CHECK YOUR VOCABULARY FOR ENGLISH FOR THE IELTS EXAMINATION
A WORKBOOK FOR STUDENTS

by
Rawdon Wyatt

Peter Collin Publishing
Introduction

This workbook has been written for students who are planning to sit either the general training or the academic modules of the IELTS exam. It covers some of the main vocabulary points that you will need for, or come across in, the listening, reading, writing and speaking sections of the exam.

We hope that you find the modules in this book useful and that the vocabulary you acquire will help you to achieve the grade you want in the IELTS.

Good luck!

Structure of the IELTS Workbook

Each vocabulary area is presented in the form of a self-contained module with task-based activities which present each vocabulary item in a real context.

- Pages 1-48 focus on general vocabulary items which can be used in all aspects of your English. Some of these are relevant to specific tasks in the IELTS exam (for example, describing how something works, writing a letter or describing a table).

- Pages 49-95 focus on topic-specific vocabulary areas which may be required in the exam (for example, education, business and industry or global problems). Each module consists of three tasks: the first two present vocabulary items in context, and the third gives you the opportunity to review the vocabulary in the form of a gap-fill exercise.

Using the IELTS Workbook

You should not go through the modules mechanically. It is better to choose areas that you are unfamiliar with, or areas that you feel are of specific interest or importance to yourself.

Vocabulary Record Sheet

Remember that you should keep a record of new words and expressions that you learn, and review these from time to time so that they become an active part of your vocabulary. There is a vocabulary record sheet at the back of the book which you can photocopy as many times as you like and use to build up your own personal vocabulary bank.

Extending Your Vocabulary

Also remember that there are other methods of acquiring new vocabulary. For example, you should read as much as possible from a different variety of authentic reading materials (books, newspapers, magazines, etc).

Using an English dictionary

To help you learn English, you should use an English dictionary that can clearly define words, provide information about grammar and give sample sentences to show how words are used in context. You can use any good learner's English dictionary with this workbook, but it has been written using the material in the English Dictionary for Students (ISBN 1-901659-06-2), published by Peter Collin Publishing (www.petercollin.com).

International English Language Testing System (IELTS)

This workbook has been written to help you improve your vocabulary when working towards the International English Language Testing System (IELTS) examination. The IELTS English examination is administered by the University of Cambridge Local Examinations Syndicate, The British Council and IDP Education Australia. For further information, visit the www.ucles.org.uk website.
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A. Look at these sentences. They all use ‘if. Rewrite each sentence, replacing ‘if with the words in bold. You may need to remove some of the other words.

1. You can borrow my dictionary if you return it before you go home.
   providing that
2. You can’t go to university if you don’t have good grades.
   unless
3. Pollution will get worse if we continue to live in a throwaway society.
   as long as
4. Many developed countries are willing to waive the Third World debt if the money is reinvested in education and medicine.
   on condition that
5. Some countries will never be able to rectify their deficits even if they work very hard.
   no matter how
6. Computers are difficult things to understand, even if you read a lot of books about them.
   however many
1. Crime is a problem, even if you go to relatively safe countries.
   wherever

B. Now rewrite each sentence beginning with the words in bold. For example:

   Providing that you return it before you go home, you can borrow my dictionary.

C. Complete these sentences using an appropriate word or expression from above and your own ideas.

1. British universities will accept students from abroad ____________________________
2. Working for a large company can be a fulfilling experience ____________________
3. Most banks are happy to lend customers money ______________________________
4. The government will reduce income tax ______________________________________
5. The environmental situation will continue to worsen ___________________________
6. There will always be long waiting lists at our hospitals _______________________
7. Travelling helps you understand more about the world around you _________________

D. Some nouns can be used to express condition. Complete these sentences 1-3 with one of the words from A, B or C.

1. Being able to drive is one of the____________ of the job of salesman.
   A. prerequisites   B. prerequisites   C. prescriptions
2. Before you accept a job, it is important that you agree with the____________ of the contract.
   A. conditionals   B. conditions   C. conditioners
3. It is a____________ of the university that you attend an interview.
   requirement   B. requisite   C. requiem
Changes

Look at the pairs of sentences in 1-20 and choose a verb from the box which can be used with both sentences. In some cases, the meaning of the verb may change slightly. Then use a dictionary to find other objects which can be used with the verbs.

adapt • adjust • alter • cure • demote • disappear • dissolve
exchange • expand • fade • increase • promote • reduce • renew
renovate • replace • swell • switch • transform • vary

1. We need to _________ these cars so disabled people can drive them. The country found it hard to _________ to the new government.

2. If the trousers are too tight, take them back to the shop and ask them to _________ them. He found it hard to _________ to living in a tropical country.

3. You must _________ the voltage or the system will blow up. He decided to _________ his appearance by having plastic surgery.

4. Our bills will be less if we _________ from gas to electricity. They had to _________ flights at Heathrow Airport.

5. You can’t _________ the terms of the contract once it has been signed. He wants to _________ his appearance.

6. It will help your digestion if you _________ your diet. Prices of flats _________ from a few thousand to millions of pounds.

7. We need to _________ our pounds for dollars. You can usually _________— goods which are faulty if you show the receipt.

8. We have had to _________ our sales force to cope with the extra demand. Water will _________ when it is frozen.

9. The price of oil will _________ next year. Most bosses refuse to _________ salaries when they are asked.

10. To _________ these cars so disabled people can drive them, the country found it hard to _________ to the new government.

11. If the trousers are too tight, take them back to the shop and ask them to _________ them. He found it hard to _________ to living in a tropical country.

12. You must _________ the voltage or the system will blow up. He decided to _________ his appearance by having plastic surgery.

13. Our bills will be less if we _________ from gas to electricity. They had to _________ flights at Heathrow Airport.

14. You can’t _________ the terms of the contract once it has been signed. He wants to _________ his appearance.

15. It will help your digestion if you _________ your diet. Prices of flats _________ from a few thousand to millions of pounds.

16. We need to _________ our pounds for dollars. You can usually _________— goods which are faulty if you show the receipt.

17. We have had to _________ our sales force to cope with the extra demand. Water will _________ when it is frozen.

18. The price of oil will _________ next year. Most bosses refuse to _________ salaries when they are asked.
10. The management decided to ________ the sugar in boiling water, company and sell the offices.

11. More and more people are moving to cities to ________ the population there. The wasp sting caused his leg to ________ up.

12. The market for typewriters will probably ________ completely in the next few years. The police are baffled by the increasing number of people who ________ each year.

13. The old contract ran out and we had to ________ it. Many people argue that it's futile to ________ old hostilities.

14. They have received funds to ________ the old buildings. We need to ________ the central heating as it is old and worn out.

15. The boss offered to ________ him from salesman to manager. Our main aim is to ________ tourism in the country.

16. They wanted to ________ me from manager to salesperson. If we ________ you, you will lose a large part of your salary.

17. If you wash it too much, the colour will ________.

18. The company decided to ________, ________ the permanent staff with freelancers. You must ________ the books on the shelf when you have finished with them.

19. The doctors were unable to ________ her ________ the meat in salt water for between three and five days.

20. Governments are trying to ________. The best way to save money is to ________ the number of staff.
Describing & analysing tables

A. Look at the four tables below. These show demographic trends in four different countries between 1996 and 2000. The numbers on the left and right of each table show the number of people in millions. Using the information in these tables, match sentences 1-13 on the next page with the appropriate country. Use the words and expressions in **bold** to help you.
Describing & analysing tables

1. In which two countries was there a **considerable discrepancy** between married and single people between 1996 and 1998?

2. In which country was there a **constant and considerable discrepancy** between married and single people over the five-year period?

3. In which country was there a **sudden and noticeable difference** between those under 18 and those over 65 in 1998?

4. In which country did the number of under-18s **rise dramatically** between 1996 and 2000?

5. In which country did the number of under-18s **increase slightly** between 1996 and 2000?

6. In which country did the number of over-65s **go up sharply** between 1996 and 1998?

7. In which country did the number of married people **decline** over the five-year period?

8. In which country did the number of deaths **decrease significantly** between 1996 and 1999?

9. In which country was there a **slight decline** in the number of married people between 1998 and 1999?

10. In which country was there a **sharp drop** in the number of under-18s between 1997 and 1998?

11. In which country was there a **slight reduction** in the number of deaths over the five-year period?

12. In which country was there a **significant increase** in the number of deaths between 1998 and 2000?

13. In which country did the number of deaths **remain constant** over the five-year period?

B. Now look at the table below, which shows the changes in economic activity in a town over a period of five years. The figures on the left and right show the number of people involved in these activities, in thousands. Write your own sentences to describe the situation in the town regarding the number of:

1. People employed in industry between 1996 and 2000,


6. People employed in industry compared with those in tourism in 1996.

A. Look at these sentences and decide which object is being described in each one. Use the words in **bold** to help you. You will find the objects hidden in the word grid at the bottom of the page.

1. The most important part of this object is a strip of two different metals, one on top of the other. As they **heat up**, both metals **expand**, but one does it faster than the other. The strip **bends and connects** with a switch, which turns off the power supply. When the strip **cools down**, the metals **contract** and the switch is **disconnected**. (1 word)

2. This object has several **component parts**, most of which are made of plastic. A disc inserted into the object **spins** quickly. At the same time a thin beam of light **strikes** the disc and **converts** digital symbols into sounds. These sounds can be **increased or decreased** in volume by means of a button or dial. (3 words)

3. Liquid and gas are **compressed** in a hard metal tube. This can be **released by pushing or squeezing** a button which **opens** a valve. When the liquid-gas combination **leaves** the tube and is mixed with oxygen, it rapidly **expands**. (1 word)

4. This object is mainly **made** of aluminium. As it **moves** forward, air **flows** over two horizontal sections. As it **accelerates**, a vacuum is formed over the horizontal sections and the object is pulled into the air by the force of this vacuum. (1 word)

5. This object consists of two main parts; one is made mainly of plastic and metal, the other is made mainly of glass. Light **enters** the glass section and a small door in the device **opens** up when a button is **pressed**. At the same time, a smaller window called an aperture **adjusts** itself to control the amount of light. The light is then **absorbed** by a sheet of plastic coated in a special chemical. An image is **formed** and this can then be **processed and developed** into a two-dimensional paper-based object. (1 word)

6. A sharp blade inside a plastic container **rotates** very quickly. It **chops or grinds** anything it touches, which we can then use to **produce** soup, sauces and dressing. (2 words)

7. This is a very simple object which originated in China. A small piece of paper is **lit** with a match. It **burns** away until the flame **ignites** the chemical compound inside a cardboard tube. The result is a display of light and colour. (1 word)

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B. There are nine more objects hidden in the grid. Choose four of them and write a brief description of how they work, using the bold words and expressions above.
Writing a letter

A. Below, you will see eleven common situations that people encounter when they are writing a formal letter. Choose the sentence or phrase (A, B or C) that would be most appropriate in each situation.

1. You are writing a letter to the headteacher of a school or college, but you don't know their name. How do you begin your letter?
   A. Dear headteacher   B. Dear Sir / Madam   C. Dear Sir

2. You have received a letter from the manager of a company which buys computer components from your company, and you are now replying. What do you say?
   A. Thank you for your letter.   B. Thanks a lot for your letter.   C. It was great to hear from you.

3. You recently stayed in a hotel and were very unhappy with the service you received. You are now writing to the manager. What do you say?
   A. I had a horrible time at your hotel recently.   B. I would like to say that I am unhappy about your hotel.   C. I would like to complain about the service I received at your hotel recently.

4. You have sent a letter of application to a college, together with your curriculum vitae which the college requested. What do you say in the letter to explain that your curriculum vitae is attached?
   A. You asked for my curriculum vitae, so here it is.   B. As you can see, I've enclosed my curriculum vitae.   C. As you requested, I enclose my curriculum vitae.

5. You have applied for a job, but you would like the company to send you more information. What do you say?
   A. I would be grateful if you would send me more information.   B. I want you to send me more information, if you don’t mind.   C. Send me some more information, if you don’t mind.

6. In a letter you have written to a company, you tell them that you expect them to reply. What do you say?
   A. Write back to me soon, please.   B. Please drop me a line soon.   C. I look forward to hearing from you soon.

7. In a letter you have written, you want the recipient to do something and are thanking them in advance of their action. What do you say?
   A. Thank you for your attention in this matter.   B. Thanks for doing something about it.   C. I am gratified that you will take appropriate action.

8. The company you work for has received an order from another company and you are writing to them to acknowledge the order and let them know when you can deliver. What do you say?
   A. About the order you sent on 12 January for...   B. I would like to remind you of the order you sent on 12 January for...   C. refer to your order of 12 January

9. In a letter, you explain that the recipient can contact you if they want more information. What do you say?
   A. Give me a call if you want some more information.   B. If you would like any more information, please do not hesitate to contact me.   C. If you would like any more information, why not get in touch?

10. You began a letter with the recipient's name (e.g., Dear Mr. Perrin). How do you end the letter?
    A. Yours faithfully   B. Yours sincerely   C. Best wishes

11. You did not begin the letter with the recipient's name (see number 1 above). How do you end the letter?
    A. Yours faithfully   B. Yours sincerely   C. Best wishes

B. Look at these sentences and decide if they are true or false.

1. Formal letters are always longer than informal letters.
2. In a formal letter it is acceptable to use colloquial English, slang and idioms.
3. In a formal letter it is acceptable to use contractions (e.g., I've instead of I have)
4. In a formal letter you should include your name and address at the top of the page.
5. In a formal letter, you should always write the date in full (e.g., 1 April 2000 and not 1/4/00).
6. In a formal letter, you should always put your full name (e.g., James Harcourt and not J. Harcourt) after your signature at the bottom of the letter.
7. Formal letters do not need to be broken into paragraphs. It is acceptable to write them as one continuous paragraph.
Presenting an argument

A. Read the text below, in which somebody is trying to decide whether to go straight to university from school, or spend a year travelling around the world. Put their argument into the correct order, using the key words and expressions in italics to help you. The first one and last one have been done for you.

A. (1) I'm ready in two minds about what to do when I leave school. Should I go straight to university or should I spend a year travelling around the world?

B. It is often said that knowledge is the key to power, and I cannot disagree with this.

C. On the one hand, I would experience lots of different cultures.

D. Unfortunately, another point is that if I spent a year travelling I would need a lot of money.

E. And I'm not alone in this opinion. Many consider a sound career and a good salary to be an important goal.

F. However, it could be argued that I would also meet lots of interesting people while I was travelling.

G. Secondly, if I go straight to university, I'll learn so many things that will help me in my future life.

H. First of all, there are so many benefits of going straight to university.

I. But I believe that it would be easy to make a bit while I was travelling, giving English lessons or working in hotels and shops.

J. Moreover, I'll be able to take part in the social activities that the university offers, and meet lots of new friends who share the same interests.

K. The most important point is that the sooner I get my qualifications, the quicker I'll get a job and start earning.

L. Nevertheless, these inconveniences would be an inevitable part of travelling and would be greatly outweighed by the other advantages.

M. In my opinion, starting work and making money is one of the most important things in life.

N. On the other hand, I could end up suffering from culture shock, homesickness and some strange tropical diseases.

O. Furthermore, if I spent a year travelling, I would learn more about the world.

P. (16) All right, I've made my mind up. Now, where's my nearest travel agency?

B. Using the key words and expressions in italic from the last exercise, present an argument for one of the following issues:

1. A government's main priority is to provide education for its people.

2. The only way to save the environment is for governments to impose strict quotas on the energy we use (for example, by restricting car ownership, limiting the water we use).

3. Satisfaction in your job is more important than the money you earn.

4. Living in a town or city is better than living in the countryside.

5. It is our responsibility to help or look after those less fortunate than ourselves (for example, the homeless, the mentally ill).
Contrast & comparison

Complete these sentences with the most appropriate word or expression from A, B or C.

1. The two machines considerably. One has an electric motor, the other runs on oil.
   A. differ B. differentiate C. differential

2. The in weather between the north and the south of the country is very noticeable.
   A. comparison B. contrast C. compare

3. Many people cannot between lemon juice and lime juice.
   A. differ B. differentiate C. contrast

4. Children must be taught to between right and wrong.
   A. differ B. contrast C. distinguish

5. There is a between being interested in politics and joining a political party.
   A. distinguish B. distinctive C. distinction

6. Can you tell the between a good boss and a bad one?
   A. difference B. differentiate C. contrast

7. The management must not between male and female applicants.
   A. differ B. contrast C. discriminate

8. Asia covers a huge area. Europe is very small.
   A. By way of contrast B. By ways of comparing C. By similar means

9. The new model of car is very to the old one.
   A. same B. similar C. common

10. Her political opinions are to mine.
    A. same B. exactly C. identical

11. Some political parties have such similar manifestos that they are difficult to
    A. tell apart B. say apart C. speak apart

12. My friends and I enjoy doing many of the same things. In that respect, we have a lot
    A. in similar B. in particular C. in common

13. There seems to be a large between the number of people employed in service industries, and those employed in the primary sector.
    A. discriminate B. discretion C. discrepancy

14. British and Australian people share the same language, but in other respects they are as different as
    A. cats and dogs B. chalk and cheese C. salt and pepper

15. Britain’s economy is largely based on its industry a few hundred years ago it was an agrarian country.
    A. wherefore B. whereas C. whereby
Location

A. Look at this diagram and complete the sentences opposite using the expressions listed below. In some cases, more than one answer is possible.

...directly opposite...
...on the right-hand side of...
...in close proximity to...
...to the left of...
...to the right of...
...at the bottom of...
...in the bottom left-hand corner of...
...surrounded by...
...in the bottom right-hand corner of...
...exactly in the middle of...
...stands outside...
...halfway between...
...in the bottom left-hand corner of...
...at right angles to/perpendicular to...
...roughly in the middle of...
...on the left-hand side of...
...parallel to...
-at the top of...
...in the top right-hand corner of...
1. The ★ are ______________ the †
2. The ★ is ______________ the ☆
3. The ★ is ______________ the diagram
4. The ★ is ______________ the diagram
5. The ★ is ______________ the
6. The ★ is ______________ the ★ and the ★
7. The ★ is ______________ the diagram
8. The ★ is ______________ the diagram
9. The ★ is ______________ the diagram

10. The ★ are ______________ the diagram
11. The ★ is ______________ the ★
12. The ★ are ______________ the ★
13. The ★ is ______________ the ★
14. The ★ is ______________ the diagram
15. The ★ is ______________ the diagram
16. The ★ is ______________ the ★
17. The ◇ is ______________ the diagram
18. The ◇ is ______________ the diagram
19. The ◇ is ______________ the diagram

B. How well do you know your country? Write the name of a city, town, village or island which...

1. _________________ is situated in the middle of your country.
2. _________________ is built on the slopes of a mountain.
3. _________________ is located on the coast.
4. _________________ stands on a cape or peninsula.
5. _________________ is built on the edge of a river or lake.
6. _________________ is a two-hour journey by car or bus from the capital.
7. _________________ is a short distance off the coast.
8. _________________ is about 10 miles (approximately 16 kilometres) from your home town.

Don't forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Joining/becoming part of something bigger

The sentences below all contain a word or expression in italics which is related to joining two or more things, sometimes with the result of becoming part of something bigger. However, the words and expressions have all been put into the wrong sentence. Put them into their correct sentence. In some cases, more than one answer is possible.

A. Move the verbs into the right sentences.

1. His salary is merged to the cost of living, and increases on an annual basis.

2. The International Book Association blended with Universal Press in 1999 to form the International Press.

3. To get a better finish, he swallowed up the two paints together.

4. The firm integrated with its main competitor in the battle to win more customers.

5. The suggestions from all the committees were took over into the main proposal.

6. The immigrants faced hostility when they were first incorporated into the community.

7. A lot of students had problems before they amalgamated into college life.

8. When the large international college got together the smaller school, a lot of people lost their jobs.

9. The students linked one evening and decided to protest about their situation.

10. A large international company assimilated our firm last month and started making immediate changes.

B. Move the nouns into the right sentences.

1. The alloy between England and France came close to breaking down many times during the nineteenth century.

2. The synthesis between England and Scotland is over 300 years old.

3. The company has ten directors who provide a blend of different expertise.

4. Brass is a well-known alliance of copper and zinc.

5. Water is a coalition of hydrogen and oxygen.

6. The plan is a unification of several earlier proposals.

7. The merger of Italy did not occur until the second half of the nineteenth century.

8. The company made its fortune by selling a popular union of coffee.

9. The proposed federation of the Liberal and Labour Parties in the election was cause for much ridicule.

10. As a result of the compound with the other company, Flax International became the largest in its field,
### Reason & result

**A.** Join the first part of a sentence in the left-hand column with a second part from the right-hand column, using an appropriate expression showing reason or result from the central column. In some cases, more than one of the expressions from the middle is possible.

<table>
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<th>1. The police asked him his...</th>
<th>...ensued...</th>
<th>...pass his exams.</th>
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<tbody>
<tr>
<td>2. He failed his exam...</td>
<td>...effects of...</td>
<td>...wake anyone.</td>
</tr>
<tr>
<td>3. A persistent cough...</td>
<td>...prompted him to...</td>
<td>...was unable to enroll for the course.</td>
</tr>
<tr>
<td>4. She started haranguing the crowd...</td>
<td>...on account of...</td>
<td>...upsetting me like that?</td>
</tr>
<tr>
<td>5. He spent the whole weekend revising...</td>
<td>...as a consequence...</td>
<td>...his lack of revision.</td>
</tr>
<tr>
<td>6. They came in quietly...</td>
<td>...affect...</td>
<td>...starting a riot.</td>
</tr>
<tr>
<td>7. He refused to lend anyone money...</td>
<td>...owing to...</td>
<td>...its low turnover and poor sales history.</td>
</tr>
<tr>
<td>8. The bank manager refused to lend the company more money...</td>
<td>...on the grounds that...</td>
<td>...its action.</td>
</tr>
<tr>
<td>9. The school was forced to close...</td>
<td>...so as not to...</td>
<td>...when the police officers on trial were acquitted.</td>
</tr>
<tr>
<td>10. What were your...</td>
<td>...with the aim of...</td>
<td>...a large earthquake?</td>
</tr>
<tr>
<td>11. What are the...</td>
<td>...in order to...</td>
<td>...people rarely repay a loan.</td>
</tr>
<tr>
<td>12. Stress and overwork can...</td>
<td>...consequences of...</td>
<td>...seek professional medical help.</td>
</tr>
<tr>
<td>13. The army attacked without considering the...</td>
<td>...motives in...</td>
<td>...different people in different ways.</td>
</tr>
<tr>
<td>14. He failed to send off his application form and...</td>
<td>...due to...</td>
<td>...poor student attendance.</td>
</tr>
<tr>
<td>15. Riots and street fighting...</td>
<td>...reason for...</td>
<td>...speeding through the town.</td>
</tr>
</tbody>
</table>

**B.** Now complete these sentences with an appropriate expression from the central column of the table above.

1. Panic buying _______________ when the stock market crashed.
2. People often do things without considering the _______________ their actions.
3. The government raised the income tax rate _______________ curb inflation.
4. The government raised the income tax rate _______________ curbing inflation.
5. The government raised the income tax rate _______________ the rapidly rising rate of inflation.
6. When questioned, many racists cannot give a logical _______________ their attitudes towards other racial groups.
7. The soaring crime rate alarmed the police superintendent and _______________ adopt a zero-tolerance policing policy.
8. He was arrested _______________ he was a danger to others and himself.
9. The family was forced to economise _______________ go heavily into debt.
10. The fumes from motor traffic _______________ people in many different ways.
Generalisations & specifics

A. Match the sentences in the list below with an appropriate sentence in the list opposite. The underlined expressions in the first list should have a similar meaning to the words or expressions in bold in the second list.

FIRST LIST

1. **Small items of information** are very important in a curriculum vitae.

2. I need to have **precise information** about your new proposals.

3. The plan was unable to go ahead because of a **small important detail which is important in order to make something happen**.

4. He demanded to know the **small, precise and sometimes unimportant details**.

5. When you read a piece of text in the exam, you should read it quickly first to get the **general idea**.

6. Before you write an essay, you should plan it first and give a broad **description without giving much detail**.

7. **Odd features or details which make something different** make the world a more interesting place.

8. Saying that all seventeen-year-olds take drugs is a bit of a **general statement**.

9. Many cars have very similar **typical features**.

10. The huge rise in computer sales is a good **example** of the direction in which technology is heading.

11. **Normally**, most students sitting the exam manage to pass with a good grade.

12. The new library **shows a good example of** British architecture at its best.

13. Before you travel somewhere, it is important to **make a detailed list** of things that you need to take.

14. French fries with mayonnaise is a dish which is an **odd feature or detail** of Belgian cuisine.

15. The article **shows as an example** his views on the way the company should develop.

Don’t forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Generalisations & specifics

SECOND LIST

A. Please let me have the specifics as soon as possible.

B. It's very frustrating when a minor technicality puts a stop to your plans.

C. In the same way, kimchii is a concoction of cabbage, chilli and garlic which is peculiar to Korea.

D. You should include full details of your past experience.

E. Once you have an outline, you will discover that your work is easier to organise.

F. We must be careful not to make too many generalisations,

G. Itemise everything in order of importance, beginning with your passport and visa.

H. As far as he was concerned, the minutiae could not be overlooked.

I. Most manufacturers are aware that these characteristics are what help sell their product.

J. It also provides us with an accurate illustration of the advances we have made in the last twenty years.

K. It illustrates his preference for increased automation.

L. Once you have the gist, it should be easier to understand it.

M. It exemplifies the style that is becoming increasingly popular with town planners.

N. In general, the average result is a B or C.

0. For example, it is a peculiarity of the British system that judges and lawyers wear wigs.

B. Write a list of the words and expressions in bold above. Put them into two groups based on whether they are talking about general things or specific things. Try to give examples of each word in a sentence of your own.

Don't forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Focusing attention

A. Rearrange the letters in bold to form words which are used to focus attention on something. They all end with the letters -LY. Write the words in the grid underneath. If you do it correctly, you will find another word used to focus attention in the bold vertical box.

1. They reduced pollution *pislmy* by banning cars from the city centre during the rush hour.
2. The strange weather at the moment is *gaerly* due to El Niño.
3. We’re examining *ilmprary* the financial aspects of the case.
4. People *inamy* go on holiday in the summer.
5. The library is *viceslxuily* for the use of students and staff.
6. It’s an *ilaptarrclyn* difficult problem which we hope to resolve as soon as possible.
7. The advertisement is *elcifipcsaly* aimed at people over 50.
8. Some western countries, *otbanly* Canada and the United States, have a very high standard of living.
9. The staff are *somly* women of about twenty.
10. Our trip to Poland was *rpeluy* an educational visit.
11. My home town is famous *hliedy* for its large number of schools and colleges.

B. Divide the words above into two groups, one group being the words which mean only or solely, and one group being the words which mean in most cases, normally or the main reason for something.

<table>
<thead>
<tr>
<th>Only or solely</th>
<th>In most cases, normally or the main reason for something</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The word in the in the bold vertical box fits into this sentence:
The company trades____________________ in the Far East.
Opinion, attitude & belief

A. The words in *italics* in the following sentences are all used to talk about opinion and belief. However, the words are *grammatically incorrect* (for example, a noun has been used instead of an adjective, or a verb has been used instead of a noun, etc.) or sometimes a noun has been used which has the wrong meaning. Put the words into their correct form.

