controls the temperature of our heat, air conditioning, or hot water heater. thermostat
5. This is when we try to save something by only using a little of it. We usually do this because there is a limited supply of it and we don't want to waste it. conserve
6. This is a synthetic material that we use in place of metal and wood. It's light and difficult to break. plastic
7. This is the act of using something, or the amount that we use of something. consumption
8. This is where something comes from; the origin. source
9. This is how we describe something that is productive or economical. efficient
10. This is when we make something new out of old material. recycle

**B** Answer the questions. **Sample answers:**

1. Why do farmers use pesticides? What is one problem with using pesticides to grow food?  
Pesticides keep bugs and animals away. They can hurt the environment.
2. What can you crank up? You can crank up the radio, the TV, the heat, and the air conditioning.
3. What are some things that are commonly made of plastic? Bottles, silverware, and furniture are commonly made of plastic.
4. What things do you or your family recycle? We recycle plastic and glass bottles, tin cans, and paper.
5. Why do most people want cars that are fuel efficient? They want to save money on gas.

## 6 Going Green

**C** Read the letter. Circle the gerunds.

Dear Editor,

I am writing because I have a concern about our community and our environment. I have been living in this town for three years now. I love **(living)** here because most people are interested in **(protecting)** the environment. However, I have noticed that when I go **(shopping)** most people have been using the plastic bags that the store provides. I quit **(using)** those years ago because they are damaging our planet. I can't stand seeing people who say they care about the environment using them. I recommend **(buying)** three or four canvas bags at the store and using them every time you go **(shopping)**. I advise **(keeping)** them in the car or near your front door so that you remember to take them when you go to the store. By **(making)** small changes, I think we can make a big difference to our world.

Thank you,

Bagging Betty

**D** Write the verbs in the correct column of the chart.

agree	continue	hate	love	prefer	start
can't stand	decide	imagine	offer	promise	suggest
consider	finish	keep	plan	recommend	want

	Can only be followed by a gerund	Can be followed by either a gerund or an infinitive	Can only be followed by an infinitive
?	consider finish imagine keep recommend suggest	can't stand continue hate love prefer start	agree decide offer plan promise want

**E** Write the verb in either its gerund or infinitive form. **Sample answers:**



Jasim decided to ride (ride) his bike as much as possible.

1. The Smiths are considering getting (get) solar panels.
2. We quit watering (water) our yard during the summer.
3. Mohammed is planning to get (get) a hybrid car next year.
4. I advise seperating (separate) your paper and glass recycling.
5. The government wants us to conserve (conserve) energy.
6. I expect to have (have) a low energy bill this month.
7. Sara just finished insulating (insulate) her hot water heater.
8. We agreed to eat (eat) only locally grown vegetables this summer.

**F** Look at the pictures. Write three sentences that you think each person would say. Be sure to use a verb followed by a gerund or infinitive



**1. Ahmed**

- a. I love growing my own vegetables.
- b. I recommend eating fruits and vegetables every day.
- c. I hate eating old vegetables from the supermarket.



**2. Khaled**

- a. I attempt to recycle everything possible.
- b. I recommend getting two recycle bins.
- c. I like knowing that I'm helping the earth.



**3. Abdullah**

- a. We started biking to work so that we don't pollute the environment.
- b. We hate paying for parking in the city.
- c. We even prefer to bike to work on rainy days.

## 6 Going Green

**G** Write a sentence using each verb followed by a gerund or an infinitive. If the verb can only be followed by either a gerund or an infinitive, then write only one sentence. If the verb can be followed by both a gerund and an infinitive, then write two sentences. **Sample answers:**

- 💡 **hate** I hate using a lot of water.  
I hate to use a lot of water.
1. begin The farmer began using organic methods. / The farmer began to use organic methods.
2. decide We decided to get solar panels.
3. prefer I prefer to eat organic food.
4. expect We expect to see her soon.
5. quit She quit smoking.

