

Collins

POWERED BY COBUILD

B1

Work on your
Vocabulary

Hundreds of words to learn and remember

Intermediate

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Guide to word classes

All the words in **Word Finder** boxes have a word class. The table below gives you more information about each of these word classes.

| Word class | Description |
|---------------------|---|
| ADJECTIVE | An adjective is a word that is used for telling you more about a person or thing. You use adjectives to talk about appearance, colour, size, or other qualities, e.g. <i>He has got short hair.</i> |
| ADVERB | An adverb is a word that gives more information about when, how or where something happens, e.g. <i>She went inside.</i> |
| CONJUNCTION | A conjunction is a word such as and , but , if , and since . Conjunctions are used for linking two words or two parts of a sentence together, e.g. <i>I'm tired and hungry.</i> |
| NOUN | A noun is a word that refers to a person, a thing, or a quality, e.g. <i>I live in the city.</i> |
| PHRASAL VERB | A phrasal verb consists of a verb and one or more particles, e.g. <i>When I go outside, I put on a warm coat.</i> |
| PHRASE | Phrases are groups of words which are used together and which have a meaning of their own, e.g. <i>I would like to get a new job.</i> |
| PREPOSITION | A preposition is a word such as below , by , with , or from which is always followed by a noun group or the -ing form of a verb. Prepositions are usually used to say where things are, e.g. <i>You can park outside the house.</i> |
| QUANTIFIER | A quantifier comes before of and a noun group, e.g. <i>The bulk of the text.</i> |
| VERB | A verb is a word that is used for saying what someone or something does, or what happens to them, or to give information about them, e.g. <i>Can I pay by credit card?</i> |

Signs and notices

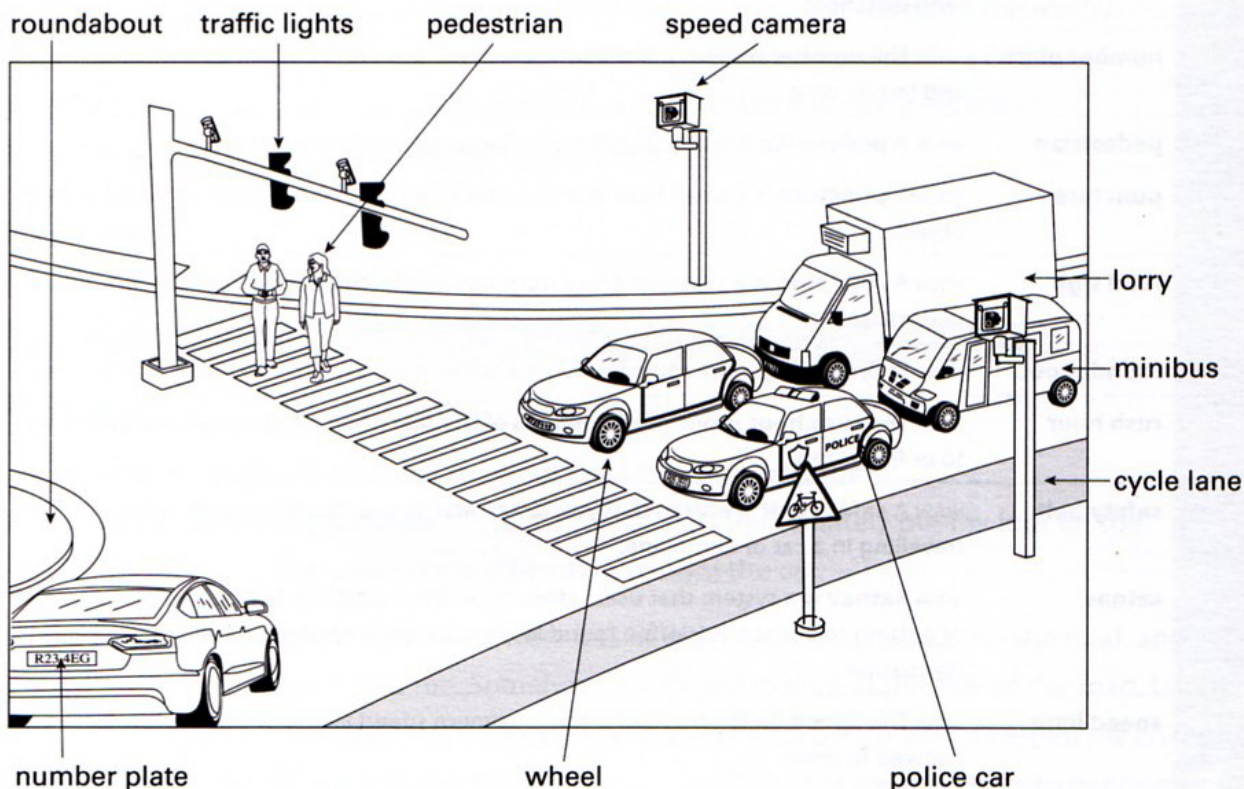
Here are some common signs you can see every day:



| | |
|---------------------|---|
| arrival | NOUN Your arrival at a place is the act of arriving there. |
| block | VERB To block a road or channel means to put something across or in it so that nothing can go through it or along it. |
| departure | NOUN Departure is the act of leaving a place or a job. |
| fire alarm | NOUN A fire alarm is a device that makes a noise, for example with a bell, to warn people when there is a fire. |
| leave | VERB If you leave a place or person, you go away from that place or person. |
| occupied | ADJECTIVE If something is occupied it is being used by someone. |
| out of order | ADJECTIVE If something, for example a machine, is out of order it is not working. |
| reception | NOUN In a hotel, office or hospital, the reception is the place where people are received and their reservations, appointments and inquiries are dealt with. |
| underground | 1 ADJECTIVE Something that is underground is below the surface of the ground. 2 ADVERB If you go underground , you go below the surface of the ground. |
| vacant | ADJECTIVE If something is vacant , it is not being used by anyone. |
| warning | NOUN A warning is something which is said or written to tell people of a possible danger, problem, or other unpleasant thing that might happen. |

| | | |
|-------------|---------------------|---|
| Word Finder | athlete | NOUN An athlete is a person who takes part in athletics competitions. |
| | athletics | NOUN Athletics consists of sports such as running, the high jump, and the javelin. |
| | beat | VERB If you beat someone in a competition, you do better than them. |
| | boxing | NOUN Boxing is a sport in which two people wearing padded gloves fight, using only their hands. |
| | champion | NOUN A champion is a person that has won a sports competition, or championship . A team that wins are called the champions . |
| | championship | NOUN A championship is a competition to find the best player or team in a particular sport. |
| | coach | 1 VERB If you coach someone or a team, you help them to become better at a particular sport or subject. 2 NOUN A coach is someone who coaches a person or team. |
| | competitor | NOUN A competitor is a person who takes part in a competition. |
| | court | NOUN A court is an area for playing a game such as tennis or squash. |
| | goalkeeper | NOUN A goalkeeper is the player in a sports team whose job is to guard the goal. |
| | gymnastics | NOUN Gymnastics consists of physical exercises that develop your strength, coordination, and ease of movement. |
| | ice hockey | NOUN Ice hockey is a game like hockey played on ice. |
| | ice skating | NOUN Ice skating is an activity where you move across ice wearing special shoes with blades called skates. |
| | jogging | NOUN Jogging is an activity where you run outside slowly as a form of exercise. |
| | referee | 1 NOUN The referee is the official who controls a sports match. 2 VERB If you referee a sports match, you act as referee. |
| | score | 1 VERB In a sport or game, if a player scores or scores a goal or a point, they gain a goal or point. 2 NOUN The score in a game is the number of goals, runs or points obtained by the teams or players. |
| | supporter | NOUN Supporters are people who support someone or something, for example a political leader or a sports team. |
| | surfing | NOUN Surfing is the sport of riding on the top of a wave while standing or lying on a special board. |
| | track | NOUN A track is a piece of ground that is used for races. |
| | train | VERB If you train for a sports event such as a race, or if someone trains you, you prepare for it. |
| | training | NOUN Training for a sports event such as a race is preparation that you do for it, for example by doing a lot of physical exercise. |
| | workout | NOUN A workout is a period of physical exercise or training. |

Transport



British and American words for transport

Depending on whether you're using American or British English, you can use different words to describe the same type of transport:

| British English | US English |
|-----------------|----------------|
| aeroplane | airplane |
| lorry | truck |
| motorway | freeway |
| number plate | licence plate |
| roundabout | traffic circle |



Word Finder

| | |
|------------------|---|
| fare | NOUN The fare is the money that you pay for a journey by bus, taxi, train, boat or aeroplane. |
| brake | 1 NOUN A vehicle's brakes are devices that make it go slower or stop. 2 VERB When the driver of a vehicle brakes , or when the vehicle brakes , the driver presses the vehicle's brake, to make it slow down or stop. |
| gear | NOUN A gear is a piece of machinery, for example in a car or on a bicycle, which helps to control its movement. When a vehicle's engine is operating at a particular rate, you can say it is in a particular gear. |
| insurance | NOUN Insurance is an arrangement in which you pay money regularly to a company, and they pay money to you if something unpleasant happens to you, for example if your property is stolen. |

| | |
|-----------------------|---|
| lorry | NOUN In British English, a lorry is a large vehicle used to transport goods by road. |
| minibus | NOUN A minibus is a large van which has seats in the back and windows along its sides. |
| motorway | NOUN In British English, a motorway is a wide road specially built for fast travel over long distances. |
| number plate | NOUN The number plate is an official sign on the front and back of a car with numbers and letters on it. |
| pedestrian | NOUN A pedestrian is a person who is walking, especially in a town. |
| puncture | NOUN A puncture is a small hole in a car or bicycle tyre that has been made by a sharp object. |
| road sign | NOUN A road sign is a sign that gives warnings and instructions to drivers and pedestrians. |
| roundabout | NOUN In British English, a roundabout is a circle at a place where several roads meet. |
| rush hour | NOUN The rush hour is one of the periods of the day when most people are travelling to or from work. |
| safety belt | NOUN A safety belt is a strap that you fasten across your body for safety when travelling in a car or aeroplane. |
| satnav | NOUN Satnav is a system that uses information from satellites to find the best way of getting to a place. It is often found in cars. Satnav is an abbreviation for 'satellite navigation'. |
| speed limit | NOUN The speed limit on a road is the maximum speed at which you are legally allowed to drive. |
| speed camera | NOUN A speed camera is a camera that takes photographs of cars that are going too fast. |
| traffic lights | NOUN Traffic lights are a set of red, yellow and green lights which tell drivers when to stop and go. |
| wheel | NOUN A wheel is a circular object which turns round on a rod attached to its centre. Wheels are fixed underneath vehicles so that they can move along. |

Exercise 1

Match the sentence halves.

- | | |
|--|--|
| 1 We walked because we did not want to pay | a the speed limit. |
| 2 If you have a car, you must take out | b gear when you slow down at a roundabout. |
| 3 You will need to change | c your safety belts. |
| 4 You must always obey | d the bus fare. |
| 5 Please make sure you fasten | e insurance for it. |
| 6 You may be punished if you break | f the road signs when you are driving. |

Travel and holidays

Read the online review of the Hill Hotel.


Hill Hotel – Smuggler's Harbour

12 July • stayed for 4 nights • single traveller

I stayed at this hotel last month for four nights. There was no one at **reception** when I got there so I had to wait a long time to **check in**. I made a **reservation** before I arrived but they had no record of it. The room was very small so I couldn't **unpack** my suitcase. I had to **set off** early on my last morning because I was going to **board** a **ferry** but I had to wait to **check out**. One good thing was that it is in a great location so I could see all **the sights** and there were lots of places to buy **souvenirs** near the hotel too.