1. In my *opinionated*, technology is moving too quickly.
2. As far as I am *concerning*, happiness is more important than money.
3. Scientists are convincingly that human degradation of the environment is causing thousands of species to become extinct.
4. The government are *regardless* the Third World debt as a major problem to global economic development.
5. Hundreds of people called the television station to register their *disapprove* of the presenter’s behaviour.
6. She *maintenance* that most young people would rather work than go to school.
7. Do you *reckoning* that there will be an election in the next two years?
8. We strongly *suspicion* that the proposal to develop the computer facilities will not go ahead.
9. I *doubtful* that the new government will keep all its promises.
10. Do you *disapproval* of smoking?
11. I take strong except to people coming late or cancelling appointments at short notice.
12. A lot of people are *fanatic* about sport in general and football in particular.
13. British health inspectors are *obsession* about cleanliness in restaurant kitchens.
14. After years of struggle, the *moderations* have gained control of the party.
15. He has very *conservatism* views and disapproves of change.
16. The government are *commitment to* the struggle to end institutional racism in the police force.
17. She was *dedication* to her family and would do anything to protect them.
18. They come from a strongly *tradition* family who still believe in arranged marriages.

B. Put these nouns and adjectives, which describe people's beliefs, under the most appropriate heading in the table. Can you think of any other words or expressions that you could add?

<table>
<thead>
<tr>
<th>Political beliefs</th>
<th>Personal convictions and philosophies</th>
</tr>
</thead>
<tbody>
<tr>
<td>opinionated</td>
<td>a republican</td>
</tr>
<tr>
<td>a republican</td>
<td>pragmatic</td>
</tr>
<tr>
<td>pragmatic</td>
<td>a Muslim</td>
</tr>
<tr>
<td>a Muslim</td>
<td>an intellectual</td>
</tr>
<tr>
<td>an intellectual</td>
<td>a revolutionary</td>
</tr>
<tr>
<td>a revolutionary</td>
<td>tolerant</td>
</tr>
<tr>
<td>tolerant</td>
<td>a moralist</td>
</tr>
<tr>
<td>a moralist</td>
<td>narrow-minded</td>
</tr>
<tr>
<td>narrow-minded</td>
<td>bigoted</td>
</tr>
<tr>
<td>bigoted</td>
<td>open-minded</td>
</tr>
<tr>
<td>open-minded</td>
<td>a vegan</td>
</tr>
<tr>
<td>a vegan</td>
<td>left-wing</td>
</tr>
<tr>
<td>left-wing</td>
<td>right-wing</td>
</tr>
<tr>
<td>right-wing</td>
<td>a socialist</td>
</tr>
<tr>
<td>a socialist</td>
<td>a royalist</td>
</tr>
<tr>
<td>a royalist</td>
<td>a buddhist</td>
</tr>
<tr>
<td>a buddhist</td>
<td>a conservative</td>
</tr>
<tr>
<td>a conservative</td>
<td>a liberal</td>
</tr>
<tr>
<td>a liberal</td>
<td>a communist</td>
</tr>
<tr>
<td>a communist</td>
<td>a vegetarian</td>
</tr>
<tr>
<td>a vegetarian</td>
<td>dogmatic</td>
</tr>
<tr>
<td>dogmatic</td>
<td>moral</td>
</tr>
<tr>
<td>moral</td>
<td>a fascist</td>
</tr>
<tr>
<td>a fascist</td>
<td>religious</td>
</tr>
<tr>
<td>religious</td>
<td>a Hindu</td>
</tr>
<tr>
<td>a Hindu</td>
<td>middle-of-the-road</td>
</tr>
<tr>
<td>middle-of-the-road</td>
<td>an anarchist</td>
</tr>
<tr>
<td>an anarchist</td>
<td>a stoic</td>
</tr>
<tr>
<td>a stoic</td>
<td></td>
</tr>
</tbody>
</table>
Stopping something

A. For each of the examples 1-15, choose an appropriate verb from the box which best fits the description and can be used in the sample sentence.

| Back out • sever • quash • suppress • deter • dissuade • give up • cancel remove • turn down • put an end to • delete • repeal • rescind • deny |

1. To cut out part of a document, a computer file, etc.
   
   To stop your hard disk becoming too full, you should ____________ any unwanted programmes.

2. To officially end a law so that it is no longer valid.
   
   The new government bill seeks to ____________ the existing legislation.

3. To discourage someone from doing something.
   
   The threat of severe punishment didn’t ____________ the thieves from striking again.

4. To persuade someone not to do something.
   
   The college tries to ____________ students from entering exams which are not suitable for them.

5. To annul or cancel a contract or agreement.
   
   The committee decided to ____________ its earlier resolution on the use of its premises.

6. To limit something, such as a person’s freedom.
   
   The military government attempted to ____________ the democracy movement by arresting its leaders.

7. To end something suddenly and finally.
   
   The Cornucopian government decided to ____________ relations with Utopia.

8. To refuse something which is offered.
   
   You should never ____________ a good job when it’s offered to you.

9. To decide not to support or be part of a project or activity after you have agreed to do so.
   
   We decided to ____________ when we discovered the company was in financial difficulty.

10. To state that something is not correct.
    
    Before his trial, his lawyer advised him to ____________ embezzling company funds.

11. To stop something which has been planned.
    
    There is no refund if you ____________ your holiday less than three weeks before the date of the departure.

12. To make a judging or ruling no longer valid.
    
    He applied for a judicial review to ____________ the verdict.

13. To stop doing something that you have done for quite a long time.
    
    You should ____________ smoking if you want to feel healthier.

14. To stop something which has been going on for a long time.
    
    They agreed to ____________ their long-standing dispute.

15. To take something away.
    
    I would be grateful if you would ____________ my name from your mailing list.
Time

A. Use the time clauses in the boxes to complete the sentences. Pay particular attention to the words that come before or after the time clause.

Part 1: One action or situation occurring before another action or situation

prior to • previously • earlier • formerly • precede • by the time

1. _______________ the advent of the Industrial Revolution, pollution was virtually unheard of.
2. _______________ the army had restored order, the city had been almost completely devastated.
3. _______________ known as Burma, the republic of Myanmar is undergoing a slow and painful political transformation.
4. A sudden drop in temperature will usually _______________ a blizzard.
5. It was my first trip on an aeroplane. _______________ I'd always gone by train.
6. The Prime Minister made a speech praising charity organisations working in Mozambique. _______________ that day he had promised massive economic aid to stricken areas.

Part 2: One action or situation occurring at the same time as another action

while/as/just as • during/throughout • at that very moment • in the meantime/meanwhile

1. _______________ the minister was making his speech, thousands of demonstrators took to the streets.
2. _______________ the speech they jeered and shouted slogans.
3. The minister continued speaking. _______________ the police were ordered onto the streets.
4. He finished the speech with a word of praise for the police. _______________ the sun came out and shone down on the assembled crowd of happy supporters.

Part 3: One action or situation occurring after another action or situation

afterwards * as soon as / once / the minute that • following

1. _______________ the earthquake, emergency organisations around the world swung into action.
2. _______________ the stock market collapsed, there was panic buying on an unprecedented scale.
3. The Klondike gold rush lasted from 1896 to 1910. _______________ the area became practically deserted overnight.

B. Look at these words and expressions and decide if we usually use them to talk about (1) the past, (2) the past leading to the present, (3) the present or (4) the future. Try to write a sentence for each one.

for the next few weeks • as things stand • ever since • in medieval times nowadays • from now on • back in the 1990s • over the past six weeks over the coming weeks and months • in another five years’ time • one day in those days • a few decades ago • lately • at this moment in time at the turn of the century • in my childhood / youth • at this point in history by the end of this year • for the foreseeable future • for the past few months last century • these days • from 1996 to 1998 • sooner or later
Objects & actions

A. The words in the box describe the actions of the things in 1-37. Match each action with the thing it describes.

- evaporate
- explode
- change
- melt
- fade
- bounce
- crumble
- trickle
- rise
- sink
- ring
- contract
- crack
- escape
- stretch
- wobble
- congeal
- burn
- spill
- smoulder
- erupt
- spin
- revolve
- set
- flow
- slide
- rotate
- spread
- erode
- meander
- turn
- subside
- freeze
- grow
- expand
- vibrate
- float

1. The planet Earth moving round on its axis.

2. A washing machine in its final stage of a wash.

3. The moon moving around the Earth.

4. The CD-ROM tray on a computer base unit.

5. A house slowly sinking into soft ground.

6. Water slowly being converted into vapour.

7. Cooking fat becoming solid on an unwashed plate.

8. Traffic moving smoothly along a motorway.

9. Water changing from a liquid to a solid because of the cold.

10. Glass changing from a solid to a liquid in very high heat.

11. A loose wheel on a car.


13. A rubber ball hitting the ground and going back into the air.

14. Loose windows in a window frame when a large vehicle passes nearby.

15. The population of a town becoming bigger.

16. A T-shirt which has been washed so often it has lost its colour.

17. The sun coming up in the morning.

18. The sun going down in the evening.

19. A wheel on a slow-moving train.

20. Traffic lights going from red to amber to green.

21. Cliffs being slowly destroyed by the sea.

22. Documents being laid out on a table.
23. A wide river winding through the countryside.

24. The sun turning people on a beach bright red.

25. An incense stick in the entrance to a temple.

26. A lump of dry earth being rubbed between somebody's fingers.

27. Cold metal as it gets hotter.

28. Hot metal as it gets cooler.

29. A piece of elastic being pulled so that it becomes longer.

30. A window being hit by a stone so that a long, thin break is formed.

31. Coffee falling out of a cup by mistake.

32. A bomb suddenly blowing up.

33. An alarm clock suddenly going off.

34. A boat going to the bottom of a river.

35. Dead fish lying on the surface of a polluted lake.

36. A volcano throwing out lava and ash.

37. Orders for a new product arriving at a company very slowly.

B. Several of the words in the box above can have more than one meaning. Use your dictionary to check which ones, then complete these sentences below with an appropriate word. You will need to change the form of some of the words.

1. The queues for the embassy were so long they_________________________all the way down the street.

2. "What do you think you're doing?" he_____________________________angrily.

3. The government decided that the best economic course would be to let the dollar_____________________________.

4. Prices have been_____________________________steadily all year.

5. The light from the torch began to_____________________________as the batteries ran out.

6. The twig_____________________________loudly as he stood on it.

7. After the rainstorms passed, the floodwaters gradually_____________________________.

8. The discussion_____________________________around the problem of student accommodation.

9. The doctor_____________________________his broken arm.

10. The car_____________________________out of control on the icy road.
Likes & dislikes

A. Look at the words and expressions in the box and decide if they have a positive connotation (for example, they tell us that somebody likes something) or a negative connotation (for example, they tell us that somebody dislikes something).

loathe • yearn for • passionate about • fond of • captivated by
fancy • keen on • look forward to • dread • long for
appeal to • detest • cannot stand • repel • attracted to
fascinated by • tempted by • disgust • revolt • cannot bear

B. Now look at these pairs of sentences. Sometimes, both sentences are correct, sometimes one of them is wrong (for example, the construction is wrong) or it does not sound natural. Decide which ones.

1. A. It was well-known that he was loathed by the other teachers.
   B. It was well-known that the other teachers loathed him.

2. A. Sometimes I yearn for some time on my own.
   B. Sometimes some time on my own is yearned for.

3. A. Sport is passionate about by a lot of people.
   B. A lot of people are passionate about sport.

4. A. Animals are quite fond of by British people.
   B. British people are quite fond of animals.

5. A. The first time I visited Venice, I was captivated by the city.
   B. The first time I visited Venice, the city captivated me.

6. A. Going to the cinema tonight is fancied by me.
   B. I fancy going to the cinema tonight.

7. A. From a young age, the idea of travelling was keen on me.
   B. From a young age I was keen on the idea of travelling.

8. A. I look forward to hearing from you soon.
   B. To hearing from you soon I look forward.

9. A. It is a well-known fact that students dread exams.
   B. It is a well-known fact that exams are dreaded by students.
Likes & dislikes

10. A. Most children long for the long summer holiday to arrive.
    B. The long summer holiday is longed for by most children.

11. A. His sense of humour is appealed to by watching other people suffer.
    B. Watching other people suffer appeals to his sense of humour.

12. A. Racism is really detested by me.
    B. I really detest racism.

13. A. A lot of people cannot stand the long British winters.
    B. The long British winters cannot be stood by a lot of people.

14. A. The idea of living in a cold country repels me.
    B. I am repelled by the idea of living in a cold country.

15. A. She was attracted to the tall, handsome man who had helped her.
    B. The tall, handsome man who had helped her attracted her.

16. A. I have always been fascinated by information technology.
    B. Information technology has always fascinated me.

17. A. Were you tempted by his offer of a job in Australia?
    B. Did his offer of a job in Australia tempt you?

18. A. His mannerisms and habits disgusted me.
    B. I was disgusted by his mannerisms and habits.

19. A. Bigoted, arrogant people revolt me.
    B. I am revolted by bigoted, arrogant people.

20. A. Getting up early in the morning cannot be born by me.
    B. One thing I cannot bear is getting up early in the morning.

Don't forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Obligation & option

A. Look at sentences 1-10 and decide if the explanation which follows each one is true or false. Use the words and expressions in **bold** to help you decide.

1. During the exam, a pencil and eraser are **required**.
   *The people organising the exam will provide you with a pencil and an eraser.*

2. Parents can be made **liable** for their children’s debts.
   *Parents may be legally responsible for the money their children owe.*

3. He was **obliged** to pay back the money that he had won.
   *He had the choice whether or not to pay back the money that he had won.*

4. Students doing holiday jobs are **exempt** from paying income tax.
   *Students doing holiday jobs pay a smaller amount of income tax than other people.*

5. The United Nations voted to impose **mandatory** sanctions on the country.
   *The United Nations imposed legally-binding sanctions which had to be obeyed by everyone, without exception.*

6. The doctors **forced** him to stop smoking.
   *The doctors asked him to stop smoking.*

7. It was an emergency and she pressed the red button; there was no **alternative**.
   *There was nothing else she could do; she had to set off the alarm by pressing the red button.*

8. Classes on Wednesday afternoons are **optional**.
   *It is necessary to attend classes on Wednesday afternoons.*

9. It is **compulsory** to wear a crash helmet on a motorcycle.
   *It is your choice whether or not to wear a crash helmet when you ride a motorcycle.*

10. The museum is asking visitors for a **voluntary** donation of £2.
    *You don’t need to pay £2 to visit the museum.*

B. Complete these sentences with an appropriate word or expression from the exercise above. In some cases, more than one answer may be possible.

1. Visitors to the country are ________________ to declare any excess tobacco or alcohol imports to the customs officer.

2. I’m afraid I have ________________ but to resign from the committee.

3. If you are caught speeding, you will be ________________ the payment of the fine.

4. Attendance at all classes is ________________, otherwise you may not get a certificate at the end of the course.

5. Many retired people do ________________ work in their local community.

6. In some countries, there is a ________________ death sentence for all drug traffickers.

7. For visitors to Britain from outside the European Union, a visa may be ________________.

8. He said he was innocent, but the police ________________ him to confess.

9. Most new cars come with ________________ air-conditioning.

10. Children’s clothes are ________________ from VAT.

Don’t forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
A. Match the first part of each sentence in the left-hand column with its second part in the right-hand column using an appropriate word from the central column. These words should collocate with the underlined words in the right-hand column. In most cases, it is possible to use the words in the central column with more than one sentence.

**SUCCESS**

<table>
<thead>
<tr>
<th>1. The two warring countries managed to...</th>
<th>2. During his first year as President he managed to...</th>
<th>3. The company couldn’t afford to move to new premises but were able to...</th>
<th>4. He worked hard at his job and was soon able to...</th>
<th>5. The country badly needed to increase its overall standard of living and attempted to...</th>
<th>6. After four years of hard work, the motor racing team managed to...</th>
<th>7. He wanted to start a new job, but first of all he had to...</th>
<th>8. Many people want to be rich but few...</th>
<th>9. I have a lot of plans, and one of them is to...</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>...secure...</strong></td>
<td><strong>...accomplish...</strong></td>
<td><strong>...attain...</strong></td>
<td><strong>...achieve...</strong></td>
<td><strong>...fulfil...</strong></td>
<td><strong>...realise...</strong></td>
<td><strong>...reach...</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>...his ambitions of being promoted to marketing manager.</strong></td>
<td><strong>...my aims of doing well at school and then going to university.</strong></td>
<td><strong>...an agreement for a new lease.</strong></td>
<td><strong>...its targets - those of free education and healthcare - within eight years.</strong></td>
<td><strong>...his obligations to his current employer.</strong></td>
<td><strong>...their goal of becoming millionaires.</strong></td>
<td><strong>...their dreams of winning the Monaco Grand Prix.</strong></td>
<td><strong>...a lot more than his predecessor had in the previous five.</strong></td>
<td><strong>...a compromise over the terms for peace.</strong></td>
</tr>
</tbody>
</table>

B. Complete these sentences with an appropriate word or expression from A, B or C.

**FAILURE**

1. The People's Foundation Party decided to__________its plans to establish a coalition government with the Democratic Liberal Party.
   **A. abate**  **B. abandon**  **C. abhor**

2. Peace talks between the two countries__________, with neither side able to agree on terms.
   **A. collapsed**  **B. collaborated**  **C. collared**

3. Progress in the talks__________when the inevitable impasse was reached.
   **A. faulted**  **B. faltered**  **C. fondled**

4. Our planned visit to the Czech Republic__________because we were unable to get the visas.
   **A. fell over**  **B. fell down**  **C. fell through**

5. The company__________with debts of over £1 million.
   **A. faulted**  **B. folded**  **C. foiled**

6. Their plans to impose stricter import quotas__________when the European Bank declared their actions illegal.
   **A. mistook**  **B. mislead**  **C. misfired**
Ownership, giving, lending & borrowing

A. Complete sentences 1-13 with an appropriate word from the box. In some cases, more than one answer may be possible.

**NOUNS**
- donation
- possessions
- lease
- owners
- tenants
- rent
- property
- mortgage
- estate
- proprietors
- belongings
- landlords
- loan

1. The law ensures that _________ respect the privacy of the people who live in their houses.
2. _________ of restaurants across the country protested at the new government tax that was put on food.
3. Private car___________ were hit the hardest when tax on petrol was increased.
4. The price of commercial___________ has almost doubled in the last four years.
5. When the recession hit, he was forced to sell his 250-acre___________.
6. Many families lost all their___________ when the river flooded.
7. Put your___________ in the locker and give the key to the receptionist.
8. We will need to relinquish the offices when the____________ runs out at the end of the year.
9. They applied to the World Bank for a___________ to help pay off their balance of payments deficit.
10. A lot of people lost their homes when the interest rate rose so much they were unable to pay off their___________.
11. The____________ complained to the council that the house they were living in was overrun with vermin.
12. The law does little to protect families who are thrown out of their homes because they are unable to pay the___________.
13. Everybody is being asked to make a___________ to help the victims of the disaster.

**VERBS**
1. Banks will refuse to rent money to anyone without sufficient collateral.
2. If you want to contribute a room in the centre of the city, you should be prepared to pay a lot of money.
3. The best way to see the country is to provide a car from an agency for a couple of weeks.
4. Companies allocate from banks to finance their business.
5. It is not only the wealthy who provide for money to charities.
6. It is our responsibility to leave our parents when they get old.
7. The government will tax you heavily for any money that your relatives may lend you in their will.
8. Local councils will borrow free accommodation to the most needy on a first-come, first-served basis.
9. Charities such as the Red Crescent hire free medical aid to areas hit by disasters.
Groups

A. Put these words into the table based on the group of things they usually refer to.

<table>
<thead>
<tr>
<th>People in general</th>
<th>People working together</th>
<th>Animals</th>
<th>Objects</th>
</tr>
</thead>
<tbody>
<tr>
<td>batch • huddle • heap / pile • company • stack • team • litter</td>
<td>' swarm • flock • platoon • bundle • herd • throng • gang • crowd</td>
<td>bunch • set • pack • staff • group • crew • cast • shoal / school</td>
<td></td>
</tr>
</tbody>
</table>

B. Complete these sentences using one of the words from the above task. In some cases, more than one answer is possible.

1. After the election, the huge _______ danced in the street
2. The refugees sat in a small, tight_________ underneath some trees.
3. The first prize was a _______ of cheap saucepans.
4. The school is closed because the_________ are on strike.
5. The theatre_________ benefited from a government grant.
6. Following an outbreak of BSE, a_________ of cows has been destroyed.
7. The company processed a _______ of orders.
8. A_________ of football fans wandered around the street breaking shop windows.
9. Half the_________ of the film were nominated for Oscars.
10. They threw the weapons in a_________ on the ground.
11. A small_________ of people petitioned the Prime Minister outside his house.
12. The_________ of fish that had been caught were deemed inedible owing to pollution in the water.
13. We were all surprised when our dog gave birth to a_________ of puppies.
14. ‘Cabin_________’ on aircraft are drilled in safety procedure.
15. As winter approaches, the_________ of starlings fly south to warmer climes.
16. Half the football_________ were sent off in disgrace.
17. The stars had difficulty making their way through the_________ of people outside the cinema.
18. A_________ of soldiers from the Third Infantry have been charged with human rights abuses.
19. The immigrant arrived clutching nothing but a_________ of personal possessions.
20. A_________ of flowers is always an acceptable gift if you visit someone.
21. We were unable to open the door because a_________ of boxes was blocking it.
22. The women fell on the surprised burglar like a_________ of wild dogs.
23. The harvest was destroyed by a huge_________ of insects.

C. The following words all refer to groups of people meeting for a specific purpose. Match the words with their definitions below.

- delegation • tribunal • symposium • seminar • lecture • tutorial

A. students listening to a talk on a particular subject
B. a group of representatives (for example, of a union) who want to explain something to someone
C. a student or small group of students who attend a teaching session
D. a meeting organised to discuss a specialised subject
E. a small group of university students discussing a subject with a teacher
F. a specialist court outside the main judicial system which examines special problems and makes judgements
Around the world

A. Choose the correct geo-political word in A, B or C to complete each of these sentences.

1. Japan, Korea and the Philippines are all in the________________________.
   A. Near East  B. Middle East  C. Far East

2. The South Pole is situated in the________________________.
   A. Arctic  B. Antarctic  C. Antarctica

3. New Zealand is part of________________________.
   A. Australia  B. Australasia  C. Austria

4. Bangladesh is part of________________________.
   A. the Indian Subcontinent  B. India  C. Indiana

5. Nicaragua is a country in________________________.
   A. North America  B. South America  C. Central America

6. Argentina, Brazil, Colombia, Panama and Honduras all form part of________________________.
   A. Latin America  B. Spanish America  C. South America

7. Apartheid was abolished in __________ in the 1990s.
   A. southern Africa  B. North Africa  C. South Africa

8. The United Kingdom and the Republic of Ireland form a group of islands known as
   A. Great Britain  B. England  C. The British Isles

9. The United Kingdom and the Republic of Ireland form part of________________________.
   A. Continental Europe  B. Mainland Europe  C. Europe

10. Kuwait, Oman and the United Arab Emirates form part of what is known as________________________.
    A. the West Indies  B. the Gulf States  C. the European Union

11. Norway, Sweden, Finland and Denmark are known collectively as________________________.
    A. the Baltic Republics  B. the Caribbean  C. Scandinavia

Don't forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
B. Change each country / area below into the nationality and / or language spoken of the people who come from that place (for example: Britain = British). Write each word in the appropriate space in the table. Be careful, because usually we add or remove letters to / from the name of the country before we add the ending.

<table>
<thead>
<tr>
<th>Greece</th>
<th>Portugal</th>
<th>Ireland</th>
<th>Belgium</th>
<th>Finland</th>
<th>England</th>
<th>Wales</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scotland</td>
<td>The Netherlands</td>
<td>Lebanon</td>
<td>Malaysia</td>
<td>Norway</td>
<td>Sweden</td>
<td></td>
</tr>
<tr>
<td>Thailand</td>
<td>Peru</td>
<td>Bangladesh</td>
<td>Israel</td>
<td>Japan</td>
<td>Russia</td>
<td>Iran</td>
</tr>
<tr>
<td>America</td>
<td>Canada</td>
<td>Spain</td>
<td>Turkey</td>
<td>Kuwait</td>
<td>Switzerland</td>
<td>Arabia</td>
</tr>
<tr>
<td>Denmark</td>
<td>Yemen</td>
<td>Iraq</td>
<td>Australia</td>
<td>Malta</td>
<td>Philippines</td>
<td>Poland</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>-ese (e.g., China = Chinese)</th>
<th>-(i)an (e.g., Brazil = Brazilian)</th>
<th>-ish (e.g., Britain = British)</th>
<th>- (e.g., Pakistan = Pakistani)</th>
<th>-ic (e.g., Iceland = Icelandic)</th>
<th>Others (e.g., France = French)</th>
</tr>
</thead>
</table>

C. A quick quiz. Answer these questions.

1. What do we call a variety of language spoken in a particular area? Is it an accent, a dialect or an idiom?

2. What is your mother tongue?

3. What do we call a person who is able to speak (a) two languages and (b) three or more languages fluently?

4. With regard to your country, what is (a) the name of the continent in which it is located, (b) the main language spoken and (c) the nationality of the people
Size, quantity & dimension

A. Look at the following list and decide whether we are talking about something big (in terms of size, quantity or dimension) or something small.

1. a minute amount of dust 14. a giant building
2. a minuscule piece of cloth 15. a gargantuan meal
3. an enormous book 16. a wide avenue
4. a mammoth job 17. a broad river
5. a huge waste of time 18. a tall man
6. a vast room 19. a high mountain
7. a gigantic wave 20. a deep lake
8. a tiny car 21. a shallow pool
9. a monumental error 22. a long-distance journey
10. a colossal statue 23. a vast crowd of supporters
11. plenty of food 24. tons of work
12. dozens of times 25. a great deal of time
13. a narrow alleyway

B. Now complete these sentences using one of the expressions above. In some cases, more than one answer is possible.

1. Before you embark on ________________________, it is essential that you are well-prepared.
2. We spent ________________________ working on the plans for the new library.
3. I've told you ________________________ not to smoke in here.
4. ________________________ must have blown into the camera and scratched the film.
5. Villages along the coast were destroyed when ________________________ caused by the earthquake swept houses into the sea.
6. It was ________________________ going there; he didn't even turn up.
7. One of the Roman emperor Nero's greatest excesses was to build ________________________ of himself in the city centre.
8. Despite the poor harvest, there was ___________ for the whole population.

9. ______________ called the Thames separates the city of London from the suburbs to the south.

10. ______________ gathered to see their favourite football team.

11. We ate ______________ and then lay down to rest.

12. It was ______________ and his voice echoed around the walls.

13. We have ______________ to do in the next few days, so I suggest we start as soon as possible.

14. Loch Ness is ______________ in the Highlands of Scotland.

15. The only evidence was ______________ which was stuck on a branch of one of the trees in the garden.

16. ‘Sumo’ is ______________ containing almost 1,000 pictures by the controversial photographer Helmut Newton.