**H** Complete the conversation with the words and phrases from the box.

a hassle	a piece of cake	I guess	Whoops
a no-brainer	chuck	lame	

- Andrea:** 💡 Whoops! I left my water bottle inside. I'll be right back.
- Elizabeth:** Oh, wait! I have bottles of water right here! You can have one of these.
- Andrea:** Actually, I try not to drink out of plastic bottles.
- Elizabeth:** Really? It seems like such (1) a hassle to always have to carry that stainless steel bottle around with you.
- Andrea:** Actually, it's (2) a piece of cake. You're always carrying around the plastic ones.
- Elizabeth:** True. But if I get tired of carrying it, I can always (3) chuck it. Anyway, I usually recycle them.
- Andrea:** Well, that's a good start, but don't you think it's (4) lame to use the energy to recycle plastic bottles when it's so easy to just reuse the same one over and over?
- Elizabeth:** (5) I guess. It still seems like I'm doing something since I at least recycle them most of the time.
- Andrea:** Anyway, plastic bottles are bad for your health.
- Elizabeth:** Really?
- Andrea:** Yeah. The chemicals from the plastic can get into the water and cause health problems.
- Elizabeth:** Hmm...well, in that case, it sounds like (6) a no-brainer. Want to help me pick out a stainless steel water bottle?
- Andrea:** Sure!



## 1 READING

Read the article and answer the questions.

### Buying Locally Grown

Eating organic fruits and vegetables is one way to help our planet since it does not involve spraying harmful pesticides and herbicides into the environment. However, there are many people who say that eating organic isn't enough, and that it's more important to eat locally grown fruits and vegetables. The organic produce that you find in your grocery store is often shipped halfway around the world. This means that it is both creating air pollution, and that it's a few days old by the time it gets to the store. Locally grown produce is better because it does not contribute to pollution. Also it's the freshest possible, so you get the full amount of its vitamins and nutrients.

### Community Supported Agriculture (CSA):

One way to get locally grown produce is to become a member of a Community Supported Agriculture (CSA). A CSA is of a group of individual people who promise to support a farm. This way, the farmland becomes the community's farm, with both the farmers and the consumers sharing benefits and risks. Community Supported Agriculture began in the early 1960s in Europe and Japan as an answer to concerns about food safety and the urbanization of farm land. Over the last 20 years in the U.S., CSAs have become a popular way for people to buy local, seasonal food directly from a farmer.

### How a CSA works:

A farmer offers a certain number of "shares" to the public. The share is usually made up of a bag of vegetables. People who are interested in becoming members buy a share before the farming season begins. Then, once the season begins, they get a box of seasonal produce each week throughout the farming season (usually about 20 weeks long). This arrangement creates many advantages for the farmers and the consumers.

Advantages for farmers	Advantages for consumers
<ul style="list-style-type: none"> <li>• They get to spend time selling the food early in the year when they aren't as busy.</li> <li>• They get paid early in the season, which helps with the farm's cash flow.</li> <li>• They have an opportunity to get to know the people who eat the food they grow.</li> </ul>	<ul style="list-style-type: none"> <li>• They get to eat the freshest produce possible.</li> <li>• They get to learn about new vegetables and new ways of cooking.</li> <li>• They get to know the farmer who grows their food and learn more about how food is grown.</li> <li>• They are contributing to the locally grown movement, thus not creating more pollution by having food shipped.</li> </ul>

- One problem with organic fruits and vegetables is that \_\_\_\_\_.
  - they're grown with pesticides
  - they're often shipped from far away
- Produce probably means \_\_\_\_\_.
  - fruits and vegetables
  - farm animals and meat
- CSAs began in the 1960s in \_\_\_\_\_.
  - Europe and Japan
  - the U.S.
- A share of the farm is \_\_\_\_\_.
  - vegetables that you buy at the market every week
  - a bag of vegetables that you buy before the growing season, but pick up every week
- One benefit of a CSA for both farmers and consumers is that they get to \_\_\_\_\_.
  - know each other
  - learn about new vegetables and new ways of cooking

## 6 Going Green

**J** Answer the questions. Write sentences.

1. Why are products packaged in a particular way?

\_\_\_\_\_

2. Is packaging used to preserve food products?

\_\_\_\_\_

3. Is it used to promote products?

\_\_\_\_\_

4. Why do people who live off the grid avoid buying packaged goods?

\_\_\_\_\_

5. Think of products that have multiple packaging, e.g. plastic wrappers as well as a paper box.

What do you do with the packaging? Do you think it's necessary? Why? Why not?

