

Vocabulary in practice 5

40 units of
self-study
vocabulary
exercises

Intermediate to upper-intermediate

with tests

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*Liz Driscoll with
Glennis Pye*

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To the student

This book will give you the chance to practise your vocabulary in a fun way.

Vocabulary in Practice 5 has:

- 40 units of short, enjoyable exercises – each unit practises groups of words which belong together
- 4 Tests – one after every 10 units, helping you to remember the words from those units
- an Answer Key
- a Word List – this is a list of all the words in each unit with information about how the words are used.

You can use the book in two ways:

- 1 Start at the beginning of the book. Do units 1–40 and then do the Tests.
- 2 Look at the Contents. Do the units you think are important first. When you have finished the book, do the Tests.

You can do each unit in two ways:

- 1 Do the unit and check your answers in the Answer Key. Study the Word List and learn the words you got wrong. Then do the exercise again.
- 2 Study the Word List for the unit. Then do the unit and check your answers.

Note Do the exercises in this book in pencil. Then you can do the exercises again after a week or a month. Repeating the exercises will help you to remember the words.



Here are some ideas to help you to learn vocabulary:

- Write new words in a notebook: write the meaning in English or in your own language, then write a sentence using the word.
- List other related words: noun, verb, adjective [e.g. assertiveness/assert/assertive].
- Write the words in phrases, not in isolation: adjectives with nouns [e.g. immediate family], verbs with nouns [e.g. make a promise], words with prepositions [e.g. related to].
- Note anything particular about grammar [e.g. irregular verb form] or usage [e.g. slim (positive), skinny (negative)].
- List words in groups: words with opposite meanings [e.g. extrovert/introvert, make money / lose money], words with similar meanings [e.g. relation/relative, run-down/shabby].

We hope you find this book useful and that it makes learning English words fun.

1 Names

A Read what the woman is saying and then complete the form with the words in the box.

Hi! I'm Jean Jarvis. Actually, my full name is Jean Frances Jarvis but I don't like the name Frances, so not many people know that. I didn't much like my name before I got married either – I was Jean Smith then and that was a bit boring.



first name maiden name middle name initial signature surname title

APPLICATION FORM

1 _____ (Mr/Mrs/Ms/Miss) *Mrs*
2 _____ *Jean* 3 _____ *J*
4 _____ *Jarvis*
5 _____ *Smith*
6 _____ *Jean Jarvis*

B Complete the sentences with the words in the box.

anonymous autograph false name married name nickname pseudonym

- 1 It is believed the attacker is dangerous and that he may be using a false name.
- 2 An anonymous letter in connection with the murder was received. Police are working to find out who could have sent it.
- 3 Although she and her husband have been together for many years, the famous author has never used her pseudonym. The author explained: 'I was already known as a writer before I met James and it seemed silly to change my name to something no-one would know.'
- 4 In school my nickname was 'Legs' because I was so tall.
- 5 In the nineteenth century it was thought that women should not be writers, so Mary Ann Evans was forced to use a male _____.
- 6 The fans pushed and shoved, all hoping to get the player's autograph.

2 Family

A Match the underlined words with the definitions below.

There are six of us in my immediate family - I have three siblings, and my parents are both alive. My sister is adopted, so she's not actually related to me. But as far as I'm concerned, she's just the same as my two brothers. My dad was an only child, so he hasn't many relatives. But I still have a large extended family on my mum's side, because she was one of eight. Out of all my friends, I'm definitely the one with the most relations.

Every year we have a big family gathering. All the generations are there - from my great-grandmother who's very old now right down to some of her great-great-grandchildren, my cousin's children. I should know all my close relations, of course, but I don't always remember what they're called. Forgetting names runs in the family - we all do it! Distant relatives - like my grandmother's cousin's son - have no chance!

- 1 stages in a family history
- 2 a family meeting or party
- 3 brother(s) and sister(s)
- 4 members of a family
- 5 parents, children, brothers and sisters
- 6 not near in a family relationship
- 7 including family members such as aunts, uncles, cousins
- 8 someone without brothers or sisters
- 9 near in a family relationship
- 10 of the same family
- 11 taken into a family and treated as their own by law
- 12 is found very often in the family

generations

immediate family

only child

runs in the family

B Are these sentences true or false?

- 1 Your father is one of your siblings.
- 2 Your brother and your cousin are the same generation.
- 3 Your friends are usually related to you.
- 4 Your immediate family is usually smaller than your extended family.
- 5 Your grandmother is a distant relation.
- 6 Your distant relatives always live a long way away.

3 Describing character (1)

A Complete the lists.

adjective	noun	adjective	noun
1 assertive	<i>assertiveness</i>	7 _____	capability
2 committed	<i>commitment</i>	8 _____	competitiveness
3 conscientious	<i>conscientiousness</i>	9 _____	decisiveness
4 enthusiastic	_____	10 _____	motivation
5 organised	_____	11 _____	reliability
6 ruthless	<i>ruthlessness</i>	12 _____	self-assurance

B Complete the advert and letter of reference with the adjectives which match these definitions.

- 1 loyal and willing to work hard
- 2 wanting to win very much
- 3 not afraid to say what you want or think
- 4 very confident about your abilities
- 5 not caring if others suffer
- 6 able to plan carefully
- 7 can be trusted
- 8 puts a lot of effort into work
- 9 interested in and energetic about work
- 10 able to make decisions quickly and confidently
- 11 able to do things effectively
- 12 wants to do her work well

? Are you any or all of the following ...? ?

- completely (1) _____
 highly (2) _____
 absolutely (3) _____
 100% (4) _____
 really (5) _____

If the answer is yes, call this number now for more information about a job which could be just what you've been waiting for.

Kelly has been working as a secretary with Kopac Services for the past three years. She has shown herself to be a highly (6) _____ person who is (7) _____ and (8) _____ at all times. She has always been an extremely (9) _____ member of the team. Her ability to be (10) _____ at all times has meant that she has thrived in what can often be a stressful work environment. Kelly is a most (11) _____ secretary. As she is also highly (12) _____, she has the potential to succeed in her future career.

4 Describing character (2)

A Complete the sentences with the words in the box.

aggressive bossy considerate emotional extroverted gullible
indecisive introverted materialistic moody open placid
secretive stubborn trustworthy

WHAT'S YOUR STYLE?

We can tell a lot about someone by studying their handwriting. For example, it is said that untidy handwriting can tell us that person is (1) _____, finding it difficult to make decisions. Handwriting which slopes to the right can be a sign of an (2) _____ person who is frequently angry and even

violent towards others. And handwriting with no dots over the letter 'i' may be that of someone who is (3) _____, a quiet person who may have problems making friends.

We asked an expert to look at several handwriting samples and here's what she had to say about them.

What can you tell about a person from their handwriting?

This person is an (4) _____ person who cries easily. It's someone who hides their feelings and plans from others – someone I'd describe as (5) _____. It's also someone who believes almost anything they're told – a very (6) _____ type.

What can you tell about a person from their handwriting?

Looking at this balanced handwriting style tells us that this person is very (7) _____, always happy to talk about their feelings and thoughts. It is the writing of a (8) _____ person who makes an excellent friend, always loyal and honest. They have a gentle, (9) _____ nature and are (10) _____, often thinking of how others might feel or what others might need.

What can you tell about a person from their handwriting?

On the other hand, this is the writing of a (11) _____ type who refuses to change their opinion. It's that of an extremely confident and (12) _____ person. This is someone who enjoys telling others what to do – I'd call them (13) _____. This person would be difficult to live with, a very (14) _____ type who often gets annoyed for no good reason. They also think that money and possessions are more important than anything else – (15) _____ is the word I would use to describe that aspect of this person's character.

5 Describing appearance

A Put the words in the box into two groups.

lanky obese petite plump skinny slim stocky well-built

big/fat

small/thin

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

B Match the words from A with the descriptions.

- 1 She's tall, with a large, strong body. _____
- 2 He's too fat, in a way that is unhealthy. _____
- 3 She's very thin in an unattractive way. _____
- 4 He's short, but strong and heavy. _____
- 5 She's short, with a small body. _____
- 6 He's thin in an attractive way. _____
- 7 She's tall, but very thin. _____
- 8 He's a little fat, but in a pleasant way. _____

C Complete the sentences with *build* or *figure*.

- 1 My elder cousin has the _____ of a rugby player.
- 2 The actress had a beautiful slim _____.
- 3 My mum has kept her _____ quite well considering she's in her fifties.
- 4 Police are looking for a young man of slim but muscular _____.
- 5 My sister does a lot of sport and has a very athletic _____.
- 6 I'll lose my _____ if I eat too much chocolate.
- 7 We use _____ to refer to the shape and size of someone's body, usually in connection with strength and muscle.
- 8 We use _____ to describe shape, especially whether it is attractive or not, and usually only for women.

6 How you feel

A Circle the correct words to complete the sentences.

- 1 The driver became grateful / suspicious when the customs officer started asking questions about what was in the back of the truck.
- 2 I was furious / offended with him. He had promised not to say anything and then went and told everyone.
- 3 Nothing seems to have gone right recently, so I feel very amazed / negative about just about everything.
- 4 We were delighted / enthusiastic with their decision – it was exactly what we had been hoping for.
- 5 I'm much more positive / impressed about my future now that I've passed all my exams.
- 6 She was in love and felt ashamed / reckless – not caring what anyone thought or what happened to her next.

B Match the other words from A with the correct prepositions.

- | | |
|---------------|--------------|
| 1 _____ about | 4 _____ for |
| 2 _____ at | 5 _____ of |
| 3 _____ by | 6 _____ with |

C Complete the paragraphs with the words and prepositions from B.

★ ★ HOROSCOPES ★ ★



Virgo 23 Aug-22 Sep This week, you'll be (1) _____ the successes you'll have. They'll be all the more surprising considering the difficult times you've been having recently – there's no doubt you'll be (2) _____ your change in fortune.



Libra 23 Sep-23 Oct You may not be (3) _____ the behaviour of some of your colleagues this week (one of them in particular will disappoint you), but if you manage to remain (4) _____ your work, making a particularly big effort, you'll receive the rewards you deserve.



Scorpio 24 Oct-21 Nov Think long and hard before doing anything unusual this week. You may find that a friend of yours will be (5) _____ your actions and will refuse to speak to you for some time. You risk feeling (6) _____ yourself and wishing you'd never done it.

7 Describing things (1)

A Find twelve adjectives in the grid. Put them into two groups.

j	o	u	t	r	a	g	e	o	u	s	l	r	o	u	s	k	c
o	f	c	h	t	h	r	e	a	t	e	n	i	n	g	t	a	r
p	r	o	m	i	s	i	n	g	r	e	a	g	h	o	r	m	i
x	o	y	o	n	w	p	t	r	e	m	e	n	d	o	u	s	m
u	f	i	n	a	p	p	r	o	p	r	i	a	t	e	n	r	i
p	a	t	h	e	t	i	c	a	p	p	a	l	l	i	n	g	n
r	q	u	e	z	u	n	a	c	c	e	p	t	a	b	l	e	a
a	r	k	l	e	t	g	s	e	n	s	a	t	i	o	n	a	l
b	e	r	i	d	i	c	u	l	o	u	s	h	o	p	l	m	r

positive

negative

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

B Complete the sentences with the words from A.

- If the result of a football match is, it causes a feeling of great excitement and interest.
- If a dress is for a particular occasion, it is unsuitable.
- If the price of a car is, it makes you very angry.
- If someone's enthusiasm is, it is very large or great.
- If someone's behaviour is, it is possible that something unpleasant will happen.
- If a piece of work is, it is too bad to be approved of.
- If a film or story is, it holds your attention.
- If a restaurant looks from the outside, it looks as if a visit is going to be successful and enjoyable.
- If the food in a restaurant is, it is very bad.
- If a team's performance is, it is very bad, weak or useless.
- If a suggestion is, it is very silly or foolish.
- If the price of a house is, it is morally wrong.

8 Describing things (2)

A Circle the correct words to complete the adverts.

1 WOMEN'S hair drier, unused, still in its high-quality / original leather case. £10 only.
Tel: 01865 248978

2 SOFA in eye-catching / handy orange and brown, seats three.
£25.

3 MEN'S ski jacket, large size, dark blue, detachable sleeves for warm weather, very irresistible / versatile.
Tel: 01865 311104

4 Keyboard with instruction books, CD and earphones, ideal / stylish for beginner.
Tel: 01865 246702

Tel: 01325 35891

5 Video recorder VHS, black slim-line model, good working order, fair condition, great practical / value for money at £20.
Tel: 07866 823888

6 PERSONAL CD-PLAYER, with reliable / sophisticated playback options, boxed and unused. £220 for both.
Tel: 01325 31793

B Complete the adverts with the other words from A.

1 GARDEN swing, suitable for children from 2 years,
bargain at £15.
Tel: 01865 751613

2 FILIGREE bracelet and matching earrings,
jewellery, but unwanted gift. £12 ono.
Tel: 01865 368013

3 TWO wall lamps, unused, brass/mahogany, very
£20 the pair.
Tel: 01865 798181

4 COOKER, 50 cm wide, ten years old, very
Too small for new kitchen.
Accept £20.
Tel 01388 762569

5 WOMEN'S winter coat with hood, size 14
rather than fashionable. Worn twice.
£25 ono.
Tel: 01325 700479

6 FOLD-UP bike,
size for car boot or for carrying on trains.
Tel: 01748 822139

9 City life

A Match the underlined words with the definitions below.

This city, like any other, is densely populated and it can be difficult to decide which part of the built-up area you want to live in.

If it's urban living you're looking for, try the old commercial district in the centre of the city. Just ten years ago, this could only have been described as a deprived area. Many of the buildings were derelect or run-down until quite recently when a programme of regeneration began. Nowadays it's an up-and-coming neighbourhood, with several riverside developments, and property prices have risen over the past few months.

If you're in search of a suburban lifestyle, head for one of the residential areas several miles from the city centre. Some of the suburbs to the south of the city have modern estates with excellent local amenities as well as being within easy reach of the city centre.

- | | |
|---|-----------------|
| 1 no longer used and in bad condition | <u>derelect</u> |
| 2 areas where people live outside the city centre | _____ |
| 3 place where there are a lot of buildings | _____ |
| 4 relating to cities or towns | _____ |
| 5 not having the necessary things for a pleasant life | _____ |
| 6 with a lot of people living close together | _____ |
| 7 no longer in good condition | _____ |
| 8 areas of new buildings | _____ |
| 9 area of a city likely to be successful soon | _____ |
| 10 part of a city with lots of shops and businesses | _____ |
| 11 areas of housing | _____ |
| 12 groups of houses built in a planned way | _____ |
| 13 improvement of a place | _____ |
| 14 nearby facilities that make life more comfortable | _____ |
| 15 not in the centre of a town or city | _____ |

B Are these sentences true or false?

- | | |
|--|-------|
| 1 Post boxes and phone boxes are examples of local amenities. | _____ |
| 2 Many people work in derelect factories. | _____ |
| 3 In most cities people don't live in the commercial district. | _____ |
| 4 You find farms and parkland in built-up areas. | _____ |

10 Housing problems

A Circle the correct words to complete the first part of the text.