Please rate your stay: 1 star * = poor; 5 stars ***** = excellent

★★★★☆

| | | | |
|-------------|---|-----------------------|--|
| Word Finder |  | airline | NOUN An airline is a company which provides regular services carrying people or goods in aeroplanes. |
| | | backpacker | NOUN A backpacker is someone, often a young person, who travels to different places with just a bag on their back, called a backpack . |
| | | board | VERB When you board a train, ship or aircraft, or when it is boarding , you get on it. |
| | | check in / out | PHRASAL VERB You check in when you arrive to register at a hotel. You check out when you leave a hotel. |
| | | crew | NOUN The crew of a ship, an aircraft, or a spacecraft consists of the people who work on it and operate it. Crew can take the singular or plural form of the verb. |
| | | cruise | NOUN A cruise is a holiday spent on a ship or boat which visits a number of places. |
| | | customs | NOUN Customs is the place where people arriving from a foreign country have to declare goods that they bring with them. |
| | | ferry | NOUN A ferry is a boat that carries passengers or vehicles across a river or a narrow stretch of sea. |
| | | reach | VERB When someone or something reaches a place, they arrive there. |
| | | reception | NOUN In a hotel, office or hospital, the reception is the place where people are received and their reservations, appointments and inquiries are dealt with. |
| | | reservation | NOUN If you make a reservation , you arrange for something such as a table in a restaurant to be kept for you. |
| | | route | NOUN A route is a way from one place to another. |
| | | set off | PHRASAL VERB You set off when you leave to go on a journey. |
| | | the sights | NOUN If you see the sights , you visit the most interesting places in the area where you are staying. |

| | | |
|-------------|---------------------|---|
| Word Finder | souvenir | NOUN A souvenir is something which you buy or keep to remind you of a holiday, place or event. |
| | travel agent | NOUN A travel agent or travel agent's is a shop where you can arrange a holiday or journey. |
| | traveller | NOUN A traveller is a person who is making a journey or who travels a lot. |
| | unpack | VERB When you unpack , or unpack a suitcase, box or bag, or when you unpack the things inside it, you take the things out of it. |
| | visa | NOUN A visa is an official document or a stamp put in your passport which allows you to enter or leave a particular country. |

Exercise 1

Put the correct word in each gap.

visa | travel agent | backpackers | cruise | traveller | route

My ideal job

I work as a ¹_____. It's the ideal job for me because I'm a keen ²_____ myself, and I can often get cheap tickets from work.

I also love planning trips for all our customers – from student ³_____ to wealthier people who want to go on a luxury ⁴_____. I always give them plenty of advice, for instance helping them plan their ⁵_____ and letting them know if they need a ⁶_____.

Exercise 2

Are the highlighted words correct or incorrect in the sentences?

- 1 It can take a long time to **go through** ☒ customs.
- 2 I would love to go to Rome and **watch** ☐ the sights.
- 3 People who book at the last minute often have to **spend** ☐ higher fares.
- 4 Last week, we **caught** ☐ the ferry to the nearest island.
- 5 I've **done** ☐ a reservation at the Hilton hotel for you.
- 6 We will be able to **board** ☐ the plane in ten minutes.
- 7 We **paid** ☐ a lovely handmade photo frame as a souvenir of our holiday.

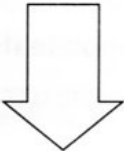
Exercise 3


Rearrange the letters to find words. Use the definitions to help you.

- 1 rcwe _____ (the people who work on a ship)
- 2 riilane _____ (a company that owns and flies planes)
- 3 ehkcc tuo _____ (to pay your bill and leave a hotel)
- 4 otecerpni _____ (the place you go when you arrive at a hotel)
- 5 cpnuak _____ (to take your things out of a suitcase)
- 6 seiurc _____ (a holiday on a ship)

The weather

Here are some useful words that you can use to describe the weather.

| Word | Example | |
|--------------------|---|---|
| mist | There's a mist over the sea this morning. I can't see much. |  |
| breeze | It's not very windy. There's just a pleasant breeze . | |
| shower | It'll stop raining soon. It's just a shower . | |
| frost | It was a cold night and in the morning the ground was covered in frost . | |
| hail | It was very cold and the rain turned to hail . It was very noisy. | |
| flash of lightning | They saw bright flashes of lightning in the sky during the storm. | |
| monsoon | There is heavy rain every day during the monsoon season. | |
| flood | There were many floods in the region because of the heavy rain. | severe weather |
| hurricane | There was a lot of damage after the hurricane hit the town. | |
| tornado | We could see the tornado coming towards us. | |

| | | |
|--|---------------------------|---|
|  Word Finder | breeze | NOUN A breeze is a gentle wind. |
| | darkness | NOUN If you are in darkness there is no light. |
| | degree | NOUN A degree is a unit of measurement for temperatures. |
| | flash of lightning | NOUN A flash of lightning is a sudden, short burst of light in the sky that you see during a thunderstorm. |
| | flood | NOUN If there is a flood , a large amount of water covers an area which is usually dry. |
| | freeze | VERB If a liquid freezes , or if something freezes it, it becomes solid because of low temperatures. |
| | frost | NOUN When there is a frost , the outside temperature drops below freezing and the ground is covered with ice crystals. |
| | hail | NOUN Hail consists of tiny balls of ice that fall like rain from the sky. |
| | heat | NOUN Heat is warmth or the quality of being hot. |
| | hurricane | NOUN A hurricane is a very violent storm with strong winds. |
| | melt | VERB When a solid substance melts , or when it is melted , it changes to a liquid because of being heated. |
| | mist | NOUN Mist consists of many tiny drops of water in the air, which make it difficult to see very far. |
| | monsoon | NOUN The monsoon is the season of very heavy rain in Southern Asia. |

| | | |
|-------------|-------------------------|---|
| Word Finder | shade | NOUN Shade is a cool area of darkness where the sun does not reach. |
| | shower | NOUN A shower is a short period of light rain. |
| | tornado | NOUN A tornado is a violent storm with strong, circular winds. |
| | tsunami | NOUN A tsunami is a very large wave, often caused by an earthquake, that flows onto the land and destroys things. |
| | UV rays | NOUN UV rays are rays of ultraviolet light that cause your skin to darken after you have been in sunlight. |
| | weather forecast | NOUN A weather forecast is a statement saying what the weather will be like the next day or for the next few days. |

Exercise 1

Rearrange the letters to find words. Use the definitions to help you.

- 1 ooratnd _____ (a very bad storm with strong winds that move round in a funnel shape)
- 2 daehs _____ (a cool area of shadow where the sun does not reach)
- 3 eberez _____ (a gentle wind)
- 4 reohws _____ (a short period of light rain)
- 5 gdreee _____ (a unit of measurement for temperature)
- 6 ahil _____ (small balls of ice that fall like rain from the sky)

Exercise 2

For each question, tick the correct answer.

- 1 Which can only happen when the temperature is very low?
 - ☐ frost
 - ☐ shade
 - ☐ degree
- 2 Which of the following would make you wet?
 - ☐ breeze
 - ☐ melt
 - ☐ shower
- 3 Which of the following is caused by electricity?
 - ☐ darkness
 - ☐ weather forecast
 - ☐ flash of lightning
- 4 Which of the following always means there is a lot of rain?
 - ☐ shower
 - ☐ monsoon
 - ☐ hail
- 5 Which of the following comes from the sun?
 - ☐ UV rays
 - ☐ flash of lightning
 - ☐ hurricane

Work and jobs

Dear Sir or Madam

Application for post of IT technician

I am writing about the job **advertised** on the Jobs for All website.

I have a degree in **engineering** and I am very keen to have a **career** in IT. I have been **out of work** for 6 months but before that I worked as an IT **technician** for an **architect**.

I am hard-working and friendly and I enjoy working as part of a **team**.

I have attached a **CV** and a letter from my last **employer**. I would also be grateful if you could tell me something about the **pay** and the possibilities for **promotion**.

I look forward to hearing from you.

Yours faithfully
Jack Brown

Good to know!

Notice where you put the stress on different words:

accountant

architect

employer

technician

application

organization

career

engineering

advertise but advertisement

| | |
|--------------------|---|
| accountant | NOUN An accountant is a person whose job is to keep financial accounts. |
| advertise | 1 VERB If you advertise something such as a product, event or job, you tell people about it in newspapers, on television, or on posters. 2 VERB If you advertise for someone to do something for you, you place an advertisement in a newspaper, on television, or on a poster, saying that you need someone to do it. |
| application | NOUN An application for something such as a job or a place at a college is a formal written request to be given it. |
| architect | NOUN An architect is a person who designs buildings. |
| career | NOUN Your career is your job or profession or the part of your life that you spend working. |
| CV | NOUN In British English, your CV is a brief written account of your personal details, your education, and jobs you have had, which you send when you are applying for a job. The American word is résumé . |

| | |
|---------------------|--|
| director | NOUN A director of a company is one of its most senior managers. |
| employer | NOUN Your employer is the organization or person that you work for. |
| engineering | NOUN Engineering is the work involved in designing and constructing machinery, electrical devices, or roads and bridges. |
| expert | 1 NOUN An expert is someone who is very skilled at doing something or knows a lot about a particular subject. 2 ADJECTIVE If someone is expert at doing something, they are very skilled at doing it. |
| lawyer | NOUN A lawyer is a person who is qualified to advise people about the law or represent them in court. |
| organization | NOUN An organization is an official group of people, for example a business, a charity, or a club. |
| profession | NOUN A profession is a type of job that requires advanced education or training. |
| out of work | PHRASE Someone who is out of work does not have a job. |
| pay | NOUN Pay is the money you receive for doing a job. |
| promotion | NOUN If you are given promotion or a promotion in your job, you are given a more important job or rank in the organization that you work for. |
| retire | VERB When older people retire , they leave their job and stop working. |
| surgeon | NOUN A surgeon is a doctor who performs surgery. |
| team | NOUN You can refer to any group of people who work together as a team . Team can take the singular or plural form of the verb. |
| technician | NOUN A technician is someone whose job involves skilled practical work with scientific equipment, for example in a laboratory. |

Exercise 1

Put the correct word in each gap.

CV | advertised | retiring | pay | out of work | applications

Rod had been ¹_____ for three months when he saw a technician's job ²_____ in the local paper. The ³_____ was lower than in his previous job, but the work looked interesting. Rod sent in his ⁴_____, and waited.

Over a month went by before he received a letter explaining that the delay was because the company had received over 500 ⁵_____. However, Rod was one of the eight people they had decided to interview. At the interview, they explained that their technician was ⁶_____ after 20 years with the company, but that he would work with the new person for a month to hand over all his duties.

| | | |
|-------------|---------------------------|---|
| Word Finder | fall in love | PHRASE If you fall in love with someone, you start to feel romantically attracted to them, and they are very important to you. |
| | friendship | NOUN A friendship is a relationship or state of friendliness between two people who like each other. |
| | gay | 1 ADJECTIVE Gay people are attracted to people of the same sex. 2 NOUN Gay is also a noun. |
| | go out | PHRASAL VERB If you are going out with someone, you are having a romantic relationship with them. |
| | groom / bridegroom | NOUN A groom or bridegroom is a man who is getting married or who has just got married. |
| | honeymoon | NOUN A honeymoon is a holiday taken by a couple who have just married. |
| | marriage | NOUN A marriage is the relationship between a husband and wife, or the state of being married. |
| | nephew | NOUN Your nephew is the son of your sister or brother. |
| | niece | NOUN Your niece is the daughter of your sister or brother. |
| | partner | NOUN Your partner is the person you are married to or are having a long-term relationship with. |
| | single parent | NOUN A single parent is someone who is bringing up a child or children on their own, because the other parent is not living with them. |
| | split up | PHRASAL VERB If two people split up , they end their romantic relationship. |
| | wedding | NOUN A wedding is a marriage ceremony and the celebration that often takes place afterwards. |

Exercise 1

Match the sentence halves.

- | | |
|----------------------|--|
| 1 A honeymoon is | a someone's wife/girlfriend or husband/boyfriend. |
| 2 A partner is | b a woman who is getting married. |
| 3 A groom is | c a formal, legally binding relationship between two people. |
| 4 A bride is | d someone who raises a child alone. |
| 5 A single parent is | e a man who is getting married. |
| 6 A marriage is | f a holiday after a wedding. |

Exercise 2

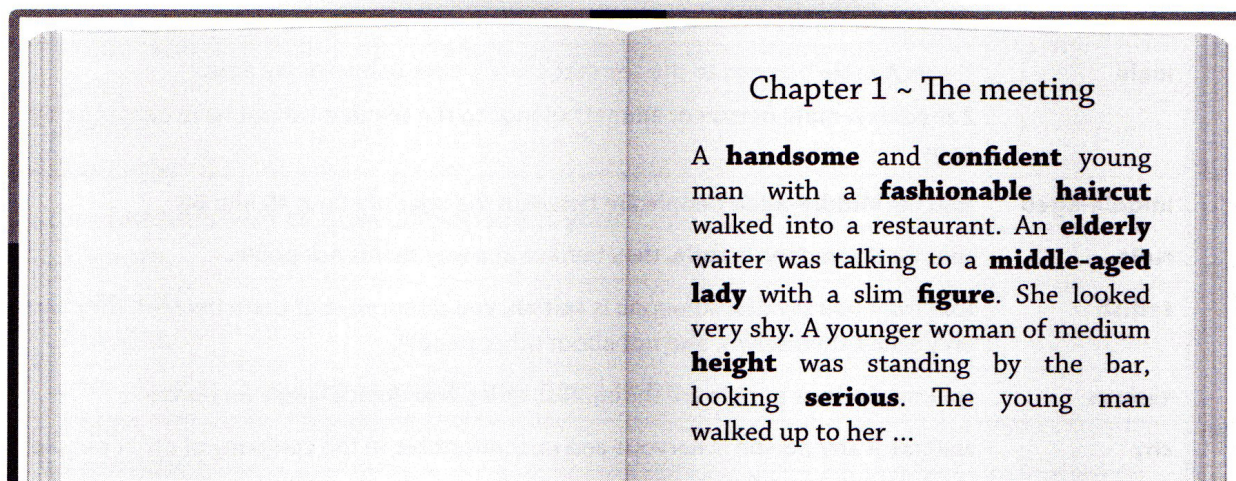
Are the highlighted words correct or incorrect in the sentences?