17. He had ______________ to do, so took the phone off the hook, made himself some coffee and sat down at his desk.

18. The Matterhorn ______________ in Switzerland, has claimed the lives of many who have tried to climb it.

19. He made ______________ in his calculations and had to start all over again.

20. The manufacturers have built ______________ which is ideal for getting around the city.

21. The NEC in Birmingham is ______________ which is used for concerts and exhibitions.

22. The main feature of the town is a ______________ lined with shops and cafes.

23. I could see the key glittering at the bottom of ______________ .

24. Legend spoke of ______________ dressed in gold, known as El Dorado.

25. ______________ ran along the side of the house to a garden at the rear.
Shape & features

A. (Shape) Match the words below with the picture that best represents each word.

1. pyramid 2. cube 3. crescent 4. spiral 5. cone 6. sphere
• 7. rectangle 8. triangle 9. square 10. circle 11. cylinder 12. oval

1. pyramid
2. cube
3. crescent
4. spiral
5. cone
6. sphere
7. rectangle
8. triangle
9. square
10. circle
11. cylinder
12. oval

B. (Shape) Look at the following list of words and decide what the correct adjective form is, A, B or C.

1. sphere
2. cube
3. cone
4. rectanale
5. trianale
6. circle
7. square
8. cylinder
A. spherous
B. spherical
C. spherocous
A. cubed
B. cubous
C. cubal
A. conacular
B. conous
C. conical
A. rectanalous
B. rectanglis
C. rectangular
A. trianualar
B. trianalos
C. triangled
A. circled
B. circulous
C. circular
A. square
B. squaret
C. squarous
A. cvlindrous
B. cylindal
C. cylindrical

C. (Features) Match the descriptions on the left with the objects, geographical features, etc., on the right.

1. a sharp edge with jagged teeth
2. steep, with a pointed peak
3. rolling, with undulating wheat fields
4. curved, with a smooth surface
5. flat, with words and dotted lines
6. wavy, with blonde hi-lights
7. meandering, with a calm surface
8. winding and bumpy, with deep potholes
9. hollow, with rough bark
A. a country road in very poor condition
B. somebody's hair
C. a very old tree
D. a knife
E. a slow-moving river
F. a mountain
G. a banana
H. agricultural countryside
I. an application form
Emphasis & misunderstanding

A. (Emphasis) Match the sentences on the left with an appropriate sentence on the right.

1. The minister’s emphasis on the word ‘peace’ was noticeable.
   A. The government will have to sit up and take note of what these important people have to say.
2. Our guide accentuated the importance of remaining calm if there was trouble.
   B. She emphasised the fact that panicking would only make matters worse.
3. Our teacher explained that it was crucially important to pace ourselves while revising for the exam.
   C. The leader gave prominence to the need to create better job opportunities.
4. At the People’s Party conference, the accent was on youth unemployment.
   D. We consider progress in this field to be extremely important.
5. Prominent trade unionists have called for a boycott of imported goods.
   E. He put great stress on the maxim that ‘All work and no play makes Jack a dull boy’.
6. It is of crucial importance that we make more use of technology if we are to make progress.
   F. He stressed again and again the importance of an established detente.

B. (Emphasis) Now complete these sentences with an expression in bold from the above exercise. In some cases, more than one answer may be possible.

1. Some medical treatments do very little to help the patient. In fact, in some cases, they only ____________ the pain.
2. The revolution began when a ____________ member of the ruling party was assassinated.
3. At the meeting of the Students’ Council, the ____________ was on better standards of accommodation.
4. She ____________ the need to be fully prepared for all eventualities while travelling.
5. The Minister of Transport ____________ on the need for an integrated transport policy.
6. It is ____________ that we try to improve relations between our countries.
7. She banged the table for ____________ as she spoke.

C. (Misunderstanding) Complete sentences 1 - 8 with an appropriate word or expression from the box. In some cases, more than one answer is possible.

mix-up • obscure • impression • distorted
misapprehension • mistaken • confusion • assumed • confused

1. She was ____________ by the journalist’s questions.
2. There were scenes of ____________ at the airport when the snowstorm stopped all the flights.
3. We nearly didn’t catch our flight because of a ____________ over the tickets.
4. There are several ____________ points in his letter. It’s not very clear.
5. He ____________ the meaning of my speech, creating the false impression that I was a racist.
6. He was under the ____________ that socialism and communism were the same thing.
7. The jury ____________, wrongly, that he was innocent.
8. They were ____________ in the belief that the refugees were in the country for economic rather than political reasons.
9. The press were under the ____________ that the Prime Minister was about to resign.
Changes

A. Look at these sentences and decide if the statement which follows each one is true or false. Use the words and expressions in bold to help you decide.

1. The population of the country has trebled in the last 25 years.
   There has been a **dramatic increase** in the number of people living in the country.

2. Unemployment has dropped by about 2% every year for the last six years.
   There has been a **steady decrease** in the number of people out of work.

3. The government has spent a lot of money improving roads around the country.
   There has been a **deterioration** in the national road system.

4. The number of exam passes achieved by the school's pupils has risen by almost 50%.
   There has been a **decline** in the number of exam passes.

5. American travellers abroad have discovered that they can buy more foreign currency with their dollar.
   There has been a **weakening** of the dollar.

6. It is now much easier to import goods into the country than it was a few years ago.
   There has been a **tightening up** of border controls.

7. We're increasing our stocks of coal before the winter begins.
   We're running down our stocks of coal.

8. Prices have gone up by about 4% every year since 1998.
   There has been a **constant rise** in the rate of inflation.

9. The pass rate for the exam was 3% lower this year than it was last year.
   There has been a **sharp fall** in the pass rate.

10. The alliance are going to reduce the number of conventional weapons in their armed forces.
    The alliance are going to **build up** the number of weapons they have.

11. Deflation has adversely affected industries around the country.
    There has been a **growth** in industrial activity.

12. The rules are much stricter now than they were before.
    There has been a **relaxation** of the rules.

13. Last year, 12% of the population worked in industry and 10% worked in agriculture. This year, 14% of the population work in industry and 8% work in agriculture.
    There has been a **narrowing of the gap** between those working in different sectors of the economy.
Changes

14. Some management roles in the company will not exist this time next year.
   Some management roles are going to be **phased out**.

15. More people are shopping at large supermarkets rather than small village shops.
   There has been an **upward trend** in the number of people shopping in small village shops.

16. Her English is dearly better now than it was when she first arrived.
   There has been **marked progress** in her English.

17. People live in better houses, drive nicer cars and eat higher-quality food than they did twenty years ago.
   There has been a **general improvement** in the standard of living.

18. Our company has opened factories in France, Germany and Italy in the last five years.
   Our company has **witnessed considerable expansion** in the last five years.

19. The government will spend less on the National Health Service next year.
   There are going to be **cuts** in healthcare spending next year.

20. British people nowadays want to see more of the world.
   British people nowadays want to **narrow** their horizons.

B. Check your answers, then use some of the words and expressions in bold above and in the answer key to write some sentences about your country.
Opposites

A. Replace the words in **bold** in these sentences with a word from the box which has an opposite meaning.

**VERBS**

| withdrew | fell | rewarded | loosened | refused (to let) | set denied | deteriorated | abandoned | lowered demolished | retreated | simplified | defended | rejected |

1. They **accepted** the offer of a ceasefire.

2. He **admitted** telling lies in his original statement.

3. The army slowly **advanced**, leaving a trail of devastation in its path.

4. They **agreed** to meet to discuss the future of the organisation.

5. The minister **attacked** his party's policies in a speech in Parliament.

6. The apartments blocks they **built were** the ugliest in the city.

7. He **complicated** matters by rewriting the original proposal,

8. They **continued** their plans to assassinate the king when he opened the parliament.

9. He **deposited** £7,000 - half his college fees for the forthcoming year.

10. Relations between the two countries have improved considerably in the last year.

11. He **permitted** us to present our petition directly to the President.

12. The members of the commune were **punished** for their part in the revolution.

13. He **raised the** overall standards of the company within two months of his appointment.

14. As soon as the sun **rose**, the demonstrators began to appear on the streets.

15. Prices rose sharply in the first three months of the financial year.

16. As soon as he had **tightened the** knots, he pushed the boat out.
# Opposites

## ADJECTIVES

<table>
<thead>
<tr>
<th>scarce</th>
<th>easy</th>
<th>approximate</th>
<th>dim</th>
<th>compulsory</th>
</tr>
</thead>
<tbody>
<tr>
<td>delicate</td>
<td>innocent</td>
<td>detrimental</td>
<td>reluctant</td>
<td>crude</td>
</tr>
<tr>
<td>even</td>
<td>clear</td>
<td>graceful</td>
<td>clear</td>
<td>flexible</td>
</tr>
</tbody>
</table>

1. The meaning of his words was very *ambiguous*.

2. According to his colleagues, he’s a very *awkward* person to deal with.

3. When she first started dancing, she was very *awkward*.

4. His policies were *beneficial to* the economy as a whole.

5. We need *exact* figures before we embark on a new venture.

6. The jury decided he was *guilty* of the crime.

7. Add up all the *odd* numbers between 1 and 20 to get a result.

8. Despite the weather, supplies of food after the harvest were *plentiful*.

9. The laws protecting the green belt around the city are very *rigid*.

10. There is a *slight* difference in the way the company is run these days compared with a few years ago.

11. The device is very *sophisticated* and should only be operated by someone who is familiar with it.

12. The spices used in the production of some international dishes have a very *strong* flavour.

13. The *strong* light from the torch picked out details on the walls of the cave.

14. Attendance at afternoon classes should be *voluntary*.

15. A lot of students are *willing* to attend classes on Saturday morning.

*Don’t forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.*
**Addition, equation & conclusion**

This module will help you to review more of the important words that we use to join ideas in an essay, a verbal presentation or sometimes in everyday speech (also see page 1 - *Condition* and page 9 - *Contrast & comparison*).

A. Put the following words and expressions into their correct place in the table depending on their function.

<table>
<thead>
<tr>
<th>Addition (For example: and)</th>
<th>Equation (For example: equally)</th>
<th>Conclusion (For example: in conclusion)</th>
</tr>
</thead>
<tbody>
<tr>
<td>to sum up briefly • along with • it can be concluded that • also similarly • likewise • besides i to conclude • too in addition • in brief • in the same way • thus what’s more • furthermore • moreover • along with to summarise • as well as • therefore • correspondingly</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

B. Complete these sentences with one of the words or expressions from above. In most cases, more than one answer is possible.

1. Tourism brings much needed money to developing countries, ______________________, it provides employment for the local population.
2. ________________________ bringing much needed money to developing countries, tourism provides employment for the local population.
3. Tourists should respect the local environment, ________________________ they should respect the local customs.
4. ________________________ industrial waste, pollution from car fumes is poisoning the environment.
5. In order to travel, you need a passport, ________________________, you might need a visa, immunisation jabs and written permission to visit certain areas.
6. Drugs are banned in Britain - ________________________ weapons such as guns and knives.
7. All power corrupts, ________________________, absolute power corrupts absolutely.
8. You shouldn't smoke, drink, take drugs or eat unhealthy food, ________________________, you should live a more healthy lifestyle.
9. The ozone layer is becoming depleted, the air in the cities is becoming too dirty to breathe and our seas and rivers are no longer safe to swim in, ________________________ pollution is slowly destroying the planet.
10. Your grades have been very poor all year, ________________________ you need to work really hard if you want to pass your exams next month.
Task commands

Look at the list of tasks in the first list. In particular, look at the words in **bold**, which are telling the writer/speaker what he/she must do. Match these words with a suitable definition of the task command in the second list. Two of these definitions can be used more than once.

1. **Account for the increased use of technology in modern society.**
2. **Analyse** the effects of climactic change around the world.
3. **Assess** the improvements you have made in your English since you started using this book.
4. **Compare** the lifestyles of young people in Britain and young people in your country.
5. **Define** the word "hope".
6. **Demonstrate** the different features of this computer.
7. **Discuss** the advantages and disadvantages of growing up in a single-parent family.
8. **Elaborate** on your feelings about capital punishment.
9. **Estimate** the costs of setting up a website for the company.
10. **Evaluate** how useful our class visit to the Bank of England was.
11. **Examine** the causes of global warming.
12. **Explain** the sudden interest in old-fashioned toys such as yo-yos.
13. **Identify** the person who attacked you.
14. **Illustrate** the problems the National Health Service is currently facing.
15. **Justify your** reasons for refusing to help me.
16. **Outline** the history of the motor car in the last fifty years.
17. **Predict** the changes that we are going to see in information technology in the next ten years.
18. **Suggest** ways in which you can become a more efficient student.
19. **Summarise your** feelings towards a united Europe.
20. **Trace** the development of nuclear technology from its earliest days.

A. **Describe** what you think can be done in order to achieve something.
B. **Tell in advance** what you think will happen,
C. **Explain, with real examples**, why something has happened or is happening.
D. **Give a brief history** of something, in the order in which it happened.
E. **Give the meaning** of something.
F. **Talk about** something with someone else, or write about it from different viewpoints.
G. **Calculate (but not exactly)** the value or cost of something.
H. **Give a broad description** of something without giving too much detail.
I. **Explain something closely and scientifically.**
J. **Write or talk about** the different aspects (e.g., causes, results) of something.
K. **Explain something in more detail** than you did previously.
L. **Look at two things side by side** to see how they are similar or different
M. **Explain something in a few main points**, without giving too much detail.
N. **Say why** something has happened.
O. **Show or prove** that something is right or good.
P. **Show how** something works, usually by physically operating it so that the other person knows what it does and how it works.
Q. **Give a physical description** of somebody.
R. **Calculate the value of something.**
Confusing words & false friends

CONFUSING WORDS
Confusing words are two or more words which have a similar meaning to each other but are used in a different way.

OR

Are related to the same topic, but have a different meaning.

OR

Look similar, but have a different meaning.

FALSE FRIENDS
False friends are words in English which have a similar-looking word in another language but which have a different meaning.

Complete the following sentences with the appropriate word.

1. action / activity
   The police took immediate ________ when they realised the situation was getting out of hand.
   Economic ________ stagnated as the recession took hold.

2. advice / advise
   Can you ________ me on the best course of action to take?
   He offered me some excellent ________

3. affect / effect
   Cuts in spending will have a serious ________ on the National Health Service.
   The strike will seriously ________ train services.

4. appreciable / appreciative
   There is an ________ difference between manslaughter and murder.
   She was very ________ of our efforts to help.

5. assumption / presumption
   They raised taxes on the ________ that it would help control spending.
   It’s sheer ________ for the government to suggest things have improved since they came to power.

6. avoid / prevent
   Rapid government reforms managed to ________ a revolution taking place.
   He’s always trying to ________ taking a decision if he can help it.

7. beside / besides
   The office is just ________ the railway station.
   ________ their regular daytime job, many people do extra work in the evening.
Confusing words & false friends

8. **briefly / shortly**
   
   ______________ before the conflict began, the army pulled down the border posts.
   
   • The minister spoke ______________ about the need for political reform.

9. **channel / canal**
   
   The television ______________ received a formal complaint about the programme.
   
   The Suez ______________ was built in the second half of the nineteenth century.

10. **conscientious / conscious**
    
    Most people are ______________ of the need to protect the environment.
    
    ______________ workers should be rewarded for their hard work.

11. **continual / continuous**
    
    A ______________ trade embargo has badly affected the economic infrastructure.
    
    The computer has given us ______________ problems ever since we installed it.

12. **control / inspect**
    
    Environmental health officers regularly ______________ kitchens and other food preparation areas.
    
    The government plans to ______________ the price of meat to make sure it doesn’t go up too much.

13. **criticism(s) / objection(s)**
    
    They didn’t raise any ______________ when we insisted on inspecting the figures.
    
    The government's plan was met with severe ______________.

14. **damage / injury / harm**
    
    It was a severe ______________ which needed immediate hospital treatment.
    
    A lot of ______________ was caused to buildings along the coast during the storm.
    
    There's no ______________ in taking a break from your job now and then.

15. **discover / invent**
    
    When did he ______________ the telephone?
    
    Did Alexander Fleming ______________ penicillin?
Confusing words & false friends

16. during / for / while
Shops were closed__________the duration of the conflict.
__________the transition from a dictatorship to democracy, the country experienced severe
strikes and riots.
The bomb went off__________the President was making his speech.

17. however/moreover
The plan was good in theory__________, in practice it was extremely difficult to
implement.
The plan was excellent__________, it was clear from the beginning that it was going to be
a success.

18. inconsiderate / inconsiderable
An__________amount of money was wasted.
__________behaviour makes life unpleasant for everybody.

19. intolerable / intolerant
I consider his behaviour to be quite__________
The government is__________of other political parties.

20. job / work
Everybody has the right to a decent__________with good pay.
Following the recession, many people are still looking for__________

21. lay(s)/lie(s)
The city of Quito__________near the equator.
The manager made it clear he intended to__________down some strict rules.

22. look at/watch
We must__________the situation in Lugumba carefully, and be prepared to act if violence
flares again.
We need to__________the problem carefully and decide if there is anything we can do
about it.

23. permission / permit
I'm afraid we can't__________photography in here.
They received__________to attend the sessions as long as they didn't interrupt.
Confusing words & false friends

24. possibility / chance
   There is always the ____________ that the government will reverse its decision.
   If we act now, we have a good ____________ of finding a cure for the disease.

25. practice / practice
   It’s important to ____________ your English whenever possible.
   You need more ____________ before you take the exam.

26. priceless / worthless
   ____________ paintings by artists like Van Gogh should not be in the hands of private collectors.
   As inflation spiralled out of control, paper money suddenly became ____________.

27. principal(s) / principle(s)
   Many people refuse to eat meat on ____________.
   The ____________ of the college is an ardent non-smoker.
   The country’s ____________ products are paper and wood.
   Not many people are familiar with the ____________ of nuclear physics.

28. process / procession
   The ____________ made its way down the avenue.
   Applying for a visa can be a long and frustrating ____________.

29. raise / rise
   As prices ____________, demand usually drops.
   In response to the current oil shortage, most airlines plan to ____________ their fares.

30. respectable / respectful
   The delegates listened in ____________ silence as the chairman spoke.
   They want to bring up their children in an area which is considered to be ____________.

31. treat / cure
   Hospitals are so understaffed that they find it almost impossible to ____________ patients with minor injuries.
   They were unable to ____________ the disease, and hundreds died as a result.
Useful interview expressions

Below you will see some common expressions that you might find useful in the IELTS speaking test. Put each expression into the correct box according to the function of that expression.

| 1. May I think about that for a moment? | 14. What are your feelings about...? |
| 2. In short,... | 15. So in conclusion,... |
| 3. What I'm trying to say is... | 16. I see things rather differently myself |
| 4. To sum up,... | 17. True enough |
| 5. What are your views on...? | 18. That's right |
| 6. Would you mind repeating that? | 19. I don't entirely agree with you |
| 7. How can I put this? | 20. Perhaps I should make that clearer by saying... |
| 8. In other words... | 21. How can I best say this? |
| 9. Sorry to butt in... | 22. Could you repeat what you said? |
| 10. Well, as a matter of fact... | 23. I couldn't agree more |
| 11. I'm not so sure about that | 24. Actually... |
| 12. Pardon? | 25. To put it another way... |
| 13. I can't help thinking the same | 26. That's just what I was thinking |
|  | 27. In brief,... |
|  | 28. Could I just say that... |
|  | 29. Well, my own opinion is that... |
|  | 30. That's my view exactly |
|  | 31. To summarise,... |
|  | 32. What was that? |
|  | 33. I must take issue with you on that |
|  | 34. Let me get this right |
|  | 35. Sorry to interrupt, but... |
|  | 36. I'm afraid I didn't catch that |
|  | 37. What's your opinion? |

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<thead>
<tr>
<th>Agreeing with somebody</th>
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<tr>
<td>Example: Yes, I agree.</td>
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<th>Disagreeing with somebody</th>
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<td>Example: I'm afraid I disagree.</td>
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<tr>
<th>Interrupting</th>
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<td>Example: Excuse me for interrupting.</td>
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<tr>
<th>Asking for clarification or repetition</th>
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<td>Example: I'm sorry?</td>
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<th>Asking somebody for their opinion</th>
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<tr>
<td>Example: What do you think about...?</td>
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<tr>
<th>Saying something in another way</th>
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<td>Example: What I mean is.....</td>
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<th>Giving yourself time to think</th>
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<td>Example: (in response to a question) Let me see.</td>
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<th>Summing up</th>
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<td>Example: So basically.....</td>
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## Phrasal verbs

Phrasal verbs (a verb and a preposition / prepositions combined to form a new expression) are a large and very important area of English vocabulary which many students ignore. There are a lot of them, and many phrasal verbs can have more than one meaning.

Below, on the left, you will see a list of many of the verbs which are used to make phrasal verbs (the most commonly used ones are in **bold**). On the right you will see the prepositions which can work with these verbs to form phrasal verbs. Use a dictionary to find out which verb / preposition combinations are possible and complete the table at the bottom of the page.

You should try to build up a bank of the phrasal verbs which you are unfamiliar with and which you think are important. On the next page, there is a record sheet which you can photocopy as many times as you like, make a note of phrasal verbs on, and add to your files.

Don’t forget that some phrasal verbs use more than one preposition (for example, *We ran up against some problems*)

<table>
<thead>
<tr>
<th>Verb</th>
<th>Prepositions which can be added to form phrasal verbs</th>
<th>Preposition</th>
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<td>Break</td>
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<td>Work</td>
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# Phrasal verb record sheet

## MAINVERB:

<table>
<thead>
<tr>
<th>Phrasal Verb</th>
<th>Definition</th>
<th>Sample sentence(s)</th>
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Continue on a new page if you need to add more phrasal verbs to your list

*You may photocopy this page*
Welcome to St. Clarissa’s!

1. Welcome to St. Clarissa’s School of English. We hope you have an enjoyable stay with us. We suggest that you pay attention to the following advice if you want to make the most of your time here.

2. Attend all your lessons and do all your homework so that you can achieve your aims.

3. Make the most of your free time to acquire new learning skills which you can use when you return to your country and continue to study English.

4. Don’t forget to make optimum use of the college sports facilities, including the gym and swimming pool.

5. Take care of your personal belongings at all times. It is not unusual for thieves to steal things from the classrooms.

6. Students hoping to continue their studies at a British university should talk to the Educational Services officer.

7. Your happiness here is very important to us. Speak to your personal tutor if you have any problems.

B. When you have checked the answers to the above exercise, identify and correct the spelling mistakes in these sentences.

1. I respect the party’s acknowledgment of defeat in the election.

2. It is arguable whether travel is faster now than it was fifty years ago.

3. Very few people are currently benefitting from social security.

4. Many South-East Asian states are doing a lot of business with European countries.

5. The government’s anti-smoking campaign is having little effect.

5. Cancellations will be accepted until a week before departure.

7. Weather conditions can be very changeable in maritime climates.

8. There is no point condemning the council for their lack of action.

9. Conscientious students do not always get the best results.

10. The height of the bridge is only four metres.
Spelling: commonly misspelled words

11. In some countries, financial problems are too large to he managable.

12. His speech decieved millions.

13. Hundreds of lifes are being lost daily due to careless drivers.

14. Earthquake survivors often remain in shock for several days.

15. It is essential to practice daily if you want to become a good musician.

C. Not all English words have rules to help you remember how they are spelt. In many cases, you must learn each individual word. Look at the sentences below. Each one contains a word which is often spelt incorrectly. Choose the correct spelling, A, B or C, for each sentence.

1. The former president was sentenced in his______________________
   A. absence      B. absance      C absence

2. The first step to becoming a good photograper is to buy the correct______________________
   A. accesories   B. accessories   C accessories

3. Visitors have difficulty finding______________________during the summer.
   A. acommodation B. accommodation C accomodation

4. City planners can sometimes be very______________________ in their approach to traffic calming.
   A. aggressive    B. aggresive    C agressive

5. The managing director made an important______________________ to his staff.
   A. annoucement   B. announcment  C announcement

6. The college offers a course in commercial______________________
   A. correspondance B. corespondence C correspondence

7. Between 1997 and 2001, a______________________drop will be seen in the market.
   A. defenite      B. definate     C definite

8. The government openly______________________of the current judicial system.
   A. dissaproves   B. disapproves  C diseproves

9. Governments need to______________________with charities in developing countries.
   A. liase         B. leaise       C liaise

10. A lot of people do not have the______________________qualifications for the job.
    A. necesary     B. neccesary   C necessary

11. A car is a______________________if you live in the country.
    A. necessity    B. neccesity   C necessity
Task 1: Look at the sentences below and fill in the gaps using the appropriate word from A. B or C

1. He didn't get a good grade the first time he did his IELTS exam, so decided to ________ it.
   A. resit      B. remake      C. repair

2. People who attend university later in life are often called ________ students.
   A. aged      B. mature     C. old

3. Although she had left school and was working, she went to evening classes at the local College of ________ Education.
   A. Upper     B. Further      C. Higher

4. After he left school, he decided to go on to ________ education and applied for a place at Edinburgh University.
   A. further    B. upper      C. higher

5. He received a local government ________ to help him pay for his course.
   A. fee       B. fare         C. grant

6. Education helps us to acquire knowledge and learn new ________.
   A. skills    B. powers     C. abilities

7. Although she already had a first degree from university, she decided that she wanted to work towards a ________ degree later in life.
   A. further    B. senior      C. higher

8. We should make the best of every ________ to learn.
   A. chance    B. opportunity      C. availability

9. Nowadays, ________ education is promoted a lot in schools.
   A. body      B. health     C. vitality

10. A large number of parents are dissatisfied with the ________ education system, and put their children into private schools instead.
    A. government    B. national     C. state

11. Because so many students find exams stressful, some colleges offer a system of ________ assessment instead.
    A. continual    B. continuous     C. ongoing

12. He has read a lot of books and ________ a lot of knowledge.
    A. acquired    B. won     C. achieved

Task 2: Complete sentences 1-11 with a suitable word or expression from the box.

primary • numeracy • graduate • evening class • course discipline • literacy • day release • kindergarten • enrol secondary • skills • pass • correspondence • qualifications • degree

1. When Michael was three, he started going to a ________.

2. At the age of five, he entered ________ education.

3. He learned basic ________ such as ________ and ________.
Task 3: Now read this essay and complete the gaps with one of the words or expressions from Tasks 1 and 2. You may need to change the form of some of the words.

'You are never too old to learn'. Do you agree with this statement?

Education is a long process that not only provides us with basic (1)__________ such as (2)_________ and (3)__________, but is also essential in shaping our future lives. From the moment we enter (4)_________ as small children, and as we progress through (5)_________ and (6)__________ education, we are laying the foundations for the life ahead of us. We must (7)__________ ourselves to work hard so that we can (8)__________ exams and gain the (9)__________ we will need to secure a good job. We must also (10)__________ valuable life skills so that we can fit in and work with those around us. And of course (11)__________ education helps us to understand how we can stay fit and healthy.

For most people, this process ends when they are in their mid-to-late teens. For others, however, it is the beginning of a lifetime of learning. After they finish school, many progress to (12)__________ education where they will learn more useful skills such as computer literacy or basic business management. Others will (13)__________ on a programme of (14)__________ education at a university where, with hard work, they will have the opportunity to (15)__________ after three or four years with a well-earned (16)__________. After that, they may work for a while before opting to study for a (17)__________ degree - an MA, for example, or a PhD. Alternatively, they may choose to attend an (18)__________ after work or, if they have a sympathetic employer, obtain (19)__________ so that they can study during the week. And if they live a long way from a college or university, they might follow a (20)__________ course using mail and the Internet. In fact, it is largely due to the proliferation of computers that many people, who have not been near a school for many years, have started to study again and can proudly class themselves as (21)__________.

We live in a fascinating and constantly changing world, and we must continually learn and acquire new knowledge if we are to adapt and keep up with changing events. Our schooldays are just the beginning of this process, and we should make the best of every (22)__________ to develop ourselves, whether we are eighteen or eighty. You are, indeed, never too old to learn.
Task 1: Match the words and expressions in box A with a suitable definition in box B.

Box A.

1. current affairs  2. reporters  3. journalists  4. tabloids  
5. broadsheets  6. coverage  7. information overload  8. broadcasts  
9. web  10. website  11. download  12. the Internet  13. log on

Box B.

A. large format newspapers  
B. small format newspapers  
C. people who write for newspapers or periodicals  
D. the amount of space or time given to an event in newspapers or on television  
E. the political situation as it is now  
F. radio or television programmes  
G. to enter a password and start to access a computer system  
H. journalists who write reports of events for a newspaper, periodical or television programme  
I. the millions of pages and sites which display text and images within the Internet  
J. to transfer pages from a web site onto our own computer  
K. the international network linking millions of computers  
L. a modern expression referring to the inability of a human to process everything he or she hears and sees  
M. a collection of related pages on the World Wide Web created by a company, organisation or individual

Task 2: Complete this extract from a television interview with an appropriate word or expression from the box.

entertainment • invasion of privacy • exploiting • libel • censorship • information • readership • media tycoon • paparazzi • freedom of the press • unscrupulous • gutter press • chequebook journalism

Interviewer: Welcome to today's programme. Today we will be discussing the 1_______________, and asking the question: Should we allow newspapers and television channels to print or say whatever they like? In the studio I have television personality Timothy Blake and 2______________Rupert Poubelle, multimillionaire owner of the Daily Views newspaper. Timothy, let's start with you.