More and more young adults are living together as sharers in houses and flats. This may mean that there is less of a (1) housing shortage / mortgage than originally predicted. While the news is positive, (2) deposit / homelessness still remains a problem, with a large number of families in bed and breakfast and temporary (3) accommodation / first-time buyer. More affordable (4) council housing / rent is needed for such families, plus (5) hostels / tenants for those forced to (6) evict / squat in empty buildings or to (7) home owner / sleep rough on the streets of the city.

B Use the other words from A to complete the second part of the text.

Jonathan Abram is 25 and moved here from New Zealand five years ago. He's lived in six shared households since then. 'My favourite home belonged to someone who was a (1) _____ and needed a bit of help to pay his (2) _____ which he'd agreed with the bank. There were six people living in the house altogether – five (3) _____ and the fellow it belonged to. The five of us paid (4) _____ for our rooms each month as well as a small (5) _____ before we moved in. I had an instant group of friends and it worked well – until the (6) _____ wanted the place for himself and his girlfriend, and had to (7) _____ us.'



C Complete the sentences with words from A and B.

- 1 A _____ has never owned a home before.
- 2 People who live in _____ often have to share a room.
- 3 A _____ is someone who has bought a house or flat.
- 4 There isn't much cheap _____ in many cities.
- 5 A _____ is someone who pays for the use of a room or rooms.
- 6 The money an owner borrows from a bank is called a _____.

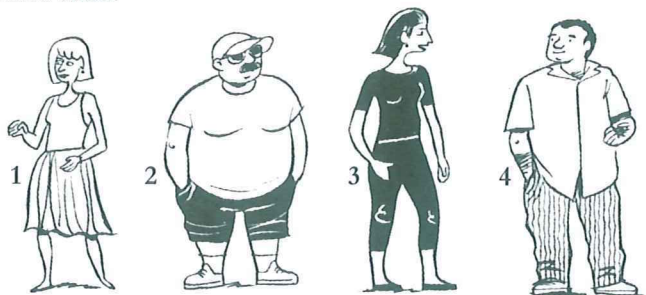
Test 1 (Units 1 –10)

A Complete the conversation. Write one word in each space.

- A: First of all, what's your (1) _____ ?
- B: Barrell.
- A: Is that your (2) _____ name?
- B: No, I'm single.
- A: And your (3) _____ name?
- B: Jania, that's J-A-N-I-A.
- A: That's an unusual name. And what's your middle name (4) _____ ?
- B: F – for Frances.
- A: And your (5) _____ ? Ms?
- B: No, it's Dr actually.
- A: Thank you, Dr Barrell. Are you (6) _____ to Dr Nick Barrell?
- B: Yes, he's a (7) _____ relative. I don't know him very well.
- A: So, medicine (8) _____ in the family, does it?
- B: Yes, lots of us are doctors.
- A: Are there any doctors in your (9) _____ family?
- B: Both my parents are doctors. But there are only the three of us. I'm an (10) _____ child.

B Circle the word for each person.

- 1 skinny / slim
- 2 obese / stocky
- 3 lanky / petite
- 4 plump / well-built



C Replace the underlined words with six adjectives from the box.

appalling eye-catching handy original outrageous promising reliable versatile

- 1 The thought was very silly or foolish. _____
- 2 Her coat is very attractive and noticeable. _____
- 3 Her work is showing signs that it will be successful. _____
- 4 Your work is too bad to be approved of. _____
- 5 This bag is able to be used for many different purposes. _____
- 6 A mobile phone is useful or convenient on the train. _____

Test 1 (Units 1 –10)

D The underlined words are in the wrong sentences. Write the correct word for each sentence.

- 1 My boss is emotional – he doesn't care about any _____
pains he causes to other people.
- 2 She's being aggressive about her exam results – _____
we don't know if she passed or failed.
- 3 If you disagree with him, he'll just argue back. _____
He can be very secretive – and it's very unpleasant.
- 4 He's very materialistic about his work – he always _____
finishes everything off before he goes home.
- 5 The bride got very ruthless at the wedding. She _____
cried when she left for her honeymoon.
- 6 All she talks about is money – she's become so _____
conscientious these days.

E Circle the adjective which describes how each person feels.

- 1 'I can't believe you took the money without asking!' delighted / furious
- 2 'Wow, that's amazing! Did you really do it yourself?' impressed / reckless
- 3 'I'm not saying it'll be easy, but I'm sure we offended / positive
can manage it.'
- 4 'Thank you very much for helping me with my car. amazed / grateful
It was very kind of you.'
- 5 'That'll never work. It's much too complicated and ashamed / negative
we don't have enough help.'
- 6 'This is great – I really love it. Everyone should try it!' enthusiastic / suspicious

F Complete the paragraph. Write one word in each space.

I moved here five years ago. At first I lived in rented (1) _____ in the centre of the city. I was one of four (2) _____ in all, and we lived above a shop, in what wasn't really a (3) _____ area – we didn't have many neighbours. The local (4) _____ were great – there were shops all around us, and there were some great pubs too. But the man who owned the place wanted it for his daughter, so he decided to (5) _____ us. I then moved in with my cousin and his family, who lived in the (6) _____. But living four miles from my job in the city centre wasn't great – I had to get up much earlier. So in the end, my girlfriend and I decided to buy a place. We had enough money for a (7) _____ and now we pay a massive (8) _____ every month.

11 Modern living

A Complete the text with the words in the box.

commute downshift hectic lifestyle nine-to-five quality of life
rat race stress under pressure working conditions work-life balance

Until recently, I didn't have a very healthy (1)
I worked as a publisher for a large company based in London, and I was
always (2) to meet deadlines and get the books
published. The schedules were really (3) last
year, and there was a lot of (4) in my working
life. Don't get me wrong, my (5) were fine. I
had a large office, with a beautiful view over the Thames. I had the latest
computer and a secretary too. In addition, I earned a very good salary. The
problem was that my (6) was completely
wrong. I was away from my lovely home in the country far too much. And not
only did I work very long hours, but I had to (7)
into London every day by train to get to the office.

One Friday evening, after the journey home had taken me four hours
because of a rail accident, I decided I had to get out of the
(8) If I wanted to improve my
(9) and have more time for myself, my family
and friends, then I needed a (10) job which
would give me more free time. Next day I saw an advert for a sales assistant in
a local bookshop and put my house on the market. If I was going to
(11) , then I needed to make some economies
– and a smaller home was the first step. I've been working in the bookshop
and living in my cottage ever since!

B Circle the person who is more likely to do these things.

- 1 have a nine-to-five job – a taxi driver or an office worker
- 2 have more stress – a yoga teacher or a secondary school teacher
- 3 commute – an accountant or a gardener
- 4 be under pressure – a nurse or a ski instructor
- 5 find himself in the rat race – an office cleaner or a marketing manager
- 6 have a hectic day – a doctor or a museum attendant

12 Describing clothes

A Circle the materials and underline the patterns.

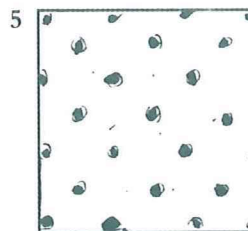
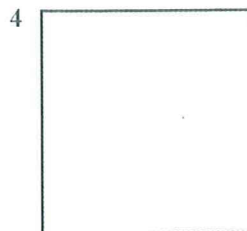
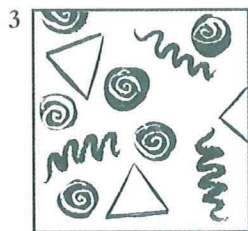
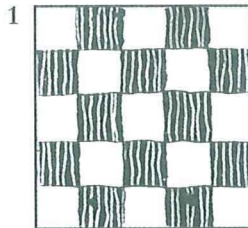
spotted (linen) wool striped silk patterned
checked cotton plain flowery denim lycra

B Match the materials from A with the lists of clothes they are often used for. Use each word once only.

- | | |
|---------|---|
| 1 _____ | cardigan, gloves, jumper, scarf |
| 2 _____ | cropped top, cycling shorts, leggings, swimsuit |
| 3 _____ | blouse, shirt, T-shirt, underwear |
| 4 _____ | shirt, scarf, tie, underwear |
| 5 _____ | blouse, hat, suit, dress |
| 6 _____ | dress, jeans, jacket, skirt |

C Match the adjectives from A with the patterns.

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____
- 6 _____



13 Fashion

A Match the underlined words with the definitions below.

I've been invited to a conference and a formal dinner afterwards and I'm wondering what to wear. I'll need something quite smart for the conference itself and an outfit for the evening, perhaps a trouser suit and blouse. But what should I buy? I once had a silk dress made-to-measure in Hong Kong, but usually I wear high-street fashions and buy them off-the-peg. I usually wear casual clothes, and would always choose a garment which was machine washable rather than dry-clean only. My sister-in-law, however, loves haute couture and has her favourite designer label. She always knows about the latest trend and has even been to Paris to see someone's spring collection. Perhaps I should ask her advice. On the other hand, she's got more money than I have, so perhaps I shouldn't!

- 1 one piece of clothing _____
- 2 clothes made by a famous designer _____
- 3 a set of clothes that are worn together _____
- 4 not suitable for special occasions _____
- 5 can be washed in a washing machine _____
- 6 clean, tidy and stylish _____
- 7 made specially for you _____
- 8 expensive clothes of original design and high quality _____
- 9 not made specially for you _____
- 10 clothes sold in shops _____
- 11 new development in clothing _____
- 12 can't be washed in a washing machine _____
- 13 a clothes designer's latest styles, shown every season _____

B Are these sentences true or false?

- 1 A suit, shirt and tie is an example of a garment. _____
- 2 People often wear casual clothes when they're relaxing. _____
- 3 High-street fashions cost more than haute couture. _____
- 4 You can wash dry-clean only clothes at home. _____
- 5 Made-to-measure clothes should fit better than off-the-peg. _____
- 6 A T-shirt and shorts is an example of a smart outfit. _____

14 Catalogue shopping

A Match the sentence halves to make parts of an advertisement. Write the letters in the box below.

PEDAL YOUR WAY TO FITNESS AND HEALTH FOR ONLY

£199!

- | | |
|---|---|
| 1 We <i>guarantee</i> next-day <i>delivery</i> | a and not for despatch outside the UK. |
| 2 Otherwise, <i>order</i> processed within 48 hours | b to <i>Customer Services</i> , JYK Bikes, Oxford OX27 3RW. |
| 3 We will <i>exchange</i> any unwanted items by <i>return</i> of post | c and goods despatched within 14 days. |
| 4 <i>Offer</i> subject to <i>availability</i> | d for any <i>purchase</i> over £250. |
| 5 Send your <i>order form</i> and <i>payment</i> details | e and <i>refund</i> the difference for any goods found cheaper elsewhere. |

1 _____ 2 _____ 3 _____ 4 _____ 5 _____

B Complete part of an advertisement with the words in *italics* from A. Note that some words can be both nouns and verbs.

OFFICE FURNITURE UNBEATABLE VALUE!

Allow 7–10 days for (1) _____ from receipt of order. If you are not satisfied with your (2) _____, we (3) _____ a money-back (4) _____. Simply (5) _____ the goods, undamaged and in the original packaging, within 28 days for a full (6) _____ or an (7) _____ for another item. (8) _____ by phone or website, or complete the attached (9) _____ with your address and method of (10) _____ and return to our (11) _____ department.



Alternatively, visit our new department store at **13 River Street, Cambridge**.

Please phone on **01235 678543** to check

(12) _____ before commencing your journey.

15 Eating and health

A Complete the text with the words in the box.

additives balanced diet convenience foods eating habits
fresh produce GM foods healthy eating junk food
nutrients nutrition organic foods processed foods

One of the keys to enjoying a fit and active life is a (1)
A poor diet, on the other hand, is associated with an increased risk of illness. Two thirds of natural deaths in the West are believed to be linked to diet, according to leading experts in (2) and health. Medical authorities have drawn up guidelines for (3) based on a large body of research into diet-linked diseases throughout the world.

- Eat a wide variety of foods to get the whole range of (4)
- Limit (5) because most contain large amounts of sodium and other (6) Cut down as much as possible on (7), such as burgers and chips, and (8), such as ready-made meals from the supermarket. Eat or cook your own (9) – fruit, vegetables, fish, meat – instead. Where possible, buy (10) – produced without the use of artificial chemicals. (11) may not harm us, but they are not good for the environment.
- Change your (12) gradually.

B The underlined words are in the wrong descriptions. Write the correct word for each description.

- 1 Vitamins add taste and smell to food. Vegetable oils are unsaturated and the least harmful oil for cooking.
- 2 Water is the body's most common source of energy. Found in bread, pasta, potatoes and rice.
- 3 Fibre is needed to replace skin and hair, and to renew damaged cells. Found in meat, fish, milk, cheese, eggs.
- 4 Carbohydrate is vital for flushing out waste products from the body.
- 5 Protein fills you up and accelerates waste removal from the body. Occurs in dried fruit, nuts, beans.
- 6 Minerals are organic chemicals which protect the body against disease.
- 7 Fats are non-organic substances, vital to good health. Calcium and zinc are two of the most important ones.

16 Money and banking

A Circle the correct words to complete the paragraph.

I've had my (1) bank statement / bank account with a bank in the local high street for ten years. This is very convenient and my (2) account number / deposit is very similar to my date of birth, so it's easy to remember. However, I've not always had a good relationship with the bank manager. I receive a (3) bank statement / deposit once a month, and this arrived yesterday. To my horror, my (4) balance / bank statement at the end of last month was only £3.47. I'd made a big (5) account number / withdrawal the previous week to buy a new bike. Fortunately, I get my pay cheque tomorrow, so I'll be able to make a (6) balance / deposit very soon.

B Match the ways of paying with the follow-up statements. Write the letters in the box below.

- | | |
|--------------------------------|--|
| 1 You can pay by cash. | a The money will come straight out of your account. |
| 2 You can pay by cheque. | b You won't have to pay until next month. |
| 3 You can pay by chip and PIN. | c There's a cashpoint over the road if you want to get some. |
| 4 You can pay by debit card. | d Just write your name and address on the back. |
| 5 You can pay by credit card. | e Can you remember your number? |

1 _____ 2 _____ 3 _____ 4 _____ 5 _____

C Match six of the words from A and B with the definitions.

- | | |
|--|-------|
| 1 the amount of money in your bank account | _____ |
| 2 money in the form of notes and coins | _____ |
| 3 the paying of money into a bank account | _____ |
| 4 machine from which you get money | _____ |
| 5 list of money going into and out of a bank account | _____ |
| 6 piece of paper which you sign to pay for something | _____ |

17 Free time

A Match the sentence halves. Write the letters in the box below.

- | | |
|---|---|
| 1 If you <i>are into</i> a hobby, | a you meet people and enjoy yourself. |
| 2 If you <i>enrol</i> for a class, | b you join with other people in it. |
| 3 If you <i>take part in</i> an activity, | c you relax, especially after working hard. |
| 4 If you <i>take up</i> an interest, | d you are very interested in it. |
| 5 If you <i>socialise</i> , | e you start doing it regularly. |
| 6 If you <i>unwind</i> , | f you become a member of it. |

1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____

B Complete the text with the words in the box and the verbs in *italics> from A.*

evening class fan membership pastime spectator sport
sports centre stadium

When I come home from work, I like to (1) _____ with a cup of tea. Sometimes, especially towards the end of the week, I like to go out and (2) _____. Otherwise, I stay at home and watch TV or read.

I didn't (3) _____ squash until five years ago, but now it's one of my favourite hobbies. There are three courts at the local (4) _____, and I play there. It isn't far from my house, and (5) _____ isn't too expensive.