- Rob's been a **single parent** ☐ since his **split up** ☐.
- It's our **anniversary** ☐ next week. We got **wedding** ☐ two years ago.
- Eleanor and Chris have got **engaged** ☐! They're having a small **celebration** ☐ on Friday and we're invited.
- Mark's asked me on a **date** ☐ but I don't want to **go out** ☐ with him.
- Don't forget it's Simon and Gill's **marriage** ☐ on Sunday. Did you know they're going to Ibiza on their **honeymoon** ☐.
- Too many people get a **divorce** ☐ without working on their **friendships** ☐ first, I think.

Prefixes and suffixes

| | | | |
|-------------|---|---------------------|---|
| Word Finder |  | ability | NOUN Your ability is the quality or skill that you have which makes it possible for you to do something. |
| | | absolutely | ADVERB Absolutely means totally and completely. |
| | | achievement | NOUN An achievement is something which someone has succeeded in doing, especially after a lot of effort. |
| | | action | NOUN Action is doing something for a particular purpose. |
| | | active | ADJECTIVE An active person is energetic and always busy. |
| | | dislike | 1 VERB If you dislike someone or something, you think they are unpleasant and you do not like them. 2 NOUN Dislike is the feeling that you do not like someone or something. |
| | | doubtful | ADJECTIVE Something that is doubtful seems unlikely or uncertain. |
| | | impossible | ADJECTIVE Something that is impossible cannot be done or cannot happen. |
| | | incorrect | ADJECTIVE Something that is incorrect is wrong or untrue. |
| | | membership | NOUN Membership is the fact or state of being a member of an organization. |
| | | naturally | ADVERB You use naturally to indicate that something is obvious and not surprising. |
| | | overweight | ADJECTIVE If you are overweight you weigh more than is normal for someone of your height. |
| | | professional | ADJECTIVE Professional means relating to a person's work, especially work that requires special training. |
| | | revision | NOUN When people who are studying do revision , they read things again and make notes in order to prepare for an examination. |
| | | rewrite | VERB If someone rewrites a piece of writing such as a book, a script or a law, they write it in a different way in order to improve it. |
| | | secondary | ADJECTIVE If you describe something as secondary , you mean that it is less important than something else. |
| | | security | NOUN Security refers to all the precautions that are taken to protect a place. |
| | | self-service | ADJECTIVE A self-service shop, restaurant or garage is one where you get things for yourself rather than being served by another person. |
| | | sociable | ADJECTIVE Sociable people enjoy meeting and talking to other people. |
| | | unsuitable | ADJECTIVE Someone or something that is unsuitable for a particular purpose or situation does not have the right qualities for it. |

People



Good to know!

Asking about height:

What is your height?

How tall are you?

Asking about weight:

What is your weight?

How much do you weigh?

Words about people

| | | |
|-------------|--------------------|--|
| Word Finder | beauty | NOUN Beauty is the state or quality of being beautiful. |
| | behave | VERB The way that you behave is the way that you do and say things, and the things that you do and say. |
| | confident | ADJECTIVE People who are confident feel sure of their own abilities, qualities or ideas. |
| | elderly | 1 ADJECTIVE You use elderly as a polite way of saying that someone is old. 2 NOUN The elderly are people who are old. |
| | fashionable | ADJECTIVE Something that is fashionable is popular or approved of at a particular time. |
| | female | ADJECTIVE Someone who is female is a woman or a girl. |
| | figure | NOUN Your figure is the shape of your body. |
| | haircut | NOUN A haircut is the style in which your hair has been cut. |

| | | |
|-------------|--------------------|---|
| Word Finder | handsome | ADJECTIVE A handsome man has an attractive face. |
| | height | NOUN The height of a person or thing is their measurement from bottom to top. |
| | keen | ADJECTIVE If you are keen on doing something, you very much want to do it. If you are keen that something should happen, you very much want it to happen. |
| | lady | NOUN You can use the word lady when you are referring to a woman, especially when you are showing politeness or respect. |
| | male | 1 NOUN A male belongs to the sex that cannot have babies or lay eggs. 2 ADJECTIVE A male person or animal belongs to the sex that cannot have babies or lay eggs. |
| | middle-aged | ADJECTIVE Middle-aged people are between the ages of about 40 and 60. |
| | rude | ADJECTIVE If someone is rude , they behave in a way that is not polite. |
| | selfish | ADJECTIVE If you say that someone is selfish , you disapprove of them because they care only about themselves, and not about other people. |
| | serious | ADJECTIVE Serious people are thoughtful, quiet, and do not laugh very often. |
| | shy | ADJECTIVE A shy person is nervous and uncomfortable in the company of other people. |
| | weak | 1 ADJECTIVE If someone is weak , they do not have very much strength or energy. 2 ADJECTIVE If you describe someone as weak , you mean that they are not very confident or determined, so that they are often frightened or worried, or easily influenced by other people. |
| | weight | NOUN The weight of a person or thing is how heavy they are, measured in units such as kilos or pounds. |

Exercise 1

Choose the correct word.

The way that people dress has changed a lot over the centuries, and clothes that were once ¹**confident** / **selfish** / **fashionable** can seem very strange just a few years later. Similarly, someone who is the ideal ²**weight** / **height** / **haircut** in one period may seem too thin or too fat in another. The idea of how a man should look if he is to be described as ³**handsome** / **selfish** / **rude** can change. And even the way that people ⁴**figure** / **behave** / **serious**, and how we feel about it, is different from one period to another. For example, in the nineteenth century, young girls were expected to be ⁵**shy** / **male** / **keen** and not speak unless someone spoke to them. Now, though, in many countries they are expected to be much more ⁶**elderly** / **confident** / **middle-aged** – no different from a boy, in fact.

Feelings

I'm so **confused**! I thought Danny liked me! I went to a party yesterday and he was going to be there. I felt really **nervous**. I was **disappointed** when I arrived and he wasn't there. Then he arrived with Anna! I was so **jealous**! He didn't say anything to me so I got **angry** and shouted at him. He looked really **annoyed**. I feel **stupid** now. I'm going to be really **embarrassed** when I see him tomorrow!

| | | |
|-------------|---------------------|---|
| Word Finder | amused | ADJECTIVE If you are amused by something, it makes you want to laugh or smile. |
| | angry | ADJECTIVE When you are angry , you feel strong emotion about something that you consider unfair, cruel or insulting. |
| | annoyed | ADJECTIVE If you are annoyed , you are quite angry about something. |
| | anxious | ADJECTIVE If you are feeling anxious , you are worried about something. |
| | confident | ADJECTIVE People who are confident feel sure of their own abilities, qualities or ideas. |
| | confused | ADJECTIVE If you are confused , you do not know what to do or you do not understand what is happening. |
| | disappointed | ADJECTIVE If you are disappointed , you are sad because something has not happened or because something is not as good as you hoped it would be. |
| | embarrassed | ADJECTIVE A person who is embarrassed feels shy, ashamed or guilty about something. |
| | frightened | ADJECTIVE If you are frightened , you feel anxious or afraid. |
| | jealous | ADJECTIVE If someone is jealous , they feel angry or bitter because they think that another person is trying to take a lover, friend or possession away from them. |
| | nervous | ADJECTIVE If you are nervous , you are worried and frightened, and show this in your behaviour. |
| | pleasant | ADJECTIVE Someone who is pleasant is friendly and likeable. |
| | pleased | ADJECTIVE If you are pleased , you are happy about something or satisfied with it. |
| | satisfied | ADJECTIVE If you are satisfied with something, you are pleased because you have got what you wanted. |
| | serious | ADJECTIVE Serious people are thoughtful, quiet, and do not laugh very often. |
| | stupid | ADJECTIVE If you say that someone or something is stupid , you mean that they show a lack of good judgement or intelligence and they are not at all sensible. |
| | sure | ADJECTIVE If you are sure that something is true, you are certain that it is true. If you are not sure about something, you do not know for certain what the true situation is. |
| | surprised | ADJECTIVE If you are surprised at something, you have a feeling of surprise, because it is unexpected or unusual. |
| | terrible | ADJECTIVE Terrible means extremely bad. |
| | wonderful | ADJECTIVE If you describe something or someone as wonderful , you think they are extremely good. |

Food

Jack How about having a **barbecue** this evening?

Eva No, let's not. I think it's going to rain. I don't really want to **eat out**, so I can get us a **takeaway** on the way home.

Jack No, it's OK. I'll cook. What would you like?

Eva Well, I'm on a **diet** so I don't want too much meat.

Jack I could try a new **recipe** I found. It looks **delicious** and we've got most of the **ingredients**. We can **freeze** what we don't eat.

Eva OK, that sounds great! I'm looking forward to it.



| | |
|-------------------|---|
| barbecue | <p>1 NOUN A barbecue is a grill used to cook food outdoors. It is also the name of a party at which people eat food cooked on a barbecue.</p> <p>2 VERB If you barbecue food, you cook it on a barbecue.</p> |
| bean | NOUN Beans are the pods of a climbing plant, or the seeds that the pods contain, which are eaten as a vegetable. |
| beef | NOUN Beef is the meat of a cow, bull or ox. |
| cabbage | NOUN A cabbage is a round vegetable with green or red leaves. |
| carrot | NOUN Carrots are long, thin, orange-coloured vegetables that grow under the ground. |
| delicious | ADJECTIVE Delicious food or drink has an extremely pleasant taste. |
| diet | <p>1 NOUN Your diet is the type and range of food that you regularly eat.</p> <p>2 NOUN If you are on a diet, you eat only certain foods because you are trying to lose weight.</p> <p>3 VERB If you diet, you eat only certain foods because you are trying to lose weight.</p> |
| eat out | PHRASAL VERB If you eat out , you eat outside your home at a café or restaurant. |
| freeze | VERB If you freeze food, you put it in a freezer to make it cold and solid so it lasts longer. |
| flour | NOUN Flour is a white or brown powder that is made by grinding grain. It is used to make bread, cakes and pastry. |
| ingredient | NOUN Ingredients are the things that are used to make something, especially all the different foods you use when you are cooking a particular dish. |
| lamb | NOUN Lamb is the meat of a young sheep eaten as food. |
| raw | ADJECTIVE Raw food has not been cooked or has not been cooked enough. |
| recipe | NOUN A recipe is a list of ingredients and a set of instructions that tell you how to cook something. |
| saucepan | NOUN A saucepan is a deep metal cooking pot, usually with a long handle and a lid. |
| sweet | ADJECTIVE Sweet food or drink contains a lot of sugar. |

| | | |
|-------------|-----------------|---|
| Word Finder | takeaway | NOUN In British English, a takeaway is a shop or restaurant which sells hot food to be eaten elsewhere. A meal that you buy there is also called a takeaway . The American word is takeout . |
| | taste | 1 VERB If you taste some food or drink, you try a small amount of it in order to see what its flavour and texture is like. 2 NOUN If you have a taste of food or drink, you taste it. |
| | toast | NOUN Toast is slices of bread heated until they are brown and crisp. |
| | yogurt | NOUN Yogurt is a slightly sour, thick liquid made by adding bacteria to milk. A yogurt is a small pot of yogurt. |

Exercise 1

For each question, tick the correct answer.

1 If you're hungry but don't want to cook, what should you do?

- ☐ diet
☐ eat out
☐ barbecue

2 If you want to cook something new, you can use a

- ☐ recipe.
☐ freeze.
☐ raw.

3 If you hate meat, what don't you eat?

- ☐ carrots
☐ beef
☐ cabbage

4 If you cook in the garden, you can use your

- ☐ takeaway.
☐ toast.
☐ barbecue.

5 If you need to lose some weight, what can you do?

- ☐ diet
☐ bean
☐ taste

Exercise 2

Rearrange the letters to find words. Use the definitions to help you.