T.B.: Thank you. In my opinion, it's time the government imposed stricter 3_______________of the press in order to prevent 4_______________journalists and reporters from making money by 5_______________people. I have often accused Mr Poubelle's organisation of 6_______________— nowadays I can't even sunbathe in my garden without being photographed by his hoardes of 7_______________They're like vultures. And everything they print about me is lies, complete rubbish.

Interviewer: But isn't it true that the media provides us with valuable 8_______________
The media

and 9______________, and censorship would deprive us of much of this?
Rupert?

R.P.: Of course. Mr. Blake’s accusations are unfounded, as are the accusations of
10______________we have received, and I can safely say that my journalists
never pay people money to create stories. We are simply reporting the truth. Of course,
if Mr. Blake wants to sue us for 11______________, he is very welcome to try.
But he would be depriving our 12______________- all eight million of them
- of the things they want...

T.B.: You’re talking rubbish, as usual, like the pathetic 13_______________you own
and use to fill your pockets with dirty money.

R.P.: Now look here, mate...

Task 3: Now read this essay and complete the gaps with one of the words or expressions from
Tasks 1 and 2. You may need to change the form of some of the words.

The media plays a valuable role in keeping us informed and entertained. However, many
people believe it has too much power and freedom. Discuss your views on this, giving
examples and presenting a balanced argument both in favour of, and against, the power and
freedom of the media.”

Barely a hundred years ago, if we wanted to stay informed about what was going on in the world, we
had to rely on word of mouth or, at best, newspapers. But because communication technology was very
basic, the news we received was often days or weeks old.

We still have newspapers, of course, but they have changed almost beyond recognition. Whether we
choose to read the 1______________, with their quality 2______________of news
and other 3______________by top 4______________and articles by acclaimed
5______________, or if we prefer the popular 6______________, with their lively
gossip and colourful stories, we are exposed to a wealth of information barely conceivable at the
beginning of the last century.

We also have television and radio. News 7______________let us know about world events
practically as they happen, while sitcoms, chat shows and documentaries, etc. keep us entertained and
informed. And there is also the 8______________, where we can access information from
millions of 9______________around the world which we can then
10______________onto our own computers.

However, these forms of 11______________and 12______________('infotainment' as they are now sometimes collectively called) have their negative side. Famous
personalities frequently accuse the 13______________(and sometimes even respectable
papers) of 14______________by the 15______________who are determined to
get a story at any cost. Newspapers are often accused of 16______________by angry
politicians who dislike reading lies about themselves, and there are frequent accusations of
17______________, with 18______________reporters paying people to
create stories for their newspapers or television programmes. Of course, it is not just the papers
which are to blame. Sex and violence are increasing on the television. Undesirable people
fill the 19______________with equally undesirable material which can be accessed by
anyone with a home computer. And the fear of 20______________prevents many from
21______________to the Internet.

Many argue that the government should impose stricter 22______________to prevent such
things happening. But others argue that 23______________is the keystone of a free country.
Personally, I take the view that while the media may occasionally abuse its position of power, the benefits
greatly outweigh the disadvantages. Our lives would be much emptier without the wealth of information
available to us today, and we are better people as a result.
Task 1: How would you generally feel, happy 😊 or unhappy ☹️, if you were in the following situations. Use the words in bold to help you decide.

1. The company you work for is well-known for its job security. 😊 ☹️
2. You were suddenly made redundant. 😊 ☹️
3. You received a promotion. 😊 ☹️
4. You were given an increment. 😊 ☹️
5. You worked unsociable hours. 😊 ☹️
6. You had a steady job. 😊 😊
7. You had adverse working conditions. 😊 ☹️
8. You suddenly found yourself unemployed. 😊 ☹️
9. You took time off work because of repetitive strain injury. 😊 ☹️
10. The office where you work has sick building syndrome. 😊 ☹️
11. You receive regular perks as part of your job. 😊 ☹️
12. Somebody called you a workaholic. 😊 ☹️
13. Your company doesn’t give you many incentives. 😊 ☹️
14. Your boss announces that there is going to be some downsizing of the workforce. 😊 ☹️
15. Your work didn’t offer much job satisfaction. 😊 ☹️
16. Your company has a generous incentive scheme. 😊 😊
17. You receive a commission for the work you have done. 😊 ☹️
18. You receive support from a union. 😊 ☹️
19. You were under stress. 😊 ☹️
20. You were forced to resign. 😊 ☹️
21. You received a cut in your salary. 😊 ☹️
22. Your company gave you sickness benefit. 😊 ☹️
23. You found your job very demanding. 😊 ☹️
Work

Task 2: Match sentences 1-6 in box A with one of the sentences A-F in box B. Use the words in bold to help you.

Box A.

1. Samantha is the assistant manager of a bank and she works from 8.30 to 5.30 every day.
2. Tracy works on the production line of a factory which makes cars. She uses a machine to spray paint onto the finished car parts.
3. Jane works for herself. She is a photographer. She works every day for about eight or nine hours.
4. Jeanette is a cleaner for a company in Birmingham, but she only works there for about three or four hours a day.
5. Claire has a powerful job in the personnel office of a large multinational company. She is responsible for employing new people and getting rid of those that the company doesn't want to employ anymore.

A. She is a semi-skilled blue-collar worker in a manufacturing industry.
B. She is a self-employed and works full-time. She likes to describe herself as freelance.
C. She is responsible for hiring and firing.
D. She calculates the wages, salaries, pension contributions and medical insurance contributions of all the staff.
E. She is a full-time white-collar worker in a service industry.
F. She is an unskilled part-time employee.

Don't forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Work

Task 3: Now read this essay and complete the gaps with one of the words or expressions from Tasks 1 and 2. You may need to change the form of some of the words.

(Some people live to work, and others work to live. In most cases, this depends on the job they have and the conditions under which they are employed. In your opinion, what are the elements that make a job worthwhile?)

In answering this question, I would like to look first at the elements that combine to make a job undesirable. By avoiding such factors, potential 1_______________are more likely to find a job that is more worthwhile, and by doing so, hope to achieve happiness in their work.

First of all, it doesn't matter if you are an 2_________________worker cleaning the floor, a 3_________________worker on a production line in one of the 5_________________, or a 6_________________worker in a bank, shop or one of the other 7_________________: if you lack 8_________________, with the knowledge that you might lose your job at any time, you will never feel happy. Everybody would like a 9_________________in which he or she is guaranteed work. Nowadays, however, companies have a high turnover of staff, 10_________________new staff and 11_________________others on a weekly basis. Such companies are not popular with their workers.

The same can be said of a job in which you are put under a lot of 12_________________and worry, a job which is so 13_________________that it takes over your life, a job where you work 14_________________and so never get to see your family or friends, or a physical job in which you do the same thing every day and end up with the industrial disease that is always in the papers nowadays - 15_________________.

With all these negative factors, it would be difficult to believe that there are any elements that make a job worthwhile. Money is, of course, the prime motivator, and everybody wants a good 16_________________. But of course that is not all. The chance of 17_________________being given a better position in a company, is a motivating factor. Likewise, 18_________________such as a free lunch or a company car, an 19_________________scheme to make you work hard such as a regular 20_________________above the rate of inflation, 21_________________in case you fall ill and a company 22_________________scheme so that you have some money when you retire all combine to make a job worthwhile.

Unfortunately, it is not always easy to find all of these. There is, however, an alternative. Forget the office and the factory floor and become 23__________________and work for yourself. Your future may not be secure, but at least you will be happy.

Don't forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Money & finance

Task 1: Use a dictionary to find the difference between the words and expressions in bold in the following groups.

1. make a profit & make a loss
2. extravagant & frugal / economical
3. a current account & a deposit account
4. a loan & a mortgage
5. to deposit money & to withdraw money
6. a wage & a salary
7. broke & bankrupt
8. shares, stocks, and dividends
9. income tax & excise duty
10. to credit & to debit
11. a bank and a building society
12. a discount & a refund
13. something which was a bargain, something which was overpriced and something which was exorbitant
14. worthless & priceless
15. save money and invest money
16. inflation and deflation
17. income and expenditure
18. to lend and to borrow

Task 2: Match the sentences in column A with the sentences in column B. Use the words in bold to help you.

Column A

1. The managing director believes the company should start producing pocket computers.
2. I always put my money in a building society and not in a bank.
3. I can’t afford to buy a new car right now. I don’t have enough money.
4. I find Christmas a very expensive time.
5. I came into a lot of money recently when my uncle died.
6. Look at this cheque that came in the post this morning from the Inland Revenue.
7. I’ve been spending too much recently.
8. In my country, there are a lot of very poor people and only a few rich ones.
9. I lost my job last month.
10. I retire next month.
11. Prices are rising quickly everywhere.
12. The January sales start tomorrow.

Column B

A. I’m really looking forward to spending my pens/on.
B. The cost of living seems to go up every day.
C. Of course, it’s always so difficult to economise.
D. Shops all over the country are making huge reductions on just about everything.
E. I always seem to run up a huge overdraft at the bank.
F. Of course, the potential global market for them is enormous.
G. Fortunately I receive unemployment benefit.
H. There is a very uneven distribution of wealth.
I. The interest they pay me is much higher.
J. It’s the first time I’ve inherited something.
K. It seems to be some kind of tax rebate.
L. Maybe I should consider getting one on credit.
Money & finance

Task 3: Now read this passage and complete the gaps with one of the words or expressions from Tasks 1 and 2. You may need to change the form of some of the words.

‘Financial advice from a father to a son’

In the play ‘Hamlet’ by William Shakespeare, a father gives his son some financial advice. ‘Neither a borrower nor a lender be’, he says. He is trying to tell his son that he should never 1__________money from anyone because it will make it difficult for him to manage his finances. Likewise he should never give a financial 2__________to a friend because he will probably never see the money again, and will probably lose his friend as well.

The play was written over four hundred years ago, but today many parents would give similar advice to their children. Imagine the conversation they would have now:

Son: Right dad, I’m off to university now.

Father: All right son, but let me give you some sound financial advice before you go.

Son: Oh come on dad.....

Father: Now listen, this is important. The first thing you should do is to make sure you balance your 3__________ - the money you receive from me - and your 4__________ - the money you spend. If you spend too much, you will end up with an 5__________at the bank. Don’t expect me to pay it for you.

Son: But it’s so difficult. Things are so expensive, and the 6__________ goes up all the time. 7__________is running at about 10%.

Father: I know, but you should try to 8__________. Avoid expensive shops and restaurants. Also, put your money in a good 9__________. They offer a much higher rate of 10__________than banks. Also, avoid buying things 11__________.

Son: Why?

Father: Because shops charge you an 12__________amount of money to buy things over a period of time. It’s much better to 13__________a little bit of money each week so that when you see something you want, you can buy it outright. Try to wait for the sales, when shops offer huge 14__________and you can pick up a 15__________.

Son: How do I do that?

Father: Easy. When you buy something, ask the shop if they’ll lower the price by, say, 10%. Next, when you eventually get a job and are earning a good salary, try to 17__________the money in a good company. Buy 18__________in government organisations or 19__________in private companies.

Son: OK dad, I’ve heard enough.

Father: One final piece of advice, son.

Son: What’s that dad?

Father: To thine own self be true.

Son: You what?
Politics

Task 1: Look at the sentences 1-12 and rearrange the letters in **bold** to make a word connected with politics. (The first and last letters of each word are underlined. A dictionary definition is included to help you.) Then put the words into the grid below. If you do it correctly, you will find a word in the bold vertical strip which means 'rule of a country by one person'.

1. We live in a **meyoadcrc**. (A country governed by freely elected representatives of the people)
2. Scotland is aiming for **ndrnmpnijedceee** in the next few years. (Freedom)
3. A **aidtdenac** for the Labour Party called at our house last week. (A person who is standing for election)
4. The military junta abolished the constitution and set up a **ioaiarlitttan** regime. (Having total power and not allowing any opposition or personal freedom)
5. An **huiaitoitaarrn** government is not necessarily a bad thing. (Controlling people strictly)
6. The Prime Minister has appointed a group of **octthraecnscs** to run the government. (People with particular skills brought in to run a country or an organisation)
7. The Conservative Party lost the election and is now in **gpsionotip**. (The party or group which opposes the government)
8. France is a **picybrel**, with a president and prime minister. (A system of government which is governed by elected representatives headed by an elected or nominated president)
9. Governments often impose strict economic **ontincsas** on countries which abuse their power. (Restrictions on trade with a country in order to try to influence its political development)
10. The American Congress is formed of the **eoHus** of Representatives and the Senate. (Part of a parliament)
11. Her socialist **ottdgype** led her to join the party. (A theory of life based not on religious belief, but on political or economic philosophy)
12. HarPatmen has passed a law forbidding the sale of cigarettes to children. (A group of elected representatives who vote the laws of a country)
Task 2: Look at these sentences and decide if they are TRUE or FALSE. Use a dictionary to help you.

1. A **monarchy** is a system of government with an elected king or queen. **TRUE**
2. A **politician** is a person who works for the king or queen. **TRUE**
3. A **statesman or stateswoman** is an important religious leader or representative of a country. **FALSE**
4. A cabinet is a **committee** formed of the most important members of a government. **TRUE**
5. A **president** is the head of a republic. **TRUE**
6. A **ministry** is a person who works for the government. **TRUE**
7. A **constituency** is an area of a country which elects a Member of Parliament. **TRUE**
8. A **policy** is a government which is controlled by the police. **FALSE**
9. A **referendum** is the process of choosing by voting. **TRUE**
10. An **election** is a vote where all the people of a country are asked to vote on a single question. **TRUE**

Task 3: Now look at this extract from a current affairs radio programme and complete the gaps with one of the words or expressions from Tasks 1 and 2. In some cases, more than one answer may be possible. You may need to change the form of some of the words.

Good evening, and welcome to today's edition of Today in Government.

There were angry scenes in both 1___________ of Parliament today following an unprecedented walkout by the Prime Minister and other members of his 2___________ during a speech by the leader of the 3___________. Criticising their 4___________ on law and order, the Prime Minister called his opposite number a 'strict 5___________ who wants to take away the freedom of the individual and turn the country from a freedom-loving 6___________ to a 7___________ run by one man.'

It's almost time for the people of Britain to vote again and it is now only one month until the 8___________. All over the country, 9___________ from all the major parties are knocking on doors asking people to vote for them. We conducted a recent survey to find out who people will be voting for. Surprisingly, many support the Workers' Union Party for their policy of changing the country from a 10___________ into a 11___________: a lot of people support the idea of getting rid of the Queen in favour of an elected president.

Members of Parliament have called for a 12___________ so that the people of Britain can decide whether or not the country joins the 'One Europe' organisation. This follows a survey in the town of Woolhampstead, the Prime Minister's own 13___________.

The Ministry of Education was accused by the press today of employing too many 14___________. Chris Smith, editor of the Daily News, defended his attack. 'It's no good having a department full of computer experts if they are unable to run our schools properly', he said.

Michael Yates, a senior statesman for Britain at the European Commission, has called for EU member states to impose strict economic 15___________ on the government of BoSand. This follows alleged human rights abuses on tribesmen in the north of the country who are demanding 16___________. Their leader, Asagai Walumbe, called on countries around the world to help them in their struggle for freedom.
The environment

Task 1: Match the first part of each sentence in the left-hand column with its second part in the right hand column. Use the words in bold to help you. Check that each sentence you put together is grammatically correct.

1. Some modern agricultural methods have been heavily criticized...
2. If you wear a fur coat in public...
3. It is illegal to kill pandas, tigers...
4. If we don't do more to protect pandas...
5. A lot of British people are interested in unusual animals...
6. National parks in Kenya are currently recruiting experts...
7. In an attempt to preserve forests around the country...
8. We would like to carry out more scientific study into rainforests...
9. I don't like zoos because I think...
10. I saw a fascinating documentary about the way animals live in Venezuela and thought...
11. In order to increase the birth rate, the Chinese government has spent a lot of money...
12. Hunters have killed so many animals that...

(A) ...in many countries poaching is considered more serious than drug smuggling.
B ...and rare breeds parks are very popular with many.
C ...in wildlife management
D ...the government's conservation programme has been very successful.
E ...they'll soon be extinct.
F ...with battery farming in particular receiving a lot of condemnation,
G ...it was fascinating to observe their natural behaviour.
H ...on a successful panda breeding programme.
I ...keeping animals in captivity is cruel.
J ...or any other endangered species.
K ...but it is often difficult to get people to fund the research.
L ...you risk coming under attack from animal rights activists.

Task 2: Replace the expressions in bold with a word or expression from the box which has the same meaning.

unleaded petrol • fossil fuels • recycle (things) • organic genetically modified • greenhouse • rain forest • global warming erosion • contaminated • environmentalists • emissions biodegradable packaging • acid rain • Green Belt • ecosystem

1. In Britain, building is restricted or completely banned in the area of farming land or woods and parks which surrounds a town.
2. Many companies are developing boxes, cartons and cans which can easily be decomposed by organisms such as bacteria, or by sunlight, sea, water, etc.
3. The burning of some fuels creates carbon dioxide, carbon monoxide, sulphur dioxide, methane and other gases which rise into the atmosphere.
4. Farmers have cleared hectares of thick wooded land in tropical regions where the precipitation is very high.
The environment

5. Planting trees provides some protection from the **gradual wearing away** of soil.

6. We should all try to **process waste material so that it can be used again**.

7. These potatoes are **cultivated naturally, without using any chemical fertilisers and pesticides**.

8. This bread is made from wheat which has been **altered at a molecular level so as to change certain characteristics which can be inherited**.

9. More and more cars are built to use **fuel which has been made without lead additives**.

10. **Polluted precipitation which kills trees** falls a long distance away from the source of the pollution.

11. Human beings have had a devastating effect on the **living things, both large and small**, in many parts of the world.

12. The **gases and other substances** which come from factories using oil, coal and other **fuels which are the remains of plants and animals** can cause serious damage to the environment.

13. Don't drink that water! It's been **made dirty by something being added to it**.

14. Friends of the Earth, Greenpeace and other **people concerned with protecting the environment** are holding a forum in London next month.

15. The **heating up of the earth’s atmosphere by pollution** is threatening life as we know it

**Task 3:** Now look at this essay and complete the gaps with one of the words or expressions from Tasks 1 and 2. In some cases, more than one answer may be possible. You may need to change the form of some of the words.

**‘Environmental degradation is a major world problem. What causes this problem, and what can we do to prevent it?’**

There is no doubt that the environment is in trouble. Factories burn **1** which produce **2**, and this kills trees. At the same time, **3** gases rise into the air and contribute to **4**, which threatens to melt the polar ice cap. Meanwhile farmers clear huge areas of **5** in places such as the Amazon to produce feeding land for cattle or produce wood for building. Rivers and oceans are so heavily **6** by industrial waste that it is no longer safe to go swimming. Cars pump out poisonous **7** which we all have to breathe in. **8** and overfishing are killing off millions of animals, including whales, elephants and other **9**. In fact, all around us, all living things large and small which comprise our finely balanced **10** are being systematically destroyed by human greed and thoughtlessness.

There is a lot we can all do, however, to help prevent this. The easiest thing, of course, is to **11** waste material such as paper and glass so that we can use it again. We should also check that the things we buy from supermarkets are packaged in **12** packaging which decomposes easily. At the same time, we should make a conscious effort to avoid foods which are **13** (at least until someone proves that they are safe both for us and for the environment). If you are truly committed to protecting the environment, of course, you should only buy **14** - fruit and vegetables, safe in the knowledge that they have been naturally cultivated. Finally, of course, he should buy a small car that uses **15** which is less harmful to the environment or, even better, make more use of public transport.

**These serious events**, however, do much more. They are aware of the global issues involved and will actively involve themselves in **17** by making sure our forests are kept safe for future generations. They will oppose activities which are harmful to animals, such as **18**. And they will campaign to keep the **19** around our towns and cities free from new building.

We cannot all be as committed as them, but we can at least do our own little bit at grassroots level. We, as humans, have inherited the earth, but that doesn't mean we can do whatever we like with it
Healthcare

Task 1: Match the sentence in the left-hand column with a sentence in the right-hand column. Use the words in **bold** to help you.

**PROBLEMS**

1. Mrs Brady has suffered from terrible **rheumatism** for years.
2. More women than men are affected by **arthritis**.
3. Air conditioning units are often responsible for spreading **infections** around an office.
4. Cardiovascular disease is becoming more common in Britain.
5. Too much exposure to the sun can cause skin cancer.
6. It is important not to eat too much food with a high **cholesterol** content.
7. Too many people these days live a **sedentary lifestyle**.
8. People in positions of responsibility often have **stress-related** illnesses.
9. Premature babies are **vulnerable** to illnesses.
10. The National Health Service is suffering from **cutbacks** and **underfunding**.
11. The AIDS **virus** is **incurable**.

(A) Illnesses which affect the **circulation** of blood are particularly common with people who are overweight.
(B) This is deposited on the walls of the **arteries** and can block them.
(C) They can easily be spread from one person to another.
(D) Pains or stiffness in the joints or **muscles** can be very difficult to live with.
(E) They don't get enough exercise.
(F) Their **immune-system** is not properly developed and can be easily hurt.
(G) The painful **inflammation** of a joint may require **surgery**.
(H) The government has reduced its expenditure in this area.
(I) But there are drugs which can slow down its cell-destroying properties.
(J) Once the body’s **cells** start growing abnormally, a cure can be difficult to find.
(K) The pressures of a high-powered job can cause nervous **strain** which may require drugs.

Task 2: Replace the words or expressions in bold with a word or expression from the box which has the same meaning.

**CURES**

| protein • holistic medicine • a diet • minerals • vitamins therapeutic • traditional medicines • welfare state surgeon • active • consultant • conventional medicine |

1. If you suffer from a bad back, a massage may be **able to cure or relieve the disorder**.
2. One of the secrets to remaining in good health is to choose **food to** eat that is high in fibre and low in fat.
3. Most people, when they are ill, rely on **modern pills and tablets** to cure them.
4. Some **old-fashioned cures for illnesses**, such as herbal tablets and remedies, are becoming increasingly popular.
5. Many people are turning to treatments which involve the whole person, including their mental health, rather than just dealing with the symptoms of the illness.

6. Doctors sometimes refer their patients to a medical specialist attached to a hospital.

7. It takes many years of training to become a doctor specializing in surgery.

8. Meat, eggs and nuts are rich sources of a compound which is an essential part of living cells, and which is essential to keep the human body working properly.

9. On his holiday, he had to take essential substances which are not synthesized by the body but are found in food and are needed for growth and health, because the food he ate lacked the B and C groups.

10. Calcium and zinc are two of the most important substances found in food.

11. Most doctors recommend an energetic lifestyle, with plenty of exercise.

12. British people enjoy free healthcare thanks to the large amount of money which is spent to make sure they have adequate health services.

Task 3: Now look at this extract from a magazine article and complete the gaps with one of the words or expressions from Tasks 1 and 2. In some cases, more than one answer may be possible. You may need to change the form of some of the words.

A cure for the future in the past?

For over fifty years, the people of Britain have relied on the 1 to make sure they have adequate health services. But now the National Health Service is sick. Government 2 and 3 are forcing hospitals to close, and waiting lists for treatment are getting longer. Under such circumstances, it is no surprise that more people are turning to private (but expensive) healthcare.

For some, however, there are alternatives. They are turning their back on modern pills, tablets and other 4 . It seems paradoxical, but in an age of microchips and high technology, 5 (the old-fashioned cures that our grandparents relied on) is making a comeback.

Consider these case studies:

Maude is 76 and has been suffering from 6 for almost ten years. "The inflammation in my joints was almost unbearable, and my doctor referred me to a 7 at the London Hospital. I was told that I needed 8 , but would need to wait for at least two years before I could have the operation. In desperation, I started having massage sessions. To my surprise, these were very 9 , and while they didn't cure the disorder, they did relieve it to some extent".

Ron is 46. His high-powered city job was responsible for a series of 10 illnesses, and the drugs he took did little to relieve the nervous strain. "I read about treatments which involve the whole person rather than the individual symptoms, but I had always been sceptical about 11 . However, my friend recommended a dietician who advised me that part of my problem was 12 -related. Basically, the foods I was eating were contributing to my disorder. She gave me a list of foods that would provide the right 13 and 14 to keep me in good health. At the same time, she recommended a more 15 lifestyle - running, swimming, that kind of thing. I'm a bit of a couch potato, and the 16 lifestyle I had lived was compounding the problem. Now I feel great!"

So is there still a place in our lives for modern medicine? While it is true that some infections and viruses may be prevented by resorting to alternative medicine, more serious illnesses such as 17 need more drastic measures. We do need our health service at these times, and we shouldn't stop investing in its future. But we mustn't forget that for some common illnesses, the cure may lie in the past.
Travel

Task 1: Look at the following sentences and decide if they are true or false. If they are false, explain why.

1. A travel agency is the same as a tour operator.
2. A package tour is a holiday in which the price includes flights, transfers to and from the airport and accommodation.
3. An all-inclusive holiday is a holiday in which the price includes flights, transfers, accommodation, food and drink.
4. When passengers embark, they get off an aeroplane or ship.
5. When passengers disembark, they get on an aeroplane or ship.
6. The first thing you do when you go to an airport is go to the check-in.
7. The first thing you do when you arrive at your hotel is check in.
8. The opposite of a package tourist is an independent traveller.
9. Mass tourism can have a negative effect on the environment.
10. Eco-tourism is tourism which has a negative effect on the environment.

Task 2: Complete sentences 1-11 with a suitable word or expression from the box.

<table>
<thead>
<tr>
<th>deported</th>
<th>expatriates</th>
<th>internally displaced</th>
<th>repatriated</th>
<th>immigration</th>
<th>UNHCR</th>
<th>persona non grata</th>
<th>economic migrants</th>
<th>culture shock</th>
<th>emigration</th>
<th>refugees</th>
</tr>
</thead>
</table>

1. At the beginning of the war, thousands of ___________ fled over the border to the next country.
2. Since the civil war began, almost a million people have been forced to move to another part of the country. These ___________ persons are now without food or shelter.
3. Nineteenth-century governments encouraged ___________ to the colonies.
4. The government is encouraging ___________ because of the shortage of workers in key industries.
5. Going from California to live with hill tribes in India was something of a ___________.
6. Thousands of British ___________ live in Singapore, where many of them have high-powered jobs.
7. The ___________ is under a lot of pressure owing to the huge number of displaced persons around the world.
8. He was ___________ from the country when his visa expired.
9. Because he had a criminal record, the government didn't want him to enter the country, declared him ___________ and asked him to leave immediately.
10. After the economy collapsed in the east, thousands of ___________ headed west in the hope of finding a good job.
11. He didn't want to be ___________, but nevertheless was put on a plane back home.
Task 3: Now look at this essay and complete the gaps with one of the words or expressions from Tasks 1 and 2. In some cases, more than one answer may be possible. You may need to change the form of some of the words.

Travel: the other side of the coin

Most of us have, at some point in our lives, experienced the joys of travel. We go to the 1__________to pick up our brochures. We book a two-week 2__________with flights and accommodation included (or if we are 3__________, we make our own way to the country and travel around from place to place with a rucksack on our back). We make sure we have all the right currency, our passport and any 4__________that are necessary to get us into the country. We go to the airport and 5__________. We strap ourselves into our tiny 6__________aircraft seats and a few hours later we 7__________from the aircraft, strange new sights, smells and sounds greeting us. Nowadays, it seems, the whole world goes on holiday at once: the age of 8__________is in full swing!