\_\_\_\_\_

**K** Consider the type of packaging that is used for different products and write which is environmentally friendly and which is harmful to the environment.

Sample answers:

Paper cartons, e.g. in cartons of milk	
Plastic containers or bottles, e.g. orange juice, oil, shampoo	
Glass bottles or jars, e.g. jam, perfume, spices	
Cellophane bags or wrapping, e.g. chocolates, candy	
Paper packaging, e.g. rice, pasta, cookies	
Paper and plastic, e.g. batteries, gadgets	
Cloth bags and wrappers, e.g. scarves, slippers, jewelry	
Can we recycle/reuse some of the packaging? If so, how?	
_____	
_____	
_____	

We can reuse paper/cardboard boxes to store things. We can use cloth bags and wrappers to store things or carry them. Cellophane bags can be reused to pack or store things. Glass bottles and jars can be reused to store jam, spices, oil etc. but they can also be cut and turned into water glasses, candleholders or pencil holders.

1. Products are packaged in a particular way to protect them from damage, make packing and transport easier and present them in an attractive manner. For example, cereal like corn flakes comes in a colorful box with a vacuum sealed paper bag inside containing the cereal. Eggs come in special plastic or papier mâché case.

2. Certain types of packaging are used to preserve food products. For example, canned milk and other food, vacuum wrapped cheese or meat, vacuum packaged nuts.

3. Packaging is used to promote products.

4. People who live off the grid avoid buying packaged goods to avoid polluting the environment and causing further environmental damage.

5. There are plenty of products with multiple packaging such as frozen seafood in plastic wrapping in a cardboard box.

Many people dispose of the packaging by throwing it away with the rest of the garbage. We try to throw all plastic, paper and glass objects into special recycling bins.

Paper cartons can be recycled; however, they require wood for the paper so more trees are cut. So they are not environmentally friendly.

Plastic containers or bottles are harmful to the environment.

Glass bottles, or jars can be recycled or reused. If they are not recycled they can be harmful to the environment

as they are often the cause of forest fires and fires in general especially in hot weather.

Cellophane bags or wrapping can be recycled, and are biodegradable so they are environmentally friendly.

Paper packaging can be recycled but more trees are cut in order to make paper that is used for wrapping, writing etc. So it is harmful.

Paper and plastic packaging is usually thrown away and is harmful to the environment.

Cloth bags and wrappers are environmentally friendly because they can be reused and do not cause any damage.



- L** Look at the picture. Take notes on the things and people (nouns) you can see and what is happening (verbs). Write words to describe the picture (adjectives). Write sentences to tell people how they can go greener.



Nouns	Verbs	Adjectives
boys, children, gloves, bins, containers, rubbish, garbage, trees, environment	carry, collect, sort, put into, recycle, help	aware, friendly, happy, hardworking, active, conscious

1. Children are conscious of what needs to be done to preserve the environment.
2. They are proud to be active participants in “green” projects.
3. They often participate in “clean the forest” or “clean the beach” campaigns enthusiastically.

**M WRITING****Where does your food come from?**

Student's answer

1. Take notes on everything you eat in a day. Write down where you (or your friend, family member, or restaurant) bought it and where it was grown or produced. If it came in a package, look at where the package came from. If it is a fresh food like fruits and vegetables, look for a sticker or sign that says where it was grown.

	Food you ate	Where you bought it	Where it was grown or made
Fruits and Vegetables			
Milk and Dairy			
Meat, Poultry, and Fish			
Grains and Breads			
Snacks			
Other			

2. Write about where your food comes from and how this might have an impact on the environment. Explain ways that you could buy more locally grown and made foods.

**N** Complete the sentences with the words in parentheses. Use the simple present or present progressive.

1. Trees grown (grow) more quickly in cooler climates than in the desert.
2. Scientists say that the world's climate is changing (change) rapidly.
3. Planet Earth goes (go) round the sun.
4. Farmers work (work) long hours in all parts of the world these days.
5. Governments are considering (consider) measures to limit overfishing.
6. How does he know (he/know) which type of fuel is the greenest?
7. The polar ice caps are melting (melt) at a dramatic rate.
8. The UAE doesn't have (not/have) a high level of rainfall.
9. We are currently researching (currently/research) ways of conserving water.
10. Do you believe (you/believe) that the oceans will cover Earth one day?