- 1 csiiedlou _____ (an extremely pleasant taste)
- 2 eegrnniitsd _____ (different foods you use when you are cooking a dish)
- 3 balm _____ (meat from young sheep)
- 4 ytaakewa _____ (a restaurant which sells hot food to be eaten somewhere else)
- 5 ceuaspna _____ (something we use for cooking)
- 6 peecir _____ (instructions that tell you how to cook something)

Communication

Here are some words to describe different types of communication.

| Types of communication | Example | Verb |
|------------------------|--|---------------|
| discussion | We had a long discussion about politics | discuss |
| explanation | The teacher's explanations are always very clear. | explain |
| announcement | She made an announcement on TV about her future tour. | announce |
| speech | He made a speech at his brother's wedding. | make a speech |

There are also different verbs that you can use to describe different ways of discussing things.

| Ways of discussing | Example |
|--------------------|---|
| argue | They argued about football. |
| convince | He convinced them that he was right. |
| persuade | She persuaded him to give her a job. |
| interrupt | He interrupted when he had something to say. |

Good to know!

In touch

If you are in touch with someone you see them, speak to them or write to them.

If you continue doing this for a number of days or weeks, you keep in touch.

If you get in touch, you contact them once by phone, email, etc. If you don't keep in touch you lose touch.



| | |
|---------------------|--|
| announcement | NOUN An announcement is a public statement which gives information about something that has happened or that will happen. |
| argue | VERB If you argue with someone, you disagree with them about something, often angrily. |
| blog | NOUN A blog is a website in which someone writes regularly about a particular subject. |
| comment | 1 VERB If you comment on something, you give your opinion about it or make a statement about it. 2 NOUN A comment is something someone says or writes that gives their opinion about something. |
| contact | VERB If you contact someone, you telephone them or write to them. |
| convince | VERB If someone or something convinces you of something, they make you believe that it is true or that it exists. |
| diagram | NOUN A diagram is a drawing which is used to explain something. |
| discussion | NOUN If there is a discussion about something, people talk about it, often in order to reach a decision. |

| | | |
|-------------|-----------------------|---|
| Word Finder | explanation | NOUN If you give an explanation , you give reasons why something happened, or describe something in detail. |
| | fax | 1 NOUN A fax or a fax machine is a piece of equipment used to send and receive documents electronically along a telephone line and produce a paper copy. 2 VERB If you fax a document, you send a document from one fax machine to another. |
| | greeting | NOUN A greeting is something friendly that you say or do when you meet someone. |
| | interrupt | VERB If you interrupt someone who is speaking, you say or do something that causes them to stop. |
| | mobile (phone) | NOUN A mobile phone or a mobile is a phone that you can carry with you. |
| | pass on | PHRASAL VERB If you pass something on , you give somebody something that was given to you. |
| | persuade | VERB If you persuade someone to do a particular thing, you get them to do it, usually by convincing them that it is a good idea. |
| | point | NOUN If you say that someone has a point , or if you take their point or see their point , you mean that you accept that what they have said is worth considering. |
| | sign | 1 NOUN A sign is a movement of your arms, hands or head which is intended to have a particular meaning. 2 NOUN A sign is a piece of wood, metal or plastic with words or pictures on it, giving information or instructions. |
| | speech | NOUN A speech is a formal talk given to an audience. |
| | topic | NOUN A topic is a particular subject that you write about or discuss. |

Exercise 1

Choose the correct word.

- 1 The class had an interesting **greeting** / **discussion** / **contact** about different ways of holding meetings.
- 2 The boy didn't understand how the engine worked, and asked for a more detailed **explanation** / **speech** / **topic**.
- 3 Kelly has her own **fax** / **diagram** / **blog**, and her friends also add posts to it.
- 4 You made some very interesting **points** / **signs** / **topics** in your speech.
- 5 That's exciting news – I'll **persuade it** / **contact it** / **pass it on** to my family.

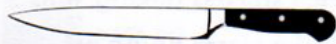
Exercise 2

Complete the sentences by writing one word in each gap.

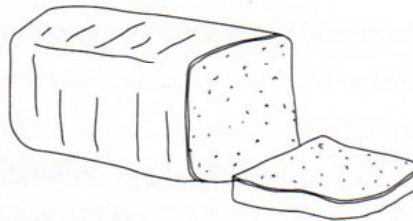
discussion | diagram | speech | greeting | signs | topics |
touch | announcement

- 1 We're talking about how to recycle more – do join in the _____.
- 2 I haven't heard from Roy for months – I must get in _____ with him.
- 3 There's a good _____ in this magazine showing how bicycles are made.
- 4 I've been asked to make a _____ welcoming everyone to the conference.
- 5 There were no _____ to show the way to the car park.
- 6 He raised a hand in _____ but didn't say hello.

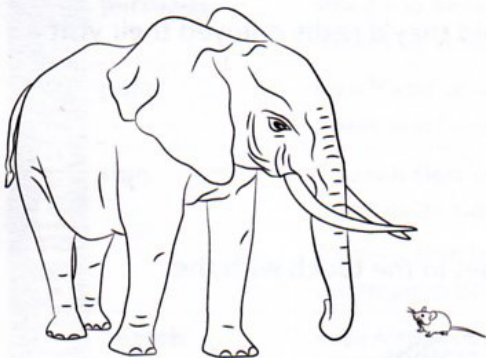
Describing objects



The knife is very **sharp**.



This slice of bread is quite **thick**, isn't it?



There's a **tiny** mouse next to an **enormous** elephant!



The man's chin feels very **rough**.



I live on a **narrow** street.



| | |
|--------------------|--|
| ancient | ADJECTIVE Ancient means very old, or having existed for a long time. |
| average | 1 ADJECTIVE Something that is average is normal in quality or amount for a particular group of things or people. 2 NOUN The average is the normal amount or quality for a particular group of things or people. |
| basic | ADJECTIVE You describe something as basic when it has only the most important features and no luxuries. |
| brand new | ADJECTIVE Something that is brand new is extremely new. |
| broad | ADJECTIVE Something that is broad is wide. |
| a couple of | PHRASE A couple of things means a small number of things. |
| damaged | ADJECTIVE If something is damaged , it has been injured, harmed or broken. |
| enormous | ADJECTIVE Enormous means extremely large in size, amount or degree. |
| equal | ADJECTIVE If two things are equal , or if one thing is equal to another, they are the same in size, number or value. |
| flat | ADJECTIVE A flat object is not very tall or deep in relation to its length and width. |
| huge | ADJECTIVE Something that is huge is extremely large in size. |
| little/few | QUANTIFIER A little of something is a small amount of it. Few things means a small number of things. |

| | |
|----------------------|---|
| narrow | ADJECTIVE Something that is narrow measures a very small distance from one side to the other, especially compared to its length or height. |
| navy blue | ADJECTIVE If something is navy blue , it is a very dark blue. |
| old-fashioned | ADJECTIVE Something that is old-fashioned is no longer used, done or believed by most people, because it has been replaced by something that is more modern. |
| rough | ADJECTIVE If a surface is rough , it is uneven and not smooth. |
| shape | NOUN The shape of an object, a person, or an area is the form or pattern of its outline. |
| sharp | ADJECTIVE A sharp point or edge is very small or thin and can cut through things very easily. |
| thick | ADJECTIVE Something that is thick measures a large distance between its two opposite surfaces. |
| tiny | ADJECTIVE Someone or something that is tiny is extremely small. |

Exercise 1

Match the sentences with the pictures.

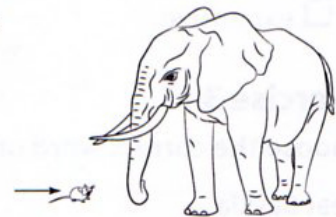
1 It's very ancient.

a



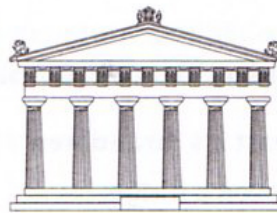
2 It's damaged.

b



3 It's enormous.

c



4 It's very sharp.

d



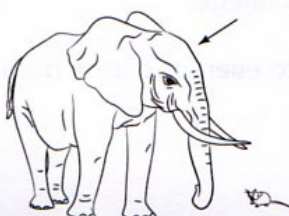
5 It's brand new.

e



6 It's very small.

f



House and home



Good to know!

Accommodation

This is a difficult word to spell. Remember it has two cs and two ms. It is also uncountable.

Have you got any accommodation for next year yet?



| | |
|-------------------------|--|
| accommodation | NOUN Accommodation is used to refer to rooms or buildings where people live, stay or work. |
| air conditioning | NOUN Air conditioning is a method of providing buildings and vehicles with cool air. |
| architecture | NOUN Architecture is the art of designing and constructing buildings. |
| balcony | NOUN A balcony is a platform on the outside of a building with a wall or railing around it. |
| basement | NOUN The basement of a building is an area partly or completely below ground level, with a room or rooms in it. |
| block | NOUN A block of flats or offices is a large building containing them. |
| brick | NOUN Bricks are rectangular blocks of baked clay used for building walls. |
| cellar | NOUN A cellar is a room underneath a building. |
| central heating | NOUN Central heating is a heating system in which water or air is heated and passed round a building through pipes and radiators. |
| chest of drawers | NOUN A chest of drawers is a low, flat piece of furniture with drawers in which you keep clothes and other things. |
| chimney | NOUN A chimney is a pipe above a fireplace or furnace through which smoke can go up into the air. |

| | | |
|-------------|-----------------------------|---|
| Word Finder | corridor | NOUN A corridor is a long passage in a building or train, with rooms on one or both sides. |
| | cottage | NOUN A cottage is a small house, usually in the country. |
| | facilities | NOUN Facilities are buildings, equipment or services that are provided for a particular purpose. |
| | fence | NOUN A fence is a barrier made of wood or wire supported by posts. |
| | ground / first floor | NOUN The ground floor of a building is the floor that is at the level of the ground. The first floor is the floor above this. |
| | heater | NOUN A heater is a piece of equipment which is used to warm a place or to heat water. |
| | move house | PHRASE If you move house , you stop living in one house and start living in a different one. |
| | move in / move out | PHRASAL VERB You move out of a house when you stop living there. You then move in to a new one. |
| | property | NOUN A property is a building and the land belonging to it. |

Exercise 1

Match the two parts.


- | | |
|---|--|
| 1 When are you moving into your university accommodation? | a I'll put the central heating on. |
| 2 My apartment is on the ground floor | b On 27 September. |
| 3 What do you keep in your basement? | c On my balcony. |
| 4 It's getting colder now. | d because it has air conditioning. |
| 5 Where did you grow all these vegetables? | e My old bike, which is broken. |
| 6 This apartment is great in summer | f so I don't have to climb any stairs. |

Exercise 2

Choose the correct word.

- Jack's apartment is great because he has a **balcony** / **cellar** where he can sit in the sun.
- Which **roof** / **floor** is Angela's apartment on?
- Please turn on the **central heating** / **air conditioning**, it's getting too hot.
- I love old houses made of red **bricks** / **blocks**.
- The **architecture** / **property** on Hills Road is now for sale.
- Jerry moved **house** / **home** last month but I don't have his new address.