But for the great majority of people around the world, travel for them is done in the face of great adversity and hardship. They never get to indulge in an 9__________holiday in a luxury hotel with all meals and drinks included. They never get to explore the lush Amazon rain forest or the frozen wastes of the Arctic on an 10__________holiday. For them, travel is a matter of life and death, I refer, of course, to all the 11__________escaping from their own countries, or the 12__________, moved from one part of their country to another by an uncaring government, or 13__________forced to find a job and seek a living wherever they can.

Can you imagine anything worse than the misery these people must face? Let’s not confuse them with those 14__________, who choose to live in another country and often have nice houses and high salaries. These people are simply desperate to survive. As well as losing their homes because of war or famine or other natural disasters, they must come to terms with their new environment: for many, the 15__________can be too great. And while many countries with an open policy on 16__________will welcome them in with open arms, others will simply turn them away. These people become 17__________, unwanted and unwelcome. Even if they manage to get into a country, they will often be 18__________or repatriated. Their future is uncertain.

Something to think about, perhaps, the next time you are 19__________to your five-star hotel by a palm-fringed beach or sitting in a coach on an 20__________to a pretty castle in the countryside.

Don’t forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Crime and the law

Task 1: Match the words and expressions in the box with their correct definition 1-9.

| law-abiding • solicitor • defendant • jury |
| offender • victim • barrister • judge • witness |

1. A person appointed to make legal decisions in a court of law.
2. A group of twelve citizens who are sworn to decide whether someone is guilty or innocent on the basis of evidence given in a court of law.
3. A person who sees something happen or is present when something happens.
4. A person who is accused of doing something illegal.
5. A person who is attacked or who is in an accident.
6. A qualified lawyer who gives advice to members of the public and acts for them in legal matters.
7. A person who commits an offence against the law.
8. A lawyer who can present a case in court.
9. An expression used to describe someone who obeys the law.

Task 2: The following groups of sentences describe the legal process which follows a crime. However, with the exception of the first sentence, the sentences in each group are in the wrong order. Put them into the correct order, using the key words in bold to help you. Some of these words appear in Task 1.

Part 1

A. One night, Jim Smith **committed** a serious crime. = Sentence 1
B. Jim asked the officer for a **solicitor** to help him.
C. At the same time, the police arranged for a **barrister** to **prosecute** him.
D. They took him to the police station and formally **charged** him with the crime.
E. When the **trial** began and he appeared in **court** for the first time, he **pleaded his innocence**.
F. The next morning the police **arrested** him.

Part 2

A. His barrister also said he was **innocent** and asked the court to **acquit** him. = Sentence 1
B. While he was in prison, he applied for **parole**.
C. As a result, the judge **sentenced** him to two years in prison.
D. **He** was **released** after 18 months.
E. However, there were several **witnesses**, and the **evidence** against him was overwhelming.
F. Having all the proof they needed, the **jury** returned a **guilty verdict**.

Don't forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Crime and the law

Part 3

A. Unfortunately, prison failed to rehabilitate him and after his release he continued with his misdeeds, attacking an old woman in the street. = Sentence 1

B. Jim promised to reform and the pensioner withdrew her call for more severe retribution.

C. With this in mind, instead of passing a custodial sentence, he fined him a lot of money and ordered him to do community service.

D. He was re-arrested and returned to court.

E. His new victim, a pensioner, thought that the judge was being too lenient on Jim and called for the re-instatement of corporal punishment and capital punishment!

F. At his second trial the judge agreed that prison was not a deterrent for Jim.

Task 3: Now look at this extract from a politician’s speech and complete the gaps with one of the words or expressions from Tasks 1 and 2. In some cases, more than one answer may be possible. You may need to change the form of some of the words.

Are you worried about crime? I am. We read it every day in the papers. A terrible crime has been committed, the police have arrested someone, he has appeared in front of a jury in court, he has pleaded his innocence but has been found guilty of his crime and has been sent to ten years in prison. We are all very relieved that the criminal is being punished for his crime, and citizens like you and me can sleep more safely at night.

But what happens next? We all hope, don't we, that the prisoner will benefit from society's support, that a spell in prison will reform him and make him a better person. We all hope that when he is eventually released and let loose on the streets, he will be a good character, the threat of another spell in jail being a suitable deterrent which will stop him from breaking the law again. Oh yes.

But let's face it. The reality is usually very different. The prisoner may be released on probation, before the end of his sentence. He will try to re-enter society. But then he often becomes a menace himself, unable to find work and rejected by society. It isn't long before he's back in prison again.

So what alternatives are there, I hear you say. What can we do to the crime to make sure he doesn't commit another crime? There are alternatives to prison, of course, such as community service in which he will provide a service to those around him. Or he can pay a large fine. Alternatively, we could establish a more severe system of punishment, including corporal and capital punishment, but we like to consider ourselves civilized, and the idea of beating or executing someone is repellant to us. Oh yes.

The answer, of course, is far simpler. We need to be tough not on the criminal, but on the cause of the crime. We should spend less of the taxpayer's money funding the police and all the other people who work for the legal system, and put the money instead into supporting deprived areas which are the breeding grounds for crime. We in the ConLab Party believe that everybody needs a good chance in life, and this is a good step forward. Vote for us now!

Don't forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Social tensions

Task 1: Match each newspaper headline in the box with the first line of its accompanying story below. Use the words in **bold** to help you.

| A. **ILLEGAL ALIENS TO BE EXPELLED** |
| B. **ETHNIC MINORITIES ‘LIVING BELOW POVERTY LEVEL’** |
| C. **HOMELESS SQUATTERS EVICTED** |
| D. **INSTITUTIONAL RACISM STILL A PROBLEM** |
| E. **INTERNALLY DISPLACED IN NEW GENOCIDE HORROR** |
| F. **EXTREMISTS ACCUSED OF PROMPTING HOSTILITY** |
| G. **UNREST. RIOTS AND ANARCHY CONTINUE** |
| H. **REBELS VICTORIOUS IN LATEST POWER STRUGGLE** |
| I. **DISCRIMINATION AND EXPLOITATION A MAJOR PROBLEM IN BRITISH INDUSTRY** |
| J. **DISSIDENTS ASK AUSTRALIAN GOVERNMENT FOR POLITICAL ASYLUM** |

1. Officers from the Thames Valley Police Force swooped on a house in Kidlington earlier this morning and forcibly removed a family who had been staying there illegally since they lost their home in August.

2. Almost 50% of factory workers in national companies claim they have received bad treatment or have been taken advantage of because of their class, religion, race, language, colour or sex, it has been revealed.

3. The UN has accused the government of Zarislavia of further atrocities committed in the west of the country, where hundreds of migrants are reported to have been killed by security forces.

4. Opponents of the government in Yugaria have asked to stay in Sydney because the political situation in their own country is making it unsafe for them to return.

5. The police have once again been accused of discriminating against minority groups, despite their reassurances earlier this year that they had reformed their practices.

6. Neo-Nazi groups in Paris were today condemned for inciting violence against non-whites in the centre of the city.

7. A shocking survey has revealed that almost 30% of Asian and African racial groups living in London are suffering financial hardship.

8. Following further devaluation of the Malovian dollar, violence has once again erupted on the streets of the capital.

9. Groups fighting against the government of George Malikes in Livatia have succeeded in capturing and occupying the parliament building.

10. The Government has ordered the immediate deportation of over 200 immigrants who entered the country without passports or visas last year.
Task 2: Match the words and expressions in the first box with a word or expression in the second box which is either the closest in meaning or which is normally associated with it. Some of these also appear in Task 1.

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<td>discrimination</td>
<td>displaced person</td>
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Task 3: Now look at this news programme and complete the gaps with one of the words or expressions from Tasks 1 and 2. In some cases, more than one answer may be possible. You may need to change the form of some of the words.

Good evening. Here is the news.

Neo-Nazis and other 1_________ have been held responsible for a wave of 2_________ in the Bratilovan Republic. The United Nations estimates that over 20,000 people have been murdered there in the last six months. 3_________ who have escaped from the country have asked the British government to grant them 4_________, as they fear for their safety if they have to return.

The government are to deport 500 5_________ whose visas have expired. Angry members of the opposition have accused the government of 6_________, as most of the deportees are of African origin. Meanwhile, the police have been accused of 7_________, after Asian families in Bradford complained they had been pestered and warned by officers following a series of robberies in the city.

8_________ leaders in the USA have held a demonstration in Washington against the death penalty. They have called for a total abolition of capital punishment, claiming that it is contrary to basic 9_________ principles outlined in the United Nations Declaration of Human Rights.

10_________ fighting the government of President Stanislow have taken control of the television station in the centre of the capital. This follows a long-standing 11_________ between Mr Stanislow and the principal opposition party which has seriously weakened his power.

A spokesman for the 12_________ community in London has presented a petition to the government asking them to provide housing for everyone. He argues that the government's refusal to raise the minimum wage rate has resulted in thousands living in 13_________, with not enough money to pay for somewhere to live. Meanwhile, the Metropolitan Police evicted several 14_________ who took over a house in the city centre last week and refused to leave until the government took positive action.

A recent survey reveals that at least 30% of public companies have been accused of 15_________ and 16_________ in the past year. The main offender is Anglo-Amalgamated Telecommunications, a Bristol-based company. Their employees, many of them Asian women, claim they have received bad treatment or been taken advantage of by the company.

And finally, the Cardiff police are preparing for angry scenes at the Welsh International Computers factory tomorrow when 17_________, anxious to return to work after six months on strike, will attempt to break through the picket line. A senior officer has expressed his concern that there will be 18_________ and people will get hurt as a result.
Science & technology

Task 1: Replace the words and expressions in bold in sentences 1 - 18 with a word or expression from the box.

analysed • genetic engineering • breakthrough • molecular biology
a technophobe • safeguards • development • cybernetics • invented
nuclear engineering • combined • life expectancy • discovered
a technophile • innovations • react • an experiment • research

1. The company is carrying out scientific study to find a cure for Aids.

2. The planning and production of the new computer system will take some time.

3. Modern home entertainment systems and other modern inventions are changing everyone’s lives.

4. Some elements change their chemical composition when mixed with water.

5. The scientists have created a new machine to automate the process.

6. Who was the person who found penicillin?

7. When the food was examined closely and scientifically, it was found to contain bacteria.

8. Ram joined together with CO₂ gases produces acid rain.

9. Ron is terrified of modern technology.

10. Geoff is very interested in modern technology.

11. Protection against accidents in this laboratory are minimal.

12. Scientists conducted a scientific test to see how people react to different smells.

13. Brian is studying the techniques used to change the genetic composition of a cell so as to change certain characteristics which can be inherited.

14. Sarah is studying the things which form the structure of living matter.

15. Christine is studying now information is communicated in machines and electronic devices in comparison with how it is communicated in the brain and nervous system.

16. Neil is studying the different ways of extracting and controlling energy from atomic particles.

17. There has been a sudden success in the search for a cure for cancer.

18. The number of years a person is likely to live has increased a great deal thanks to modern medicine and technology.
OK, here's my new computer. As you can see, there are five main parts. Now this large box with the slots and sliding disc carrier is the most important part (1)________________________. It carries all the, eh, stuff that makes the computer work (2)________________________. You can also put in (3)________________________ your own games and other things (4)________________________. Next to it there is the thing that looks like a small television (5)________________________ so that you can see what the computer is doing. To the right of that, there is the machine that lets you make black and white or colour copies of the documents that you create on the computer (6)________________________. You can control the computer by using that rectangular flat thing with all the letters and numbers on (7)________________________ or that funny little object with the long lead which you can move across your desk (8)________________________. The large flat thing to the left of the computer is something you can use to make copies of your photographs or other documents onto the computer, a bit like a photocopier (9)________________________.

It's a very useful machine, of course. Once you, eh, get it up and running (10)________________________, you can do lots of things on it. You can create documents, play games or get information from this fantastic thing that links computers from around the world (11)________________________. A lot of companies and organizations have their own special computer page (12)________________________ which you can look at, and you can transfer the information (13)________________________ to your own computer files. Or, if you like, you can send messages to other people with computers by using this special facility called, eh, um, something I can't remember (14)________________________.

Unfortunately, I can't let you use it as it stopped working (15)________________________ last night. I think I must have done something wrong, but I can't imagine what. I've got a typewriter you can borrow if you like.
Topic specific vocabulary

Science & technology

Task 3: Now look at this essay and fill in the gaps with one of the words or expressions from Tasks 1 and 2. In some cases, more than one answer may be possible. You may need to change some of the word forms.

Technology has come a long way in the last fifty years, and our lives have become better as a result. Or have they?

The second half of the twentieth century saw more changes than in the previous two hundred years. Penicillin has already been 1__________ and used to treat infections; there have been many remarkable advances in medicine that have helped to increase our average 2__________ way beyond that of our ancestors. Incredible 3__________ such as television have changed the way we spend our leisure hours. Perhaps the most important 4__________, however, has been the microchip. Nobody could have imagined, when it was first 5__________, that within a matter of years, this tiny piece of silicon and circuitry would be found in almost every household object from the kettle to the video recorder. And nobody could have predicted the sudden proliferation of computers that would completely change our lives, allowing us to access information from the other side of the world via the 6__________ or send messages around the world by 7__________ at the touch of a button. Meanwhile, 8__________ into other aspects of information technology is making it easier and cheaper for us to talk to friends and relations around the world. Good news for 9__________ who love modern technology, bad news for the 10__________ who would prefer to hide from these modern miracles.

But everything has a price. The development of 11__________ led to mass automation in factories, which in turn led to millions losing their jobs. The genius of Einstein led to the horrors of the atomic bomb and the dangerous uncertainties of 12__________ (we hear of accidents and mishaps at nuclear power stations around the world, where 13__________ to prevent accidents were inadequate). The relatively new science of 14__________ has been seen as a major step forward, but putting modified foods onto the market before scientists had properly 15__________ them was perhaps one of the most irresponsible decisions of the 1990s. Meanwhile, pharmaceutical companies continue to 16__________ on animals, a move that many consider to be cruel and unnecessary.

Of course we all rely on modern science and technology to improve our lives. However, we need to make sure that we can control it before it controls us.

Don’t forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Food and diet

Task 1: Find words in the box below which have the same meaning as the dictionary definitions 1-11. A sample sentence with the word removed has been given to you.

1. Units of measurement of energy in food.
   (Example: She's counting________________ to try and lose weight)

2. A compound which is an essential part of living cells, one of the elements in food which you need to keep the human body working properly.
   (Example: Eggs are a rich source of________________)

3. A chemical substance containing carbon, hydrogen and oxygen.
   (Example: Bread, potatoes and rice are good sources of________________)

4. A white substance from plants or animals which can be used for cooking.
   (Example: Fry the meat and drain off the________________)

5. Matter in food which cannot be digested and passes out of the body.
   (Example: A diet that doesn't contain enough________________ can cause intestinal problems)

6. A fatty substance found in fats and oils, also produced by the liver and forming an essential part of all cells.
   (Example: If you eat too much________________, it can be deposited on the walls of arteries, causing them to become blocked)

7. Essential substance which is not synthesized by the body but is found in food and is needed for health and growth.
   (Example: He doesn't eat enough fruit and suffers from________________C deficiency)

8. Substance which is found in food, but which can also be dug out of the earth.
   (Example: What is the________________content of spinach?)

9. Too heavy, often as a result of eating too much.
   (Example: The doctor says I'm________________and must go on a diet)

10. The result of not having enough to eat, or the result of eating too much of the wrong sort of food.
    (Example: Many of the children in the refugee camp were________________)

11. Receiving food.
    (Example: We are developing a scheme to improve________________in the poorer areas)

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Food and diet

Task 2: Match sentences 1-10 with a second sentence A-J. Use the key words in bold to help you.

1. A lot of people are allergic to nuts.
2. Many people do not trust genetically modified foods.
3. Organic vegetables are more expensive but are better for you.
4. We refuse to eat battery chickens.
5. We prefer to eat free range meats.
6. The harvest has been very bad this year.
7. Following the floods in Mozambique, there was a terrible scarcity of food.
8. There has been an outbreak of salmonella, listeria and other food poisoning in Perth.
9. Too many people don't eat a balanced diet.
10. Fast food is very popular.

A. This is because they are cultivated naturally, without using any chemical fertilizers and pesticides.
B. There wasn't enough to feed everyone affected by the disaster.
C. They are not sure that altering the composition of cells to change certain characteristics is safe.
D. It's good to know that the animals were given enough space to express their natural behaviour.
E. Terrible weather conditions have prevented the crops from ripening and reduced the yield.
F. A lot of people are in hospital as a result.
G. Unfortunately, a diet of burgers, pizzas and fried chicken is not very healthy
H. They physically react very badly.
I. This is because they spend their life confined in a small cage.
J. They don't consume sufficient quantities of the different food groups.

Task 3: Now complete this article with one of the words or expressions from Tasks 1 and 2. In some cases, more than one answer may be possible. You may need to change some of the word forms.

Most children enjoy eating 1__________, but scientific tests have shown us that burgers and pizzas can lack essential 2___________ and 3___________, which are essential for health and growth, while simultaneously containing large amounts of 4___________ and 5___________ which can result in obesity and heart problems. Many children end up suffering from 6___________, since they eat too much of the wrong sort of food. In fact, in many areas of the developed world, a lot of children show similar symptoms to those in poorer developing countries, where 7___________ of food causes thousands of deaths from starvation, especially in the wake of natural disasters which ruin crops and in some cases totally destroy the annual 8___________.

Dieticians tell us that we must eat a 9___________, as it is essential we consume sufficient quantities of the different food groups. They tell us that we should all eat more 10___________, which cannot be digested by the body, and fewer foods which are high in 11___________, as this can block the walls of arteries and lead to heart problems. This is good advice, of course, but our lifestyles often make this difficult. Many of the ready-prepared foods we buy from supermarkets are high in 12___________, giving us more energy than we actually need. 13___________ foods are appearing on our supermarket shelves, even though nobody is really sure if altering the composition of food cells is safe. We have the option, of course, of buying 14___________ foods, but naturally-cultivated fruits and vegetables are expensive. And to make matters worse, we are continually hearing about outbreaks of 15___________ and 16___________ which put us off eating certain foods, as nobody wants to spend time in hospital suffering from 17___________.

A few things to watch out for next time you go shopping. If you have the time and the money, that is!
Children and the family

Task 1: Complete these sentences with an appropriate word or expression from A, B or C.

1. Mr and Mrs Smith live at home with their two children. They are a typical example of a modern _____________family
   A. extended  B. nuclear  C. compact

2. Mr and Mrs Popatthal live at home with their aged parents, children and grandchildren. They are a typical example of a traditional _____________family
   A. nuclear  B. enlarged  C. extended

3. Mrs Jones lives on her own and has to look after her two children. There are a lot of _______________families like hers
   A. single-parent  B. mother-only  C. mono-parent

4. Some parents need to _____________their children more strictly
   A. bring down  B. bring about  C. bring up

5. When I was a child, I had a very turbulent _____________
   A. upbringing  B. upraising  C. uplifting

6. Mrs Kelly is _____________and finds it difficult to look after her children on her own
   A. divorced  B. divided  C. diverged

7. Many men believe that _____________is the responsibility of a woman
   A. childhelp  B. childcare  C. childaid

8. _____________is a particularly difficult time of life for a child
   A. convalescence  B. adolescence  C. convergence

9. A person's behaviour can sometimes be traced back to his/her _____________
   A. creative years  B. formulating years  C. formative years

10. The country has seen a sharp drop in the _____________ in the last few years
    A. birth rate  B. baby rate  C. born rate

11. She has five _____________who rely on her to look after them
    A. dependants  B. dependers  C. dependents

12. _____________is on the rise, with over 20% of serious crimes being committed by children under the age of seventeen
    A. junior crime  B. juvenile delinquency  C. minor crime

Task 2: Match sentences 1-12 with a second sentence A-M. Use the key words in bold to help you.

1. Mr and Mrs White are very authoritarian parents.
2. Mr. Bowles is considered to be too lenient.
3. Mr and Mrs Harris lead separate lives.
4. Billy is a well-adjusted kid.
5. The Mannings are not very responsible parents.
6. My parents are separated.
7. Parents must look after their children, but they shouldn't be over-protective.
8. Professor Maynard has made a study of the cognitive processes of young children.
9. I'm afraid my youngest child is running wild.
Children and the family

10. She looks quite different from all her siblings.
11. There are several different and distinct stages of development in a child's life.
12. Tony was raised by a foster family when his own parents died.

A. They don't look after their children very well.
B. He is fascinated by the way they learn new things.
C. He very rarely punishes his children.
D. I live with my mother and visit my father at weekends.
E. He never listens to a word I say, and is always playing truant from school.
F. Brothers and sisters usually bear some resemblance to one another.
G. Although they are married and live together, they rarely speak to each other.
H. They are very strict with their children.
I. Of all of these, the teenage years are the most difficult.
J. Children need the freedom to get out and experience the world around them.
K. He's happy at home and is doing well at school.
L. Foster families take in children who are not their own.

Task 3: Now read this case study and fill in the gaps with one of the words or expressions from Tasks 1 and 2. In some cases, more than one answer may be possible. You may need to change some of the word forms.

Bob's problems began during his 1___________ years. His parents got 2______________ when he was young, and neither of his parents wanted to raise him or his brother and sister, so he was 3______________ by a 4______________ chosen by his parent's social worker. Unfortunately, his foster-father was a strict 5______________ and often beat him. Bob rebelled against this strict 6______________, and by the time he was eight, he was already 7______________, stealing from shops and playing truant. By the time he reached 8______________, sometime around his thirteenth birthday, he had already appeared in court several times, charged with 9_______________. The judge blamed his foster parents, explaining that children needed 10______________ parents and guardians who would look after them properly. The foster father objected to this, pointing out that Bob's 11______________ - his two brothers and sister - were 12______________ children who behaved at home and worked well at school.

This has raised some interesting questions about the modern family system. While it is true that parents should not be too 13______________ with children by letting them do what they want when they want, or be too 14______________ by sheltering them from the realities of life, it is also true that they should not be too strict. It has also highlighted the disadvantages of the modern 15______________ family where the child has only its mother and father to rely on (or the 16______________ family, in which the mother or father has to struggle particularly hard to support their 17______________). In fact, many believe that we should return to traditional family values and the 18______________ family: extensive research has shown that children from these families are generally better behaved and have a better chance of success in later life.
Task 1: Choose the most suitable explanation, A or B, for the following sentences. Use the words in **bold** to help you.

1. People enjoy the **mobility** that owning a car gives them.
   - A. People enjoy being able to travel easily from one place to another.
   - B. People enjoy being able to drive very fast.

2. What's your **destination**?
   - A. Where have you come from?
   - B. Where are you going to?

3. **Congestion** in the city centre has increased dramatically.
   - A. It is now easier to drive around the city centre than it was before.
   - B. It is now more difficult to drive around the city centre than it was before.

4. The local council wants to reduce the risks to **pedestrians**.
   - A. The local council wants to make it safer for people to walk along the street.
   - B. The local council wants to make it safer for drivers and their passengers.

5. Lead-free petrol reduces the risk of **pollution**.
   - A. Lead-free petrol does not make the environment as dirty as conventional petrol.
   - B. Cars fuelled by lead-free pollution are safer to drive.

6. **Traffic-calming** measures are becoming increasingly common throughout the country.
   - A. People have to drive more slowly because of the increased number of police in villages and towns.
   - B. People have to drive more carefully through towns and villages because of specially-built obstacles in the road.

7. The centre of Camford has been designated a **traffic-free zone**.
   - A. You cannot take your car into the centre of Camford.
   - B. You can park your car for free in the centre of Camford.

8. Container lorries and other large vehicles **dominate** our roads.
   - A. There are a lot of large vehicles on the roads.
   - B. There aren't many large vehicles on the roads.

9. Young drivers have a higher **accident risk** than older drivers.
   - A. Young drivers are more likely than older drivers to be involved in a crash.
   - B. Young drivers are less likely than older drivers to be involved in a crash.

10. Public transport is heavily **subsidised** in most areas.
    - A. The government has made public transport cheaper to use by giving money to bus and train companies.
    - B. The government has made public transport more expensive to use by increasing the price of road tax.

11. The junction of London Road and Holly Street is an accident **black spot**
    - A. A lot of traffic accidents happen here.
    - B. Not many accidents happen here.

12. The city council needs to adopt an effective **transport strategy** within the next five years.
    - A. The city council needs to find a better way for people to get into, around and out of the city.
    - B. The city council needs to encourage more drivers to bring their cars into the city.
On the road

Task 2: Look at sentences 1-10 and decide what has, or hasn’t, happened (sentences A-J). Use the words in **bold** to help you.

1. Ambulance driver to policeman: 'The pedestrian’s **injuries** are very severe and he has to go to hospital.'
2. Judge to driver: 'Drink-driving is a serious offence and I therefore ban you from driving for a year'.
3. Driving instructor to student driver: 'Stop! That’s a pedestrian crossing!'
4. Driving test examiner to student driver: 'I'm afraid you've failed your test because you don't know the **Highway Code**'.
5. Policeman to driver: 'Do you realise you were **speeding** back there, sir?'
6. Driver to a friend: 'I can't believe it! He gave me a heavy **fine** and six points on my licence.'
7. Police officer to radio interviewer: 'Joyriding has increased by almost 50% and I am urging everyone to think twice before they get involved in this stupid activity.'
8. Television news presenter: 'So far this year there have been 27 **fatalities** on Oxfordshire's roads.'
9. City council officer to journalist: 'As part of our new transport strategy, we are going to construct **cycle lanes** in and around the city.'
10. City council officer to journalist: 'The "Park and Ride" scheme has been very successful over the last year'.

A. Somebody is unfamiliar with the government publication containing the rules for people travelling on roads.
B. More people have been leaving their cars in designated areas outside a city and catching a bus into the city centre.
C. A lot of cars have been stolen, mainly by young people who want some excitement.
D. A person walking in the street has been hit and badly hurt by a vehicle.
E. Somebody has decided to make it safer to use bicycles.
F. Somebody has almost driven through a red light and hit a person walking across the road.
G. Somebody has had to pay money because of a driving offence.
H. Somebody has consumed an illegal amount of alcohol before driving their car.
I. A lot of people have been killed in traffic-related accidents.
J. Somebody has been driving too fast.

Task 3: Now read this article and fill in the gaps with one of the words or expressions from Tasks 1 and 2. In some cases, more than one answer may be possible. You may need to change some of the word forms.

1 and 2 on Britain's roads are increasing from year to year: last year, 2,827 people were killed and almost 300,000 hurt in traffic-related accidents. Most of these were caused by drivers 3 in built-up areas, where many seem to disregard the 30mph limit, or 4, especially around Christmas, when more alcohol is consumed than at any other time. In many cases, it is 5 who are the victims, knocked down as they are walking across the street at 6 by drivers who seem to have forgotten that the rules of the 7 order you to stop at red lights.

But these innocent victims, together with the help of the police and local councils, are fighting back. In Oxford, a city plagued by 8 and 9 caused by traffic, and a notorious accident 10 for pedestrians and cyclists, the city council has recently implemented its new 11, which has improved the flow of traffic to the benefit of those on foot or on two wheels. 12 measures such as bollards and speed humps have slowed traffic down. 13 schemes have helped reduce the number of cars in the city, as office workers and shoppers leave their cars outside the city and bus in instead. Cornmarket Street, the main shopping thoroughfare, has been designated a 14, closed to all vehicles during the day. There are more 15 on main routes into the city, making it safer for the huge number of students and residents who rely on bicycles to get around. And 16 public transport has helped to keep down the cost of using buses. Meanwhile, the police and the courts are coming down hard on drivers who misuse the roads, handing down large 17 on selfish, inconsiderate drivers who believe it is their right to 18 the roads.
The arts

Task 1: Look at sentences 1-10, which are all extracts from art reviews, and decide what is being talked about in each one. Choose the most appropriate answer from the box. There are some which are not needed.