**O** Complete the sentences. Use the simple present and the present progressive of the verb in parentheses for the permanent or temporary situations.

1. Water boils at 100°C, but don't touch it when it is boiling. (boil)
2. Nura studies English at school, and now she is studying for exams.  
(study)
3. At present the boys are living with their uncle in Jeddah, but they usually live with their parents in Makkah. (live)
4. Air pollution is depleting the oxygen levels these days, and this generally depletes our quality of life. (deplete)
5. The weather outlook doesn't look very favorable now, but we aren't looking at the long range forecast. (not look)

## 6 Going Green

**P** Complete the sentences about facts. Use the simple present or **will** in the second clause.

1. If you heat (heat) ice, it will melt (melt).
2. If they replant (replant) the forest, it will take (take) several years to grow again.
3. The city's atmosphere won't (not improve) if we don't (not stop) burning fossil fuels.
4. If we install (install) photovoltaic panels, will we cut (cut) our fuel costs?  
improve stop
5. If you don't (not water) plants, they don't (not grow).  
water grow
6. The ranger will (ask) you to leave if you don't (not obey) the park rules.  
ask obey
7. If we teach (teach) children in school about green issues, they will (treat) the environment with more respect.  
treat
8. The consequences will be (be) disastrous if we don't (not reduce) carbon emissions.  
reduce

**Q** Complete the sentences to say what will/might happen in the following situations. Use your own ideas.

Student's  
answer

1. If we don't find alternative sources of energy, \_\_\_\_\_.
2. If we develop more efficient farming methods, \_\_\_\_\_.
3. If we keep our town streets clean, \_\_\_\_\_.
4. If we limit the fish industry, \_\_\_\_\_.
5. If we stop using plastic bags, \_\_\_\_\_.
6. If we all work together, \_\_\_\_\_.
7. Your idea: \_\_\_\_\_.
8. Your idea: \_\_\_\_\_.

# EXPANSION Units 4 – 6

**A** Complete the crossword puzzle with words or phrases.

### Across

2. something that is inconvenient to do
3. in a difficult situation (3 words)
5. embarrassing
7. something difficult to understand or solve
9. get rid of something

12. money received or earned
14. something not real; made up
16. do me a favor (3 words)
17. leave (2 words)
18. a variation of an earlier or original thing

										1 G																		
2 H		A		S		S		L		E	T																	
										3 I	N	A	B	I	N	D												
										K																		
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### Down

1. enjoy (5 words)
4. very easy (4 words)
6. be grateful for
8. produced without chemicals
10. someone who has financial success

11. chemicals that stop bugs and weeds from killing vegetables
13. work together well
15. throw out



# EXPANSION Units 4 – 6

**B** Add **to** or **for** to each sentence.

 The doctor gave the medicine to the patient.

1. My friend will translate the film for us.
2. The salesperson sold the vacuum cleaner to us.
3. I'm hiring a carpenter to build a table for my kitchen.
4. That policeman is going to give a ticket to the man in the red car.
5. The veterinarian is giving treats to the animals.
6. The chef is going to cook a delicious meal for us.
7. Mrs. Willis gave homework to her class.

**C** Complete the sentences. Use the correct form of the verbs in parentheses.

 Jack wants to spend (spend) time working with computers.

1. Karin enjoys helping (help) people who are less fortunate.
2. We hope to start (start) our own business someday.
3. I try to get (get) an hour of reading in every day.
4. Joe prefers working/to work (work) with people rather than alone.
5. She is considering going (go) back to school.
6. I began working (work) there in March.
7. Tom decided to apply (apply) to medical school.
8. Jasim offered to bring (bring) you to work today.