A lot of people who (6) _____ football both play and watch. But I'm only interested in it as a (7) _____ - I don't (8) _____ any games myself. I've been a (9) _____ of Newcastle United since I was a small child. I'd love to see them play in their new (10) _____, but I really only see them on TV.

Opera is another (11) _____ of mine. I first went to the opera about three years ago. Once a week, I go to a two-hour (12) _____ which is introducing me to the subject. Next year I'm going to (13) _____ on a course about Mozart.

C Circle the correct answers.

- 1 People go to a party / the theatre to socialise.
- 2 People usually unwind in the evening / morning.
- 3 Football / Swimming is a very popular spectator sport.
- 4 Watching TV is probably the most popular evening class / pastime in the world.
- 5 If you take up singing, you might be into / take part in a concert.
- 6 People usually take exercise at a sports centre / stadium.

18 Travel



A Complete the sentences with the words in the boxes.

- 1 My wife's gone on a business _____ to Tokyo.
- 2 We went on a four-week _____ of South-east Asia.
- 3 My _____ to work takes half an hour.
- 4 Captain Cook died on his third _____ to the Pacific.
- 5 We're going on a two-week Caribbean _____ .
- 6 The _____ from the island to the mainland takes an hour.
- 7 It's a 12-hour _____ from London to Bangkok.
- 8 My dad gave me a _____ into town.
- 9 If you use the motorway, it's a four-hour _____ .
- 10 Sir John Hunt led the successful 1953 Everest _____ .
- 11 My feet hurt when I got back from the three-day _____ .
- 12 We're going on a class _____ to York next Friday.

journey
tour
trip

crossing
cruise
voyage

drive
flight
ride

excursion
expedition
trek

B Match the words from the boxes in A with the definitions.

- 1 journey in an aeroplane _____
- 2 act of travelling from one place to another _____
- 3 holiday on a ship in which you visit many places _____
- 4 journey in a car _____
- 5 hard journey, often on foot _____
- 6 journey across water _____
- 7 journey with a specific purpose _____
- 8 long journey for a special purpose _____
- 9 long journey by sea or in space _____
- 10 journey on a horse or bicycle, or in a car, bus, etc. _____
- 11 short journey that a group makes for pleasure _____
- 12 journey for pleasure in which you visit many places _____

19 Describing places

A Circle the correct words to complete the summarising sentences.

- 1 It's a town with houses painted pink and blue, and where there are pretty flowers everywhere. In other words, it's a picturesque / unspoilt town.
- 2 There's a market square full of people who are all very busy. In other words, there's a bustling / crowded market square.
- 3 There's a lovely beach that is quiet and private, away from people, buildings and roads. In other words, there's a lovely lively / secluded beach.
- 4 It's not a very pleasant place. It's just packed with visitors and souvenir shops. In other words, it's a very quaint / touristy place.
- 5 Our hotel was in rather bad condition. In other words, our hotel was rather shabby / sleepy.
- 6 We visited a mountain village that was a long way from anywhere else and not very easy to get to. In other words, we visited a remote / seedy mountain village.

B Complete the sentences with the other words from A.

- 1 This area is dotted with villages where there is little sign of life between the scorching hours of midday and four in the afternoon. At night people emerge
- 2 the island. This area of the city is well known for its high crime rate and many of the hotels can only be described as Although
- 3 very pretty. This is one of the world's most wonderful places, an area of the most amazing, natural beauty. Many people visit for the
- 4 and hot. Drive along the tree-lined lanes and enjoy the cottages you'll come across every so often. Then you
- 5 in the North. Along this part of the coast most of the beaches are We suggest you drive further south if you're looking for a quieter time. Although Many tourists prefer
- 6 can be busy. The harbour area has several bars, clubs and discos and is very at night. For a more peaceful

20 Booking a holiday

A The underlined words are in the wrong sentences. Write the correct word for each sentence.

- 1 First, think about where you want to go on holiday – your high season.
- 2 Read a holiday itinerary or two to get some ideas about places you could go.
- 3 When you book your holiday, you'll need to pay a low season and the full amount two weeks before you go.
- 4 You'll pay a lot more during the travel insurance.
- 5 Holidays are much cheaper in the destination.
- 6 In case you have any problems while you're away, it's wise to get brochure.
- 7 A week before you leave, you'll receive a detailed deposit with your flight times and other arrangements for your trip.

B Complete the sentences with the words in the box.

accommodation facilities representative
resort self-catering supplement transfer



Travel agent: Sunshine Travel, can I help you?

Customer: Ah yes, I'd like to make some enquiries about a holiday to Italy, please.

Travel agent: What kind of (1) are you looking for?

Customer: Well, I'd prefer to cook my own meals, so I'd like a (2) apartment or villa, with just a basic kitchen.

Travel agent: Fine. Would you like somewhere well away from it all or do you want to be in a (3) with shops and restaurants, etc.

Customer: I think nearer all the (4) is easier when you're on holiday. Also, I wouldn't want the (5) from the airport to take too long.

Travel agent: You'd be just fine in one of our villas. A (6) from Sunshine Travel would visit you several times during your stay to make sure that everything was fine, so you'd have nothing to worry about.

Customer: Oh great. Just one other question – would I have to pay a (7) if I wanted to have a vegetarian meal on the flights?

Travel agent: Oh no, that would be included in the price.

Test 2 (Units 11 –20)

A Complete the conversation. Write one word in each space.

- A: So, has your (1) of life improved since you became self-employed?
- B: Oh, yes. There's much less (2), and I've managed to get a much better work-life (3)
- A: How's that happened?
- B: Well, I used to (4) four hours a day to London, so I'm saving all that time now. I go to the sports (5) every day and do yoga or an exercise class. I've also had time to take (6) in things that are going on in the village.
- A: Sounds as if your life is still as hectic as it was! But it must be nice being out of the (7) race.
- B: Yes, it is. I'm still as busy, but in a much more pleasant way. I've decided to (8) on a Spanish class next term, for example. Now that I work for myself, I can have more holiday time and I want to go to South America next year. I'm going to take (9) photography too. My wife's (10) that, and it's something we can do together.

B Look at the jumbled letters. Find two words – a pattern and a material – and match them with the items of clothing. The letters of the words are already in order.

s p s o i t l t e k d
p d e l a n i n i m
s w t o o r i p e l d

c h c o e t c t k e o d n
f l o l i w n e r e y n
p a l t t y c e r r n e a d



- 1 a, jacket
- 2, trousers
- 3 a, tie
- 4, leggings
- 5 a, shirt
- 6, jeans

Test 2 (Units 11 –20)

C Replace the underlined words.

I saw an advert for a beautiful (1) set of clothes that are worn together in a magazine last week – a (2) clean, tidy and stylish silk trouser suit. I assumed it was (3) able to be washed in a washing machine, but in fact it's (4) not able to be washed in a washing machine. There's a money-back (5) promise that something will be done however, so I'm going to (6) send it back and ask for a (7) sum of money to be paid back. I'd rather have my money back than (8) change it for something similar and get another item.

- 1
- 2
- 3
- 4

- 5
- 6
- 7
- 8

D Make compound nouns with one word from each box. Then complete the sentences with the compound nouns.

account balanced bank cheque
credit eating healthy junk

book card diet eating
food habits number statement

- 1 I know burgers are – but I really love them!
- 2 You don't need vitamin tablets if you have a
- 3 I need a new I've just used my last cheque.
- 4 I got a leaflet about from the doctor's surgery.
- 5 If I use my, then I'll only pay next month.
- 6 Your is written on your debit card.
- 7 I changed my – I used to eat too late at night.
- 8 According to my, I paid the bill on the 27th.

E Circle the correct words to complete the sentences.

- 1 According to the itinerary / representative / transfer they sent us, we're visiting five islands.
- 2 It's a direct crossing / excursion / flight from London to Johannesburg.
- 3 The villa was quite bustling / remote / touristy – an hour's drive from the nearest town.
- 4 You could have a bigger room if you paid a deposit / destination / supplement.
- 5 In the afternoon, there's a coach drive / journey / tour of the island.
- 6 Horta is very lively / quaint / sleepy at night – with lots of bars and clubs.

21 Inventing things

A Put the letters in order and find six verbs connected with inventing things.

1 e v i d e s _____

4 n g d e i s _____

2 l n a c u h _____

5 v e l p o e d _____

3 r p o d c e u _____

6 d i s v o r e c _____

B Complete the text with the correct form of the verbs from A.

MONOPOLY In 1934, Charles Darrow (1) _____ how to keep his friends and family entertained – he introduced them to his board game, Monopoly. The place names on the board were from Philadelphia, where he lived, and the counters were (2) _____ using charms from his wife's bracelet as models. Darrow (3) _____ the first 5,000 sets himself before Parker Brothers took over and (4) _____ the game in 1935. It is sometimes said that Darrow (5) _____ the game from a rent-and-sale game which had been (6) _____ by an Englishwoman in the 1920s.

C Complete the text with the words in the box.

forerunner ingenious innovations invention inventor
research and development technology

VIDEO GAMES Today huge amounts of money are spent on (1) _____ of the latest video games. The first one, however, was a simple game of on-screen table tennis. Its (2) _____ was US physicist Willy Higinbotham, who came up with his (3) _____ idea in just two weeks in 1958 for an open day at the Brookhaven National Laboratory. This was to be the (4) _____ of a multi-million dollar industry.

Three years later, Steve Russell, working at Massachusetts Institute of Technology devised Spacewar, the first video computer game. This was played on a \$4million computer, so was only played in universities. However, within ten years, improved (5) _____, especially the (6) _____ of the microprocessor, meant that computer games could become more widespread and in 1971, the first arcade computer video game was launched by Nolan Bushnell and a company called Nutting Associates.

Atari, Bushnell's own company, created the first home video game in 1974, but since then later (7) _____, such as Nintendo Game Boy and Sony PlayStation, have taken over the market.


22 Advertising

8

A Complete the text with the words in the box.

advert brand campaign commercial break jingle marketing product
promote publicity slogan target audience

Imagine that a company is preparing for the launch of a new range of pizzas. It will often use an advertising agency for its (1) _____ needs. The advertising team have to find out if a similar (2) _____ is made by another company, what is special about this particular (3) _____ and who is likely to buy it. They then have to think of ways to (4) _____ the new pizzas – perhaps an (5) _____ on TV showing a famous chef lifting one out of the oven. The short film may be accompanied by a (6) _____, say with Italian music, or a (7) _____, such as 'Pizza Pizzazz, the pizza with pizzazz'. When the film is ready, the advertising team decide the best time of day for broadcast, depending on its (8) _____. If it was aimed at children, for example, it would be shown in a (9) _____ during the day. The (10) _____ may also include further (11) _____ in magazines.



B Match the words from A with the definitions.

- giving information about something to attract people's attention _____
- a piece of information that tries to persuade people to buy something _____
- something that is made in large quantities and sold _____
- a short phrase that is easy to remember _____
- advertise something to increase its sales or popularity _____
- a plan to do a number of things to achieve a special aim _____
- the name of something that is made by a particular company _____
- a short simple tune or song, used on TV _____
- a short period of advertisements between and during TV programmes _____
- ways a company encourages people to buy their things _____
- people something is intended for _____

23 At the doctor's

A Match the underlined words with the definitions below.

I last went to the doctor's before I went to South-east Asia. The doctor gave me a prescription for anti-malaria tablets, but warned me that avoiding mosquito bites was the only really effective form of prevention against malaria. Apparently the infection can take up to one year to develop. If you have any illness or flu-like symptoms, such as a headache, a cough and aching muscles, especially within three months of your return home, you have to see your doctor immediately.

The doctor also told me to make an appointment with the nurse to get a vaccination against typhoid and another against Hepatitis A. I hate the thought of an injection, but I had no choice if I wanted to travel to Laos and Cambodia. I'd heard of someone who'd felt unwell and had been covered in a red rash. When his condition got worse, he'd had a blood test and this had diagnosed typhoid. Similarly, Hepatitis A is something I'd prefer to avoid. It's caused by a virus found in dirty food or water, and is infectious, so can be caught from other people with the disease.

- 1 the act of stopping something happening _____
- 2 area of small spots that appear on your skin when you are ill _____
- 3 piece of paper from the doctor that says what medicine you need _____
- 4 illness which has a name and is recognised by certain symptoms _____
- 5 arrangement to see someone at a particular time _____
- 6 the state someone is in _____
- 7 that can be easily passed on to another person _____
- 8 the sending out of air from your throat and mouth with a sudden, loud noise _____
- 9 the putting of a drug into someone with a needle _____
- 10 changes in your body that are signs of illness _____
- 11 a very small organism which causes disease _____
- 12 an injection to prevent someone getting a disease _____
- 13 a disease in part of your body that is caused by a bacteria or virus _____
- 14 analysis of your blood, which can identify disease _____
- 15 state of being in bad health _____

24 Crime

A Match the headings with the newspaper articles.

- 1 Arson case solved
- 2 Crime rate rises
- 3 Hunt for suspect
- 4 Men held after theft
- 5 Teenager jailed for rape
- 6 Police investigate assault and mugging

1 _____	2 _____	3 _____
4 _____	5 _____	6 _____

B Find eight types of crime in the articles and headings in A.

- 1 arm _____
- 2 ar _____
- 3 a _____
- 4 d _____
- 5 m _____
- 6 ra _____
- 7 s _____
- 8 t _____

a Police are appealing for help in identifying a woman caught shoplifting on close circuit TV yesterday afternoon. They also want to question a witness who is known to have been entering the clothes shop in Darlington as the thief escaped.

b Two unemployed youths have been charged with stealing a Fiat Uno after an incident outside a house in Park Drive. They will also face charges of drink driving.

c A man was attacked as he walked home last night. The thieves ran off with his wallet. Police have released photofit pictures after the victim gave detailed descriptions of his attackers.

d A 63-year-old widow will be sentenced next month after she admitted setting fire to her council house. This is the fourth time the woman has committed the same offence.

e Last month there were 37 reports of crime in the Crook area compared with 26 in July, despite the introduction of a Neighbourhood Watch scheme intended to address crime prevention.

f A 19-year-old has been imprisoned for four years for dragging a 36-year-old woman from her car at gunpoint and sexually assaulting her. The youth was also found guilty of car hijacking and armed robbery.

25 Languages

A Match the sentence halves. Write the letters in the box below.

- | | |
|--------------------------------|--|
| 1 If you are monolingual, | a you are able to speak a language easily, well and quickly. |
| 2 If you are bilingual, | b you speak or use only one language. |
| 3 If you are multilingual, | c your pronunciation is connected with your country, area or social class. |
| 4 If you speak with an accent, | d you use words that are only spoken in your part of the country. |
| 5 If you speak a dialect, | e you are able to use more than two languages. |
| 6 If you are fluent, | f you are able to use two languages for communication. |

1 2 3 4 5 6

B Complete the text with the words in the box.

body first foreign international official second

A person's (1) language (or mother tongue) is the language they learn from their parents as they are growing up. If someone moves abroad and learns the language of their new country, then this language is their (2) language. Children often learn a (3) language at school – British children study another European language, while children of other nationalities study English. In later life, an Italian and a Swede might use English as an (4) language to communicate with each other in their work or on holiday. In some countries, where many languages are spoken, there is an (5) language for formal and business use. People can also communicate without words – we can use (6) language to express how we feel and what we think.