Performing arts
- a modern dance piece
- a concert
- a play
- an opera
- a film
- a ballet

Literature
- poetry
- a biography
- drama
- a novel
- a collection of short stories

Fine / Visual Arts
- abstract art
- a landscape
- a portrait
- a still life
- a sculpture

1. Mimi Latouche is getting a little too old for this kind of thing, and as I watched her pirouette across the stage in a tutu two sizes too small, she reminded me not so much of a swan as a rather ungainly crow.

2. The scenery was wonderful. The costumes were marvellous. The cast were incredible. I wish I could say the same about the script. The playwright should be shot.

3. In his new book on Ernest Hemingway, acclaimed writer Michael Norris has brought the great man to life in a way nobody else could.

4. Move over Michelangelo! You have a rival. Vittorio Manelletto's marble pieces embody the human form in a way that has not been achieved in over five hundred years.

5. I had to study the picture for almost two minutes before I realised who it was. It was none other than our Queen. I doubt she would have been amused.

6. There are no great tenors in Britain. That is until now. Brian Clack's performance in La Traviatta sent shudders down my spine. What a man! What a voice! What a size!

7. Herbert von Caravan has been conducting now for almost forty years, and his final appearance yesterday was greeted with remarkable applause from both musicians and members of the audience.

8. 'Stone Angel' is an hilarious tale about the fall and rise of an opera singer. I picked it up and didn't put it down until I had finished. A fantastic book.

9. Dylan Thomas showed remarkable eloquence, and this latest compilation of some of his finest verse will surely be a bestseller.

10. Bruschetta's studies of dead animals might not be to everyone's taste, but it is impossible to deny his skill in representing inanimate objects like these on canvas.
The arts

Task 2: Complete these sentences with an appropriate word or expression from A, B or C.

1. Tonight's _____________ of 'Hamlet' begins at 7.30.
   A. perform  B. performing  C. performance

2. Camford University Press have just released a collection of Shakespeare's _____________.
   A. works  B. workers  C. workings

3. The rock group 'Glass Weasel' have released a limited _____________ of their new album which contains a CD-ROM of their latest show.
   A. edit  B. edition  C. editor

4. His last book received excellent _____________ in the newspapers.
   A. reviews  B. previews  C. revisions

5. There is an _____________ of Monet's work at the Tate.
   A. exhibitionist  B. exhibit  C. exhibition

6. The British National Orchestra is delighted with the government's promise of a £500,000
   A. subsidiary  B. subsidy  C. subpoena

7. Tickets have already sold out for the first day's showing of Tom Cartmill's paintings at the National
   A. Galleon  B. Galley  C. Gallery

8. Ernest Hemingway was one of the twentieth century's most famous _____________.
   A. novels  B. novelties  C. novelists

9. The French _____________ of the nineteenth century had a profound influence on the world of art.
   A. impressions  B. impressionists  C. impressionisms

10. Oldhaven Press are going to _____________ my new book!
    A. publish  B. publisher  C. publication

Don't forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Hello, and welcome to today's edition of ‘But is it Art?’

Now, I don't usually enjoy 1_____________________ - all those pirouettes and pas de deux's and dying swans usually send me to sleep, but last night's 2_____________________ of ‘Sleeping Beauty’ at Nureyev Hall had me on the edge of my seat. And I'm not the only one: rave 3_____________________ in the national press praised the excellent choreography and the incredible stage set. It's on again tonight, but you'll have to move fast if you want a ticket!

The current 4_____________________ of Monetto's paintings at the Wheatley 5_____________________ has been a disappointment. The pictures themselves are excellent, especially the great artist's 6_____________________ of film stars, and of course his stunning 7_____________________ of a vase of daffodils, but the lighting inside the room was terrible. I would have thought that, having received a government 8_____________________ of almost £100,000, the Wheatley Arts Council could have invested it in some good lights.

Fans of the great twentieth century 9_____________________ George Orwell will be delighted to hear that Swansong Press are going to release a collection of his greatest 10_____________________, which will of course include ‘Animal Farm’ and ‘Nineteen Eighty Four’. Also included are some rare short stories which were not 11_____________________ until after his death. Look out for the book, which will be in the shops from the end of the month.

On the subject of books, a new 12_____________________ of the life of conductor Charles Worsenmost is due to be released in January. Worsenmost conducted his last 13_____________________ in 1998 after a long and eventful career. This is highly recommended for anyone who is remotely interested in classical music.

Have you ever wanted to be an 14_____________________ singer? Well, now's your chance! The National Music Company are looking for tenors and sopranos to audition for a new production of Mozart's ‘Marriage of Figaro’. If you're interested, we'll give you the number to call at the end of the programme.

Potential Michelangelo's and Henry Moore's can try their hand at 15_____________________ this weekend. The Gleneagles Museum is holding a series of workshops which will give you the chance to chip away at a lump of stone to produce a piece of three-dimensional art. There's no need to book - just turn up at the door on Saturday at nine o'clock.

And now here's that number I promised you...

Don't forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Town and country

Task 1: Match the sentences in the left hand column with the most appropriate sentence in the right-hand column. Use the words in bold to help you.

1. London is a truly cosmopolitan city.

2. A modern metropolis needs a good integrated transport system.

3. London suffers a lot from traffic congestion.

4. Poverty in the inner-city areas can breed crime.

5. Cities around the world have seen a huge population explosion.

6. Birmingham has plenty of amenities.

7. A lot of people visit Paris for its cultural events.

8. Cities in poorer countries often lack basic infrastructures.

9. The pressures of modern city life can be difficult to deal with.

10. The cost of living in some places can be very high.

11. A lot of people appreciate the anonymity of living in a large city.

12. I love the urban lifestyle I lead.

13. In Singapore, private cars are banned from the Central Business District at peak periods.

14. Urban sprawl is prevalent in most cities.

A. Drug abuse is also a big problem.

B. Shops, libraries, hospitals and entertainment complexes are just a few of them.

C. Chief among these are concerts and exhibitions.

D. In particular, I enjoy the atmosphere that is unique to the city.

E. Prices in London are particularly exorbitant.

F. Without them, they are unable to function properly as cities.

G. It is especially bad during the rush hour, when thousands of commuters try to enter or leave the city.

H. Stress-related illnesses are very common in cities like New York.

I. Nowadays there are more city dwellers than ever before.

J. Everywhere you go there are building sites, pedestrian precincts, blocks of flats and housing estates spreading into the countryside.

K. They like to feel that they can do something without everybody knowing about it.

L. Most people use buses and the underground to get to the banks and offices where they work.

M. Unfortunately, this is something that most large capital cities lack.

N. It's a melting pot for people from all parts of the world.

Don't forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
**Town and country**

Task 2: Match the sentences in the left-hand column with an appropriate response in the right-hand column. Use the words in **bold** to help you.

1. I enjoy a **rural** lifestyle.
2. There isn’t much **pollution** if you live outside a town.
3. There is a lot of **productive land** in this area.
4. In recent years, there has been a lot of **migration** from the towns to the cities.
5. The government has promised to leave the green belt alone,
6. There has been a huge reduction in the amount of **arable land** over the last twenty years.
7. My uncle’s farm covers almost 800 **hectares**.
8. What are the main crops grown in this area?

A. Really? So why are we seeing so much **construction** in the countryside around London?
B. I’m not so sure. All those **pesticides** and **chemical fertilisers** that farmers use nowadays can’t be good for the **environment**
C. That’s probably because we import more food from abroad.
D. Mostly wheat, oats and **barley**.
E. Really? How much is that in **acres**?
F. I’m not surprised. With such terrible **prospects** within towns, **depopulation** is inevitable.
G. Well I can’t see much evidence of **cultivation**.
H. Really? I always find there’s nothing to do in the countryside.

Task 3: Now read this article and fill in the gaps with one of the words or expressions from Tasks 1 and 2. In some cases, more than one answer may be possible. You may need to change some of the word forms.

For seven years I lived in Singapore, a **1** of almost three million people. Like London, Paris and New York, Singapore is a **2** city, with people from different parts of the world living and working together. I enjoyed the **3** lifestyle I led there, and made the most of the superb **4**, ranging from the excellent shops to some of the best restaurants in the world. In the evenings and at weekends there were always **5**; with such diverse attractions as classical western music, an exhibition of Malay art or a Chinese opera in the street, it was difficult to get bored. Perhaps most impressive, however, was the remarkable transport **6**, with excellent roads, a swift and efficient bus service and a state-of-the-art underground system which could whisk **7** from the suburbs straight into the heart of the city (this was particularly important, as the government banned private cars from entering the **8** during the morning and afternoon **9** in order to reduce **10** on the roads and **11** from the exhausts).

Of course, living in a city (like this) has its disadvantages as well. For a start, the **12** can be very high - renting an apartment, for example, is very expensive. And as the city is expanding, there are a lot of **13** where new apartments are continually being built to deal with the **14** which is a direct result of the government encouraging people to have more children.

Fortunately, Singapore doesn't suffer from problems that are common in many cities such as **15**, which is partly the result of the government imposing very severe penalties on anyone bringing narcotics into the country, so it is safe to walk the streets at night. In fact, the **16** housing estates there are probably the safest and most orderly in the world.

Singapore wouldn't be ideal for everyone, however, especially if you come from the countryside and are used to a **17** lifestyle. The traditional villages that were once common have disappeared as the residents there realised there were no **18** for their future and moved into new government housing in the city. Nowadays, there is very little **19** around the city, which means that Singapore imports almost all of its food. And despite a ‘green’ approach to city planning, the **20** which has eaten into the countryside has had a detrimental effect on the **21**.
Architecture

Task 1: Put the words in the box into their appropriate category in the table beneath. Some words can go into more than one category.

<table>
<thead>
<tr>
<th>Building materials</th>
<th>Aesthetic perception</th>
</tr>
</thead>
<tbody>
<tr>
<td>(6 words / expressions)</td>
<td>(how we feel about a building)</td>
</tr>
<tr>
<td>(6 words / expressions)</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Types of building</th>
<th>Architectural style</th>
</tr>
</thead>
<tbody>
<tr>
<td>(4 words / expressions)</td>
<td>(6 words / expressions)</td>
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<tr>
<td>(4 words / expressions)</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Parts of a building</th>
<th>Features (that make the building easy to live or work in)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(4 words / expressions)</td>
<td>(4 words / expressions)</td>
</tr>
</tbody>
</table>

modernist • reinforced concrete • practical • post-modern • standardised skyscraper • well-designed • porch • facade i traditional i walls an eyesore • timber • elegant • stone • steel • functional • ugly glass • concrete • low-rise i apartments • high-tech i controversial high-rise apartments • pleasing geometric forms • art deco multi-storey car park • international style • energy-efficient • foundations
Don’t forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Report from the director of the West Twyford Town Planning Committee

The last year has been a busy one for the West Twyford Town Planning Committee. Outlined below are a few of the areas we have concentrated on.

1. Applications for permission from home owners who want to develop their properties have increased by 50%. However, many of these homes are historic buildings and have orders which prevent them from being altered externally. At present, we can only allow owners to the inside of their homes (including installing central heating and improved wall insulation).

2. Last summer we invited several to design plans for the new council offices on Peach Street. We eventually chose Barnard, Jackson and Willis, a local company. It was generally agreed that their design, which included a grey tinted at the front of the building, was the most aesthetically pleasing. They are currently in the process of laying the for the new building, which we understand is taking some time as the land must be drained first.

3. In response to a lot of complaints about the lack of facilities in the town, it was agreed at last month's meeting that funds should be set aside for the construction of a new sports centre and youth club.

4. Several buildings which have been ruined and abandoned for over five years are to be knocked down. In their place, a new housing will be built. This will provide twenty new homes within the next two years.

5. Everybody agrees that the new shops on the High Street are . It is certainly true that they are very ugly and out of keeping with the other buildings on the street. In future, we must ensure that all new buildings are built in a style so that they fit in with the older buildings around them.

6. There has been an increased crime rate in the to the east of the town. We plan to demolish these dirty areas within the next eight years and re-house the residents in new apartments in the Berkely Heath district.

7. In an attempt to help the environment, we are going to make the town hall more . Windows will be double-glazed, walls and ceilings will be insulated and we will replace the current central heating system.

My next report will be in two months' time. Anybody wishing to discuss these issues can contact me on extension 287.

Don’t forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Men and women

Task 1: Look at the words and expressions in bold in the following sentences and decide if we generally consider them to have a positive connotation or a negative connotation.

1. At the interview, the manager was impressed by her astute comments.
2. In the power struggle between men and women, neither side will win.
3. After the takeover, the staff hoped that things would improve, but the new manager was just as ruthless as the man he replaced.
4. Some men believe that women are the weaker sex and should leave real work to men.
5. Our boss is a male chauvinist and believes that women should get less money than men for the same job.
6. John doesn’t consider women to be very intelligent. To him, they are just sex objects.
7. Our company is male-dominated; all the top management positions are occupied by men.
8. Maureen is a multi-faceted worker. She is able to do a number of different jobs, often at the same time.
9. He holds egalitarian views and believes that everybody should be treated equally.
10. The new management has taken steps to ensure equality in the office; from now on, everyone will receive the same money regardless of their sex or age.
11. Militant feminists have thrown paint at a well-known television personality in order to stress their views.

<table>
<thead>
<tr>
<th>POSITIVE</th>
<th>NEGATIVE</th>
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Don’t forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Men and women

Task 2: Use the words and expressions in the box to complete the conversation below.

gender roles • child-rearing • male counterparts
breadwinner • stereotypes • household management • role division
battle of the sexes • Sex Discrimination Act • social convention

Chris: Cleaning and cooking are a woman's job. After all, men are no good at 1. ________________.

Terry: What rubbish! Thank goodness the 2. ________________ exists to prevent men from taking advantage of women.

Chris: Well, let's face it, in the workplace women never do as well as their 3. ________________.

Terry: And I suppose you think that women are only good for changing babies' nappies and other tedious aspects of 4. ________________.

Chris: No, but I do believe that in a modern household there should be a clearly-defined 5. ________________. Men are good at DIY, for example. Most women aren't. And I'll always believe that it's the man who should be the 6. ________________, providing food and shelter for his family.

Terry: Well, all I can say is that I'm glad your ideas of 7. ________________ are not shared by most people.

Chris: Nonsense! A lot of people believe in traditional 8. ________________: the man goes out to work, the woman stays at home. It's as simple as that.

Terry: Men at work and women at home? Come on dear, those are such typical 9. ________________
With people like you around, the 10. ________________ will always continue.

Chris: Oh, shut up dad.

Terry: Sorry Christine, but it's an issue I feel strongly about.

Don't forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Men and women

Task 3: Now read this essay and complete the gaps with one of the words or expressions from Tasks 1 and 2.

‘Men and women are, and always will be, different in the way they behave and are treated’. Do you agree with this statement?

A totally ____________ society, in which sexual ________________ between men and women is the norm, is still a long way off. This is certainly the case if you watch television, where men are often portrayed as the ________________, bringing money home to the wife, who is usually depicted as the ________________, prone to extreme emotions and temper tantrums. But is this really the case? Is it still fair to create ______________ such as this?

After all, as more women go out to work and more men stay at home to look after the house and the kids, it is quite clear that so-called ______________ are merging and disappearing.

Take the office workplace as an example. For years, businesses and companies were ______________- the directors, managers and businessmen were always men, the secretaries and personal assistants always female. This was probably because men have traditionally been seen as more ________________, more able to deal with the cut-and-thrust of business. But now women are proving that they can be equally tough, while simultaneously being more ________________ and caring. In fact, in many ways, women are more ________________ than men, a vital aspect of modern business where you are expected to do more than just one job. And thanks to the ________________, women are paid the same as men. It would appear that, in many cases, the ________________ is a dying breed.

At home, too, there is less evidence of ________________. It is no longer the woman who does all the cooking and cleaning and ________________. Such ________________ is now often shared equally. ________________ no longer requires the woman to stay indoors all day while the man stays out until all hours. Whether this is due to the struggle by the ________________ in the 1960s and 1970s, or whether it is due to a natural shift in attitudes is unclear.

What is clear, however, is that women no longer feel they need to be regarded as ________________, the underdogs in a ________________ with their ________________. In fact, many believe that in the ________________, it is women who have come out on top.

Don’t forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Geography

Task 1: Put the words in each line in the box in order according to their size (the smallest first, the largest last). In each list there is one word that does not belong with the others.

1. forest • tree • copse • beach • wood
2. road • peak • footpath • track • lane
3. mountain • hillock • shore • hill • mountain range
4. gorge • plain • waterfall • hollow • valley
5. gulf • ridge • inlet • bay • cove
6. cliff • brook • river • estuary • stream
7. city • continent • tributary • county • country
8. pond • puddle • ocean • cape • lake

<table>
<thead>
<tr>
<th>Forest</th>
<th>Mountain</th>
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<tbody>
<tr>
<td>Mountain range</td>
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<td>Valley</td>
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<td>Sea</td>
<td></td>
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<td>Lake</td>
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Task 2: Put the words and expressions in the box into their correct category in the tables on the next page. Some can be included in more than one category.

depopulation • mountainous • urban sprawl • fertile • ridge • cliff
densely populated • coast • under-developed • summit • industrialised
peninsula • shore • vegetation • glacier • beach • plateau
irrigation • conurbation • cape • source • coastline • tributary
waterfall • mouth • peak • overcrowding • highlands
Task 3: Now look at this report of a journey and fill in the gaps with one of the words or expressions from Tasks 1 and 2. In some cases, more than one answer may be possible. You may need to change some of the word forms.

We began our journey in the capital, Trinifuegos, a 1 conurbation of almost ten million. It is not a pretty place; heavily 2 polluted, with huge factories belching out black fumes, and miles of 3 slums as housing estates and shopping centres spread out from the 4 central business centre for miles. It was a relief to leave.

As soon as we got into the countryside, things improved considerably. The climate is dry and it is difficult to grow anything, but thanks to 5 irrigation, which helps bring water in from the Rio Cauto (the huge river with its 6 source high up in the snow-covered 7 peaks of the Sierra Maestra 8 mountain range), the land is fertile enough to grow the sugar cane on which much of the economy is based. We saw few people, however, as many have moved to the towns and cities to look for more profitable work. It is largely due to this rural 9 exodus that the sugar-cane industry is suffering.

Further south and we entered the Holguin 10 province, with mountains rising high above us on both sides. The land here drops sharply to the sea and the slow-moving waters of the Rio Cauto give way to 11 rapids which tumble over cliffs, and small, fast-moving 12 streams which are not even wide enough to take a boat At this point, the road we were travelling along became a 13 single-track which was only just wide enough for our vehicle, and then an unpaved 14 track which almost shook the vehicle to pieces.

And then suddenly, the Pacific 15 ocean was in front of us. Our destination was the town of Santiago de Gibara, built on a 16 promontory sticking out into the blue waters. The countryside here undulates gently, with low 17 mounds covered in rich tropical jungle. The open 18 plains surrounding the 19 mouth of the Rio Cauto as it reaches the ocean is rich and 20 fertile, ideal for growing the tobacco plants which need a lot of warm, damp soil.

That night I lay in my cheap hotel, listening to the waves gently lapping the 21 shore, and when I eventually fell asleep, I dreamt of the people who had first inhabited this 22 coast almost two thousand years before.
Business and industry

Task 1: Look at sentences 1-16, and replace the words and expressions in bold with a word or expression in the box which has an opposite meaning.

unskilled labourers • employees/workers/staff • credit • exports • loss
demand for • bust/recession • shop floor • state-owned industries
private • expenditure • lending • net • take on • retail • white-collar

1. We have a limited supply of computer base units. __________________________

2. Last year, our company made a huge profit __________________________

3. Our gross profits are up by almost 150% on last year. __________________________

4. Banks across the country are reporting a sharp drop in borrowing. __________________________

5. The company will debit your bank account with £528 each month. __________________________

6. The wholesale market has experienced a downturn since the recession began. __________________________

7. The government is encouraging short-term investors to put their money into the public sector, __________________________

8. Private enterprises are under a lot of financial pressure. __________________________

9. Skilled workers are demanding a 15% pay rise. __________________________

10. If this continues, we will have to lay off members of staff. __________________________

11. Blue-collar workers across the country are demanding improved working conditions. __________________________

12. He works for a company which imports camera equipment. __________________________

13. A lot of people have benefited from the recent boom in the electrical industry. __________________________

14. The management refuse to compromise on the quality of their products. __________________________

15. Overall revenue is down by almost 15%. __________________________

16. A fight broke out in the boardroom over terms and conditions of employment. (Note: you will have to change the preposition in to on) __________________________

Don't forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Business and industry

Task 2: Match the words and expressions in the first box with a dictionary definition from the list A - Q below.

<table>
<thead>
<tr>
<th>1. automation</th>
<th>2. unemployment</th>
<th>3. inflation</th>
</tr>
</thead>
<tbody>
<tr>
<td>4. balance of payments</td>
<td>5. taxation</td>
<td>6. GNP</td>
</tr>
<tr>
<td>7. interest rates</td>
<td>8. primary industries</td>
<td>9. secondary industries</td>
</tr>
<tr>
<td>10. service industries</td>
<td>11. nationalised industries</td>
<td>12. monopoly</td>
</tr>
<tr>
<td>13. output</td>
<td>14. income tax</td>
<td>15. VAT</td>
</tr>
</tbody>
</table>

A. The percentage charged for borrowing money. *(The Bank of England has raised .)*

B. Industries involved in the manufacture of goods. *(rely on the ready supply of raw materials.)*

C. The value of goods and services paid for in a country, including income earned in other countries. *(Last year's was close to £25 billion.)*

D. The amount which a firm, machine or person produces. *(The factory has doubled its in the last six months.)*

E. Industries involved in the production of raw materials. *(Coal mining is one of the important .)*

F. Installing machinery in place of workers *(can be a mixed blessing - machines usually tend to be out of order when you need them most.)*

G. Industries which do not make products but offer a service such as banking, insurance and transport. *(have become more important in the last decade.)*

H. The difference in value between a country's imports and exports. *(The government is trying to reduce the deficit)*

I. The amount by which expenditure is more than receipts in a firm's or country's accounts. *(The company announced a two million pound .)*

J. A system where one person or company supplies all of a product in one area without any competition. *(The state has a of the tobacco trade.)*

K. Industries which were once privately owned, but now belong to the state. *(Workers in are to get a 3% pay rise.)*

L. Lack of work. *(The figures for are rising.)*

M. The action of imposing taxes. *(Money raised by pays for all government services.)*

N. The most important industries in a country. *(Oil is one of the which are essential to the country's economy.)*

O. A state of economy where prices and wages are rising to keep pace with each other. *(The government is trying to keep down below 3%)*

P. A tax on money earned as wages or salary. *(She pays at the lowest rate.)*

Q. A tax imposed as a percentage of the invoice value of goods or services. An indirect tax. *( in Britain currently runs at 17.5%.*
Business and industry

Task 3: Now look at this extract from a business programme and fill in the gaps with one of the words or expressions from Tasks 1 and 2. In some cases, more than one answer may be possible. You may need to change some of the word forms.

1. __________________________ rates are to rise by a further half a percent next month, putting further pressure on homeowners paying mortgages. It will also discourage people from
2. __________________________ money from the high street banks, who are already under a lot of pressure. Last year, the National Bank was forced to 3. __________________________ 2,000 members of staff across the country, adding to the country’s rapidly rising rate of
4. __________________________.

5. __________________________ rose in the last year by almost 6%, despite the government’s pledge to keep price and wage rises no higher than 3%. This has had a negative impact on
6. __________________________, since the strong pound coupled with rising prices has made it almost impossible for foreign companies to buy British goods and services. Especially affected are the
7. __________________________producing Pharmaceuticals and chemicals.

8. __________________________ workers in 9. __________________________ industries across the country are demanding higher 10. __________________________. Unions and workers are negotiating with 11. __________________________ chiefs for an eight percent rise. This follows the announcement that the government want more investors to put their money into the
12. __________________________ sector.

13. __________________________ for home computers has finally overtaken the
14. __________________________, making it once again a seller’s market. There is now a two-week waiting list to receive a new computer. This has pushed prices up by almost a third.

Bradford Aerospace Technologies, where overall 15. __________________________ for sales of aircraft parts has dropped by almost 10% in the last quarter, will shortly become a
16. __________________________industry in a final desperate attempt to keep it open. The government has promised it will keep on the current workforce.

Bad news too for Ranger Cars, who this week announced a 17. __________________________ of almost five million pounds. A spokesman for the company blamed high labour costs and the reluctance by union leaders to approve increased 18. __________________________ at the firm’s factories. They insist that the installation of new machinery will lead to redundancies.

Don’t forget to keep a record of the words and expressions that you have learnt, review your notes from time to time and try to use new vocabulary items whenever possible.
Global problems

Task 1: Complete sentences 1-15 with the correct word or expression from A, B or C. In each case two of the options are incorrectly spelt.

1. Thousands of buildings were flattened in the San Francisco____________________of 1906.
   A. earthquack  B. earthquake  C. earthquaik
2. The________________________damaged properties all along the coast.
   A. hurricane  B. hurricane  C. huricance
3. A________________________struck the southern coast with tremendous force.
   A. tornadoe  B. tornado  C. tornaddo
4. The________________________caused immense damage in the regions along the coast
   A. taifun  B. typhone  C. typhoon
5. The________________________has been dormant for years, but last month it showed signs of new life.
   A. volcano  B. vulcano  C. volcanoe
6. Several________________________were heard during the night as the army occupied the city.
   A. explosions  B. explosiones  C. explosions
7. The American____________________of 1861-1865 was fought between the south and the north.
   A. civil war  B. sivil war  C. dwil war
8. There has been a major________________________on the motorway.
   A. acident  B. accident  C. acciddent
9.________________________rain has brought serious problems.
   A. Torrential  B. Torential  C. Torrentiat
10. The storm caused widespread __________________________along the coast.
    A. devvastation  B. devastation  C. devstavation
11. The________________________were caused by heavy rain.
    A. floods  B. floodes  C. floods
12. Relief workers are bringing food to________________________-stricken areas.
    A. draught  B. drought  C. drouhgt
13.________________________is widespread in parts of Africa, with millions suffering from malnutrition.
    A. famine  B. fammine  C. faminne
14. The authorities are taking steps to prevent an________________________of cholera.
    A. epidemmic  B. epidemic  C. eppidemic
15. The________________________was spread from rats to fleas and then on to humans.
    A. plague  B. plaque  C. plaigue

Task 2: Complete sentences 1-10 with an appropriate word or expression from the box. In some cases, more than one answer is possible. There are five words which do not fit into any of the sentences.

disaster • survivors • spouted • suffering • ran • erupted • broke out
shook • casualties • spread • refugees • relief • flamed • wobbled • swept

1. The disease________________________rapidly, killing everybody in its path.
2. The fire________________________through the slums, destroying everything.
Global problems

3. When the volcano________________________, people panicked and tried to escape.
4. The ground________________________ violently when the earthquake began,
5. Fierce fighting________________________ between government soldiers and rebel forces.
6. A funeral was held for the________________________of the fire.
7. An aid convoy was sent to help________________________of the hurricane.
8.________________________from the conflict in Mantagua have been fleeing across the border.
9. The poor people in the city have experienced terrible________________________ as a result of the disaster.
10. International aid agencies are trying to bring________________________ to the starving population.

Task 3: Now look at this report and fill in the gaps with one of the words or expressions from Tasks 1 and 2. In some cases, more than one answer may be possible. You may need to change some of the word forms.