**D** Complete the sentences with your own ideas. Use a gerund or infinitive.

1. I really enjoy \_\_\_\_\_
2. I refuse \_\_\_\_\_
3. I need \_\_\_\_\_
4. I can't stand \_\_\_\_\_
5. I prefer \_\_\_\_\_
6. I plan \_\_\_\_\_
7. I would consider \_\_\_\_\_
8. I expect \_\_\_\_\_

Sample answers:

1. hanging out with my friends
2. to pay a lot of money for clothes
3. to go to the store today
4. waiting in line
5. to vacation close to home
6. to get a job for the summer
7. going to a university that is far away
8. to do very well in this class

# EXPANSION Units 4 – 6

**E** Unscramble the words to form sentences.



**nobody / it is necessary / water their lawn during the drought / that**

*It is necessary that nobody water their lawn during the drought.*

1. I / that / he suggested / buy a hybrid car / .

**He suggested that I buy a hybrid car.**

2. buy a stainless steel water bottle / I / to / you / want / .

**I want you to buy a stainless steel water bottle.**

3. we / that / try to save water / it is essential / all / .

**It is essential that we all try to save water.**

4. that / environmentalists request / eat locally grown food / we / .

**Environmentalists request that we eat locally grown food.**

5. everyone / that / try to conserve energy / it is important / .

**It is important that everyone try to conserve energy.**

6. turn off the lights when you're not in a room / environmentalists recommend / you / that / .

**Environmentalists recommend that you turn off the lights when you're not in a room.**

7. you / I'd / to recycle all of that paper / like / .

**I'd like you to recycle all of that paper.**

8. she / that / reuse containers as much as possible / they asked / .

**They asked that she reuse containers as much as possible.**

**F** Correct the errors in the sentences.



My teacher pronounced <sup>the word for</sup> me ~~the word~~.

1. I want you that become a lawyer.

to

2. He ordered me it.

it for me

3. The carpenter built a new closet to us.

for

4. I decided taking a break.

to take

5. It is important you come on time.

that

6. Will you reserve a table me?

for

7. Maria asked that Lisa brings a dessert.

bring

8. My teacher suggested to come a little early tomorrow.

coming

9. I love to eating out at restaurants.

to eat/

10. I demand to you tell me what you're talking about.

that

**G** Read the article and answer the questions.

## Dates or chocolate?

Imported European chocolates have become part of the culture when it comes to celebrations. During Eid-al-Fitr, stores stock extra chocolates. For this reason, large amounts of chocolate are imported to meet the demand. For some, chocolates are a symbol of affection and care, and totally in keeping with the spirit of Eid.

Dates are naturally in demand all year long and more so during Ramadan. Dates, like chocolates, are available in different varieties. Nowadays, dates are stuffed with toffee and dried fruit, almonds, pistachios and walnuts, or dipped in chocolate!

Chocolates are available in countless varieties and forms -- dark, light, white, bitter, semi-sweet, sweet; with wafers, caramel or fruit; in powder or syrup form; in different sizes and shapes; some wrapped in foil or cellophane or tiny boxes; and others arranged in elaborate boxes that contain an assortment of chocolates.

Elaborate arrangements of chocolate have become the trend for gifts, gaining more ground by the day. The busiest time for confectioners in the Kingdom is the post-Ramadan period when numerous orders for chocolate arrangements have to be filled, costing anywhere from SR 200 to SR 2,000 or more.

1. Why is chocolate imported in large amounts?

Sample answers:

To meet the demand for chocolate during the festive season.

2. What varieties are available?

Dark, light, white, bitter, semi-sweet, sweet, with wafers, caramel or fruit, in powder or syrup form, in different sizes and shapes.

3. When is the busiest time of year for confectioners? Why?

The busiest time is the post-Ramadan period because of the numerous orders of chocolate arrangements that have to be filled.

Find each word or phrase in the text and match it with the correct definition.

1. c dipped

a. a feeling of love, liking, or caring

2. f confectioners

b. in accordance with, in agreement with, suitable

3. a affection

c. submerged into liquid and raised up again

4. d fill (an order)

d. supply the goods/product that a customer has ordered

5. e assortment

e. a mixture of different things or a variety

6. b in keeping with

f. people who make/sell candy, cakes, chocolates, etc.

# EXPANSION Units 4 – 6

- H** Look at the picture. Take notes on how this boy feels and what has happened (actions) to make him feel that way. Use the words you listed to write sentences.