C Circle the correct answers.

- 1 A bilingual / monolingual dictionary doesn't have translations.
- 2 Glen (valley), and loch (lake) are examples of Scottish accent / dialect.
- 3 Hindi and English are the two second / official languages in India.
- 4 Clapping is an example of body / international language.
- 5 Bilingual secretaries usually speak their mother tongue and a first / foreign language.
- 6 Some children are fluent / multilingual speakers at a very early age.

26 Modern communications

A Put the words in the box into two groups.

attachment cc dial email forward in-box picture messaging
spam subject text message text voicemail

Internet


mobile phone


_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

B Complete the text with words from A.


I begin by choosing a (1) _____ for my message, for example 'Great holiday' or 'Meeting tomorrow' and then write what I want to say. Sometimes I (2) _____ the message to other people who might be interested. Sometimes I send an (3) _____ – maybe a digital photo or something I've found on the Internet. Then, when the (4) _____ is ready to send, I (5) _____ up the Internet connection. I can look in my (6) _____ to see if I've got any new messages. I often (7) _____ jokes to other people I know. And I usually delete any (8) _____ – unwanted incoming mail is often the way you can get a virus.


C Match the text messages with their meanings. Write the letters in the box below.

1  abc 155/1
RUOK?


4  abc 152/1
Gr8 2 CU


a Thanks for your message.

2  abc 148/1
Thx 4 yr msg

5  abc 155/1
LuvU2

b See you later, about seven.

3  abc 141/1
WAN2 go cnma
2moro?

6  abc 148/1
CU L8R abt ?

c I love you too.

d Are you OK?

e It was great to see you!

f Do you want to go to the cinema tomorrow?


1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____

27 Using the Internet

A Circle the correct words to complete the first part of the text.

USING THE INTERNET

Looking for information on the Internet is called (1) online / surfing the Net and you need a program called a (2) browser / service provider to find and display the information. Information about each specific subject is stored in a (3) chat room / website. If you don't know the exact address you want, then a (4) modem / search engine can find useful ones for you. The first page of a site is called the (5) home page / message board and it is a directory for the web pages which follow. It also gives (6) download / links to related websites.



B Use the other words from A to complete the second part of the text.

When you find the information you're looking for, you can (1) _____ it onto your computer for future reference. Sometimes you can leave a comment for other people to read on a (2) _____ and exchange messages with other people in a (3) _____. In order to access the Internet, you need a (4) _____ which will connect your computer to the Net through a telephone line and allow you to go (5) _____. You also need a (6) _____, which will provide your connection to the Internet.

C Match six of the words from A and B with the definitions.

- 1 a company that offers connections with the Internet _____
- 2 exploring the Internet _____
- 3 copy information into a computer's memory _____
- 4 a document on the Internet with pictures and text _____
- 5 connected to the Internet _____
- 6 machine used to send information from a computer through a telephone system _____

28 Personal memories

A Complete the sentences with the words in the box.

bring back recall remember remind reminisce take you back

- 1 If you _____ something, you have something in your mind or you bring it back to mind.
- 2 If you _____ something, you try to bring a memory or event back to mind, especially when recounting the event to others.
- 3 If things _____, they make you remember a period of time.
- 4 If you _____ a person or someone else, you make them think of another person.
- 5 If you _____, you talk about pleasant things in the past.
- 6 If things _____ memories, they cause you to remember things.

B The underlined words are in the wrong sentences. Write the correct word for each sentence.

- 1 In recent times, people used to walk more than they do now. _____
- 2 Some old people can't easily recall the memorial past. _____
- 3 They also become nostalgic and can't remember where they have put things. _____
- 4 1980 was a former year for my parents – it was when they met. _____
- 5 There was a memorable service for those killed in the fire. _____
- 6 When I talk about my first car, I become all forgetful. _____

C Complete the sentences with *for*, *from*, *in*, *over* or *with* to make expressions with the word *past*. Use one word twice.

- 1 At the reunion, I recognised a couple of people _____ *the distant past*.
- 2 My relatives used to live in Ireland _____ *years past*.
- 3 I knew _____ *past experience* that he wouldn't remember my birthday.
- 4 Her memory has been getting worse _____ *the past two years*.
- 5 I don't know exactly what he did, but he's said to be a man _____ *a past*.
- 6 My grandmother has lived in an old people's home _____ *some time past*.

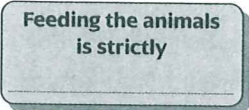
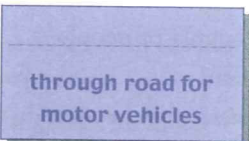
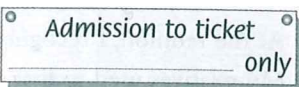
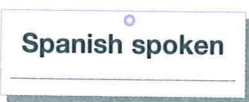


29 Notices

A Match the words from the notices with the definitions.

- 1 people going onto land without permission
- 2 in a way that must be obeyed completely
- 3 get off something that you ride
- 4 rooms in a hotel, etc. that are not being used
- 5 an official paper that says you are allowed to do something
- 6 put a ticket in a place where people can see it
- 7 great in size, importance, etc.
- 8 the giving of food and drink to someone in a restaurant, etc.
- 9 coins of low value

B Complete these notices with words from the notices in A.

1 	2 	3 
4 	5 	6 

30 Abbreviations

A Read the parts of the letter and complete the sentences.

- 1 _____ is short for 'reference'.
- 2 _____ is short for 'that is'.
- 3 _____ is short for 'please turn over'.
- 4 _____ is used to mean 'the letter is about this subject'.
- 5 _____ is used before your name if someone signs the letter for you.
- 6 _____ is used to mean 'copies are being sent to these people'.

Your ref:
Our ref: IL / Bk / 005

Production Manager
Strikes Management
Box 579
Liverpool WC3 5HP

June 15th 200

Dear Sir or Madam

Re: Visit to Liverpool

I am planning a visit to Liverpool next month and would be grateful

it would be possible to meet during that time, i.e. on July 3 or 4?

PTO

I look forward to hearing from you.

Yours faithfully

Jane Smith

pp *Dan Lees*

Buyer

cc Jessica Cripps, Edward Conway

B What do the abbreviations in these sentences stand for?

- 1 Please get in touch asap. _____ possible
- 2 FYI I'm staying at the Curran Hotel. _____ information
- 3 FAO Kevin Phillips, Credit Controller _____ of
- 4 Please write to me c/o Dr A. J. Duncan _____
- 5 cont page 20 _____
- 6 enc: next season's brochure _____

Test 3 (Units 21 –30)

A Complete the text. Write one word in each space.

There's been a lot of (1) _____ recently for 'Edison', the new film about the (2) _____ of the light bulb. I saw an (3) _____ in the paper today and there was something about it on TV the other day. Apparently the (4) _____ audience is 11 to 16-year-olds, so the film company want to (5) _____ it in schools. Another important (6) _____ of Thomas Edison's was the phonograph, the (7) _____ of the record player. I know that we've moved on since the record player and that the CD player is a more recent (8) _____, but our modern recording industry (9) _____ from the phonograph.

B What are the crimes?

- 1 intentionally starting a fire in order to damage a building _____
- 2 attacking someone and stealing their money _____
- 3 taking goods from a shop without paying for them _____
- 4 suddenly and violently attacking someone _____
- 5 taking money or property illegally, often using a gun _____
- 6 dishonestly taking something which belongs to someone else and keeping it _____

C Circle the correct words to complete the text.

My friend Annalinda has an Italian mother and a British father and she has been (1) bilingual / monolingual / multilingual since the day she began to talk. She is equally (2) fluent / foreign / memorial in both Italian and English, and she has a bit of a Scottish (3) language / accent / dialect too because she spent part of her childhood in Edinburgh. She's great at languages. I'll always (4) remember / remind / reminisce what she did for me when we were on a (5) forgetful / former / recent holiday in Portugal. I had a chest (6) cough / disease / infection and had to stay in the tent while she went out for the day. When she came back, my (7) condition / injection / virus had got worse, so she went and found a doctor. Then she went to the chemist with the (8) vaccination / prescription / prevention he wrote out for me. I don't know what I would have done without her.

Test 3 (Units 21 –30)

D Complete the conversation. Write one word in each space.

- A: Have you checked your (1) _____ this morning?
- B: Yes, I switched on my computer about ten minutes ago.
- A: Did you get the one Jim sent? The (2) _____ was 'Plans for expansion'.
- B: No, I don't think so. I didn't see it in my (3) _____ at any rate.
- A: It was very interesting. I'll (4) _____ it to you then. He mentions a company called David Cripps & Co. You like to (5) _____ the Net, don't you?
- B: Yeah, I do.
- A: Well, could you go (6) _____ and find me some information about them? I'm pretty sure they'll have a (7) _____.
- B: OK, then. I'll (8) _____ whatever I find, and I'll print it out.
- A: No, don't do that. Send it to me as an (9) _____. That would be better. And could you (10) _____ it to Jim?
- B: Yes, of course.

E Which of these signs might you see on a shop door? Tick the boxes.

- | | | | | | |
|---|---|--------------------------|---|---------------------------------|--------------------------|
| 1 | No change given for parking meters | <input type="checkbox"/> | 5 | German spoken here | <input type="checkbox"/> |
| 2 | Admission to ticket holders only | <input type="checkbox"/> | 6 | No vacancies | <input type="checkbox"/> |
| 3 | Shoplifters will be prosecuted | <input type="checkbox"/> | 7 | Pay and display | <input type="checkbox"/> |
| 4 | All major credit cards accepted | <input type="checkbox"/> | 8 | Food strictly prohibited | <input type="checkbox"/> |

F Write abbreviations.

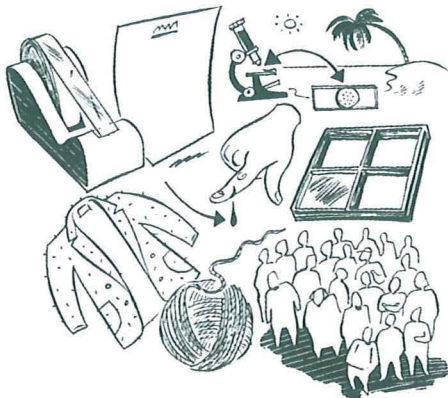
- | | | | |
|------------------------|-------|-------------|-------|
| 1 please turn over | _____ | 5 that is | _____ |
| 2 as soon as possible | _____ | 6 reference | _____ |
| 3 for the attention of | _____ | 7 care of | _____ |
| 4 for your information | _____ | 8 enclosed | _____ |

31 Making countable nouns

A Complete the expressions with the words in the box.

ball crowd drop grain item pane roll sheet

- 1 _____ of clothing
- 2 _____ of people
- 3 _____ of glass
- 4 _____ of string
- 5 _____ of sticky tape
- 6 _____ of paper
- 7 _____ of blood
- 8 _____ of sand



B Join pairs of words to make expressions for talking about the weather.

- | | | |
|----------|----|-----------|
| 1 clap | | lightning |
| 2 flash | of | rain |
| 3 gust | | thunder |
| 4 shower | | wind |

C Complete the sentences with expressions from A and B.

- 1 When I got to the station, there was a _____ waiting on the platform.
- 2 Write your name at the top of the _____ before you begin the exam.
- 3 I heard a _____ overhead and then it started to rain.
- 4 If you want to mend that torn page, there's a _____ in the top drawer.
- 5 It was only a light _____, so I didn't get very wet.
- 6 The old lady bent down to pick up the shopping list she had dropped, but a _____ blew it into the road.
- 7 A rainproof jacket is a useful _____ when you're travelling.
- 8 When I saw a _____ on my chin, I realised I'd cut myself when I was shaving.

32 Expressions of time

A Complete the expressions of time with the words in the box.

any at behind good in near now
schedule short soon term the

- 1 in time
- 2 in the future
- 3 every and again
- 4 schedule
- 5 as as possible
- 6 no time
- 7 the time
- 8 in the term
- 9 in the long
- 10 minute now
- 11 the sooner better
- 12 on

B Complete the sentences with the expressions from A.

- 1 They are now three years with the building of the motorway.
- 2 I don't eat much chocolate, but I like to have some
- 3 When I go abroad, I like to get to the airport
I don't want to miss the plane.
- 4 I've got to get a new hair drier I can't manage without one.
- 5 We walked quickly and got to the station
- 6 The receptionist asked me when I'd like an appointment and I told her
- 7 We've heard that the sports centre is going to close down
..... We're not sure where we'll go swimming.
- 8 I bought my bike five years ago. I didn't have a car
- 9 Having a filling will solve the problem, but I'll need to have the tooth taken out one day.
- 10 The work is and will be delivered tomorrow as planned.
- 11 My dad's just gone to the post box. He'll be back
- 12 The roadworks mean long queues at the moment, but travel will be easier

33 Do and make

A Put the words in the box into two groups.

business progress time a course a decision a difference
a good job a living a lot of damage a promise an effort
the shopping your best your homework

do

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

make

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

B Complete the sentences with the words from A and the correct form of do or make.

- 1 Work is very slow at the moment – I don't think we're at all.
- 2 You've cleaning the bathroom. Thanks very much!
- 3 If you and worked harder, you'd do much better in your exams.
- 4 I'm thinking of at the local college, but I'm not sure which subject to choose.
- 5 He was disappointed that she didn't help him – she had and now she was saying there was nothing she could do.
- 6 You can't spend any longer thinking about it. You have to – is it to be yes or no?
- 7 I once a week at the local supermarket.
- 8 This place looks great now. Painting the walls that colour has really
- 9 The fire at the restaurant has to the furniture and kitchen equipment.
- 10 Even if you're both very busy, it's important for your relationship that you to do things together now and again.
- 11 It doesn't matter that you didn't win. What's important is that you
- 12 Have you yet? We have to hand it in tomorrow.
- 13 You can earn a little money doing that kind of work, but you can't actually
- 14 My uncle's company with a lot of customers in Asia.

34 Phrasal verbs: studying

A Complete the phrasal verbs with *up* or *out*.

- 1 My brother decided to drop _____ of university because he wanted to travel.
- 2 I missed some lessons last week, so I need to catch _____ at the weekend.
- 3 We've got a test on Monday, so I must swot _____ for it.
- 4 The teacher asked one of the students to hand _____ a sheet of paper to each person.
- 5 The level is too high – I can't keep _____.
- 6 That course looks interesting – I think I'll sign _____ for it.
- 7 Could you find _____ how many people speak English as a second language?
- 8 The students studied several examples and tried to work _____ the difference between 'say' and 'tell'.

B Complete the phrasal verbs with *down*, *in*, *up* or *out*. Use two words twice.

- 1 If you copy a list of words from the board, you copy it _____.
- 2 If you check the meaning of a word in a dictionary, you look it _____.
- 3 If you read your essay to the class, you read it _____.
- 4 If you raise your hand when you know the answer, you put it _____.
- 5 If you write a new word in your vocabulary notebook, you write it _____.
- 6 If you give your notebook to the teacher for marking, you hand it _____.

C Complete the sentences with phrasal verbs from A and B.

- 1 You can _____ the answers in the key.
- 2 Please don't _____ your homework a day late.
- 3 Look at these sentences with the superlatives. Can anyone _____ when we use 'most'?
- 4 Natalia, could you _____ these grammar books for me?
One between two should be OK.
- 5 I'll _____ the phone number if you can read it out to me.
- 6 Can you _____ for the trip to the British Museum if you want to go?
- 7 Listen, everyone! Amelie will _____ the first part of the story.
- 8 If you use your dictionary, you'll _____ what 'fragile' means.