Words for clothes

| | | | |
|-------------|---|--------------------|--|
| Word Finder |  | button | NOUN Buttons are small, hard objects sewn on to pieces of clothing, which you use to fasten the clothing. |
| | | casual | ADJECTIVE Casual clothes are ones that you normally wear at home or on holiday, and not for formal occasions. |
| | | collar | NOUN The collar of a shirt or coat is the part which fits round the neck and is usually folded over. |
| | | dress | 1 VERB When you dress , you put clothes on yourself. 2 NOUN A dress is a piece of clothing worn by a woman or girl which covers her body and extends over her legs. |
| | | fashionable | ADJECTIVE Something that is fashionable is popular or approved of at a particular time. |
| | | fit | VERB If something fits someone or if it fits , it is the right size and shape to go onto a person's body. |
| | | flat | ADJECTIVE Flat shoes are shoes with very low heels. |
| | | heel | NOUN The heel of a shoe is the raised part on the bottom at the back. |
| | | knickers | NOUN Knickers are a piece of underwear worn by women and girls which have holes for the legs and elastic around the top. |
| | | pants | NOUN In British English, pants are a piece of underwear with two holes to put your legs through and elastic around the top. The usual American word is underpants . |
| | | pullover | NOUN A pullover is a woollen piece of clothing that covers the upper part of your body and your arms. |
| | | sandal | NOUN Sandals are light shoes that have straps instead of a solid part over the top of your foot. |
| | | sleeve | NOUN The sleeves of a coat, shirt or other item of clothing are the parts that cover your arms. |
| | | smart | ADJECTIVE Smart people and things are pleasantly neat and clean in appearance. |
| | | tight | ADJECTIVE Tight clothes or shoes fit very closely. |
| | | top | NOUN A top is an item of clothing which you wear on the upper part of your body. |
| | | tracksuit | NOUN A tracksuit is a loose, warm suit consisting of trousers and a top, worn mainly when exercising. |
| | | underwear | NOUN Underwear is clothing which you wear next to your skin under your other clothes, such as a bra, a vest and underpants. |
| | | undress | VERB When you undress , you take off your clothes. If you undress someone, you take off their clothes. |

| | | |
|-------------|-------------------------------|--|
| Word Finder | Accident and Emergency | NOUN Accident and Emergency is the room or department in a hospital where people who have severe injuries or sudden illness are taken for emergency treatment. The abbreviation A & E is also used. |
| | baker's | NOUN A baker's is a shop that sells bread and cakes. |
| | barber shop / barber's | NOUN A barber shop or barber's is a shop where men can have their hair cut. |
| | bowling alley | NOUN A bowling alley is a building which contains several tracks for bowling (= the game of rolling a heavy ball down a narrow track to try to knock down a group of wooden objects). |
| | community centre | NOUN A community centre is a place where the people, groups and organizations in a particular area can go and meet one another and do things. |
| | convenience store | NOUN A convenience store is a shop which sells mainly food and which is usually open until late at night. |
| | department store | NOUN A department store is a large shop which sells many different kinds of goods. |
| | fire station | NOUN A fire station is a building where fire engines are kept, and where firefighters wait until they are called to put out a fire. |
| | greengrocer | NOUN A greengrocer or a greengrocer's is a shop where fruit and vegetables are sold. |
| | gym | NOUN A gym is a place where people can use special equipment for doing exercise. |
| | market square | NOUN A market square is an open area in a town where people come to sell things. |
| | newspaper kiosk | NOUN A newspaper kiosk is a small shop that sells newspapers and other things. |
| | outdoor / indoor pool | NOUN An outdoor pool is a swimming pool that is outside. An indoor pool is a swimming pool located inside a building. |
| | pavement | NOUN A pavement is a path with a hard surface by the side of a road. |
| | petrol station | NOUN A petrol station is a garage by the side of the road where petrol is sold and put into vehicles. |
| | police station | NOUN A police station is the local office of a police force in a particular area. |
| | skateboard park | NOUN A skateboard park is a place where people go to practise skateboarding. |
| | skyscraper | NOUN A skyscraper is a very tall building in a city. |
| | town hall | NOUN The town hall in a town is a large building owned and used by the town council, often as its headquarters. |

Exercise 1

Match the questions to the answers.

- | | |
|--|--------------------------------------|
| 1 Where did you leave your car? | a From the greengrocer's. |
| 2 Where did you get this lovely bread? | b At the barber shop. |
| 3 Where do you swim in the summer? | c In the outdoor pool. |
| 4 Did you buy this jacket in town? | d At the baker's in the high street. |
| 5 Where did John get his hair cut? | e In the underground car park. |
| 6 Where did you get these tomatoes? | f Yes, in the department store. |

Services

Read about the local services in Milltown.

| Milltown Local information | |
|--|--|
| Police station and Fire station | Enquiries 0900–1700. Call 999 in an emergency. |
| Milltown Hospital Accident & Emergency Department | Open 24 hours. |
| Public Library | To borrow books you need to register and get a library card. |
| Flatwise Accommodation Agency | Opening hours 0900–1700. We can help you find the perfect house for you to buy or rent. |
| Milltown Arts Centre | You can buy film and theatre tickets at the box office . |
| Rightjob Employment Agency | If you are looking for a job, we can help you. |
| Public transport | For train and bus information go to www.milltowntransport.com |
| Tourist information office | We can help you plan your holiday in Milltown. Free town maps available. |
| Post office | Our post office counters open every day (Monday–Saturday), from 0900–1700. |

| | | |
|-------------|--|--|
| Word Finder | Accident and Emergency department | The Accident and Emergency department is the department in a hospital where people who have severe injuries or sudden illness are taken for emergency treatment. The abbreviation A & E is also used. |
| | accommodation agency | NOUN An accommodation agency is a place where people can go if they need to find somewhere to live. |
| | arts centre | NOUN An arts centre is a place where arts events such as films, plays and exhibitions take place. |
| | box office | NOUN The box office in a theatre or cinema is the place where the tickets are sold. |
| | cash machine | NOUN A cash machine is a machine into which you put a bank card to get money from your bank account. |
| | credit card | NOUN A credit card is a plastic card that you use to buy goods that you will pay for later. |
| | employment agency | NOUN An employment agency is a company whose business is to help people to find work and help employers to find the workers they need. |
| | opening hours | NOUN Opening hours are the times during which a shop, bank, library or bar is open for business. |

| | | |
|-------------|-----------------------------------|---|
| Word Finder | petrol station | NOUN A petrol station is a garage by the side of the road where petrol can be bought and put into vehicles. |
| | pharmacy | NOUN A pharmacy is a place where medicines are sold or given out. |
| | post office counter | NOUN A post office counter is the place in a post office where you go to buy stamps, post letters, or ask for information. |
| | primary school | NOUN A primary school is a school for children between the ages of 5 and 11. |
| | public library | NOUN A public library is a place where everyone can go to borrow books. |
| | public transport | NOUN Public transport consists of buses, trains or trams in an area that all people can use. |
| | reservation | NOUN If you make a reservation , you arrange for something such as a table in a restaurant or a room in a hotel to be kept for you. |
| | secondary school | NOUN A secondary school is a school for pupils between the ages of 11 or 12 and 17 or 18. |
| | self-service | ADJECTIVE A self-service shop, restaurant or garage is one where you get things for yourself rather than being served by another person. |
| | specialist | NOUN A specialist is a person who has a particular skill or knows a lot about a particular subject. |
| | state education | NOUN State education is education that is provided by the government. |
| | tourist information office | NOUN A tourist information office is a place where people can go to find out about places to see and activities to do in the local area. |
| | underground car park | NOUN An underground car park is an area built below ground level where people can leave their cars. |

Exercise 1

Find one phrase in each list that does not belong.

1 Public services

lending library
 transport system
 employment agency
 accommodation agency
 Accident and Emergency department
 state education
 department store

2 Places

secondary school
 arts centre
 cash machine
 petrol station
 box office
 primary school
 tourist information office

Giving and lending

Here are some useful ways of talking about giving.

| Phrasal verbs | Example |
|---------------|--|
| give away | I gave away my computer games when I stopped playing them. |
| give back | I'll give you back your homework next week. |
| give out | She gave out some posters about the concert. |
| hand over | He handed over the money he found to the police. |
| hand out | We handed out sweets to the children at the festival. |
| pass on | 'There's no football training today. Can you pass on the message to everyone in the team? |

Borrow and lend

If you borrow something, you keep it for a limited time. The person who gives it to you **lends** it to you.

*Can I **borrow** your new game?*

*He **lent** me his bike.*

You can also **let someone borrow** or **let someone use** something.

*My best friend **let me borrow** her dress for the party.*

*I **let Bill use** my laptop because his was broken.*

| | | |
|-------------|--------------------|---|
| Word Finder | award | VERB If you are awarded something, you get a prize or certificate for doing something well. |
| | contribute | VERB If you contribute to something, you say or do something to help make it successful. |
| | deliver | VERB If you deliver something somewhere, you take it there. |
| | give a lift | PHRASE If you give someone a lift , you take them somewhere in your car. |
| | give away | PHRASAL VERB If you give something away , you give it to another person because you do not want it. |
| | give back | PHRASAL VERB If you give something back , you give someone something that you borrowed or took from them. |
| | give out | PHRASAL VERB If you give something out , you give it to lots of different people. |
| | hand | VERB If you hand someone something, you give them something you have in your hand. |
| | hand out | PHRASAL VERB If you hand something out , you give it out to lots of different people. |
| | lend | 1 VERB When people or organizations such as banks lend you money, they give it to you and you agree to pay it back at a future date, often with an extra amount as interest. 2 VERB If you lend something that you own, you allow someone to have or to use it for a period of time. |

| | | |
|-------------|---------------------------|---|
| Word Finder | let someone borrow | PHRASE If you let someone borrow something, you allow them to have or use it for a period of time. |
| | let someone use | PHRASE If you let someone use something, you allow them to use it. |
| | loan | 1 NOUN A loan is a sum of money that you borrow. 2 VERB If someone loans something to you, they lend it to you. |
| | negotiate a loan | PHRASE If you negotiate a loan , you arrange to borrow a sum of money from a person or an organization such as a bank. |
| | offer | 1 VERB If you offer something to someone, you ask them if they would like to have it or to use it. 2 VERB If you offer to do something, you say that you are willing to do it. |
| | pass | VERB If you pass an object to someone, you pick it up and give it to them. If you pass a ball to someone, you hit, kick or throw it to them. |
| | pass on | PHRASAL VERB If you pass something on to someone, you give someone something that was given to you. You can also pass on information or a message. |
| | present | VERB If you present someone with a prize or with information, or if you present it to them, you formally give it to them. |
| | supply | 1 VERB If you supply someone with something, you provide them with it. 2 NOUN Supply is the quantity of goods and services that can be made available for people to buy. |

Exercise 1

Put the correct word in each gap.

hand | let | lift | loan | gives | pass

Mum: So, do you think Sam will ¹_____ his driving test?

Dad: I certainly hope so. I'm a bit fed up with giving him a ²_____ to school and to football club most days.

Mum: But you know what the next thing will be? He'll want us to ³_____ him use our cars.

Dad: No way. I'm absolutely not going to ⁴_____ my car over to him – what if he scrapes it?

Mum: Honestly, Chris! Well, he can borrow mine. Just as long as he ⁵_____ it back to me when I need it.

Dad: That's a bit impractical, isn't it? I think perhaps the best thing to do is to get him an old car to drive around in. We could ⁶_____ him the money he needs.

Words that are used together (collocations)

Collocations are groups of words that are often used together. Here are some collocations you can make using the verbs **make** and **take**:

| | | |
|-------------|--------------|---|
| make | a difference | The new shopping centre will really make a difference to the town. |
| | an effort | I'm going to make an effort to do well at school this year. |
| | money | He made a lot of money selling his paintings. |
| | plans | She has made plans for her holiday. |
| take | a break | He took a break from his homework and watched TV. |
| | an exam | I'm taking an important exam today. |
| | a holiday | You look tired. You should take a holiday . |
| | a photograph | I like taking photographs of people. |
| | notes | Remember to take notes during the lessons. |

Good to know!

save and waste.

You can use these verbs with time and money

He got a taxi home to save time.

She walked home to save money.

He wasted time doing the wrong homework.



Word Finder

| | |
|----------------------------|--|
| do your best | PHRASE If you do your best , you try as hard as you can or do something as well as you can. |
| do someone a favour | PHRASE If you do someone a favour , you do something for them to help them. |
| join a club | PHRASE If you join a club , you become a member of the club. |
| make a difference | PHRASE If something or someone makes a difference , they change a situation. |
| make an effort | PHRASE If you make an effort to do something, you try hard to do it. |
| make money | PHRASE If you make money , you earn it by doing a job or selling something. |
| make plans | PHRASE If you make plans , you decide what you are going to do in the future. |
| pay a bill | PHRASE If you pay a bill , you give money that you owe for something. |

| | | |
|-------------|--------------------------|---|
| Word Finder | pay attention | PHRASE If you pay attention to something, you listen to or watch something very carefully. |
| | save money | PHRASE If you save money , you spend less money doing something, especially so you can keep money for a later time. |
| | save time | PHRASE If you save time , you use less time doing something. |
| | take a break | PHRASE If you take a break , you have a short rest from work or study. |
| | take a holiday | PHRASE If you take a holiday , you have a holiday. |
| | take a photograph | PHRASE If you take a photograph , you make a photograph with a camera. |
| | take action | PHRASE If you take action , you do something to achieve a particular purpose. |
| | take an exam | PHRASE If you take an exam , you try to pass it. |
| | take notes | PHRASE If you take notes , you write things that you read or hear to help you remember them. |
| | tell the time | PHRASE If you can tell the time , you can say what time it is when you look at a watch or clock. If you tell someone the time , you tell them what time it is. |
| | tell the truth | PHRASE If you tell the truth , you say the real facts about something. |
| | visit a website | PHRASE If you visit a website , you use the Internet to go to a website. |
| | waste time | PHRASE If you waste time , you spend time doing things that are not useful. |

Exercise 1

Match the sentence halves.