Sample answers:

Feelings	Actions
happy, surprised, shocked, excited, delighted	exchange gifts, give, see, find, be faced with, get a gift

1. Children get really excited with celebrations.
2. Most people are delighted to have surprise gifts; but most of all they are really happy to see someone they like turn up unexpectedly.
3.

The boy is delighted with the present that his parents got him to reward him for his good grades at school.

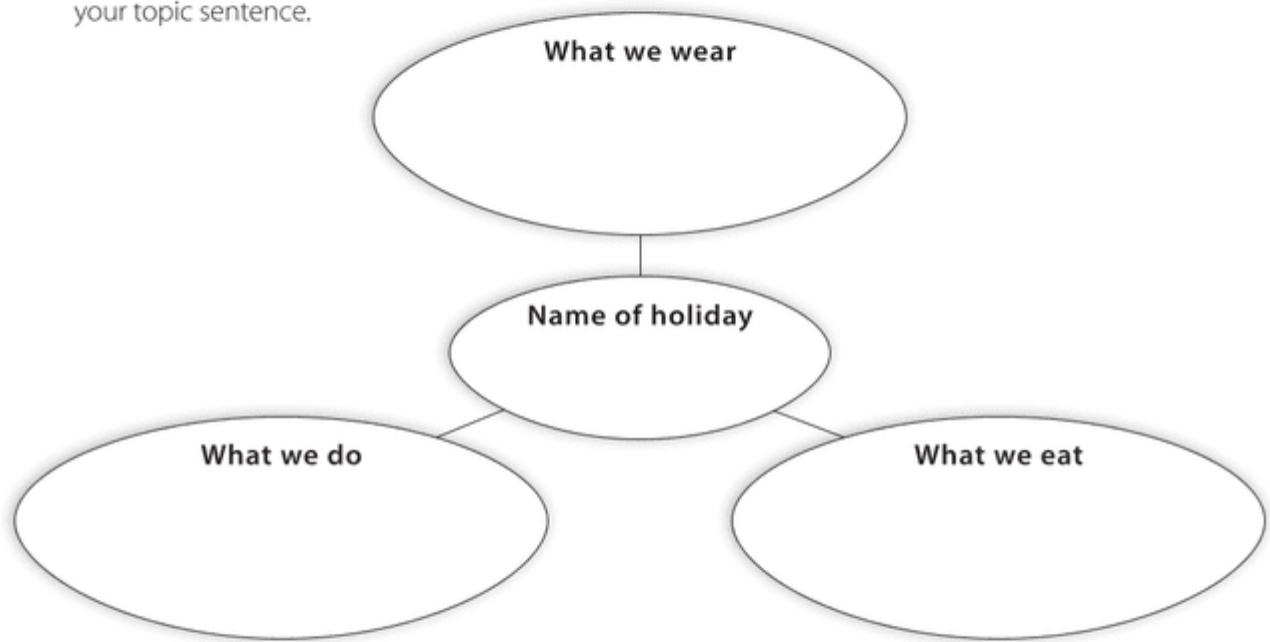
## 1 WRITING

### Student's answer

Write a description of an important holiday in your culture. Answer the following questions in your essay:

- What is the name of the holiday?
- When do people usually celebrate it?
- What do people do to celebrate it?
- What do people usually wear?
- What do people usually eat?

1. First, make notes in the word map.
2. Now use your word map to help you write your essay. Be sure that the body of your essay supports your topic sentence.





## Writing Skills 1

### Capitalization

### Student's answer

Rules for using capital letters are often different in English from the rules for using them in your own language, so it's important to check your written work for mistakes after you finish. Review the rules below and then complete the exercises.

1. Always use capitals at the beginning of sentences and quotations.
2. Use capitals for the names of cities, countries, rivers, lakes, mountains, universities, etc.
3. Use capitals for the days of the week and months of the year, but don't use them for the seasons.
4. Most jobs don't need capitals.
5. Use capitals for every word in titles, except for articles, conjunctions, and prepositions, unless they are the first word.
6. Use capitals for the names of organizations, but not for their products.
7. Use capitals for nationalities, languages, and religions.
8. Use capitals for family words when they appear alone or followed by a name, but don't use them when the word has a possessive pronoun or an article before it.
9. Use capitals for the names of holidays and historical events.
10. Don't use capitals for school subjects unless they are the name of a language.