35 Phrasal verbs: socialising

A Circle the correct phrasal verbs to complete the paragraph.

The other day I (1) asked her out / bumped into an old schoolfriend of mine, Sally Barber, while I was at the cashpoint. I hadn't seen her for ages. I wanted to (2) catch up / hit it off with her, so I suggested going for a cup of coffee. Unfortunately, Sally's a very busy woman, so she didn't have time for a coffee. Let's (3) chat her up / meet up later in the week, I suggested. Sally looked in her diary and said we could (4) fit in / get together for lunch at 1 pm on Friday at her favourite restaurant. It was a very smart place, so I had to (5) dress up / hang out for the occasion. I arrived at the restaurant in good time. I'd finished my dessert by the time she (6) fell out / turned up – only an hour late!



B Use the other phrasal verbs from A to complete the paragraph.

I remember how I met my wife. I used to (1) _____ with a group of friends in the summer holidays. One day, my friend Pete came along with his cousin Susie and her friend Jane, both girls about our age. Susie had nothing in common with the other people in the group, so she didn't (2) _____ at all. Jane, however, loved swimming and sport, and I (3) _____ with her at once. After a couple of days, I (4) _____ and she said yes. We went to the cinema without the others. Soon after that, I (5) _____ with Pete and we didn't speak again for a long time. I didn't know what was wrong at the time, but later Jane told me that he'd tried to (6) _____. She also told me that she wasn't interested in him, which was nice!

C Match six of the phrasal verbs from A and B with these definitions.

- 1 quarrel or fight (with someone) _____
- 2 meet (someone) by chance _____
- 3 like someone when you first meet _____
- 4 invite someone to a place _____
- 5 arrive _____
- 6 spend a lot of time with someone _____

36 Idioms: hands and feet

A Complete the idioms with *hand, hands, foot or feet*. Use each word twice.

- 1 Things *got out of* _____ and the teacher had to tell everyone to be quiet.
- 2 I didn't know that David was her brother. I really *put my* _____ *in it* when I said I didn't like him.
- 3 I'll *give you a* _____ with those dishes. Shall I dry?
- 4 At first I said I'd give a presentation. Then I *got cold* _____ and said I wasn't so sure.
- 5 I'd love to *get my* _____ *on* a ticket for Justin Timberlake. His gigs are all sold out.
- 6 After a hard day at work, I just wanted to *put my* _____ *up* when I got home.
- 7 My sister's always using my car. But this time I *put my* _____ *down* and said no.
- 8 My cousin has a full-time job and four children. She *has her* _____ *full*.

B Circle the correct words to complete the idioms.

- 1 There's something wrong with my car. I can't put / set my *finger* on it.
- 2 I tidied the house myself. Jane didn't lift / use a *finger*.
- 3 I can look at our records. I'm afraid I don't count / have the *figures* at my *fingertips*.
- 4 They'll repair the car immediately. It'll break / cost an *arm* and a *leg*, of course.
- 5 I'm not angry with you. I just like to pull / touch your *leg*.
- 6 I couldn't explain where the money had gone. I didn't have / want a *leg* to *stand on*.

C Rewrite the underlined part of each sentence with an idiom from this page.

- 1 I'll never succeed in getting the CD I want. _____
- 2 Can I help you with the washing-up? _____
- 3 I was going to jump, then I became afraid to do it. _____
- 4 He often jokes with me about what happened that day. _____
- 5 I don't like her, but I can't say the exact reason why. _____
- 6 Our new DVD recorder was very expensive. _____

37 Idioms: feeling happy and sad

A Circle the correct words to complete the idioms.

- 1 I'm over / under the moon about my exam results. They're better than I expected.
- 2 Susie's on a high / low at the moment. Everything's going well in her new job.
- 3 I'm down / up in the dumps. I really don't like my job at the moment.
- 4 My brother's on / under cloud nine. He's just passed his driving test.
- 5 My sister's in high / low spirits at the moment. Her boyfriend has left her.
- 6 Paul looks down / up in the mouth. Has something awful happened?
- 7 John told me he's on top of the ground / world. He's fallen in love.
- 8 I feel a bit in / out of sorts. Nothing's really wrong, but things aren't quite right.

B Put the idioms from A into two groups.

idioms which mean *happy*

idioms which mean *sad*

C How would you feel in these situations? Circle the correct idiom.

- 1 Would you be *down in the dumps* or *on a high* if you failed an exam?
- 2 If you won a prize in a competition, would you be *in low spirits* or *over the moon*?
- 3 Would you be *on top of the world* or *out of sorts* if the football team you support won a cup?
- 4 If you didn't feel very well, would you be *out of sorts* or *on cloud nine*?
- 5 Would you be *down in the mouth* or *on a high* if you got lots of birthday cards?
- 6 If your best friend moved to another city, would you be *in low spirits* or *on top of the world*?
- 7 Would you be *down in the mouth* or *over the moon* if your favourite actor died?
- 8 If you got a very good mark for your work, would you be *down in the dumps* or *on cloud nine*?

38 Similes

A Circle the correct words to complete the similes.

- 1 If two people or things are *like two peanuts / peas in a pod*, they are almost identical.
- 2 If someone *drinks like a fish / fly*, they drink too much alcohol.
- 3 If someone is *like a bear with a big / sore head*, they are very bad-tempered.
- 4 If two things are *like chalk / cream and cheese*, they are completely different from each other.
- 5 If someone *eats like a bird / horse*, they always eat a lot of food.
- 6 If someone is *like a cat / fish out of water*, they are uncomfortable because of the situation they are in.

B Complete the similes with the words in the box.

bat bird cucumber daisy dodo feather

- 1 On my last day of work, I felt *as free as a*
- 2 After a bath and a good night's sleep, I felt *as fresh as a* again.
- 3 You haven't brought much with you. This case is *as light as a*
- 4 My dad's computer is *as dead as a* He's had it for more than twenty years.
- 5 I'd be *as blind as a* if I didn't have contact lenses.
- 6 I thought my brother would be nervous before his driving test, but, in fact, he was *as cool as a*

C Complete the sentences with similes from A and B.

- 1 I felt My exams were over and I could do as I wanted.
- 2 I'm moody, but my sister's quite cheerful. We're
- 3 Even though my dad, he never puts on weight.
- 4 My mum's been on a diet. She's now.
- 5 I'd forgotten my glasses, so I was
- 6 My boss is this morning. I don't know why she's so grumpy.
- 7 I felt when I first went to live abroad. Everything was so different.
- 8 You're looking Aren't you nervous at all?

39 Food for thought

A Match the sentence halves. Write the letters in the box below.

- | | |
|---|---|
| 1 If you <i>keep someone sweet</i> , | a they become unpleasant. |
| 2 If situations <i>turn sour</i> , | b you have bad memories of them. |
| 3 If you do something to <i>the bitter end</i> , | c you are forced to admit that something you said was wrong. |
| 4 If experiences <i>leave a bad taste in your mouth</i> , | d you accept something you are only offered so that you will do something. |
| 5 If you <i>swallow the bait</i> , | e you do things to please them so that they help you in the future. |
| 6 If you <i>have to eat your words</i> , | f you continue until it is finished, although it is hard and takes a long time. |

1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____

B Complete each idiom and metaphor with a word in *italics* from A.

- 1 If you say that something someone says is _____ *grapes*, you mean that they said it because they are jealous.
- 2 If something that someone says is *hard to* _____, it is difficult to believe.
- 3 If you describe something as a _____ *pill*, it isn't nice but must be accepted.
- 4 If you *give someone a* _____ *of their own medicine*, you do the same bad thing to them that they have done to you in order to show how unpleasant it is.
- 5 If something is *short and* _____, it is pleasantly short.
- 6 If you *have your cake and* _____ *it*, you have or do two good things that it is usually impossible to do at the same time.

C Complete the sentences with idioms and metaphors from A and B.

- 1 I continued _____ although I didn't like the book.
- 2 You want to _____. You want to pass your exams, but you want to go out every evening too.
- 3 I'm going to give Anna _____. She's usually late when we meet, so I'm going to be late this time.
- 4 I want to use my brother's car next week, so I'd better _____ until then.

40 Collocations: money and time

A Complete the collocations with *money* or *time*.

- 1 We can *save* _____ *time* _____ if we take a taxi to the railway station.
- 2 I often *waste* quite a bit of _____ before starting my homework.
- 3 We didn't *lose* any _____ on the sale of the house.
- 4 I'll *give* you some _____ if you need it to get a car.
- 5 My parents *spend* a lot of _____ working in the garden at the weekend.
- 6 Did your brother-in-law *make* his _____ through selling used cars?
- 7 We want to finish the game, but we're going to *run out of* _____ .
- 8 We don't *have* enough _____ for the airline tickets.

B Complete the collocations with the verbs from A.

- 1 Our teachers _____ *give* _____ us very little *time* to do our work.
- 2 I'm afraid I don't _____ *time* to help you with the dishes.
- 3 Does your watch _____ *time* or is it always reliable?
- 4 I'm very busy, but I'll _____ *time* for my parents when they visit me.
- 5 When some people _____ *money*, they borrow from their parents.
- 6 You can _____ quite a lot of *money* if you buy things in the sales.
- 7 How much *money* did you _____ the other evening?
- 8 You _____ far too much *money* on cigarettes.

C Complete the sentences with collocations from A and B. Use each verb once only.

- 1 I'm going to _____ *spend time* _____ in Vietnam when I go to South-east Asia.
- 2 We've only got ten minutes to do this, so let's not _____ talking about it.
- 3 They _____ to lots of charities and good causes.
- 4 Let's _____ for a cup of coffee before we leave.
- 5 I try to _____ every month, even if it's only a small amount.
- 6 We're going to _____ if we don't hurry up and get it finished.
- 7 I _____ here if you need it. Look!
- 8 Every time they go to the races, they _____ .

Test 4 (Units 31 - 40)

A Complete each sentence with two words.

- 1 In the storm, I actually saw a _____ of _____ hit the building.
- 2 I _____ quite a bit of _____ running. I train most evenings.
- 3 I've opened a new bank account, because I want to _____ some _____ to buy a new car.
- 4 I had to buy a new _____ of _____ for our kitchen window. One of our neighbour's sons kicked his football through it.
- 5 How much _____ will you _____ us to do this exercise?
- 6 Here's a _____ of _____. My dad uses it to tie up the flowers.

B Complete each sentence with the correct form of *do* or *make* and a preposition.

- 1 We _____ great progress yesterday, so we got there _____ good time.
- 2 In 2003 I lived in London. I _____ my living as an accountant _____ the time.
- 3 If you _____ a secretarial course, it will be of use _____ the long term.
- 4 We're _____ schedule right now, but just _____ your best and don't worry about how long it will take.
- 5 The new windows will _____ a difference _____ no time.
- 6 Last month's storm _____ a lot of damage to the theatre, but the repairs are _____ schedule. It should be open next week, as planned.

C Complete the idioms with the word for part of the body. Then match the idioms with their meanings. Write the letters in the box below.

- | | |
|--------------------------------|--|
| 1 put your _____ in it | a sad |
| 2 not have a _____ to stand on | b say something by accident which upsets someone |
| 3 at your _____ | c not help someone to do something, usually because you are lazy |
| 4 down in the _____ | d be so busy that you do not have time to do anything else |
| 5 not lift a _____ | e be in a situation where you can't prove something |
| 6 have your _____ full | f easy to find |

1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____

Test 4 (Units 31 -40)

D Complete the conversation with phrasal verbs. Use the correct form of the verbs in the box and prepositions.

bump catch drop fit hang hit meet sign work write

- A: Guess who I (1) _____ the other day?
B: No idea. Go on, tell me.
A: Sheila Dawson. You know, who (2) _____ of university when we were in our second year?
B: Oh, yes, I remember.
A: We've arranged to (3) _____ on Friday evening, and I wondered whether you'd like to come along too. We (4) _____ it's been ten years since we last saw each other, so we've got lots of (5) _____ on.
B: I can't on Friday, I'm afraid. I've just (6) _____ for a photography course and that starts on Friday.
A: What about another time? I (7) _____ Sheila's phone number. I can give her a ring, and we can get together another time.
B: Honestly, don't worry. I never really (8) _____ it _____ with her, I have to say. I didn't particularly like her and she didn't seem to (9) _____ with our group.
A: Oh, I didn't realise that was how you felt! I used to (10) _____ with her quite a bit. Where were you?
B: That was before you and I became friends!

E Underline the mistake in each idiom and simile. Write the correct word.

- 1 My brothers are like chalk and chocolate to look at. _____
One's tall and fair, and the other's short and dark.
- 2 Things didn't turn bitter until the police arrived. _____
- 3 My doctor's appointment was little and sweet. I was _____
there only five minutes.
- 4 Where are my glasses? I'm as blind as a bird _____
without them.
- 5 I told him a leather jacket would make him look _____
more handsome, but he didn't taste the bait.
- 6 My brother was involved in a mugging last week, but _____
he managed to remain as cold as cucumber through it.