REPORT FROM THE INTERNATIONAL CHARITIES SUPPORT FOUNDATION (ICSF)

The last year has been a particularly busy one for the ICSF. Outlined below are a few of the areas we have been busy in.

1. Following 1______________________- -- rain in eastern Mozamlumbi in January, millions were made homeless as 2______________________waters rose. The water also became polluted and there was a cholera 3______________________ as people continued to use it for drinking and cooking. Furthermore, as the harvest had been destroyed and there was not enough food to go round, 4______________________became a problem. Charities around the world worked particularly hard to bring 5______________________to the area.
2. Mount Etsuvius, the 6______________________which had been dormant since 1968, 7______________________suddenly in April. Thousands had to be evacuated to camps thirty miles from the disaster area. They still have not been rehoused.
3. The 8______________________in the Caribbean in July, which saw wind speeds of up to 180 miles per hour, caused immense 9______________________on many islands. Islands off the Japanese coast also suffered their worst 10______________________in almost thirty years, with prolonged winds in excess of 150 miles per hour. There were many 11______________________who had to be evacuated to hospitals which were not properly equipped to deal with the disasters.
4. The 12______________________in the northern part of Somopia continued into its second year, with millions of acres of crops destroyed by lack of rain. Meanwhile, the 13______________________between those loyal to the president and those supporting the rebel leader continued into its fifth year. 14______________________from the conflict have been fleeing across the border, with stories of atrocities committed by both sides.
5. In October, a fire 15______________________through Londum, the ancient capital of Perania. The 16______________________, which probably started in a bakery, destroyed thousands of homes. There were several 17______________________when the fire reached a fireworks factory, and a number of people were killed.
6. An outbreak of bubonic 18______________________was reported in the eastern provinces of Indocuba in November. It is believed to have been caused by a sudden increase in the number of rats breeding in the sewers.

A full report will be available in February, and will be presented to the appropriate departments of the United Nations shortly afterwards.
Use this sheet to develop your own bank of useful words and expressions.

<table>
<thead>
<tr>
<th>Word or Expression</th>
<th>Definition</th>
<th>Sample sentence(s)</th>
</tr>
</thead>
</table>

You may photocopy this page
Answers

Page 1 Condition answers

A.
1. You can borrow my dictionary providing that you return it before you go home. (We can also say provided that)
2. You can't go to university unless you have good grades. (Unless means the same as If you don’t)
3. Pollution will get worse as long as we continue to live in a throwaway society. (We can also say so long as, although this is slightly more formal)
4. Many developed countries are willing to waive the Third World debt on condition that the money is reinvested in education and medicine.
5. Some countries will never be able to rectify their deficits, no matter how hard they work. (Note word changes and sentence ending)
6. Computers are difficult things to understand, however many books you read about them. (However is used in the same way as no matter)
7. Crime is a problem, wherever you go.

On condition that is the most formal expression, and is generally stronger than the other words and expressions.

B. (We put the conditional clause at the beginning of a sentence if we consider it to be the most important part of the sentence)
1. Providing that you return it before you go home, you can borrow my dictionary.
2. Unless you have good grades, you can't go to university.
3. As long as we continue to live in a throwaway society, pollution will get worse.
4. On condition that the money is reinvested in education and medicine, many developed countries are willing to waive the Third World debt.
5. No matter how hard they work, some countries will never be able to rectify their deficits.
6. However many books you read about them, computers are difficult things to understand.
7. Wherever you go, crime is a problem.

C. From your own ideas.

D. 1. prerequisites 2. conditions 3. requirement

Page 2 Changes answers

11. swell 12. disappear 13. renew 14. renovate 15. promote (in the second sentence, promote means to make sure people know about something by advertising it) 16. demote 17. fade 18. replace 19. cure (in the second sentence, cure means to preserve meat or fish by putting it in salt) 20. reduce

Other words and expressions which you might find useful include:
swap / shrink / melt / grow / heal / decline / enlarge / downsize / take to something

Page 4 Describing & analysing tables answers


The verbs rise and increase have the same meaning here. We can also say climb. These verbs can also be nouns.
The verbs fail, drop and decline have the same meaning here. These verbs can also be nouns.
The adverbs steadily and noticeably can have the same meaning here. They can also be adjectives (steady, noticeable).
The adverbs sharply, rapidly and dramatically can have the same meaning here. They can also be adjectives (sharp, rapid, dramatic).
B. Suggested answers.

1. The number of people employed in industry fell/dropped/declined steadily/noticeably between 1996 and 2000 / over the five-year period.
   Or
   There was a steady drop/decline/fall in the number of people employed in industry between 1996 and 2000 / over the five-year period.

2. The number of people employed in retail rose / increased slightly between 1996 and 2000 / over the five-year period.
   Or
   There was a slight rise / increase in the number of people employed in retail between 1996 / over the five-year period.

3. The number of people employed in public services rose / increased sharply / rapidly / dramatically between 1999 and 2000.
   Or
   There was a sharp / rapid / dramatic rise / increase in the number of people employed in public services between 1999 and 2000.

4. The number of people employed in tourism rose / increased steadily / noticeably between 1996 and 2000.
   Or
   There was a steady / noticeable rise / increase in the number of people employed in tourism between 1996 and 2000 / over the five-year period.

   Or
   There was a sharp / rapid / dramatic fall / drop / decline in the number of unemployed between 1998 and 2000.

6. There was a considerable discrepancy between those employed in industry and those working in tourism in 1996.

7. The number of people employed in industry fell / dropped / declined slightly between 1998 and 1999.
   Or
   There was a slight fall / drop / decline in the number of people employed in industry between 1998 and 1999.

Other words and expressions which you might find useful include:

For things going up: rocket/jump/edge up/soar/creep up/peak (especially for numbers, prices, etc.)
For things going down: slump/plunge/slip back/slip down/plummet/drop/bottom out (especially when talking about prices)

Page 6 How something works answers

1. thermostat (a heat controlling device in, e.g., a kettle or electric heater)  2. compact disc player  3. aerosol  4. aeroplane (USA = airplane)  5. camera  6. food processor  7. firework

The other words in the grid are:
Kettle / computer / car engine / television / toaster / microwave oven / ballpoint pen / lightbulb / bicycle

Other words and expressions you might find useful include:

Reflects / turns / starts / stops / records / turns up / turns down / winds / unwinds / revolves / folds / unfolds / reverses

Note: When we describe how an object works and there is no person or other agent involved in our description, we use the active voice (‘Light enters the glass object and a small door opens up’). When there is a person involved in the process, we usually use the passive voice (‘This can be released...’; ‘...a button is pressed’). This is because the action or process is more important than the person doing it.

Page 7 Writing a letter answers

A.

1. B (the most acceptable beginning in British formal letters)  2. A  3. C (‘I would like to...’ is a common way of beginning a letter in many situations, e.g., complaining, applying for a job, asking for information. It is also possible to say / am writing to...)  4. C  5. A  6. C  7. A (we can also say Thank you for your attention to this matter)  8. C (we can also use I refer to letters and phone calls you have received: I refer to your call of 12 March)  9. B  10. B (Best wishes is used with more informal letters)  11. A
Answers

B.
1. False. Formal letters should be as brief and to the point as possible.
2. False.
3. False.
4. False. It is not necessary to include your name.
5. True. (In some countries, writing abbreviated dates could be confusing. In Britain, 1/4/00 is the 1st April. In the USA it is the 4th January.)
6. True.
7. False. (A letter which is not broken into paragraphs can be difficult and confusing to read. You should have at least three paragraphs: Paragraph 1: explaining why you are writing. Paragraph 2+: details. Final paragraph: action to be taken - e.g., 'I look forward to hearing from you soon'.)

Page 8 Presenting an argument answers

A.
The best order is:

When you are asked to present an argument, you should always look at it from two sides, giving reasons why you agree and disagree before reaching a conclusion.

Other words and expressions which you might find useful include:
I believe that / despite this / in spite of this / also / thirdly / I think / finally / in conclusion / nonetheless / admittedly / on the contrary / at any rate / notwithstanding / for all that / even if

Page 9 Contrast & comparison answers

1. A  2. B  3. B  4. C (differentiate and distinguish have exactly the same meaning)

Page 10 Location answers

A.
1. parallel to / in close proximity to (we can also say near to / dose to)
2. surrounded by
3. on the left-hand side of
4. in the bottom left-hand corner of
5. directly opposite
6. halfway between (we can also say midway between)
7. exactly in the middle of
8. roughly in the middle of
9. at the top of
10. in the top left-hand corner of
11. to the left of / in close proximity to
12. at right angles to / perpendicular to
13. to the left of / in close proximity to
14. in the top right-hand corner of
15. at the bottom of
16. in close proximity to
17. on the right-hand side of
18. in the bottom right-hand corner of
19. stands outside

Other words and expressions which you might find useful include:
in the north - south - east - west of / to the north - south - east - west of / on the corner (of a street) / on the other side of / approximately / in front of / behind / across from / above / below / beneath / beside

Page 12 Joining/becoming part of something bigger answers

Verbs
1. linked
2. amalgamated / merged
3. blended
4. merged / amalgamated
5. incorporated
6. integrated / assimilated
7. assimilated / integrated
8. swallowed up / took over
9. got together
10. took over / swallowed up (swallowed up is less formal than took over)

Nouns
1. alliance
2. union
3. federation
4. alloy
5. compound
6. synthesis
7. unification
8. blend
9. coalition
10. merger

Page 13 Reason & result answers

1. The police asked him his reason for speeding through the town.
2. He failed his exam due to / on account of / owing to (these expressions have the same meaning as because of) his lack of revision.
3. A persistent cough prompted him to seek professional medical help.
4. She started haranguing the crowd with the aim of starting a riot.
5. He spent the whole weekend revising in order to pass his exams.
6. They came in quietly so as not to wake anyone.
7. He refused to lend anyone money on the grounds that people rarely repay a loan.
8. The bank manager refused to lend the company more money on account of / due to / owing to its low turnover and poor sales history.
9. The school was forced to close due to / on account of / owing to poor student attendance.
10. What were your motives in upsetting me like that?
11. What are the effects of a large earthquake?
12. Stress and overwork can affect
Answers

different people in different ways. 13. The army attacked without considering the consequences of / effects of its action. 14. He failed to send off his application form and as a consequence was unable to enrol for the course. 15. Riots and street fighting ensued when the police officers on trial were acquitted.

1. ensued 2. consequences of / effects of 3. in order to 4. with the aim of 5. on account of / due to / owing to 6. reason for 7. prompted him to 8. on the grounds that 9. so as not to 10. affect

Page 14 Generalisations & specifics answers

A.

B.
General things: outline / generalisations / gist / in general
Specific things: specifies / technicality / peculiar to / details / itemize / minutiae / characteristics / illustration / illustrate / exemplifies / peculiarity

Other words and expressions you might find useful include:
on the whole / for the most part / generalities / general terms / to generalise / list (as a verb) / specify

Page 16 Focusing attention answers

A.

The word in the bold vertical strip is principally

B.
Only or solely: simply / exclusively / specifically / purely
In most cases, normally or the main reason: largely / primarily / mainly / particularly / notably / mostly / chiefly

Other words and expressions you might find useful include:
for the simple reason that / purely on account of

Page 17 Opinion, attitude & belief answers

A.
1. opinion 2. concerned 3. convinced 4. regarding 5. disapproval 6. maintains 7. reckon (an informal word which means think or believe) 8. suspect 9. doubt 10. disapprove 11. exception 12. fanatical 13. obsessive (Note: obsessive about / obsessed with) 14. moderates 15. conservative 16. committed 17. dedicated 18. traditional

B.
Political beliefs: a republican/a revolutionary / left-wing / right-wing/a socialist/a royalist /a conservative/a liberal / a communist / a fascist / middle-of-the-road / an anarchist

Personal convictions and philosophies: opinionated / pragmatic / a Muslim / an intellectual / tolerant / a moralist / narrow-minded / bigoted / open-minded / a vegan / a Buddhist / a vegetarian / dogmatic / moral / religious / a Hindu / a stoic

Other words and expressions you might find useful include:
view (as a verb) / attitude / protest / condemn / object to something / condemnation / denounce / revulsion /disparage / scornful / applaud / agree with / disagree with / disagreement / hold the view that / from my point of view / for and - or against
Answers

Page 18 Stopping something answers

1. delete 2. repeal 3. deter 4. dissuade 5. rescind 6. suppress 7. sever (we can also use the expression break off) 8. turn down (we can also say reject or decline) 9. back out (we can also say withdraw) 10. deny 11. cancel 12. quash 13. give up 14. put an end to 15. remove (less formally, we can also say strike, but only if we are referring to something on paper, e.g., 'Strike his name from the list')

Other words and expressions you might find useful include:
discard / refuse / clamp down on somebody - something / delay (to stop something temporarily)

Page 19 Time answers

A.

Part 1:
1. Prior to (this expression is usually followed by a noun or by an -ing verb; For example: Prior to visiting the country, he had to study the language) 2. By the time 3. Formerly/Previously 4. precede 5. Previously 6. Previously / Earlier

Part 2:
1. While/As/Just as (While is usually used to talk about long actions. When is usually used to talk about short actions) 2. During / Throughout (During must always be followed by a noun. Throughout can be used on its own. For example: The concert was boring and I slept throughout) 3. In the meantime / Meanwhile (If these words are followed by another word, that word must be a noun) 4. At that very moment

Part 3:
1. Following (This word is always followed by a noun. We can also say after) 2. As soon as / Once / The minute that (these words and expressions are always followed by an action) 3. Afterwards

B.

(1 - the past): in medieval times / back in the 1990s / in those days / a few decades ago / at the turn of the century / in my childhood/youth / last century / from 1996 to 1998

(2 - the past leading to the present): ever since / over the past six weeks / lately / for the past few months

(3 - the present): as things stand / nowadays / at this moment in time / at this point in history / these days

(4 - the future): for the next few weeks / one day / from now on / over the coming weeks and months / in another five years' time / by the end of this year / for the foreseeable future / sooner or later

Page 20 Objects & actions answers

A.


Note: Several of these verbs can also be nouns, and in many cases the meaning of the word changes. Compare, for example, a contract and to contract.

B.


Other words and expressions you might find useful include:
move / run / stop / fall down / come in / get up / break / bend / dance / cool / solidify / thaw / trickle / drench
(Also see page 6: How something works)

Page 22 Likes & dislikes answers

A.

Positive connotations: yearn for / passionate about / fond of / captivated by / fancy / keen on / look forward to / long for / appeal to / attracted to / fascinated by / tempted by

Negative connotations: loathe / dread / detest / cannot stand / repel / disgust / revolt / cannot bear
Answers

Page 24 Obligation & option answers
A.
1. False (you must take your own pencil and eraser)  
2. True  
3. False (he had to pay the money back)  
4. False (they don't have to pay any income tax at all)  
5. True  
6. False (the doctors made him stop smoking)  
7. True  
8. False (you can attend the classes if you want to)  
9. False (you must wear a crash helmet. We can also use the word obligatory)  
10. True

B.
1. obliged / required  
2. no alternative  
3. liable for  
4. compulsory  
5. voluntary  
6. mandatory  
7. required  
8. forced  
9. optional  
10. exempt

Page 25 Success & failure answers
A.
1. The two warring countries managed to reach / achieve a compromise over the terms for peace.  
2. During his first year as President he managed to achieve / accomplish / fulfil a lot more than his predecessor had in the previous five.  
3. The company couldn't afford to move to new premises but were able to reach / secure an agreement for a new lease.  
4. He worked hard at his job and was soon able to achieve / realize / fulfil his ambitions of being promoted to marketing manager. (Note: realize can also be written realise)  
5. The country badly needed to increase its overall standard of living and attempted to achieve / reach / attain its targets - those of free education and healthcare - within eight years.  
6. After four years of hard work, the motor racing team managed to achieve / realise their dreams of winning the Monaco Grand Prix.  
7. He desperately wanted to start a new job, but first of all he had to fulfil his obligations to his current employer.  
8. Many people want to be rich, but few achieve / realize / fulfil their goal of becoming millionaires.  
9. I have a lot of plans, and one of them is to achieve / realize / fulfil my aims of doing well at school and then going to university. 

Note: Instead of manage to (+ the infinitive form of the verb), we can say succeed in (+ the -ing form of the verb. Example: He managed to pass his exam / He succeeded in passing his exam)

B.
1. B  
2. A  
3. B  
4. C  
5. B  
6. C (we can also say backfired, when a plan turns out exactly the opposite to what was expected. For example: All their holiday plans backfired when the children got chickenpox)

Other words and expressions which you might find useful include: 
come off (an informal expression meaning to succeed) / fail / come to nothing

Page 26 Ownership, giving, lending & borrowing answers
A.
1. landlords (landlady = female. We can also use the word landowner)  
2. owners / proprietors  
3. owners  
4. property  
5. estate  
6. possessions  
7. belongings (possessions usually refers to everything we own - for example, our homes, furniture, etc. Belongings usually refers to smaller things - for example, a coat, a briefcase, etc.)  
8. lease  
9. loan  
10. mortgage  
11. tenants  
12. rent / mortgage  
13. donation (we can also say contribution)  

Note: These words can be either nouns or verbs: lease / rent / mortgage / loan. 
Loan can also be used as an adjective, e.g., a loan shark
**Answers**

A.

1. lend  
2. rent  
3. hire  
4. borrow  
5. contribute (we can also say donate)  
6. provide for  
7. leave  
8. allocate / provide  
9. provide

**Other words and expressions which you might find useful include:**

supply (somebody) with (something) / cater for / present (somebody) with (something)

Page 27 Groups answers

A.

<table>
<thead>
<tr>
<th>People in general</th>
<th>People working together</th>
<th>Animals</th>
<th>Objects</th>
</tr>
</thead>
<tbody>
<tr>
<td>huddle</td>
<td>company</td>
<td>litter</td>
<td>batch</td>
</tr>
<tr>
<td>throng</td>
<td>team</td>
<td>swarm</td>
<td>heap / pile</td>
</tr>
<tr>
<td>gang</td>
<td>platoon</td>
<td>flock</td>
<td>stack</td>
</tr>
<tr>
<td>crowd</td>
<td>staff</td>
<td>herd</td>
<td>bundle</td>
</tr>
<tr>
<td>group</td>
<td>crew</td>
<td>pack</td>
<td>bunch</td>
</tr>
<tr>
<td></td>
<td>cast</td>
<td>shoal / school</td>
<td>set</td>
</tr>
</tbody>
</table>

B.

1. crowd/throng  
2. huddle/group  
3. set  
4. staff  
5. company  
6. herd  
7. batch  
8. gang / crowd  
9. cast  
10. heap/pile  
11. group  
12. shoal  
13. litter  
14. crew  
15. flock  
16. team  
17. throng/crowd  
18. platoon  
19. bundle  
20. bunch  
21. stack  
22. pack  
23. swarm

C.

A. lecture  
B. delegation  
C. tutorial  
D. symposium  
E. seminar  
F. tribunal

Page 28 Around the world answers

A.

1. C  
2. B (Antarctica is the name of the continent and is not preceded by the)  
3. B  
4. A  
5. C (countries between North and South America, i.e., south of Mexico and north of Colombia)  
6. A (all countries south of the USA where Spanish or Portuguese is widely spoken as a first language)  
7. C  
8. C  
9. C (Mainland Europe and Continental Europe have the same meaning. British and Irish people often refer to Continental Europe as the Continent)  
10. B  
11. C

B.

<table>
<thead>
<tr>
<th>Portuguese -ese (e.g., China = Chinese)</th>
<th>Lebanese -(i)an (e.g., Brazil = Brazilian)</th>
<th>Japanese -ish (e.g., Britain = British)</th>
<th>Maltese -(i) (e.g., Pakistan = Pakistani)</th>
<th>Arabic -ic (e.g., Iceland = Icelandic)</th>
<th>Others (e.g., France = French)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Belgian</td>
<td>Belgian</td>
<td>Irish</td>
<td>Bangladeshi</td>
<td>Arabic</td>
<td>Greek</td>
</tr>
<tr>
<td>Malaysian (we can also say Malay)</td>
<td>Malayan</td>
<td>Finnish</td>
<td>Israeli</td>
<td>(Adjectives with -ic are usually used to talk about racial groups rather than nationalities. For example, Slavic, Nordic, etc.)</td>
<td>Welsh</td>
</tr>
<tr>
<td>Norwegian</td>
<td>Norwegian</td>
<td>English</td>
<td>Kuwaiti</td>
<td></td>
<td>Dutch</td>
</tr>
<tr>
<td>Peruvian</td>
<td>Russian</td>
<td>Scottish</td>
<td>Yemeni</td>
<td></td>
<td>Thai</td>
</tr>
<tr>
<td>Russian</td>
<td>Iranian</td>
<td>Spanish</td>
<td>Iraqi</td>
<td></td>
<td>Swiss</td>
</tr>
<tr>
<td>American</td>
<td>American</td>
<td>Turkish</td>
<td></td>
<td></td>
<td>Filipino</td>
</tr>
<tr>
<td>Australian</td>
<td>Australian</td>
<td>Danish</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

C.

1. a dialect  
2. Your mother tongue is the language you first learned to speak as a child and which you continue to use at home, with your friends, your family, etc.  
3. bilingual / multilingual  
4. The seven continents are: Europe / North America / South America / Asia / Australasia / Africa / Antarctica, in some countries, more than one language is officially spoken (for example, in Belgium some people speak French and some speak Flemish).
Page 30 Size, quantity & dimension answers

A.
Big: 3 4 5 6 7 9 10 11 12 14 15 16 17 18 19 20 22 23 24 25
Small: 1 (note the pronunciation: /maɪˈnjuːət/) 2 8 13 21

B.
1. a long-distance journey 2. a great deal of time 3. dozens of times 4. A minute amount of dust 5. a gigantic wave 6. a huge waste of time 7. a colossal statue 8. plenty of food 9. A broad river 10. A vast crowd of supporters 11. a gargantuan meal / plenty of food 12. a giant building / a vast room 13. a mammoth job / tons of work (both these expressions are informal) 14. a deep lake 15. a minuscule piece of cloth 16. an enormous book 17. a mammoth job / tons of work 18. a high mountain 19. a monumental error 20. a tiny car 21. a giant building 22. a wide avenue 23. a shallow pool 24. a tall man 25. A narrow alleyway

Page 32 Shape & features answers

A.

B.

C.

Page 33 Emphasis & misunderstanding answers

A.

B. 1. accentuate 2. prominent 3. emphasis / accent / stress 4. emphasised / accentuated / stressed 5. put great stress 6. of crucial importance / extremely important 7. emphasis

C. 1. confused 2. confusion 3. mix-up (informal. It can also be a verb: to mix up) 4. obscure 5. distorted 6. impression / misapprehension 7. assumed 8. mistaken 9. impression / misapprehension

Note: Word forms.

<table>
<thead>
<tr>
<th>Verb</th>
<th>Noun</th>
<th>Adjective</th>
<th>Adverb</th>
</tr>
</thead>
<tbody>
<tr>
<td>confuse</td>
<td>confusion</td>
<td>confusing / confused</td>
<td>confusingly</td>
</tr>
<tr>
<td>distort</td>
<td>distortion</td>
<td>distorted</td>
<td></td>
</tr>
<tr>
<td>misapprehend</td>
<td>misapprehension</td>
<td>#</td>
<td></td>
</tr>
<tr>
<td>mistake</td>
<td>mistake</td>
<td>mistaken</td>
<td>mistakenly</td>
</tr>
<tr>
<td>assume</td>
<td>assumption</td>
<td>#</td>
<td>#</td>
</tr>
</tbody>
</table>

Page 34 Changes answers

A.
1. True 2. True 3. False: there has been an improvement 4. False: there has been an increase 5. False: there has been a strengthening of the dollar 6. False: there has been a relaxation of border controls 7. False: we're increasing or building up our stocks of coal 8. True 9. False: there has been a slight fall 10. False: they're going to decrease the number 11. False: there has been a decline 12. False: there has been a tightening up of the rules 13. False: there has been a widening of the gap 14. True 15. False: there has been a downward trend 16. True 17. True 18. True 19. True 20. False: British people want to broaden their horizons

Most of the words in this task can be verbs as well as nouns. Use a dictionary to check which ones.

Other words and expressions which you might find useful include:
raise / lower / shrink / extend / introduce / enlarge / drop in ability / open / close / lessen / heighten / lower / deepen / stretch / extend / spread / widen / shorten

See also Page 4: Describing & Analysing Tables
Answers

Page 36 Opposites answers


Adjectives: 1. clear 2. easy 3. graceful 4. detrimental (we can also say harmful) 5. approximate 6. innocent 7. even 8. scarce 9. flexible 10. clear 11. crude (we can also say primitive) 12. delicate (we can also say mild) 13. dim 14. compulsory (we can also say obligatory) 15. reluctant

Note: A lot of words have more than one opposite, depending on their meaning (for example, the opposites of strong are weak I feeble (if you are talking about physical strength), delicate I mild (if you are talking about taste), dim I faint (if you are talking about light) or just weak (if you are talking about the strength of a drink). Use a dictionary to check if you are not sure.

Page 38 Addition, equation & conclusion answers

A.

<table>
<thead>
<tr>
<th>Addition</th>
<th>Equation</th>
<th>Conclusion</th>
</tr>
</thead>
<tbody>
<tr>
<td>(For example: and)</td>
<td>(For example: equally)</td>
<td>(For example: in conclusion)</td>
</tr>
<tr>
<td>along with</td>
<td>likewise similar</td>
<td>to sum up briefly</td>
</tr>
<tr>
<td>as well as</td>
<td>in the same way correspondingly</td>
<td>it can be concluded that</td>
</tr>
<tr>
<td>also</td>
<td></td>
<td>to conclude</td>
</tr>
<tr>
<td>too</td>
<td></td>
<td>in brief</td>
</tr>
<tr>
<td>in addition</td>
<td></td>
<td>thus</td>
</tr>
<tr>
<td>besides</td>
<td></td>
<td>to summarise</td>
</tr>
<tr>
<td>what's more</td>
<td></td>
<td>therefore</td>
</tr>
<tr>
<td>furthermore</td>
<td></td>
<td></td>
</tr>
<tr>
<td>moreover</td>
<td></td>
<td></td>
</tr>
<tr>
<td>along with (this could also go into the next box -&gt; )</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

B.

1. Furthermore / Moreover / In addition / What's more (this is less formal than the other expressions) 2. As well as / Besides 3. Likewise / Similarly / In the same way (the verbs in both sentences (i.e., respect) are the same and refer to the same thing, so we can use a word of equation here) 4. As well as / Along with 5. In addition 6. Likewise / Similarly 7. Likewise / In the same way / Correspondingly 8. In brief 9. It can be concluded that 10. Therefore (To sum up, to conclude and to summarise are usually used to conclude longer pieces of writing. Thus is slightly more formal than therefore, but has the same meaning)

Note: It is important that you are familiar with the way these words and expressions are used, including the other words in a sentence that they 'work' with. Use a dictionary to look up examples of these words and expressions, and keep a record of them that you can refer to the next time you use them.

Page 39 Task commands answers


Other words and expressions which you might find useful include:
give an account of / calculate / characterise / classify / comment on / consider / contrast / criticize / deduce / describe determine / differentiate between / distinguish between / elucidate / enumerate / express / list / mention / relate show / speculate / state

Page 40 Confusing words & false friends answers

Answers


Note: some of these words have more than one meaning. For example, a television channel and a channel of water between two land masses. Use a dictionary to check for other meanings.