- | | |
|---|--------------------------------------|
| 1 If you want to succeed in your exams, you'll have to make | a a short holiday. |
| 2 When you're listening to a talk, it's useful to take | b a lot of money. |
| 3 If you want to meet new people, you should join | c a club of some kind. |
| 4 If you're tired of work, you should take | d some notes. |
| 5 John has set up a business and he's already making | e an effort and study harder. |
| 6 My boss told me what to do, but I wasn't paying | f attention. |

Exercise 2

Choose the correct word.

- 1 I'd you possibly **do / let / make** me a favour?
- 2 He refused to **talk / tell / give** the truth about what happened.
- 3 Kay apologized, but it didn't **do / take / make** any difference – Sandra was still cross.
- 4 If you **visit / look / go** that website, you'll find some interesting ideas.
- 5 I need to **give / make / get** a bit more effort with my studies.
- 6 We **paid / gave / spent** the bill and left the restaurant.

Words and phrases for linking ideas

In this unit you will learn some words and phrases that can help you link your ideas. These words and phrases are often called discourse markers. You can use them to:

- contrast ideas or opinions

Although he had a lot of money, he still wasn't happy.

We had a good holiday despite / in spite of the weather.

He's not very good at maths. On the other hand, his English is excellent.

John always worked hard while Harry spent all his time playing computer games.

- show the result of something

He spent all his money. As a result / Therefore, he had to walk home.

- express conditions of a situation

Have you got your car? If so, can you give me a lift home?

We'd better leave now. If not, we'll miss the last bus.

- add information or give examples

The rooms in the hotel were very comfortable. In addition, they had free wi-fi.

He's not very organized. For example / For instance, he always loses important letters.

Many people, including me, were unhappy with the hotel.

- add emphasis

He's very old. In fact, he'll be 90 next year.

It was a great film. I liked the ending in particular / particularly.

- organize a longer piece of writing or a speech

To start with, I'd like to talk about our hotel in Australia.

Lastly, I'm going to talk about the food.

To sum up, it was a fantastic holiday.



although / though

CONJUNCTION You use **although** or **though** to introduce a statement which contrasts with something else that you are saying.

as a result

PHRASE If something happens **as a result** of a particular thing, it happens because of that thing.

for example / for instance

PHRASE You use **for example** or **for instance** before or after you give an example of something.

if so / not

PHRASE You use **if so** when you are saying what will happen if a thing that has been mentioned is true. You use **if not** when you are saying what will happen if a thing that has been mentioned is not true.

in addition

PHRASE You use **in addition** to mention another item connected with the subject you are discussing.

| | | |
|-------------|-----------------------------------|---|
| Word Finder | in comparison | PHRASE You use in comparison when you are going to discuss the differences or similarities between something you have mentioned and something else. |
| | in fact | PHRASE You use in fact to indicate that you are giving more detailed information about what you have just said. |
| | in particular | PHRASE You use in particular to indicate that what you are saying applies especially to one thing or person. |
| | in spite of / despite this | PHRASE You say in spite of this or despite this to refer to something you have mentioned that makes what you are going to say next seem surprising. |
| | including | PREPOSITION You use including to introduce examples of people or things that are part of the group of people or things that you are talking about. |
| | lastly | ADVERB You use lastly when you want to make a final point that is connected with the ones you have already mentioned. |
| | on the other hand | PHRASE You use on the other hand when you want to compare opinions. |
| | particularly | ADVERB You use particularly to indicate that what you are saying applies especially to one thing or situation. |
| | similarly | ADVERB You use similarly to say that there is a correspondence or similarity between the way two things happen or are done. |
| | still | ADVERB You use still to emphasize that something remains the case or is true. |
| | that is | PHRASE You use that is when you are going to explain what you have just said more clearly or exactly. |
| | therefore | ADVERB You use therefore to introduce a logical result or conclusion. |
| | to start with | PHRASE You use to start with to introduce the first part of what you are going to say. |
| | to sum up | PHRASE You use to sum up if you want to make a summary of what you have said. |
| | while | CONJUNCTION You use while in a clause to say that although something is the case, it does not affect the truth of the other part of the sentence. |

Exercise 1

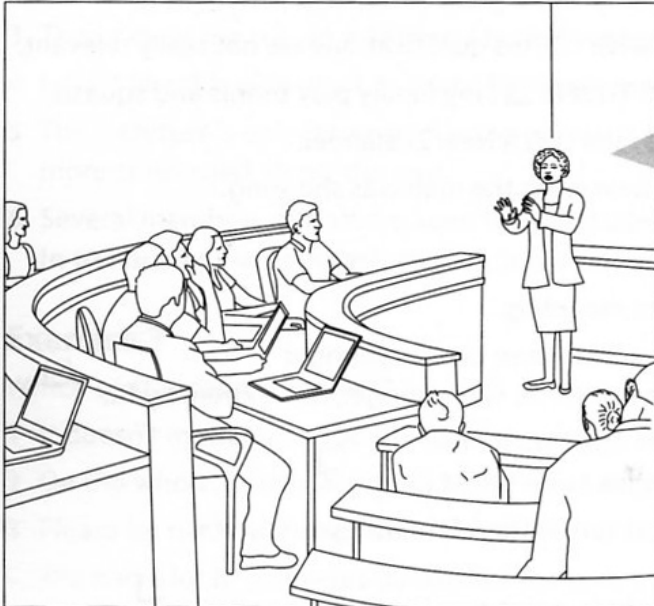
Choose the correct word or phrase.

This is a report on the work experience of Francis White, looking ¹**in particular / in addition** at his ability to work as a member of a team. ²**To start with / As a result**, Francis is good at getting to know people: he ³**despite this / therefore** quickly became friends with the rest of his team.

⁴**On the other hand / In fact**, his poor computer skills sometimes prevented his team from working quickly enough. ⁵**For example / Similarly**, his bad spelling often caused some problems.

⁶**To sum up / Lastly**, Francis is a pleasant person to work with, but he needs to improve some of his skills.

Education



Welcome to Brickford College. I have some important things to tell you before you start your course. First of all, you must **attend lectures** every day. You will have to write an **essay** every week and we have special classes to **show** you how to write them. You must **hand in** these essays every Friday. You will get a **grade** between A and E for each essay.

You are all going to **take** three subjects. At the end of the year you will have an exam in each subject, and if your **results** are good enough you will be able to start studying for a **degree** next year. So, you will need to **revise** well for these exams.

Good luck!



| | |
|--------------------|---|
| attend | 1 VERB If you attend a meeting or other event, you are at it. 2 VERB If you attend an institution such as a school or church, you go to it regularly. |
| composition | NOUN A composition is a piece of written work, especially one that children write at school. |
| degree | NOUN A degree is a university qualification gained after completing a course of study there. |
| economics | NOUN Economics is the study of the way in which money, industry and trade are organized in a society. |
| education | NOUN Education means learning and teaching. |
| essay | NOUN An essay is a piece of writing on a particular subject. |
| grade | NOUN Your grade in an examination is the mark that you get. |
| hand in | PHRASAL VERB If you hand in work, you give work that you have completed to someone, for example your teacher. |
| law | 1 NOUN Law or the law is a system of rules and punishments in society that concern crime, business agreements, and social relationships. 2 NOUN Law consists of the professions that advise people about the law, represent people in court, or make legal decisions. Law is also the study of systems of law and how laws work. |
| lecture | NOUN A lecture is a talk that someone gives in order to teach people about a particular subject, usually at a university. |
| medicine | NOUN Medicine is the treatment of illness and injuries by doctors and nurses. Medicine is also the study of illnesses and their treatment. |

| | | |
|-----------|------------------|---|
| Word list | primary | ADJECTIVE In Britain, primary education is given to pupils between the ages of 5 and 11. The American equivalent is elementary education. |
| | professor | NOUN A professor in a British university is the most senior teacher in a department. |
| | result | NOUN Your results are the marks or grades that you get for examinations. |
| | revise | VERB When you revise for an examination, you read things again in order to learn them thoroughly. |
| | secondary | ADJECTIVE In Britain, secondary education is given to pupils between the ages of 11 and 18. |
| | show | VERB If you show someone how to do something, you do it yourself so that they can watch and learn how to do it. |
| | take | VERB If you take a subject or course at school or university, you choose to study it. |
| | train | VERB If you train to do something, or if someone trains you to do it, they teach you the skills that you need in order to do it. |

Exercise 1

Match the sentence halves.

- | | |
|--|---|
| 1 At school I was good at two subjects, French and Italian, so I | a took them both at university. |
| 2 I was a good student and my essays were always | b grade of A, which was a great result. |
| 3 I studied really hard and attended | c handed in on time. |
| 4 When it was time for exams, I | d revised for weeks before. |
| 5 After three years, I received an average | e all my lectures, every week. |

Exercise 2

Choose the correct word.

Dear Mum

How are you? How are things at home?

Well, it's Saturday and I've done one week at university. I'm so pleased I decided to do a ¹**degree / law** instead of doing that job at the hospital. I attended my first ²**essay / lecture** on Wednesday and it was really good. The ³**professor / education** was friendly and what she said was interesting. She's asked us to ⁴**hand / write** in our first essay by the end of next week! I didn't know how to use the computer in the library but someone ⁵**trained / showed** me what to do, and I'm going to start writing it now. I hope I'll get a good ⁶**result / grade** for it from the professor.

Lots of love

Jenny xx

Examples of metaphorical language

| | | |
|-------------|--|--|
| Word Finder | be in the dark | PHRASE If you are in the dark , you do not know what is happening, perhaps because you are not given enough information. |
| | be kept in the picture | PHRASE If you are kept in the picture , you are given enough information to know what is happening. |
| | be up to my ears / eyes in work | PHRASE If you are up to your ears or up to your eyes in work, you have a very large amount of work to do. |
| | blanket | NOUN If there is a blanket of snow on a place or area, the place or area is covered by snow. |
| | bright | ADJECTIVE If the future is bright , it is likely to be pleasant and successful. |
| | cold | ADJECTIVE A cold person does not show much emotion or affection and therefore seems unfriendly. |
| | drown | VERB If you are drowning in work, you have a very large amount of work to do and are finding it difficult to cope. |
| | falling | VERB If numbers are falling , they are getting smaller. |
| | father | NOUN The father of something is the man who invented or started it. |
| | fly past | PHRASE If you say that someone flies past , you mean that they move past you extremely quickly. |
| | give someone a hand | PHRASE If you give someone a hand , you help them. |
| | green | ADJECTIVE Green means issues related to the protection of the environment. |
| | head | NOUN The head of an organization, school or department is the person in charge of it. |
| | high | ADVERB High means great in amount, degree or intensity. |
| | keep an eye on | PHRASE If you keep an eye on someone or something, you watch them carefully, for example to make sure that they are satisfactory or safe. |
| | lost | ADJECTIVE If you feel lost , you feel uncomfortable because you are in an unfamiliar situation or you don't understand something. |
| | stormy | ADJECTIVE A stormy situation involves a lot of angry argument or criticism. |
| | uncover | VERB If you uncover something secret, you find out about it. |
| | visit | VERB If you visit a website, you go to a website on the Internet. |
| | weight | NOUN If you feel a weight on you, you have a worrying problem or responsibility. |

News and current affairs

My job

Sally Parker talks about her job as a journalist

All the **reporters** meet at the beginning of each day to decide which **articles** they are going to write. I usually write about **politics** and the **environment**. People think that **journalists** often **invent** things, but at this **newspaper** we make sure we check out facts. We usually decide what the **headline** is going to be at the end of the day when we know what the most important **story** is.

I really enjoy my job. I'd like to work on TV on a **news channel** in the future. I think the idea of doing **live TV** is really exciting.



Good to know!

Many names of jobs are formed by adding **-er** to a verb. For example, a reporter is someone who reports.

Other examples are:

publish > publisher

review > reviewer

present > presenter

photograph > photographer

teach > teacher

train > trainer.