Answer Key

1 Names

- | | | | |
|-----------------------|---------------|----------------|-------------|
| A 1 title | 4 surname | B 1 false name | 4 nickname |
| 2 first name | 5 maiden name | 2 anonymous | 5 pseudonym |
| 3 middle name initial | 6 signature | 3 married name | 6 autograph |

2 Family

- | | | |
|---------------------|-----------------------|-----------|
| A 1 generations | 7 extended family | B 1 false |
| 2 family gathering | 8 only child | 2 true |
| 3 siblings | 9 close relations | 3 false |
| 4 relations | 10 related | 4 true |
| 5 immediate family | 11 adopted | 5 false |
| 6 distant relatives | 12 runs in the family | 6 false |

3 Describing character (1)

- | | |
|---------------------|-----------------|
| A 1 assertiveness | B 1 committed |
| 2 commitment | 2 competitive |
| 3 conscientiousness | 3 assertive |
| 4 enthusiasm | 4 self-assured |
| 5 organisation | 5 ruthless |
| 6 ruthlessness | 6 organised |
| 7 capable | 7 reliable |
| 8 competitive | 8 conscientious |
| 9 decisive | 9 enthusiastic |
| 10 motivated | 10 decisive |
| 11 reliable | 11 capable |
| 12 self-assured | 12 motivated |

4 Describing character (2)

- | | | | |
|----------------|---------------|----------------|------------------|
| A 1 indecisive | 5 secretive | 9 placid | 13 bossy |
| 2 aggressive | 6 gullible | 10 considerate | 14 moody |
| 3 introverted | 7 open | 11 stubborn | 15 materialistic |
| 4 emotional | 8 trustworthy | 12 extroverted | |

5 Describing appearance

- | | | | |
|------------------|-------------------|----------------|-----------|
| A big/fat | small/thin | B 1 well-built | C 1 build |
| obese | lanky | 2 obese | 2 figure |
| plump | petite | 3 skinny | 3 figure |
| stocky | skinny | 4 stocky | 4 build |
| well-built | slim | 5 petite | 5 build |
| | | 6 slim | 6 figure |
| | | 7 lanky | 7 build |
| | | 8 plump | 8 figure |

6 How you feel

- | | | |
|-----------------------|-------------------------------|----------------------|
| A 1 suspicious | B 1 enthusiastic about | C 1 amazed at |
| 2 furious | 2 amazed at | 2 grateful for |
| 3 negative | 3 offended by | 3 impressed with |
| 4 delighted | 4 grateful for | 4 enthusiastic about |
| 5 positive | 5 ashamed of | 5 offended by |
| 6 reckless | 6 impressed with | 6 ashamed of |

7 Describing things (1)

- | | | |
|-------------------|-----------------|------------------------|
| A positive | negative | B 1 sensational |
| gripping | appalling | 2 inappropriate |
| promising | criminal | 3 outrageous |
| sensational | inappropriate | 4 tremendous |
| tremendous | outrageous | 5 threatening |
| | pathetic | 6 unacceptable |
| | ridiculous | 7 gripping |
| | threatening | 8 promising |
| | unacceptable | 9 appalling |
| | | 10 pathetic |
| | | 11 ridiculous |
| | | 12 criminal |

8 Describing things (2)

- | | | | |
|---------------------|-------------------|-------------------------|-------------|
| A 1 original | 4 ideal | B 1 irresistible | 4 reliable |
| 2 eye-catching | 5 value for money | 2 high-quality | 5 practical |
| 3 versatile | 6 sophisticated | 3 stylish | 6 handy |

9 City life

- | | | |
|----------------------------|------------------------|-----------------|
| A 1 <i>derelict</i> | 9 up-and-coming | B 1 true |
| 2 suburbs | neighbourhood | 2 false |
| 3 built-up area | 10 commercial district | 3 true |
| 4 urban | 11 residential areas | 4 false |
| 5 deprived area | 12 estates | |
| 6 densely populated | 13 regeneration | |
| 7 run-down | 14 local amenities | |
| 8 developments | 15 suburban | |

10 Housing problems

- | | | |
|-----------------------------|-----------------------------|-----------------------------|
| A 1 housing shortage | B 1 first-time buyer | C 1 first-time buyer |
| 2 homelessness | 2 mortgage | 2 hostels |
| 3 accommodation | 3 tenants | 3 home owner |
| 4 council housing | 4 rent | 4 accommodation |
| 5 hostels | 5 deposit | 5 tenant |
| 6 squat | 6 home owner | 6 mortgage |
| 7 sleep rough | 7 evict | |

Test 1 (Units 1-10)

A 1 surname

2 married

3 first

4 initial

5 title

6 related

7 distant

8 runs

9 immediate

10 only

B 1 slim

2 obese

3 lanky

4 well-built

C 1 outrageous

2 eye-catching

3 promising

4 appalling

5 versatile

6 handy

D 1 ruthless

2 secretive

3 aggressive

4 conscientious

5 emotional

6 materialistic

E 1 furious

2 impressed

3 positive

4 grateful

5 negative

6 enthusiastic

F 1 accommodation

2 tenants

3 residential

4 amenities

5 evict

6 suburbs

7 deposit

8 mortgage

11 Modern living

A 1 lifestyle

2 under pressure

3 hectic

4 stress

5 working conditions

6 work-life balance

7 commute

8 rat race

9 quality of life

10 nine-to-five

11 downshift

B 1 an office worker

2 a secondary school teacher

3 an accountant

4 a nurse

5 a marketing manager

6 a doctor

12 Describing clothes

A **materials**

linen

wool

silk

cotton

denim

lycra

patterns

spotted

striped

patterned

checked

plain

flowery

B 1 wool

2 lycra

3 cotton

4 silk

5 linen

6 denim

C 1 checked

2 striped

3 patterned

4 plain

5 spotted

6 flowery

13 Fashion

A 1 garment

2 designer labels

3 outfit

4 casual

5 machine washable

6 smart

7 made-to-measure

8 haute couture

9 off-the-peg

10 high-street fashions

11 trend

12 dry-clean only

13 collection

B 1 false

2 true

3 false

4 false

5 true

6 false

14 Catalogue shopping

- | | | | |
|--------------|---------------------|------------|----------------------|
| A 1 d | B 1 delivery | 5 return | 9 order form |
| 2 c | 2 purchase | 6 refund | 10 payment |
| 3 e | 3 offer | 7 exchange | 11 Customer Services |
| 4 a | 4 guarantee | 8 Order | 12 availability |
| 5 b | | | |

15 Eating and health

- | | | |
|--------------------------|---------------------|-----------------|
| A 1 balanced diet | 7 junk food | B 1 Fats |
| 2 nutrition | 8 convenience foods | 2 Carbohydrate |
| 3 healthy eating | 9 fresh produce | 3 Protein |
| 4 nutrients | 10 organic foods | 4 Water |
| 5 processed foods | 11 GM foods | 5 Fibre |
| 6 additives | 12 eating habits | 6 Vitamins |
| | | 7 Minerals |

16 Money and banking

- | | | |
|-------------------------|--------------|--------------------|
| A 1 bank account | B 1 c | C 1 balance |
| 2 account number | 2 d | 2 cash |
| 3 bank statement | 3 e | 3 deposit |
| 4 balance | 4 a | 4 cashpoint |
| 5 withdrawal | 5 b | 5 (bank) statement |
| 6 deposit | | 6 cheque |

17 Free time

- | | | |
|--------------|-------------------|--------------------|
| A 1 d | B 1 unwind | C 1 a party |
| 2 f | 2 socialise | 2 evening |
| 3 b | 3 take up | 3 Football |
| 4 e | 4 sports centre | 4 pastime |
| 5 a | 5 membership | 5 take part in |
| 6 c | 6 are into | 6 sports centre |
| | 7 spectator sport | |
| | 8 take part in | |
| | 9 fan | |
| | 10 stadium | |
| | 11 pastime | |
| | 12 evening class | |
| | 13 enrol | |

18 Travel

- | | | | |
|-----------------|---------------|-------------------|--------------|
| A 1 trip | 7 flight | B 1 flight | 7 trip |
| 2 tour | 8 ride | 2 journey | 8 expedition |
| 3 journey | 9 drive | 3 cruise | 9 voyage |
| 4 voyage | 10 expedition | 4 drive | 10 ride |
| 5 cruise | 11 trek | 5 trek | 11 excursion |
| 6 crossing | 12 excursion | 6 crossing | 12 tour |

19 Describing places

- | | | | |
|------------------------|-------------|-------------------|-----------|
| A 1 picturesque | 4 touristic | B 1 sleepy | 4 quaint |
| 2 bustling | 5 shabby | 2 seedy | 5 crowded |
| 3 secluded | 6 remote | 3 unspoilt | 6 lively |

20 Booking a holiday

- | | |
|------------------------|--------------------------|
| A 1 destination | B 1 accommodation |
| 2 brochure | 2 self-catering |
| 3 deposit | 3 resort |
| 4 high season | 4 facilities |
| 5 low season | 5 transfer |
| 6 travel insurance | 6 representative |
| 7 itinerary | 7 supplement |

Test 2 (Units 11–20)

- | | | |
|--------------------------|----------------------|----------------------|
| A 1 quality | C 1 outfit | E 1 itinerary |
| 2 stress / pressure | 2 smart | 2 flight |
| 3 balance | 3 machine washable | 3 remote |
| 4 commute | 4 dry-clean only | 4 supplement |
| 5 centre | 5 guarantee | 5 tour |
| 6 part | 6 return (it) | 6 lively |
| 7 rat | 7 refund | |
| 8 enrol | 6 exchange (it) | |
| 9 up | D 1 junk food | |
| 10 into | 2 balanced diet | |
| B 1 striped, wool | 3 cheque book | |
| 2 flowery, linen | 4 healthy eating | |
| 3 spotted, silk | 5 credit card | |
| 4 patterned, lycra | 6 account number | |
| 5 checked, cotton | 7 eating habits | |
| 6 plain, denim | 8 bank statement | |

21 Inventing things

- | | | |
|-------------------|-----------------------|-------------------------------------|
| A 1 devise | B 1 discovered | C 1 research and development |
| 2 launch | 2 designed | 2 inventor |
| 3 produce | 3 produced | 3 ingenious |
| 4 design | 4 launched | 4 forerunner |
| 5 develop | 5 developed | 5 technology |
| 6 discover | 6 devised | 6 invention |
| | | 7 innovations |

22 Advertising

- | | | | |
|----------------------|--------------------|----------------------|--------------------|
| A 1 marketing | 7 slogan | B 1 publicity | 7 brand |
| 2 product | 8 target audience | 2 advert | 8 jingle |
| 3 brand | 9 commercial break | 3 product | 9 commercial break |
| 4 promote | 10 campaign | 4 slogan | 10 marketing |
| 5 advert | 11 publicity | 5 promote | 11 target audience |
| 6 jingle | | 6 campaign | |

23 At the doctor's

- | | | |
|-----------------------|--------------|----------------|
| A 1 prevention | 6 condition | 11 virus |
| 2 rash | 7 infectious | 12 vaccination |
| 3 prescription | 8 cough | 13 infection |
| 4 disease | 9 injection | 14 blood test |
| 5 appointment | 10 symptoms | 15 illness |

24 Crime

- | | | | | |
|--------------|-----|--------------------------|-----------------|---------------|
| A 1 d | 4 b | B 1 armed robbery | 4 drink driving | 7 shoplifting |
| 2 e | 5 f | 2 arson | 5 mugging | 8 theft |
| 3 a | 6 c | 3 assault | 6 rape | |

25 Languages

- | | | |
|--------------|------------------|------------------------|
| A 1 b | B 1 first | C 1 monolingual |
| 2 f | 2 second | 2 dialect |
| 3 e | 3 foreign | 3 official |
| 4 c | 4 international | 4 body |
| 5 d | 5 official | 5 foreign |
| 6 a | 6 body | 6 fluent |

26 Modern communications

- | | | | |
|--------------------------|---------------------|--------------------|--------------|
| A Internet | mobile phone | B 1 subject | C 1 d |
| attachment | picture messaging | 2 cc | 2 a |
| cc | text message | 3 attachment | 3 f |
| dial | text | 4 email | 4 e |
| email | voicemail | 5 dial | 5 c |
| forward | | 6 in-box | 6 b |
| in-box | | 7 forward | |
| spam | | 8 spam | |
| subject | | | |

27 Using the Internet

- | | | |
|----------------------------|---------------------|-----------------------------|
| A 1 surfing the Net | B 1 download | C 1 service provider |
| 2 browser | 2 message board | 2 surfing the Net |
| 3 website | 3 chat room | 3 download |
| 4 search engine | 4 modem | 4 website |
| 5 home page | 5 online | 5 online |
| 6 links | 6 service provider | 6 modem |

28 Personal memories

- | | | |
|-----------------------|-------------------|-----------------|
| A 1 remember | B 1 former | C 1 from |
| 2 recall | 2 recent | 2 in |
| 3 take you back | 3 forgetful | 3 from |
| 4 remind | 4 memorable | 4 over |
| 5 reminisce | 5 memorial | 5 with |
| 6 bring back memories | 6 nostalgic | 6 for |

29 Notices

- | | | |
|------------------------|-----------|-----------------------|
| A 1 trespassers | 6 display | B 1 prohibited |
| 2 strictly | 7 major | 2 No |
| 3 dismount | 8 service | 3 holders |
| 4 vacancies | 9 change | 4 here |
| 5 permit | | 5 cyclists |
| | | 6 prosecuted |

30 Abbreviations

- | | |
|----------------|--------------------------------|
| A 1 ref | B 1 as soon as possible |
| 2 i.e. | 2 for your information |
| 3 PTO | 3 for the attention of |
| 4 re | 4 care of |
| 5 pp | 5 continued |
| 6 cc | 6 enclosed |

Test 3 (Units 21–30)

- | | | |
|----------------------|----------------------|---------------------------|
| A 1 publicity | C 1 bilingual | E 1, 3, 4, 5 and 8 |
| 2 inventor | 2 fluent | F 1 PTO |
| 3 advert | 3 accent | 2 asap |
| 4 target | 4 remember | 3 FAO |
| 5 promote | 5 recent | 4 FYI |
| 6 invention | 6 infection | 5 i.e. |
| 7 forerunner | 7 condition | 6 ref |
| 8 innovation | 8 prescription | 7 c/o |
| 9 developed | D 1 email | 8 enc |
| B 1 arson | 2 subject | |
| 2 mugging | 3 in-box | |
| 3 shoplifting | 4 forward | |
| 4 assault | 5 surf | |
| 5 armed robbery | 6 online | |
| 6 theft | 7 website | |
| | 8 download | |
| | 9 attachment | |
| | 10 cc | |

31 Making countable nouns

- | | | |
|-----------------|----------------------------|----------------------------|
| A 1 item | B 1 clap of thunder | C 1 crowd of people |
| 2 crowd | 2 flash of lightning | 2 sheet of paper |
| 3 pane | 3 gust of wind | 3 clap of thunder |
| 4 ball | 4 shower of rain | 4 roll of sticky tape |
| 5 roll | | 5 shower of rain |
| 6 sheet | | 6 gust of wind |
| 7 drop | | 7 item of clothing |
| 8 grain | | 8 drop of blood |

32 Expressions of time

- | | |
|-----------------|----------------------------|
| A 1 good | B 1 behind schedule |
| 2 near | 2 every now and again |
| 3 now | 3 in good time |
| 4 behind | 4 as soon as possible |
| 5 soon | 5 in no time |
| 6 in | 6 the sooner the better |
| 7 at | 7 in the near future |
| 8 short | 8 at the time |
| 9 term | 9 in the short term |
| 10 any | 10 on schedule |
| 11 the | 11 any minute now |
| 12 schedule | 12 in the long term |

33 Do and make

- | | | | |
|-----------------|--------------|----------------------------|------------------------|
| A do | make | B 1 making progress | 8 made a difference |
| business | progress | 2 done a good job | 9 done a lot of damage |
| a course | time | 3 made an effort | 10 make time |
| a good job | a decision | 4 doing a course | 11 did your best |
| a lot of damage | a difference | 5 made a promise | 12 done your homework |
| the shopping | a living | 6 make a decision | 13 make a living |
| your best | a promise | 7 do the shopping | 14 does business |
| your homework | an effort | | |

34 Phrasal verbs: studying

- | | | |
|----------------|-----------------|--------------------|
| A 1 out | B 1 down | C 1 look up |
| 2 up | 2 up | 2 hand in |
| 3 up | 3 out | 3 work out |
| 4 out | 4 up | 4 hand out |
| 5 up | 5 down | 5 write down |
| 6 up | 6 in | 6 sign up |
| 7 out | | 7 read out |
| 8 out | | 8 find out |

35 Phrasal verbs: socialising

- | | | |
|------------------------|---------------------|---------------------|
| A 1 bumped into | B 1 hang out | C 1 fall out |
| 2 catch up | 2 fit in | 2 bump into |
| 3 meet up | 3 hit it off | 3 hit it off |
| 4 get together | 4 asked her out | 4 ask someone out |
| 5 dress up | 5 fell out | 5 turn up |
| 6 turned up | 6 chat her up | 6 hang out |

36 Idioms: hands and feet

- | | | |
|-----------------|----------------|------------------------------|
| A 1 hand | B 1 put | C 1 get my hands on |
| 2 foot | 2 lift | 2 give you a hand |
| 3 hand | 3 have | 3 got cold feet |
| 4 feet | 4 cost | 4 pulls my leg |
| 5 hands | 5 pull | 5 can't put my finger on it |
| 6 feet | 6 have | 6 cost (us) an arm and a leg |
| 7 foot | | |
| 8 hands | | |