A. Read the sentences and write the number(s) of the rule(s) each one illustrates.

- |   |       |
|---|-------|
| 1. She cried, "Look out!"   | 1     |
| 2. The United States celebrates Independence Day on July 4th.                 | _____ |
| 3. My father is a lawyer.   | _____ |
| 4. My favorite vacation was when my parents took us to Lake Como in Italy.    | _____ |
| 5. Harry used to work for Microsoft, but then he decided to become a teacher. | _____ |
| 6. They graduated one Wednesday in the fall.                                  | _____ |
| 7. Uncle Dan majored in French and Latin.                                     | _____ |
| 8. Steve Queen will be talking about his new book, <i>Out in the Cold</i> .   | _____ |

B. Look at the sentences and decide if the use of capital letters in each one is correct or incorrect. If the use is incorrect, change it.

1. I was born in Brooklyn, New York.
2. How long have you been studying english?
3. Have you read *20,000 leagues under the sea*?
4. My favorite season is spring.
5. Faisal wants to be a Doctor when he's older.
6. Paul turned and asked, "what time does the game start?"
7. Tony thinks he's very clever because he studied at harvard university.
8. Roy and Colin are really excited because they're going skiing in december.

C. Rewrite the sentences using capital letters correctly.

1. my father was born in london on october 16, 1967.
2. veronica can speak russian, french, spanish, english, and italian.
3. gregor fischer, the famous french writer, has just published his new novel *wind in the trees*.
4. i really don't like mondays and wednesdays, because we have math, spanish, and biology.
5. ahmed yawned and said, "there's nothing better in life than a quiet friday at home."

## Writing Skills 2

### Error Correction: Unnecessary Words

### Student's answer

When checking your work, you need to think carefully not only about whether or not words are missing, but also if some words are unnecessary, either grammatically or because they are repeating something you've already said. Look at the guide below to help you.

**1. the:** *The* is commonly included by accident when you are translating from your own language. Remember, for example, that English doesn't use *the* before nouns when talking about things in general, or when talking about abstract nouns.

I don't think students should be given more homework.

Unemployment is one of the biggest problems in the developed world.

**2. Prepositions:** Sometimes a word in your native language needs a preposition before or after it, but in English it may be unnecessary. Think carefully—are you writing in English or simply translating?

I went home at six o'clock.

(**NOT:** I went to home at six o'clock.)

**3. and:** Although it is not grammatically incorrect, we do not usually include *and* in lists until before the final item.

I went shopping and bought a suit, three shirts, a pair of shoes, and a tie.

**4. Words that have the same meaning:** Be careful not to repeat yourself by using words that have the same meaning. For example, something can be big or large, but saying *A big, large tiger* sounds very strange, because it repeats the same concept.

**5. Contractions:** Don't repeat words that are already present in contractions.

Jack's been to Kenya.

(**NOT:** Jack's has been to Kenya.)

**6. Personal pronouns:** Don't use personal pronouns if you've already used a name in the same clause.

Lindsay lives in Mexico.

(**NOT:** Lindsay she lives in Mexico.)

A. Read the sentences and write the number(s) of the rule(s) each one illustrates. Correct the mistake(s) in each sentence.

1. Donna Keeley she likes reading the books and the poetry. \_\_\_\_\_
2. Can you ask to the waiter for the check? \_\_\_\_\_
3. Although he is very clever intelligent, ali failed to his math test. \_\_\_\_\_
4. I normally get to the work at eight in the morning and go for the lunch at twelve. \_\_\_\_\_
5. Could you lend to me five dollars, please? \_\_\_\_\_
6. I'm very really interested in the ancient history. \_\_\_\_\_
7. Even though they threatened to him, he refused not to tell them the secret. \_\_\_\_\_
8. The violence is never an answer to the problems. \_\_\_\_\_
9. My brother he lives in Washington, D.C. \_\_\_\_\_
10. We're are looking forward to seeing you the next week. \_\_\_\_\_

## Writing Skills 3

### Punctuation 1

### Student's answer

Although your language may use the same punctuation symbols as English, it is important to realize that English may have different rules for using them. Punctuation in English can affect meaning, and poorly punctuated writing is very difficult for the reader to understand.