Word Finder

| | |
|--------------------|--|
| article | NOUN An article is a piece of writing in a newspaper or magazine. |
| employment | NOUN If you are in employment , you have a paid job. |
| environment | NOUN The environment is the natural world of land, sea, air, plants and animals. |
| headline | 1 NOUN A headline is the title of a newspaper story, printed in large letters at the top of it. 2 NOUN The headlines are the main points of a radio or television news broadcast. |
| invent | VERB If you invent a story or excuse, you try to persuade people that it is true when it is not. |
| invention | NOUN If you refer to someone's account of something as an invention , you mean that it is not true and that they have made it up. |

| | | |
|-------------|---------------------|--|
| Word Finder | journalist | NOUN A journalist is a person whose job is to collect news, and write about it in newspapers or magazines or talk about it on television or radio. |
| | live | ADJECTIVE A live television or radio programme is one in which an event is broadcast at the time that it happens. |
| | news channel | NOUN A news channel is a TV station that shows news for most or all of the time. |
| | newsagent | NOUN In Britain, a newsagent or a newsagent's is a shop where newspapers, sweets, soft drinks and stationery are sold. |
| | newspaper | NOUN A newspaper is a publication consisting of large sheets of folded paper, on which news is printed. |
| | photographer | NOUN A photographer is someone who takes photographs, especially as their job. |
| | politician | NOUN A politician is a person whose job is in politics, especially a member of parliament. |
| | politics | NOUN Politics is the actions or activities which people use to achieve power in a country or organization. Politics can take the singular or plural form of the verb. |
| | presenter | NOUN A radio or television presenter is a person who introduces the items in a particular programme. |
| | publisher | NOUN A publisher is a person or company that publishes books, newspapers or magazines. |
| | reporter | NOUN A reporter is someone who writes articles for newspapers or who reports on the television or radio about what is happening in the news. |
| | review | NOUN A review is an article, or television or radio report in which a critic gives his or her opinion of something such as a film, play, book or restaurant. |
| | story | NOUN A news story is a piece of news in a newspaper or in a news broadcast. |
| | topic | NOUN A topic is a particular subject that you write about or discuss. |

Exercise 1

Match the sentence halves.

- | | |
|---------------------------------|---|
| 1 A photographer is someone who | a sells newspapers and magazines. |
| 2 A newsagent is someone who | b introduces a television or radio show. |
| 3 A presenter is someone who | c produces books, newspapers and magazines. |
| 4 A journalist is someone who | d takes pictures with a camera. |
| 5 A reporter is someone who | e finds out about news stories and talks about them on TV or radio. |
| 6 A publisher is someone who | f finds out about news stories and writes about them. |

Exercise 2

Choose the correct word or words.

- Someone who writes for a magazine is a **journalist / reporter**.
- Someone who interviews people for a television news programme is a **publisher / reporter**.
- Someone who works in politics is a **publisher / politician**.
- A news story in a newspaper is called **an article / a topic**.
- Someone who takes pictures for newspapers and magazines is a **photographer / newsagent**.
- An article in a newspaper which tells you about a new film is a **story / review**.

Information technology


Read the notice about the computer room.

NOTICE

Things to remember when using the computer room

Just press the **button** on the front of the computer to **switch it on**. When you first use the computer you will need to enter your **password**. You have your own **folders** to store all your **documents** so they are easy to **access**. Remember to **switch off** when you have finished using it.

You can use the computer to **search** for information on the Internet, but you cannot **download** or **install** any software because it may contain **viruses**. You are allowed to **attach** files to emails.

| | | | |
|-------------|--|----------------------|--|
| Word Finder |  | access | 1 VERB If you access information, you are able to see or get it. 2 NOUN If you have access to information, you are able to see or get it. |
| | | attach | VERB If you attach a file to a message that you send to someone, you send it with the message as a separate document. |
| | | button | NOUN A button is a small object that you press in order to operate something. |
| | | CD-ROM | NOUN A CD-ROM is a disc which can be read by a computer, and on which a large amount of data is stored. |
| | | delete | VERB If you delete something that has been written down or stored on a computer, you cross it out or remove it. |
| | | display | NOUN The display shows the information and images that appear on the screen on a computer. |
| | | document | NOUN A document is a file on a computer that you can write in and save. |
| | | dot | NOUN A dot is a very small, round mark. Dots are used in email and web addresses. For example, you say 'abc dot com' (= abc.com). |
| | | download | VERB To download data means to transfer it to or from a computer using a telephone line, a radio link or a computer network. |
| | | drag and drop | PHRASE If you drag and drop a piece of text or an image, you use a mouse to move it from one place on a computer screen to another. |
| | | electronic | ADJECTIVE An electronic device has transistors, silicon chips or valves which control and change the electric current passing through it. |
| | | enter | VERB When you enter information into a computer or written record, you write or type it in. |
| | | folder | NOUN A folder is a group of files that are stored together on a computer. |
| | | hand-held | ADJECTIVE A hand-held device such as a camera or a computer is small and light enough to be used while you are holding it. |

| | | |
|-------------|-------------------------------|---|
| Word Finder | hardware | NOUN Computer hardware is computer equipment as opposed to the programs that are written for it. Printers and monitors are hardware . |
| | install | VERB If you install a piece of software, you put it onto a computer and make it ready to be used. |
| | password | NOUN A password is a secret word or phrase that enables you to enter a place or use a computer system. |
| | search | VERB If you search for information on a computer, you give the computer an instruction to find that information. |
| | switch on / switch off | PHRASAL VERB If you switch on a machine, e.g. by pressing a button, you make it start working. If you switch it off , you make it stop working. |
| | virus | NOUN A computer virus is a program that introduces itself into a system, altering or destroying the information stored there. |

Exercise 1

Match the sentence halves.

- | | |
|--------------------------|---|
| 1 I can't seem to access | a a really important text message. |
| 2 I've downloaded | b and run the program. |
| 3 Don't forget to attach | c the Internet at the moment. |
| 4 Oh no! I've deleted | d your full name and address. |
| 5 Please enter | e the document when you email me. |
| 6 Click here to install | f this amazing song by the Black Eyed Peas. |

Exercise 2

Choose the correct word or words.

- I can't access the site because I've forgotten my **name / password**.
- Please remember to switch **on / off** the computers when you leave for the day.
- A hand-held / An electronic** device is like a minicomputer.
- The complete dictionary is available on **CD-ROM / hardware**.
- Drag the document you want from the desktop and drop it into the **display / folder**.
- It looks like you've **downloaded / uploaded** a virus by mistake.

Exercise 3

Find the wrong or extra word in each sentence.

- Drag on the file to the folder you want – see? Easy.
- I must be the only person in the world who doesn't download the music from the Internet!
- OK, so I click out here to install the program – is that right?
- Do you want to borrow me this CD-ROM? It's really useful.
- Remind me how do you switch this machine on – I can never remember!
- I'm sure I attached to the document – are you sure you didn't get it?

Health and medicine

Diana Hi Sandra, how are you?

Sandra I'm feeling a bit **ill**. I've got a **high temperature** – I think it might be **flu**.

Diana I'm just here for a **check-up**. The doctor will probably tell me to rest and then when I'm better to take **regular exercise** and make sure I have a healthy **diet**. How's your dad?

Sandra He had his **operation** last week and he's still in quite a lot of **pain**. He's taking some new **tablets** and they're really helping.

Diana Oh, I hope he gets better soon.

| | | |
|-------------|-------------------------|--|
| Word Finder | cancer | NOUN Cancer is a serious illness in which abnormal body cells increase, producing lumps or growths. |
| | check-up | NOUN If a doctor or dentist gives you a check-up , they examine you to make sure there is nothing wrong. |
| | die | VERB When people, animals or plants die , they stop living. |
| | diet | NOUN Your diet is the type and range of food that you regularly eat. |
| | drugs | NOUN Drugs are medicines or tablets doctors give you to help you get better if you are ill. |
| | fever | NOUN If you have a fever , your body temperature is higher than usual because you are ill. |
| | flu | NOUN Flu is an illness caused by a virus. The symptoms are like those of a bad cold, but more serious. |
| | heart attack | NOUN If someone has a heart attack , their heart begins to beat very irregularly or stops completely. |
| | high temperature | NOUN If you have a high temperature , your body heat is higher than it should be. |
| | ill | ADJECTIVE If you are ill , you are suffering from a disease or health problem. |
| | infection | NOUN An infection is a disease caused by germs. |
| | injured | 1 ADJECTIVE An injured person has physical damage to part of their body, usually as a result of an accident or attack. 2 NOUN The injured are people who are injured. |
| | operation | NOUN If a patient has an operation , a surgeon cuts open their body in order to remove, replace or repair a diseased or damaged part. |
| | pain | NOUN If you feel pain , or if you are in pain , you feel great discomfort in a part of your body, because of illness or an injury. |
| | patient | NOUN A patient is a person who is receiving treatment from a doctor or who is registered with a doctor. |

| | |
|-------------------------|---|
| pharmacy | NOUN A pharmacy is a place where medicines are sold or given out. |
| regular exercise | NOUN If you have regular exercise , you often do things like running, walking, swimming, or going to the gym. |
| stomach ache | NOUN If you have a stomach ache , you have a pain in your stomach. |
| tablet | NOUN A tablet is a small, solid, round mass of medicine which you swallow. |
| x-ray | 1 NOUN An X-ray is a type of radiation that can pass through most solid materials. 2 X-rays are used by doctors to examine the bones or organs inside your body, and at airports to see inside people's luggage. |

Exercise 1

Choose the correct word or words.

- 1 If you aren't feeling very well, it's a good idea to go to your doctor's for **an operation / a check-up / a pharmacy**.
- 2 If you take regular **exercise / X-rays / tablets**, you're likely to stay healthy for longer.
- 3 It's a good idea to wash and cover a cut, otherwise you might get **fever / cancer / an infection**.
- 4 An ambulance crew will attend the marathon in case any of the runners get **injured / pain / heart attack**.
- 5 A high **temperature / infection / flu** is one of the symptoms of meningitis.

Exercise 2

Find the words or phrases that do not belong.

| | | | |
|----------------------------|--------------|------------------|------------------|
| 1 Illnesses | flu | cancer | pain |
| 2 Symptoms | stomach ache | tablet | high temperature |
| 3 Treatment | patient | drug | X-ray |
| 4 Healthy lifestyle | die | regular exercise | diet |
| 5 Life-threatening | heart attack | cancer | flu |

Exercise 3

Which sentences are correct?

- 1 I went to the hospital for an X-ray, and was surprised when a nurse offered me a cancer. ☐
- 2 It's good for your health to take regular fever and exercise. ☐
- 3 The patient had an awful stomach ache and asked the nurse for a tablet to reduce the pain. ☐
- 4 My father had a heart attack when he was quite old and he thought he was going to die, but luckily he recovered very quickly. ☐
- 5 I can't stop sneezing – I think I've caught a diet from someone at work. ☐
- 6 My mother had an infection, and the doctor advised her to get some drugs from the pharmacy to lower her temperature. ☐

Phrases with *do*, *have* and *make*

Phrases with *make*

Here are some useful phrases with the verb **make**:

| Verb | Phrase | Example |
|------|-------------------|---|
| make | make a decision | It's going to be difficult to make a decision because there are so many choices! |
| | make an excuse | I don't like concerts so I made an excuse and didn't go. |
| | make a difference | I've studied really hard for my exams. I hope it makes a difference to my grade. |
| | make-up | I really like that make-up you're wearing. You look really pretty! |

Bill Hi John. I'm sorry but I won't be able to **make it** to your party tonight.


John That's a shame. I thought you could **make friends** with some of my college mates ...

Bill I know, but I've **made plans** to do other things.

Phrases with *do* and *make*

| Verb | Phrase | Example |
|------|---------------------|---|
| have | have a break | I'm going on holiday next week. I'm looking forward to having a break from studying! |
| do | do someone a favour | Can you do me a favour and buy some milk on the way home? |
| | do business | I look forward to doing business with your company in the future. |

Words using *do*, *have* and *make*

| | | | |
|-------------|---|----------------------------|---|
| Word Finder |  | do someone a favour | PHRASE If you do someone a favour , you do something for someone to help them. |
| | | do business | PHRASE If you do business with a person or company, you sell something to them or buy something from them. |
| | | do your hair | PHRASE If you do your hair , you arrange it into a style. |
| | | have a break | PHRASE If you have a break , you relax after working or studying. |
| | | make a change | PHRASE If you make a change , you change something. |
| | | make a choice | PHRASE If you make a choice , you choose between different options. |
| | | make a complaint | PHRASE If you make a complaint , you tell someone formally that you are not happy with something. |
| | | make a decision | PHRASE If you make a decision , you decide something. |
| | | make a difference | PHRASE If something or someone makes a difference , they change a situation. |

| | | |
|-------------|------------------------------|--|
| Word Finder | make a face | PHRASE If you make a face , you deliberately put a strange expression on your face, for example by sticking out your tongue, to show that you do not like something or to make someone laugh. |
| | make a mess | PHRASE If you make a mess , you make a place dirty or untidy. |
| | make plans | PHRASE If you make plans , you plan to do something. |
| | make a promise | PHRASE If you make a promise , you tell someone you will definitely do something. |
| | make an effort | PHRASE If you make an effort , you try hard to do something. |
| | make an excuse | PHRASE If you make an excuse , you give a reason why you cannot or could not do something, which may or may not be true. |
| | make friends | PHRASE If you make friends with someone, you become their friend. |
| | make it | PHRASE If you make it somewhere, you are able to arrive there on time. |
| | make something happen | PHRASE If you make something happen , you cause it to happen. |
| | make-up | NOUN Make-up is something such as powder or lipstick that you put on your face to make you look better. |
| | play | NOUN A play is a piece of writing which is performed in a theatre, on the radio, or on television. |

Exercise 1

Complete the sentences by writing the correct form of **make** or **do** in each gap.