37 Idioms: feeling happy and sad

- | | | |
|-----------------|---|------------------------------|
| A 1 over | B idioms which mean <i>happy</i> | C 1 down in the dumps |
| 2 high | over the moon | 2 over the moon |
| 3 down | on a high | 3 on top of the world |
| 4 on | on cloud nine | 4 out of sorts |
| 5 low | on top of the world | 5 on a high |
| 6 down | | 6 in low spirits |
| 7 world | idioms which mean <i>sad</i> | 7 down in the mouth |
| 8 out of | down in the dumps | 8 on cloud nine |
| | in low spirits | |
| | down in the mouth | |
| | out of sorts | |

38 Similes

- | | | |
|-----------------|-----------------|--------------------------------|
| A 1 peas | B 1 bird | C 1 as free as a bird |
| 2 fish | 2 daisy | 2 like chalk and cheese |
| 3 sore | 3 feather | 3 eats like a horse |
| 4 chalk | 4 dodo | 4 as light as a feather |
| 5 horse | 5 bat | 5 as blind as a bat |
| 6 fish | 6 cucumber | 6 like a bear with a sore head |
| | | 7 like a fish out of water |
| | | 8 as cool as a cucumber |

39 Food for thought

- | | | |
|--------------|-----------------|-------------------------------|
| A 1 e | B 1 sour | C 1 to the bitter end |
| 2 a | 2 swallow | 2 have your cake and eat it |
| 3 f | 3 bitter | 3 a taste of her own medicine |
| 4 b | 4 taste | 4 keep him sweet |
| 5 d | 5 sweet | 5 hard to swallow |
| 6 c | 6 eat | 6 sour grapes |

40 Collocations: money and time

- | | | |
|------------------------|------------------------|------------------------------|
| A 1 <i>time</i> | B 1 <i>give</i> | C 1 <i>spend time</i> |
| 2 time | 2 have | 2 waste time |
| 3 money | 3 lose | 3 give money |
| 4 money | 4 make | 4 make time |
| 5 time | 5 run out of | 5 save money |
| 6 money | 6 save | 6 run out of time |
| 7 time | 7 spend | 7 have money |
| 8 money | 8 waste | 8 lose money |

Test 4 (Units 31-40)

- | | | |
|-----------------------------|------------------------|--------------------------------------|
| A 1 flash, lightning | C 1 foot, b | E 1 <u>chocolate</u> , cheese |
| 2 spend, time | 2 leg, e | 2 <u>bitter</u> , sour |
| 3 save, money | 3 fingertips, f | 3 <u>little</u> , short |
| 4 pane, glass | 4 mouth, a | 4 <u>bird</u> , bat |
| 5 time, give | 5 finger, c | 5 <u>taste</u> , swallow |
| 6 ball, string | 6 hands, d | 6 <u>cold</u> , cool |
| B 1 made, in | D 1 bumped into | |
| 2 made, at | 2 dropped out | |
| 3 do, in | 3 meet up | |
| 4 behind, do | 4 worked out | |
| 5 make, in | 5 catch up | |
| 6 did, on | 6 signed up | |
| | 7 wrote down | |
| | 8 hit (it) off | |
| | 9 fit in | |
| | 10 hang out | |

Word List

The words in this list are British English. Sometimes we give you an important American word which means the same.

1 Names

anonymous /ə'noniməs/
autograph /'ɔ:təgrɑ:f/
false name /'fɔ:ls ,neim/
family name /'fæməli ,neim/
first name /'fɜ:st ,neim/
initial /ɪ'niʃəl/
maiden name /'meɪdən ,neim/
middle name /'mɪdl ,neim/
nickname /'nɪkneim/
pseudonym /'sju:dənɪm/
signature /'sɪgnətʃə/
surname /'sɜ:neim/
title /'taɪtl/

2 Family

adopted /ə'dɒptɪd/
close relations /'kləʊs rɪ'leɪʃənz/
distant relatives /'dɪstənt 'relətɪvz/
extended family /ɪk'stendɪd 'fæməli/
family gathering /'fæməli 'gæðərɪŋ/
generations /,dʒenə'reɪʃənz/
immediate family /ɪ'mi:diət 'fæməli/
only child /'əʊnli 'tʃaɪld/
related (to sb) /rɪ'leɪtɪd/
relations /rɪ'leɪʃənz/
relatives /'relətɪvz/
runs in the family /,rʌnz ɪn ðə 'fæməli/
siblings /'sɪblɪŋz/

3 Describing character (1)

assertive /ə'sɜ:tɪv/
capable /'keɪpəbl/
committed /kə'mɪtɪd/
competitive /kəm'petɪtɪv/
conscientious /,kɒntʃi'entʃəs/
decisive /dɪ'saɪsɪv/
enthusiastic /ɪn,θju:zi'æstɪk/

motivated /'məʊtɪveɪtɪd/
 organised /'ɔ:ɡənəɪzd/
 reliable /rɪ'laɪəbl/
 ruthless /'ru:θləs/
 self-assured /,selfə'ʃʊəd/

4 Describing character (2)

aggressive /ə'ɡresɪv/
 bossy /'bɒsi/
 considerate /kən'sɪdəreɪt/
 emotional /ɪ'məʊʃənəl/
 extroverted /'ekstrəvɜ:tɪd/
 gullible /'ɡʌlɪbl/
 indecisive /,ɪndɪ'saɪsɪv/
 introverted /,ɪntərəvɜ:tɪd/
 materialistic /mə'tɪəriə'lɪstɪk/
 moody /'mu:di/
 open /'əʊpən/
 placid /'plæɪd/
 secretive /'si:kretɪv/
 stubborn /'stʌbən/
 trustworthy /'trʌst,wɜ:ði/

5 Describing appearance

build /bɪld/
 figure /'fɪɡə/
 lanky /'læŋki/ (negative)
 obese /əʊ'bi:s/ (negative)
 petite /pə'ti:t/ (only used to describe women)
 plump /plʌmp/ (often used in a friendly way to avoid using fat)
 skinny /'skɪni/ (negative)
 slim /slɪm/ (positive)
 stocky /'stɒki/
 well-built /,wel'bilt/

6 How you feel

amazed /ə'meɪzd/
 ashamed /ə'ʃeɪmd/
 delighted /dɪ'laɪtɪd/
 enthusiastic /ɪn,θju:zi'æstɪk/
 furious /'fjuəriəs/
 grateful /'ɡreɪtfəl/

impressed /ɪm'prest/
negative /'negətɪv/
offended /ə'fendɪd/
positive /'pɒzətɪv/
reckless /'rekləs/
suspicious /sə'spɪʃəs/

7 Describing things (1)

appalling /ə'pɔ:ɪlɪŋ/
criminal /'krɪmɪnəl/
gripping /'grɪpɪŋ/
inappropriate /,ɪnə'prəʊpriət/
outrageous /,aʊt'reɪdʒəs/
pathetic /pə'tetɪk/
promising /'prɒmɪsɪŋ/
ridiculous /rɪ'dɪkjələs/
sensational /sen'seɪʃənəl/
threatening /'θretənɪŋ/
tremendous /trɪ'mendəs/
unacceptable /,ʌnək'septəbl/

8 Describing things (2)

eye-catching /'aɪ,kætʃɪŋ/
handy /'hændi/
high-quality /'haɪ 'kwɒləti/
ideal /aɪ'diəl/
irresistible /,ɪrɪ'zɪstəbl/
original /ə'rɪdʒənəl/
practical /'præktɪkəl/
reliable /rɪ'laɪəbl/
sophisticated /sə'fɪstɪkətɪd/
stylish /'staɪlɪʃ/
value for money /'vælju: fə 'mʌni/
versatile /'vɜ:sətəɪl/

9 City life

built-up area /,bɪlt ʌp 'eəriə/
commercial district /kə'mɜ:ʃəl 'dɪstrɪkt/
densely populated /'densli 'pɒpjəleɪtɪd/
deprived area /dɪ'praɪvd 'eəriə/
derelict /'derəlɪkt/

developments /dɪ'veləpmənts/
 estates /ɪ'steɪts/
 local amenities /'ləʊkəl ə'mi:nətɪz/
 neighbourhood /'neɪbəhʊd/
 regeneration /rɪ,dʒenə'reɪʃən/
 residential areas /,rezɪ'dentʃəl 'eəriəz/
 run-down /,rʌn 'daʊn/
 suburban /sə'bʒ:bən/
 suburbs /'sʌbʒ:bz/
 up-and-coming /,ʌp ən 'kʌmɪŋ/
 urban /'z:bən/

10 Housing problems

accommodation /ə,kɒmə'deɪʃən/
 first-time buyer /'fɜ:st taɪm 'baɪə/
 council housing /'kaʊntsəl 'haʊzɪŋ/ (US = public housing)
 deposit /dɪ'pɒzɪt/
 evict /ɪ'vɪkt/
 homelessness /'həʊmləsnes/
 home owner /'həʊm 'əʊnə/
 hostel /'hɒstəl/
 housing shortage /'haʊzɪŋ 'ʃɔ:tɪdʒ/
 mortgage /'mɔ:ɡɪdʒ/
 rent /rent/
 squat /skwɒt/
 sleep rough /'sli:p 'rʌf/
 tenant /'tenənt/

11 Modern living

commute /kə'mju:t/
 downshift /'daʊnʃɪft/
 hectic /'hektɪk/
 lifestyle /'laɪfstɑɪl/
 nine-to-five /'naɪn tə 'faɪv/
 quality of life /'kwɒlətɪ əv 'laɪf/
 (get out of) the rat race /ðə 'ræt 'reɪs/
 stress /stres/
 (be) under pressure /'ʌndə 'preʃə/
 working conditions /'wɜ:kɪŋ kən'dɪʃənz/
 work-life balance /'wɜ:k 'laɪf 'bælənts/

12 Describing clothes

cotton /'kɒtən/
denim /'denɪm/
linen /'lɪnɪn/
lycra /'laɪkrə/
silk /sɪlk/
wool /wʊl/
checked /tʃekt/
flowery /'flaʊəri/
patterned /'pætənd/
plain /pleɪn/
spotted /'spɒtɪd/
striped /straɪpt/

13 Fashion

casual /'kæʒjuəl/
collection /kə'leɪʃən/
designer label /dɪ'zaɪnə 'leɪbəl/
dry-clean only /'draɪ 'kli:n 'əʊnli/
garment /'gɑ:mənt/
haute couture /,əʊt kʊ'tʃʊər/
high-street fashions /'haɪ 'stri:t 'fæʃənz/
machine washable /mə'ʃi:n 'wɒʃəbl/
made-to-measure /,meɪd tə 'meʒə/
off-the-peg /,ɒf ðə 'peg/
outfit /'aʊtfɪt/
smart /smɑ:t/
trend /trend/

14 Catalogue shopping

availability /ə'veɪlə'bɪləti/
Customer Services /'kʌstəmə 'sɜ:vɪsɪz/
delivery /dɪ'lɪvəri/
exchange /ɪks'tʃeɪndʒ/
guarantee /,gærən'ti:/
offer /'ɒfə/
order /'ɔ:də/
order form /'ɔ:də 'fɔ:m/

payment /'peɪmənt/
 purchase /'pɜːtʃəs/
 refund /'riːfʌnd/
 return /rɪ'tɜːn/

15 Eating and health

additives /'ædətɪvz/
 balanced diet /'bælənst daɪət/
 convenience foods /kən'viːniənts 'fuːdz/
 eating habits /'iːtɪŋ 'hæbɪts/
 fresh produce /'freʃ 'prɒdʒuːs/
 GM foods /'dʒiː 'em, fuːdz/
 healthy eating /'helθi 'iːtɪŋ/
 junk food /'dʒʌŋk ,fuːd/
 nutrients /'njuːtriənts/
 nutrition /njuː'trɪʃən/
 organic /ɔː'gænɪk/
 processed foods /'prəʊsest ,fuːdz/
 carbohydrate /,kɑːbəʊ'hɑːdreɪt/
 fat /fæt/
 fibre /'faɪbə/
 minerals /'mɪnərəlz/
 protein /'prəʊtɪn/
 vitamins /'vɪtəmɪnz/
 water /'wɔːtə/

16 Money and banking

account number /ə'kaʊnt 'nʌmbə/
 balance /'bæləns/
 bank account /'bæŋk ə'kaʊnt/
 bank statement /'bæŋk 'steɪtmənt/
 cash /kæʃ/
 cashpoint /'kæʃpɔɪnt/
 cheque /tʃek/
 cheque book /'tʃek 'bʊk/
 chip and PIN /'tʃɪp ən 'pɪn/
 credit card /'kredɪt ,kɑːd/
 debit card /'deɪt ,kɑːd/
 deposit /dɪ'pɒzɪt/
 withdrawal /wɪð'drɔːəl/

17 Free time

be into something /bi: 'ɪntə 'sʌmpθɪŋ/
enrol /ɪn'rəʊl/
evening class /'i:vənɪŋ 'klɑ:s/
fan /fæn/
membership /'membəʃɪp/
pastime /'pɑ:staim/
spectator sport /spek'teɪtə 'spɔ:t/
sports centre /'spɔ:ts 'sentə/
stadium /'steɪdiəm/
take part in something /,teɪk 'pɑ:t ɪn 'sʌmpθɪŋ/
take up /,teɪk 'ʌp/ (*past tense took, past participle taken*)
unwind /ʌn'waɪnd/ (*past tense & past participle unwound*)
socialise /'səʊʃəlaɪz/

18 Travel

crossing /'krɒsɪŋ/
cruise /kru:z/
drive /draɪv/ (*past tense drove, past participle driven*)
excursion /ɪk'skɜ:ʃən/
expedition /,eksprɪ'dɪʃən/
flight /flaɪt/
journey /'dʒɜ:ni/
ride /raɪd/ (*past tense rode, past participle ridden*)
trek /trek/
trip /trɪp/
tour /tʊər/
voyage /'vɔɪdʒ/

19 Describing places

bustling /'bʌslɪŋ/
crowded /'kraʊdɪd/
lively /'laɪvli/
picturesque /,pɪktʃər'esk/
quaint /kweɪnt/
remote /rɪ'məʊt/
secluded /sɪ'klu:dɪd/
seedy /'si:di/

shabby /'ʃæbi/
 sleepy /'sli:pi/
 touristy /'tuəri:sti/
 unspoilt /ʌn'spɔɪlt/ (US = unspoiled)

20 Booking a holiday

accommodation /ə,kɒmə'deɪʃən/
 brochure /'brəʊʃə/
 deposit /dɪ'pɒzɪt/
 destination /,destɪ'neɪʃən/
 facilities /fə'sɪlətɪz/
 itinerary /aɪ'tɪnəri/
 high season /'haɪ 'si:zən/
 low season /'ləʊ 'si:zən/
 representative /,reprɪ'zentətɪv/
 resort /rɪ'zɔ:t/
 self-catering /,self 'keɪtərɪŋ/
 supplement /'sʌplɪmənt/
 transfer /'trænsfɜ:/
 travel insurance /'trævəl ɪn'ʃʊərəns/