Other confusing words/false friends include:
actually - now / already - yet / afraid of - worried about / bring - fetch / conduct - direct / consequences - sequences driver - chauffeur / formidable - wonderful / fun - funny / go - play (for sports and games) / come along with - follow kind - sympathetic / lend - borrow / nature - countryside / overcome - overtake / pass - take (an exam) / receipt - recipe - receipt remember - remind / scenery - view / sensible - sensitive / special - especially / take - bring

Page 44 Useful interview expressions answers

<table>
<thead>
<tr>
<th>Agreeing with somebody:</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Disagreeing with somebody:</td>
<td>13</td>
<td>17</td>
<td>18</td>
<td>23</td>
<td>26</td>
</tr>
<tr>
<td>10 (followed by your opinion)</td>
<td>11</td>
<td>16</td>
<td>19</td>
<td>24 (followed by your opinion)</td>
<td>29</td>
</tr>
<tr>
<td>Interrupting:</td>
<td>9</td>
<td>28</td>
<td>35</td>
<td>(You shouldn't interrupt too often. In any case, during the interview the examiner will leave you to do most of the talking)</td>
<td></td>
</tr>
<tr>
<td>Asking for clarification or repetition:</td>
<td>6</td>
<td>12</td>
<td>22</td>
<td>32</td>
<td>36 (Don't just say What? Or Eh?)</td>
</tr>
<tr>
<td>Asking somebody for their opinion:</td>
<td>5</td>
<td>14</td>
<td>37</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Saying something in another way:</td>
<td>3</td>
<td>8</td>
<td>20</td>
<td>21</td>
<td>25</td>
</tr>
<tr>
<td>Giving yourself time to think:</td>
<td>1</td>
<td>7</td>
<td>21</td>
<td>34</td>
<td></td>
</tr>
<tr>
<td>Summing up:</td>
<td>2</td>
<td>4</td>
<td>15</td>
<td>31</td>
<td></td>
</tr>
</tbody>
</table>

Page 47 Spelling answers

A.
1. advise = advice
Many English words can be nouns and verbs without a change in spelling. However, some words which end in -ice when they are nouns end with -ise when they become verbs. For example, practice (noun) = practise (verb)

2. acheive = achieve
A lot of English words use a combination of i and e. The order of these letters can be confusing.

In most words where these letters are pronounced as ee (as in cheese), the i comes before the e (for example, siege, thief, field, belief, piece) unless the letters are preceded by the letter c (for example, ceiling, conceit, receive, deceive).

However, not all words follow this rule. Exceptions include caffeine, protein, neither, either and seize.

When the letters are pronounced ay (as in hate), the e comes before the i (for example, weigh, veil, neighbour, eight).

There are other words which must be learned individually. These are: foreign, forfeit, height, heir, leisure, their, surfeit, sovereign.

3. aquire = acquire
A lot of English words contain silent letters - in other words, a letter which we do not pronounce when we say the word. There are very few rules to tell you which is which, so you must learn each word individually or use a dictionary to check the spelling of a word if you are not sure.
Answers

Some common examples of silent letters include:

Silent A: February parliament marriage
Silent B: comb bomb womb doubt
Silent C: conscience scene discipline scissors
Silent D: Wednesday handsome
Silent G: campaign design
Silent H: ghost school vehicle rhythm
Silent I: business hygiene nuisance
Silent N: autumn column condemn
Silent T: listen mortgage
Silent U: biscuit colleague (which also has a silent e at the end) guarantee guess
Silent W: answer whole
Silent GH: though thorough weigh height

4. swimming = swimming
We double the last letter of single-syllable words ending with a single vowel and a single consonant when we add a suffix (e.g., -ing):

swim - swimming run - running dip - dipped

We usually do the same thing if a two-syllable word is stressed on the second syllable:

begin - beginning regret - regrettable prefer - preferring

We do not double the last letter in the following cases:
- when a word ends with w, x or y
- when the suffix begins with a consonant (e.g., bad - badly)
- when a word ends with l and the suffix -ly is added (e.g., playful - playfully)
- when two vowels come before the final consonant (e.g., weep - weeping)

5. thieves = thieves
Most nouns are regular. This means that we add an s to make them plural (e.g., car - cars). However, some nouns are irregular - we either do not add an s to the word to make it plural or we add s plus some other letters.

In nouns which end with a consonant and y, the y changes to i and we add s:

party - parties baby - babies worry - worries

In nouns which end with s, sh, tch and x, we add es:

bus - buses dish-dishes watch - watches box - boxes

In some nouns which end in f or fe, we replace the f with v and add es.

calf-calves half-halves knife-knives life - lives wife - wives

In some words which end with o, we add es.

cargo - cargoes echo - echoes hero - heroes

Some words do not change at all.

fish, deer, sheep

And some words have their own individual rules:

man - men child - children woman - women person - people

6. hoping = hoping
We drop the e from a word when a suffix which begins with a vowel (e.g., -ing) is added to a word which ends in a consonant plus a silent e:

hope - hoping tape - taping give - giving immature - immaturity
Answers

We also drop the e from a word when a suffix which begins with a vowel is added to a word which ends in a vowel plus a silent e:
continue - continuity  pursue - pursuing  argue - arguable

When a suffix begins with a consonant (e.g., -ment) we do not usually drop the e, although there are some exceptions (e.g., awe - awful, true - truly)

7. happiness = happiness
We change the y to i when it follows a consonant and a suffix is added (e.g., happy - happiness)

We do not usually change the y to i when the y follows a vowel (e.g., play - playful) or when the suffix added is -ing (e.g., pry - prying)


C.

Page 49 Education answers

Task 1

The British higher education system is formed of universities and colleges, where students can take degrees in various specialized subjects. Students need a certain level of passes at 'A' levels to enter a university, and most universities ask students to come for special entrance exams and interviews. Fees in higher education are in some cases met by grants, but many students are required to pay for their tuition fees and take out loans to do this.

Task 2
1. kindergarten (we can also use the words nursery or playschool)  2. primary  3. skills / literacy / numeracy  4. secondary  5. discipline (this can also be a verb) / pass (the opposite of this is fail)  6. course (we can also use the word programme)  7. enrol  8. graduate (this can also be a noun - a graduate; a student who has finished a course at university. A student who is still at university is called an undergraduate) / degree  9. correspondence (we can also use the expression distance learning)  10. qualifications  11. evening class / day release

Task 3

Other words and expressions which you might find useful include:
pupil power (a relatively new expression suggesting a school or college where the students are partly responsible for choosing what and how they learn) / faculty / subject / resources / campus / adult education / infant school / junior school / comprehensive school / take or sit an exam / private education / co-educational / lecture / seminar / tutorial

Page 51 The media answers

Task 1


Peter Collin Publishing. © 2001. For reference, see the English Dictionary for Students (1-901659-06-2)
Answers

Task 2
1. freedom of the press 2. media tycoon (we can also use the expression media mogul) 3. censorship 4. unscrupulous
5. exploiting 6. invasion of privacy 7. paparazzi 8. / 9. information / entertainment (in either order

Task 3
1. broadsheets 2. coverage 3. current affairs 4. reporters 5. journalists 6. tabloids 7. broadcasts 8. Internet
privacy / chequebook journalism 15. paparazzi 16. libel 17. chequebook journalism 18. unscrupulous

Other words and expressions which you might find useful include:
Types of television programme: documentary / soap opera / quiz show / sitcom / drama / weather forecast / game show
/ variety show / commercial / chat show
Parts of a newspaper: headline / editorial / advertisement / what’s on / entertainment / colour supplement / fashion
/ business / financial / sport / horoscope / state-controlled / journal / slander / tune in / read between the line;
/ downmarket / upmarket / upbeat

Page 53 Work answers

Task 1
1.  2.  3.  4.  5.  6.  7.  8.  9.  10.  11.  12.  13.  14.  (although some people enjoy a very
demanding job)

'Tick Building Syndrome’ is a recently discovered problem in which the design of a building adversely affects
the people working in it. For example, in buildings with poor ventilation the employees often suffer from
headaches or breathing problems.

‘Repetitive strain injury’ (R.S.I) is a pain in the arm or some other part of the body felt by someone who
performs the same movement many times, such as when operating a computer keyboard.

Task 2

Task 3
1. employees 2. unskilled 3. semi-skilled 4. blue-collar 5. manufacturing industries 6. white-collar 7. service
15. repetitive strain injury 16. salary (a salary is paid monthly. We also use it to describe the amount of money an
employee receives over a year: ‘What is your salary?’ £24,000 a year / per annum.” We use the word wage or wages
to describe money which is paid daily or weekly) 17. promotion 18. perks 19. incentive 20. increment (we can
also use the expression pay rise) 21. sickness benefit 22. pension 23. self-employed

Other words and expressions which you might find useful include:
employer / manual worker / profession / dismiss / dismissal / recruitment drive (when a company tries to employ a lot
of new people) / overtime / fixed income / candidate / interview / interviewer / interviewee / leave (a formal word
meaning holiday)

Page 56 Money and finance answers

Task 1
1. Profit is money you gain from selling something, which is more than the money you paid for it. Loss is money
you have spent and not got back.
2. Extravagant describes somebody who spends a lot of money. Frugal or economical describes somebody who is
careful with money.
3. A current account is a bank account from which you can take money at any time. A deposit account is a bank
account which pays you interest if you leave money in it for some time (we can also use the expression savings
account or notice account).
4. A loan is money which you borrow to buy something. A mortgage is a special kind of loan used to buy a house
over a period of time.
5. To deposit money is to put money into a bank account. To withdraw money is to take money out of a bank account (deposit can be a noun or a verb. The noun form of withdraw is withdrawal).
6. A wage and a salary are money you receive for doing a job, but a wage is usually paid daily or weekly and a salary is usually paid monthly.
7. If you are broke, you have no money. It is an informal expression. If you are bankrupt, you are not able to pay back money you have borrowed. It is a very serious financial situation for somebody to be in.
8. In the UK, shares are one of the many equal parts into which a company’s capital is divided. People who buy them are called shareholders. Stocks are shares which are issued by the government. Dividends are parts of a company’s profits shared out among the shareholders.
9. Income tax is a tax on money earned as wages or salary. Excise duty is a tax on certain goods produced in a country, such as cigarettes or alcohol.
10. To credit somebody’s bank account is to put money into the account. To debit somebody’s bank account is to take money out. In the UK, many people pay for bills etc. using a system called direct debit, where money is taken directly from their account by the company providing the goods or service.
11. Traditionally a bank is a business organization which keeps money for customers and pays it out on demand or lends them money, and a building society is more usually associated with saving money or lending people money to buy houses.
12. A discount is the percentage by which a full price is reduced to a buyer by the seller. A refund is money paid back when, for example, returning something to a shop (It can also be a verb: to refund)
13. A bargain is something bought more cheaply than usual (the word can have other meanings - check your dictionary). Something which is overpriced is too expensive. Something which is exorbitant costs much more than its true value.
14. A worthless object is something which has no value. A priceless object is an extremely valuable object.
15. If you save money, you put it to one side so that you can use it later. If you invest money, you put it into property, shares etc. so that it will increase in value.
16. Inflation is a state of economy where prices and wages increase. Deflation is a reduction of economic activity.
17. Income is the money you receive. Expenditure is the money you spend.
18. If you lend money, you let someone use your money for a certain period of time. If you borrow money from someone, you take money for a time, usually paying interest.

Task 2

Task 3

Other words and expressions which you might find useful include:
Cash / cheque / credit card / statement / overdrawn / receipt / customs / inheritance tax / corporation tax / disability allowance / social security / currency / rate of exchange / investment / wealthy / debt / upwardly or downwardly mobile equity / negative equity

Page 58 Politics answers

Task 1

The word in the shaded vertical strip is ‘dictatorship’

The British Parliament is divided into two houses. These are:
1. The House of Commons. This is the lower house, which is made up of 659 elected members who are known as Members of Parliament, or MPs.
2. The House of Lords. This is the upper chamber, which is made up of hereditary peers or specially appointed men and women.

The House of Commons is the most important house. Many people in Britain want the House of Lords abolished because they see it as an outdated institution.
### Task 2
1. False. It is a system of government with an hereditary king or queen.
2. False. A politician is a person who works for the government.
3. False. A statesman or stateswoman is an important political leader or representative of a country.
4. True.
5. True.
6. False. A ministry is a government department.
7. True.
8. False. A policy is a decision on the general way of doing something. ‘People voted for the Labour Party because they liked their policies’
9. False. A referendum is a vote where all the people of a country are asked to vote on a single question. We want a referendum on the issue of European Monetary Union’
10. False. An election is the process of choosing by voting (The verb is elect)

In Britain, a general election (in which all voters can vote for a government) is held every five years. When a Member of Parliament dies or retires, there is a by-election to choose a new MP

Other words and expressions which you might find useful include:
- vote / elect / revolution / scandal / stand for / run for Parliament / seat / marginal seat / chamber / Vice-president / mayor / ambassador / embassy / party / representative / proportional representation / bureaucracy / bureaucrat

### Page 60 The environment answers

#### Task 1
1. F (The opposite of battery farming is free range farming)
2. L
3. J (Some of these animals are called protected species, which means that it is illegal to kill them)
4. E
5. B
6. C
7. D
8. K
9. I
10. G
11. H
12. A (we can also use the word hunting, although there are some differences. Poaching means to hunt illegally)

#### Task 2
1. Green Belt
2. biodegradable packaging
3. greenhouse
4. rain forest
5. erosion
6. recycle
7. organic
8. genetically modified (we can also use the abbreviation GM)
9. unleaded petrol
10. Acid rain
11. ecosystem
12. emissions / fossil fuels
13. contaminated (we can also use the word polluted)
14. environmentalists
15. Global warming

*Friends of the Earth* and *Greenpeace* are two organizations which campaign to protect the environment. A third organization, the *World Wide Fund for Nature (WWF)*, protects endangered species of animals and plants and their habitats. They are also involved in projects to control pollution.

#### Task 3
1. fossil fuels
2. acid rain
3. greenhouse
4. global warming
5. rain forest
6. contaminated
7. emissions / gases
8. Poaching
9. endangered species
10. ecosystem
11. recycle
12. biodegradable
13. genetically modified
14. organic
15. unleaded petrol
16. environmentalists
17. conservation programmes
18. battery farming
19. Green Belts

Other words and expressions which you might find useful include:
- degradation / legislation / overfishing / greenhouse effect / ozone layer / destruction / waste disposal / overpopulation / bottle bank / carbon dioxide / climatic change / sea level / re-use / energy efficiency / radioactive waste / toxic waste / CFC gases

(For more information, see the *Dictionary of Ecology and Environment* (1-901659-61-5), published by Peter Collin Publishing).

### Page 62 Healthcare answers

#### Task 1
1. D
2. G (a combination of 1 and 2 is called rheumatoid arthritis)
3. C
4. A
5. J
6. B
7. E
8. K
9. F (we can also say that their bodies lack resistance to illnesses) 10. H (The National Health Service is a system of free doctors, nurses, hospitals and clinics run by the government in Britain. Many people in Britain prefer private healthcare because this is generally considered to be more efficient) 11. I

Task 2
1. therapeutic (the noun is therapy. A person who provides a therapeutic service is called a therapist) 2. a diet (this refers to the food we eat. If you go on a diet, you eat less in order to lose weight) 3. conventional medicine 4. traditional medicine 5. holistic medicine (an example of this is aromatherapy) 6. consultant 7. surgeon (surgery is the treatment of disease which requires an operation to cut into or remove part of the body. Do not confuse this with a surgery, which is a room where a normal doctor, sometimes called a family doctor or general practitioner - a GP - sees their patients) 8. protein 9. vitamins 10. minerals 11. active (the opposite of this is sedentary - see Task 1) 12. welfare state (other features of a welfare state include providing citizens with adequate housing, education and public transport)

Task 3
1. welfare state 2/3. cutbacks / underfunding (in either order) 4. conventional medicine 5. traditional medicine 6. arthritis 7. consultant (we can also use the word specialist) 8. surgery 9. therapeutic 10. stress-related 11. holistic medicine 12. diet 13/14. vitamins / minerals (in either order) 15. active 16. sedentary 17. cancer

Other words and expressions which you might find useful include:

prescription / mental health / physical health / blood system / National Insurance / research / the World Health Organization (the WHO) / blood pressure / cure / curable / incurable / remedy / prevention / operating theatre

(For more information, see the Dictionary of Medicine (ISBN 1-901659-45-3), published by Peter Collin Publishing).

Page 64 Travel answers

Task 1
1. False. A travel agency (we sometimes use the expression travel agent’s) is a shop where you go to buy a holiday or a ticket. A tour operator is the company which sells the holiday to you via the travel agent.
2. True.
3. True.
4. False. They get on an aeroplane or ship.
5. False. They get off an aeroplane or ship.
6. True.
7. True.
8. True. (We can also use the word backpacker, describing somebody who carries a rucksack)
10. False. Eco-tourism is supposed to be tourism that helps the environment.
11. False. They are all slightly different. Use a dictionary to check these differences.
12. False. It depends from which country you come and where you are going. Citizens of the EU, for example, do not need visas if they are flying to another EU country.
13. False. It is a short-haul flight.
14. False. It is cheaper. (We can also use the expression tourist class instead of economy class)
15. True. But see 12 above.

Task 2
1. refugees 2. internally displaced 3. emigration 4. immigration 5. culture shock 6. expatriates (often shortened to expats) 7. UNHCR (the United Nations High Commission for Refugees) 8. deported 9. persona non grata (a Latin expression which describes a foreign person, usually a diplomat, who is not acceptable to a government) 10. economic migrants 11. repatriated / deported

Task 3
Answers

Other words and expressions which you might find useful include:
acclimatise / embassy / alien / illegal alien / check out / insurance / first class / cruise / sightseeing holiday / safari / adventure holiday / skiing holiday / hotel / guest house / full-board / half-board / bed and breakfast / self-catering / suitcase / overnight bag

Page 66 Crime and the law answers

Task 1
1. judge  2. jury  3. witness  4. defendant  5. victim  6. solicitor (an attorney in the USA)  7. offender  8. barrister  9. law-abiding

Task 2
Part 1: (In order) A, F, D, B, C, E
Part 2: (In order) A, E, F, C, B, D
Part 3: (In order) A, D, F, C, E (we can also use the expression state punishment), B

Task 3

Other words and expressions which you might find useful include:
lawyer / accuse / pass a verdict / send to prison / convict (noun + verb) / conviction / statement / wrongdoer / punish / punishment / revenge / admit / deny
Different types of crime and criminal: burglary - burglar / robbery - robber / shoplifting - shoplifter / vandalism - vandal / rape - rapist / hooliganism - hooligan / murder - murderer / hijack - hijacker / forgery - forger / espionage - spy / piracy - pirate / terrorism - terrorist etc...

For more information, see the Dictionary of Law (ISBN 1-901659-43-7), published by Peter Collin Publishing.

Page 68 Social tensions answers

Task 1
A. 10  B. 7  C. 1  D. 5  E. 3  F. 6  G. 8  H. 9  I. 2  J. 4

Task 2
ethnic cleansing - racial purging prejudice - discrimination civil rights - human rights harassment - intimidation rebel - non-conformist (the opposite of this is a conformist) picket line - blackleg poverty-stricken - destitute refugee - displaced person outcast - reject

Task 3

Other words and expressions which you might find useful include:
discrimination / sectarian / multi-racial / multi-cultural / unorthodox / disparate / itinerant / community

Page 70 Science & technology answers

Task 1
Answers

Task 2

Task 3
1. discovered 2. life expectancy 3. innovations 4. breakthrough 5. invented 6. Internet (we can also use the expression world wide web) 7. e-mail 8. research 9. technophobes 10. technophiles 11. cybernetics 12. nuclear engineering 13. safeguards 14. genetic engineering 15. analysed 16. experiment

Other words and expressions which you might find useful include:
information technology / bioclimatology / geopolitics / chemistry / physics / cryogenics + other specialized scientific or technological fields.

Page 73 Food and diet answers

Task 1
1. calories 2. protein 3. carbohydrate 4. fat 5. fibre (we can also use the word roughage) 6. cholesterol 7. vitamin 8. mineral (we often talk about the vitamin or mineral content of a food) 9. overweight (if somebody is very overweight, we can say they are obese) 10. malnourished 11. nutrition (we often talk about the nutritional value of a food. The adjective is nutritious. A person who specializes in the study of nutrition and advises on diets is called a nutritionist)

Note: Fats in food come under four categories: saturated fat (which contains the largest amount of hydrogen possible); unsaturated fat; polyunsaturated fat (which is less likely to be converted into cholesterol in the body); and monounsaturated fat

Task 2

Task 3

Other words and expressions which you might find useful include:
consume / consumption / underweight / eating disorder / anorexia / anorexic / bulimia / bulimic / vegetarian / vegan health foods

Page 75 Children and the family answers

Task 1
1. nuclear 2. extended 3. single-parent 4. bring up (we can also use the words raise or rear) 5. upbringing 6. divorced 7. childcare 8. adolescence (the noun is adolescent) 9. formative years 10. birth rate 11. dependant (the noun is dependant) 12. juvenile delinquency (in Britain, a juvenile is anybody below the age of 18, which is the age at which somebody becomes legally responsible for their own actions)

Task 2

Task 3
1. formative 2. divorced 3. brought up 4. foster family (a child who is raised by a foster family is called a foster child. The verb is to foster) 5. authoritarian 6. upbringing 7. running wild 8. adolescence 9. juvenile delinquency 10. responsible 11. siblings 12. well-adjusted 13. lenient 14. over-protective 15. nuclear 16. single-parent 17. dependants 18. extended

Other words and expressions which you might find useful include:
abuse / rebelliousness/ relationship/supervision / minor/ relatives/ nurture / kin /family life/split up/ broken home /divorce rate
Page 77 On the road answers

Task 1

Task 2

Note:
Most large towns and cities in Britain have ‘Park and Ride’ schemes. These are large car parks outside city centres where drivers can park their car, usually for free. They can then take a bus into the city centre.

Distances and speed limits in Britain are in miles or miles per hour (1 mile = 1.6 kilometres). The maximum speed limit in Britain is 60mph on single-lane roads outside towns, or 70mph on dual-carriageways or motorways, in most towns and cities, the maximum speed limit is usually 20 or 30 mph. Drivers who are caught speeding can face penalties ranging from a fine to imprisonment, depending on how fast they are driving and where. They can also have their driving licence suspended.

Drink driving is considered a very serious offence. Offenders automatically have their driving licence suspended for at least a year, will normally receive a fine and may go to prison.

Task 3

Other words and expressions which you might find useful include:
Objects in the street: zebra crossing/pelican crossing/traffic island/pavement/bollard/kerb/junction/crossroads / traffic cones
Motorway / highway / carriageway / slip road / hard shoulder / central reservation / overtake / cut in / swerve / skid / brake / accelerate / lorry / articulated lorry / van / diesel

Page 79 The arts answers

Task
1. a ballet  2. a play  3. a biography (if somebody writes a book about themselves, we call it an autobiography) 4. a sculpture  5. a portrait  6. an opera  7. a concert  8. a novel  9. poetry  10. a still life

Task 2
1. C  2. A  3. B  4. A  5. C  6. B (we can also use the word grant) 7. C  8. C (we can also use the word writers) 9. B (impressionism is the name we give to this genre of painting) 10. A

Task 3

Other words and expressions which you might find useful include:
a musical / produce / production / exhibit / artist / actor / author / sculptor / collection / pop art

Page 82 Town and country answers

Task 1

Task 2
Task 3

Other words and expressions which you might find useful include:
suburbs / facilities / employment / unemployment / resident / residential / outskirts / property prices / development

Page 84 Architecture answers

Task
Building materials: reinforced concrete / timber / stone / steel / glass / concrete
Aesthetic perception: well-designed / an eyesore / elegant / ugly / controversial / pleasing geometric forms
Types of building: skyscraper / low-rise apartments / high-rise apartments (in Britain, the word flat is usually used instead of apartment) / multi-storey car park
Architectural style: modernist / post-modern / standardised / traditional / art deco / international style (high-tech could also be included here)
Parts of a building: porch / facade / walls / foundations
Features: practical / functional / high-tech / energy-efficient

Task 2

Task 3

Other words and expressions which you might find useful include:
Other types of building: detached house / semi-detached house / terraced house / mansion / cottage / manor house / bungalow / maisonette / castle / palace / shopping centre (in the USA - shopping mall)
Other parts of a building: roof / ground floor (in the USA = first floor) / first floor (in the USA = second floor) / basement (cellar) / attic / staircase
Verbs: construct / design / plan / modernise
Others: standardised / prefabricated / development / mass-produced / low-cost

Page 87 Men and women answers

Task
These words and expressions generally have positive connotations:
astute multi-faceted egalitarian equality
These words and expressions generally have negative connotations:
power struggle ruthless weaker sex (a derogatory, slightly old-fashioned expression referring to women) male chauvinist (the expression male chauvinist pig can also be used, although it is considered insulting) sex objects male-dominated militant feminists (although some women would argue that this has positive connotations)

Task 2
1. household management (we also use the expressions domestic chores or housework) 2. Sex Discrimination Act (a British law which states that men and women should be treated equally, with equal pay, terms and conditions for doing the same job etc.) 3. male counterparts 4. child-rearing 5. role division (we sometimes write role as role) 6. breadwinner (we can also use the expression financial provider) 1. social convention 8. gender roles 9. stereotypes 10. battle of the sexes

Tasks

Answers

Other words and expressions which you might find useful include:

discriminate / second-class citizens / unisex / sexist / exploitation / cohabit / masculine - feminine qualities / modern man (a relatively new expression describing a man who believes in total equality between men and women and is happy to do tasks previously considered only suitable for a woman)

Page 90 Geography answers

Task 1

1. tree  copse  wood  forest  (beach does not belong here)
2. footpath  track  lane  road  (peak does not belong here)
3. hillock  hill  mountain  mountain range  (shore does not belong here)
4. hollow  gorge  valley  plain  (waterfall does not belong here)
5. inlet  cove  bay  gulf  (ridge does not belong here)
6. brook  stream  river  estuary  (cliff does not belong here)
7. city  county  country  continent  (tributary does not belong here)
8. puddle  pond  lake  ocean  (cape does not belong here)

Task 2

Geographical features associated with water and the sea:
coast  peninsula  shore  beach  cape  source  coastline  tributary  waterfall  mouth  cliff

Geographical features associated with land, hills and mountains:
mountainous  ridge  cliff  summit  glacier  plateau  peak  highlands

Words associated with agriculture and rural land:
depopulation  fertile  under-developed  vegetation  irrigation

Words associated with towns and cities:
urban  sprawl  densely  populated  industrialised  conurbation  overcrowding

Task 3

1. densely populated  2. industrialised  3. urban sprawl  4. city  5. irrigation  6. source  7. peaks

Other words and expressions which you might find useful include:
lowlands / mountainous / hilly / flat / climate / diverse

Page 92 Business and industry answers

Task 1

1. demand for  2. loss  3. net  4. lending  5. credit  6. retail  7. private  8. State-owned industries
9. Unskilled labourers  10. take on (we can also use the word employ)  11. White-collar  12. exports
13. bust / recession  14. employees / workers / staff  15. expenditure  16. shop floor

Task 2


Task 3

14. supply  15. revenue / income  16. nationalised  17. deficit  18. automation

Other words and expressions which you might find useful include:
See pages 53 (Work) and 56 (Money & finance) in this book

Task 1

Note: A hurricane is the name we give to a tropical storm with strong winds and rain in the Caribbean or Eastern Pacific. In the Far East it is called a typhoon. In the Indian Ocean it is called a cyclone.

Task 2
(These words do not belong anywhere: disaster / spouted / ran / flamed / wobbled)

Task 3

Other words and expressions which you might find useful include:
major (accident) / disease / illness / hardship / dead / wounded / injured / homeless / victim / aid convoy
See also page 68 (Social tensions)
This workbook provides material to help learn and improve English vocabulary. It is particularly appropriate for students working towards the IELTS (International English Language Testing System) examination.

Tests and improves vocabulary with exercises, word games and puzzles

Tested in classrooms as both a teacher and student resource

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