- 1 It's time to _____ a choice – your family or your career.
- 2 My brother _____ me a great favour when he let me stay in his flat.
- 3 Will you _____ me a promise that you'll always ask before borrowing my car?
- 4 I think you should _____ a decision about whether to go to university as soon as you can.
- 5 The children _____ a terrible mess in the living room, and it took me an hour to clear it up.
- 6 We _____ business with a lot of foreign companies.

Exercise 2

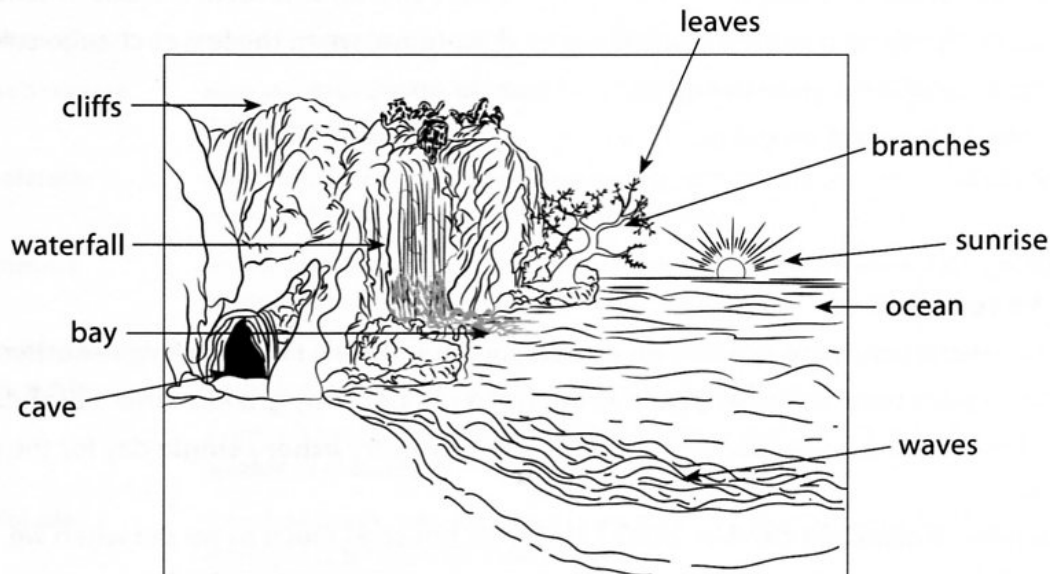
Are the highlighted words correct or incorrect in the sentences?

- 1 You'll soon **do** ☐ friends in your new job.
- 2 I was angry, but I **made** ☐ an effort to seem cheerful.
- 3 I'm sorry I can't **do** ☐ your dreams come true!
- 4 Patricia put on some **make** ☐ before she went to the party.
- 5 It'll **make** ☐ a change to spend a few days at the seaside.
- 6 Thanks very much for your invitation, but I don't think I'll be able to **make** ☐ it to your party.



| | |
|--------------------------------|---|
| a moment / minute later | PHRASE If something happens a moment later or a minute later , it happens very soon after. |
| ago | ADVERB You use ago to refer to past time. If something happened ten minutes or ten years ago , it is ten minutes or ten years since it happened. |
| annual | ADJECTIVE An annual event is one that happens every year. |
| annually | ADVERB If something happens annually , it happens every year. |
| autumn/fall | NOUN In British English, autumn is the season between summer and winter. The American word is fall . |
| calendar | NOUN A calendar is a chart or device which displays the date and the day of the week, and often the whole of a particular year. |
| century | NOUN A century is a period of a hundred years that is used when stating a date. For example, the nineteenth century was the period from 1801 to 1900. |
| daily/weekly/monthly | 1 ADJECTIVE A daily event happens once every day, a weekly event happens once every week, and a monthly event happens once every month. 2 ADVERB If something happens daily , it happens every day. If something happens weekly or monthly , it happens every week or every month. |
| decade | NOUN A decade is a period of ten years, especially one that begins with a year ending in 0, for example 1980 to 1989. |
| era | NOUN An era is a period of time that is considered as a single unit because it has a particular feature. |
| every other day | PHRASE If something happens every other day , it happens every two days. |
| in a moment / minute | PHRASE If you say that something will happen in a moment or in a minute , you mean that it will happen a very short time from now. |
| noon | NOUN Noon is twelve o'clock in the middle of the day. |
| nowadays | ADVERB Nowadays means at the present time, in contrast with the past. |
| once | ADVERB If something happens once , it happens one time only, or one time within a particular period of time. |
| season | NOUN The seasons are the periods into which a year is divided and which each have their own typical weather conditions. |
| soon | ADVERB If something is going to happen soon , it will happen after a short time. |
| spring | NOUN Spring is the season between winter and summer. In the spring, the weather starts to get warmer and plants begin to grow. |
| twice | ADVERB If something happens twice , it happens two times. |
| weekday | NOUN A weekday is any day of the week except Saturday and Sunday. |
| year | 1 NOUN A year is a period of twelve months, beginning on the first of January and ending on the thirty-first of December. 2 NOUN A year is any period of twelve months. |

The natural world



| | |
|----------------------|--|
| bay | NOUN A bay is a part of a coastline where the land curves inwards. |
| branch | NOUN The branches of a tree are the parts that grow out from its trunk. |
| canal | NOUN A canal is a long, narrow, man-made stretch of water. |
| cave | NOUN A cave is a large hole in the side of a cliff or hill, or under the ground. |
| cliff | NOUN A cliff is a high area of land with a very steep side, especially one next to the sea. |
| coast | NOUN The coast is an area of land next to the sea. |
| crop | NOUN Crops are plants such as wheat and potatoes that are grown in large quantities for food. |
| environment | NOUN The environment is the natural world of land, sea, air, plants and animals. |
| environmental | ADJECTIVE Environmental means concerned with the protection of the environment. |
| flood | NOUN If there is a flood , a large amount of water covers an area which is usually dry. |
| ground | NOUN If you say that something takes place on the ground , you mean it takes place on the surface of the earth and not in the air. |
| jungle | NOUN A jungle is a forest in a tropical country where tall trees and other plants grow very closely together. |
| landscape | NOUN The landscape is everything that you can see when you look across an area of land, including hills, rivers, buildings and trees. |
| leaf | NOUN A leaf is one of the parts of a tree or plant that is flat, thin, and usually green. |
| ocean | NOUN The ocean is the sea. |

| | | |
|-------------|------------------|---|
| Word Finder | planet | NOUN A planet is a large, round object in space that moves around a star. The earth is a planet. |
| | scenery | NOUN The scenery in a country area is the land, water or plants that you can see around you. |
| | sunrise | NOUN Sunrise is the time in the morning when the sun first appears. |
| | valley | NOUN A valley is a low area of land between hills, often with a river flowing through it. |
| | waterfall | NOUN A waterfall is a place where water flows over the edge of a steep cliff or rocks and falls into a pool below, such as Niagara Falls and Victoria Falls. |
| | wave | NOUN A wave is a raised mass of water on the sea or a lake, caused by the wind or the tide. |

Exercise 1

Put the correct word in each gap.

cave | ocean | canal | sunrise | flood | wave | leaf | cliff |
waterfall | coast | branch | valley

- Words connected with water: _____
- Words connected with trees: _____
- Words connected with different landscapes: _____

Exercise 2

Choose the correct word.

Dear Jane

How are you? As you know, I went on holiday two weeks ago and have just come back. It was great. We had a car and drove to lots of different places. Our first stop was at a hotel right on the ¹**coast / planet** and we could hear the sea at night. It was lovely to fall asleep to. There were some very high cliffs there and we even found a ²**cave / valley** in the cliffs, where fishermen kept their boats at night.

Then we drove into the mountains. The ³**ground / scenery** was fantastic, with lots of snow on the mountain tops. We had a really long walk there and even saw a pool with a small ⁴**flood / waterfall** coming down from the mountains, but it was too cold to go swimming. We got up really early one morning just to see the ⁵**sunrise / sunset**. Next we drove to a lake with a campsite. We rented a tent and spent a few days just doing nothing. There were lots of very strange trees there with very large ⁶**leaves / crops**. I took lots of photos on my phone – I'll show them to you next time I see you.

Write and tell me about your holiday.

Roseanne

Talking about experiences

I was **brought up** in Scotland by my parents and **was educated in** the local secondary school. I studied medicine at university and gained a medical **qualification** as a doctor. After this, I wanted to **travel abroad** and **try working** in a different country. So, I **applied for** a job at a hospital in Sri Lanka. I was **attracted to** Sri Lanka because of its beautiful beaches. I **worked as** an assistant to one of the doctors. I wasn't very **good at** it to begin with, but I soon started to **find it quite easy to do**. It was a great **experience**.

Good to know!

You can use experience and experienced in different ways:

He's got ten years' experience as a lawyer.

I'm not very experienced.

He had some great experiences on holiday.

I've never experienced such a beautiful sunset.



| | |
|--------------------------|---|
| apply for | PHRASAL VERB If you apply for a job, you make a formal written request to say you are interested in it. |
| attracted to / by | PHRASE If you are attracted to or attracted by someone or something, you like them and want to know more about them because you think they seem interesting or nice. |
| be brought up | PHRASAL VERB If you were brought up in a place, you spent your childhood there. If you were brought up by someone, they looked after you when you were a child. |
| be educated | VERB If you were educated in or at a place, you studied there. |
| be good / best at | PHRASE if you are good at something, you are able to do it well. If you are the best at it, you are better than everyone else. |
| qualify | VERB If you are qualified to do a job, you have completed the necessary training to do that job. If you have qualified as a doctor or an engineer, you have the necessary training to be a doctor or an engineer. |
| certificate | NOUN A certificate is an official document which states that particular facts are true, or which you receive when you have successfully completed a course of study or training. |
| CV | NOUN In British English, your CV is a brief written account of your personal details, your education, and jobs you have had, which you send when you are applying for a job. The American word is resumé . |
| education | NOUN Your education is your time at school or college and the subjects you were taught there. |

| | |
|------------------------------------|--|
| experience | 1 NOUN Experience is knowledge or skill in a particular job or activity, which you have gained from doing that job or activity. 2 NOUN Experience is used to refer to the past events, knowledge and feelings that make up someone's life or character. 3 NOUN An experience is something that happens to you or something that you do. 4 VERB If you experience a situation or feeling, it happens to you or you are affected by it. |
| find it easy / difficult to | PHRASE If you can do something without any difficulty, you find it easy . If it is not easy, you find it difficult . |
| free time activity | NOUN A free time activity is something such as a sport or hobby that you do when you are not working or studying. |
| qualifications | NOUN Your qualifications are the examinations that you have passed. |
| rent | VERB If you rent something such as a house or flat, you regularly pay its owner in order to have it and use it yourself. |
| take a course | PHRASE If you take a course in a subject, you attend classes in that subject. |
| take part in | PHRASE If you take part in a sport, you play it. |
| take up | PHRASAL VERB If you take up a hobby, you start a hobby for the first time. |
| travel abroad | PHRASE If you travel abroad , you go to a foreign country. |
| try | VERB If you try doing something, you do it to see if you enjoy it or it is right for you. |
| work as | PHRASAL VERB You can use work as to say what job someone does. If you work as a waiter or a secretary, you are a waiter or a secretary. |

Exercise 1

Put the correct word in each gap.

activity | work | taking | take | difficult | attracted | try |
qualifications | rent

Surprisingly, the free time ¹_____ that you enjoy doing might actually be something that you can turn into a profitable business. Here we look at three popular hobbies that can be done professionally.

If you're ²_____ by the idea of working with wood, carpentry might be for you.

Formal ³_____ are not necessary and the demand for wooden furniture, signs and even toys tends to be quite high.

Do you agree with the saying that there's a novel inside everyone? If so, why not

⁴_____ an evening course in creative writing? Even if you find that writing a novel is not for you, you could still ⁵_____ as a journalist or a copywriter.

If you have an eye for a striking picture, ⁶_____ up photography may be the

answer. Be warned though, you may find it ⁷_____ to turn photography into a

business. Professional photography is very competitive and can be costly – you normally have to

⁸_____ a studio and buy or hire expensive photographic equipment. However, you

can still compete if you find a special technique that really sets your photos apart.