**1. Periods:** Use a period after statements and commands.

I've decided to change jobs.

Make me a cup of coffee, please.

**2. Question marks:** Use a question mark after, but never before, questions. Don't use one after reported questions, use a period instead.

"Have you got any change?"

"What time is it?" she asked.

She asked me what time it was.

**3. Exclamation points:** Use after surprising pieces of information and exclamatory phrases or sentences.

I got a promotion!

Oh, stop it!

No way!

**4. Quotation marks:** Use quotation marks at the beginning and the end of direct speech. Other punctuation usually goes before the end of the quotation marks. Quotation marks are also often used to show the title of articles, poems, stories, etc.

Mark said, "I really don't think you want to do that."

Have you ever read "The Road Not Taken" by Robert Frost?

**5. Apostrophes:** Use apostrophes in contractions and in the formation of possessives.

Please don't do that.

He's so smart it's unbelievable.

Have you seen Tom's new car?

Mike's apartment is very spacious.

**A.** Look at the sentences below and include the correct punctuation marks (commas and capital letters are already given).

1. Well arrive at about half past seven
2. Its raining What are we going to do
3. He asked me what time the banks closed I said I didnt know
4. Dont touch that iron Youll burn yourself
5. Have you met Mohammeds cousin, Adel
6. Aisha turned to Mona and said, I'm sorry, but I still dont know what you mean
7. Hes written a new poem called *Seasons*
8. Can you give me a call in the morning he asked You know how bad I am at waking up early

**B.** Decide if the punctuation in the following sentences is correct. If it's incorrect, change it.

1. I have to go to school and speak to my children's teacher.
2. "Would you like him to call you back"? she asked.
3. The horse lifted it's head and looked at us.
4. We've invited the Harrison's to dinner.
5. "Leave me alone!" Tom screamed, "Nobody here understands me."
6. I'm reading an interesting article called "Safer Internet."



## Writing Skills 4

### Punctuation 2

#### Student's answer

The comma has various uses in English, often helping to divide various pieces of information that appear in the same sentence.

#### Use commas:

- **to separate items in a list**  
We went to Spain, France, Italy, and Greece on vacation.
- **after *yes* and *no* in answers**  
Yes, I did.                      No, I haven't seen him recently.
- **before conjunctions (e.g., *and*, *but*, *so*) that separate two clauses**  
He didn't like living in Washington, but he didn't want to leave his job.
- **to separate names of people in direct address**  
How very nice to see you again, Mr. Smith.
- **after transitional expressions (e.g., *for example*, *however*, *furthermore*)**  
Successful products today are truly international. For example, Microsoft programs are recognized all over the world.
- **to separate adjectives that modify the noun separately**  
Gerry was tall, athletic, and very clever.
- **to separate quotation marks for direct speech from the rest of the sentence**  
"I'm bored," Tim said. "When are we going to do something different?"
- **to separate clauses**  
As soon as I get to the office, I'll send you the report.
- **to separate non-defining clauses from the rest of the sentence**  
Tony Wakefield, who came to Mexico in 2009, is a director.
- **to separate interjections**  
I am, by the way, also going to Chicago.

#### Don't use commas:

- **when the conjunction does not separate two independent clauses**  
I want to get married and have children.
- **for names when it is not direct address**  
I spoke to Dr. Franklin and he said that it was no problem.
- **for defining relative clauses**  
That's the man who stole my car!

A. Insert commas in the appropriate places in the sentences below.

1. What do you think John?
2. If I had a million dollars I'd buy a house on the coast.
3. It was very hot in the sun so we moved our chairs into the shade.
4. "I really don't think that that's fair" he said "You hardly know me."
5. Mr. Wassermann who was born in Germany has taught at the school for the last twenty years.
6. For breakfast this morning I had yogurt peaches toast and coffee.
7. I've had these books for over a year. However I only started reading them last month.
8. Yes I know what you mean but I really don't agree!
9. When you get to the hotel can you give me a call?