21 Inventing things

design /dɪ'zaɪn/
 develop /dɪ'veləp/
 devise /dɪ'vaɪz/
 discover /dɪ'skʌvə/
 forerunner /'fɔ:,rʌnə/
 ingenious /ɪn'dʒi:niəs/
 innovation /,ɪnəʊ'veɪʃən/
 invention /ɪn'ventʃən/
 inventor /ɪn'ventə/
 launch /lɔ:ntʃ/
 produce /'prɒdʒu:s/
 research and development /rɪ'sɜ:tʃ ən dɪ'veləpmənt/
 technology /tek'nɒlədʒi/

22 Advertising

advert /'ædvɜ:t/ (informal = ad)
 brand /brænd/
 campaign /kæm'peɪn/
 commercial break /kə'mɜ:ʃəl 'breɪk/
 jingle /'dʒɪŋɡl/

marketing /'mɑ:kɪtɪŋ/
product /'prɒdʌkt/
promote /prə'məʊt/
publicity /pʌb'lɪsəti/
slogan /'sləʊgən/
target audience /'tɑ:ɡɪt 'ɔ:diəns/

23 At the doctor's

appointment /ə'pɔɪntmənt/
blood test /'blʌd 'test/
condition /kən'dɪʃən/
cough /kɒf/
disease /dɪ'zi:z/
illness /'ɪlnəs/
infection /ɪn'fekʃən/
infectious /ɪn'fekʃəs/
injections /ɪn'dʒekʃənz/
prescription /prɪ'skrɪpʃən/
prevention /prɪ'venʃən/
rash /ræʃ/
symptoms /'sɪmptəmz/
vaccination /,væksɪ'neɪʃən/
virus /'vaɪrəs/

24 Crime

armed robbery /'ɑ:md 'rɒbəri/
arson /'ɑ:sən/
assault /ə'sɔ:lt/
charge /tʃɑ:dʒ/
crime prevention /'kraɪm prɪ'venʃən/
crime rate /'kraɪm 'reɪt/
drink driving /'drɪŋk 'draɪvɪŋ/
investigate /ɪn'vestɪɡeɪt/
mugging /'mʌɡɪŋ/
offence /ə'fens/
photofit /'fəʊtəʊfɪt/
question /'kwesʃən/
rape /reɪp/

shoplifting /'ʃɒplɪftɪŋ/

suspect /'sʌspekt/

theft /θeft/

victim /'vɪktɪm/

25 Languages

accent /'æksənt/

bilingual /baɪ'ɪŋɡwəl/

body language /'bɒdi 'læŋɡwɪdʒ/

dialect /'daɪələkt/

first language /'fɜːst 'læŋɡwɪdʒ/

fluent /'fluːənt/

foreign language /'fɔːrɪn 'læŋɡwɪdʒ/

international language /,ɪntə'næʃənəl 'læŋɡwɪdʒ/

monolingual /,mɒnɒlɪŋɡwəl/

mother tongue /'mʌðə 'tʌŋ/

multilingual /,mʌlti'ɪŋɡwəl/

official language /ə'fɪʃəl 'læŋɡwɪdʒ/

second language /'sekənd 'læŋɡwɪdʒ/

26 Modern communications

attachment /ə'tætʃmənt/

cc (carbon copy) /,si: 'si:/

dial /daɪəl/

email /'iːmeɪl/

forward /'fɔːwəd/

in-box /'ɪn 'bɒks/

picture messaging /'pɪktʃə 'mesɪdʒɪŋ/

spam /spæm/

subject /'sʌbdʒɪkt/

text /tekst/

text message /'tekst 'mesɪdʒ/

voicemail /'vɔɪsmɛɪl/

27 Using the Internet

browser /'braʊzə/

chat room /'tʃæt 'ru:m/

download /,daʊn'ləʊd/

home page /'həʊm 'peɪdʒ/

links /lɪŋks/

message board /'mesɪdʒ ,bɔ:d/

modem /'mɒdəm/

online /,ɒn'laɪn/
search engine /'sɜ:tʃ 'endʒɪn/
service provider /'sɜ:vɪs prəʊ'vaɪdə/
surfing the Net /'sɜ:fɪŋ ðə 'net/
website /'websaɪt/

28 Personal memories

(bring back) memories /'memərɪz/
forgetful /fə'getfəl/
former /'fɔ:mə/
memorable /'memərəbəl/
memorial /mə'mɔ:riəl/
nostalgic /nɒs'tældʒɪk/
recall /rɪ'kɔ:l/
recent /'ri:sənt/
remember /rɪ'membə/
remind /rɪ'maɪnd/
reminisce /,remɪ'nɪs/
take (sb) back /,teɪk 'bæk/
for some time past /fə 'sʌm 'taɪm 'pɑ:st/
from the distant past /,frɒm ðə 'dɪstənt 'pɑ:st/
from past experience /,frɒm 'pɑ:st ɪk'spɪəriəns/
in (years) past /ɪn 'pɑ:st/
over the past (two years) /'əʊvə ðə 'pɑ:st/
with a past /,wɪð ə 'pɑ:st/

29 Notices

Admission to ticket holders only /əd'mɪʃən tə 'tɪkɪt 'həʊldəz 'əʊnli/
All major credit cards accepted /'ɔ:l 'meɪdʒə 'kredɪt 'kɑ:dz ək'septɪd/
Cyclists dismount here /'saɪklɪsts dɪ'smaʊnt 'hɪə/
Feeding the animals strictly prohibited /'fi:ɪdɪŋ ðə 'ænɪməlz 'strɪktli
prəʊ'hɪbɪtɪd/
No vacancies /nəʊ 'veɪkənsɪz/
No change given /nəʊ 'tʃeɪndʒ 'gɪvən/
No through road for motor vehicles /nəʊ 'θru: 'rəʊd fə 'məʊtə 'vɪəklz/
Nothing to declare /'nʌθɪŋ tə dɪ'kleə/
Parking strictly prohibited /'pɑ:kɪŋ 'strɪktli prəʊ'hɪbɪtɪd/
Path for pedestrians and cyclists only /pɑ:θ fə pɪ'destrɪənz ən 'saɪklɪsts
'əʊnli/

Pay and display /'peɪ ən dɪ'spleɪ/

Permit holders only /'pɜːmɪt 'həʊldəz 'əʊnli/

Self service /'self 'sɜːvɪs/

Shoplifters will be prosecuted. /'ʃɒp,lɪftəz wɪl biː 'prɒsɪkjʊ:tɪd/

Spanish spoken here /'spæɪnɪʃ 'spəʊkən hɪə/

Trespassers will be prosecuted /'trespəsəz wɪl biː 'prɒsɪkjʊ:tɪd/

30 Abbreviations

asap (as soon as possible) /,eɪ es eɪ 'piː/

fao (for the attention of)

fyi (for your information)

cc (carbon copy) /,siː 'siː/

c/o (care of) /,siː 'əʊ/

cont (continued)

enc (enclosed)

i.e. (that is) /aɪ 'iː/

pp (on behalf of) /'pi 'pi/

PTO (please turn over) /,piː tiː 'əʊ/

re (about) /reɪ/

ref (reference)

31 Making countable nouns

ball of string /'bɔːl əv 'striŋ/

clap of thunder /'klæp əv 'θʌndə/

crowd of people /'kraʊd əv 'piːpl/

drop of blood /'drɒp əv 'blʌd/

flash of lightning /'flæʃ əv 'laɪtnɪŋ/

grain of sand /'greɪn əv 'sænd/

gust of wind /'gʌst əv 'wɪnd/

item of clothing /'aɪtəm əv 'kləʊðɪŋ/

pane of glass /'peɪn əv 'glɑːs/

roll of sticky tape /'rəʊl əv 'stɪki 'teɪp/

sheet of paper /'ʃiːt əv 'peɪpə/

shower of rain /'ʃaʊə əv 'reɪn/

32 Expressions of time

any minute now /'eni mɪ'nɪt naʊ/

as soon as possible /æz 'suːn æz 'pɒsəbl/

at the time /æt ðə 'taɪm/

behind schedule /bɪ'hɑɪnd 'fedʒuːl/

every now and again /'evri naʊ ənd ə'geɪn/

in good time /ɪn 'gʊd 'taɪm/

in no time /ɪn 'nəʊ ,taɪm/
in the long term /ɪn ðə 'lɒŋ 'tɜ:m/
in the near future /ɪn ðə 'nɪə 'fju:tʃə/
in the short term /ɪn ðə 'ʃɔ:t ,tɜ:m/
on schedule /ɒn 'ʃedju:l/
the sooner the better /ðə 'su:nə ðə 'betə/

33 Do and make

do your best /,du: 'jɔ: 'best/ (*past tense did, past participle done*)
do business /,du: 'bɪznɪs/
do a course /,du: ə 'kɔ:s/
do a lot of damage /,du: ə 'lɒt əv 'dæmɪdʒ/
do a good job /,du: ə 'gʊd 'dʒɒb/
do your homework /,du: jɔ: 'həʊmwɜ:k/
do the shopping /,du: ðə 'ʃɒpɪŋ/
make a decision /,meɪk ə dɪ'sɪʒən/ (*past tense & past participle made*)
make a difference /,meɪk ə 'dɪfərəns/
make an effort /,meɪk ən 'efət/
make a living /,meɪk ə 'lɪvɪŋ/
make progress /,meɪk 'prəʊgres/
make a promise /,meɪk ə 'prɒmɪs/
make time /,meɪk 'taɪm/

34 Phrasal verbs: studying

catch up /,kætʃ 'ʌp/ (*past tense & past participle caught*)
copy (sth) down /,kɒpi 'daʊn/
drop out /,drɒp 'aʊt/
find out /,faɪnd 'aʊt/ (*past tense & past participle found*)
hand in /,hænd 'ɪn/
hand out /,hænd 'aʊt/
keep up /,ki:p 'ʌp/ (*past tense & past participle kept*)
look (sth) up /,lʊk 'ʌp/
put up /,pʊt 'ʌp/ (*past tense & past participle put*)
read (sth) out /,ri:d 'aʊt/ (*past tense & past participle read*)
sign up /,saɪn 'ʌp/
swot up /,swɒt 'ʌp/
work out /,wɜ:k 'aʊt/
write (sth) down /,raɪt 'daʊn/ (*past tense wrote, past participle written*)

35 Phrasal verbs: socialising

ask (sb) out /,ɑ:sk 'aʊt/
bump into /,bʌmp 'ɪntə/

catch up /,kætʃ 'ʌp/ (past tense & past participle caught)
 chat (sb) up /,tʃæt 'ʌp/
 dress up /,dres 'ʌp/
 fall out /,fɔ:l 'aʊt/ (past tense fell, past participle fallen)
 fit in /,fɪt 'ɪn/ (past tense & past participle fit)
 get together /,get tə'geðə/ (past tense & past participle got)
 hang out /,hæŋ 'aʊt/ (past tense & past participle hung)
 hit it off /,hɪt ,ɪt 'ɒf/ (past tense & past participle hit)
 meet up /,mi:t 'ʌp/ (past tense & past participle met)
 turn up /,tɜ:n 'ʌp/

36 Idioms: hands and feet

at your fingertips /,æt jɔ: 'fɪŋgətɪps/
 cost an arm and a leg /'kɒst ən 'ɑ:m ənd ə 'leg/
 get cold feet /,get 'kəʊld 'fi:t/
 get out of hand /,get aʊt əv 'hænd/
 get your hands on (sth) /,get jɔ: 'hændz ɒn /
 give (sb) a hand /,gɪv ə 'hænd/
 have your hands full /,hæv jɔ: 'hændz 'fʊl/
 not have a leg to stand on /nɒt ,hæv ə 'leg tə 'stænd ɒn/
 not lift a finger /nɒt ,lɪft ə 'fɪŋgə/
 pull sb's leg /,pʊl 'sʌmwʌnz leg/
 put your foot down /,pʊt jɔ: 'fʊt 'daʊn/
 put your foot in it /,pʊt jɔ: 'fʊt ɪn ɪt/
 put your feet up /,pʊt jɔ: 'fi:t ʌp/
 put your finger on (sth) /,pʊt jɔ: 'fɪŋgə ɒn/

37 Idioms: feeling happy and sad

on cloud nine /ɒn 'klaʊd 'naɪn/
 on a high /ɒn ə 'haɪ/
 on top of the world /ɒn 'tɒp əv ðə 'wɜ:ld/
 over the moon /'əʊvə ðə 'mu:n/
 down in the dumps /'daʊn ɪn ðə 'dʌmps/
 down in the mouth /'daʊn ɪn ðə 'maʊθ/
 in low spirits /ɪn 'ləʊ 'spɪrɪts/
 out of sorts /,aʊt əv 'sɔ:ts/

38 Similes

as blind as a bat /æz 'blaɪnd æz ə 'bæt/
 as cool as a cucumber /æz 'ku:l æz ə 'kju:kʌmbə/
 as dead as a dodo /æz 'ded æz ə 'dɔ:ðɔ:/
 as free as a bird /æz 'fri: æz ə 'bɜ:d/

as fresh as a daisy /æz 'freʃ æz ə 'deɪzi/
 as light as a feather /æz 'laɪt æz ə 'feðə/
 drink like a fish /,drɪŋk ,laɪk ə 'fɪʃ/
 eat like a horse /,i:t ,laɪk ə 'hɔ:s/
 like a bear with a sore head /,laɪk ə 'beə wɪð ə 'sɔ: 'hed/
 like a fish out of water /,laɪk ə 'fɪʃ aʊt əv 'wɔ:tə/
 like chalk and cheese /,laɪk 'tʃɔ:k ən 'tʃi:z/
 like two peas in a pod /,laɪk tu: 'pi:z ɪn ə 'pɒd/

39 Food for thought

a bitter pill /ə 'bɪtə 'pɪl/
 eat your words /'i:t jɔ: 'wɜ:dz/
 give someone a taste of their own medicine /,gɪv 'sʌmwʌn ə 'teɪst əv ðeə
 əʊn 'medsən/
 hard to swallow /,hɑ:d tə 'swɒləʊ/
 have your cake and eat it /,hæv jɔ: 'keɪk ənd 'i:t ɪt/
 keep someone sweet /,ki:p 'sʌmwʌn 'swi:t/
 leave a bad taste in your mouth /,li:v ə ,bæd 'teɪst ɪn jɔ: 'maʊθ/
 short and sweet /'ʃɔ:t ən 'swi:t/
 sour grapes /'saʊə 'greɪps/
 swallow the bait /'swɒləʊ ðə 'beɪt/
 to the bitter end /tə ðə 'bɪtə 'end/
 turn sour /,tɜ:n 'saʊə/

40 Collocations: *money and time*

give (sb) money /,gɪv 'mʌni/
 have money /,hæv 'mʌni/
 lose money /,lu:z 'mʌni/
 make money /,meɪk 'mʌni/
 run out of money /,rʌn aʊt əv 'mʌni/
 save money /,seɪv 'mʌni/
 spend money /,spend 'mʌni/
 waste money /,weɪst 'mʌni/
 give (sb) time /,gɪv 'taɪm/
 have time /,hæv 'taɪm/
 lose time /,lu:z 'taɪm/
 make time /,meɪk 'taɪm/
 run out of time /,rʌn aʊt əv 'taɪm/
 save time /,seɪv 'taɪm/
 spend time /,spend 'taɪm/
 waste time /,weɪst 'taɪm/

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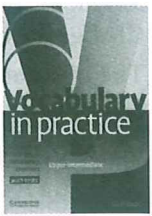
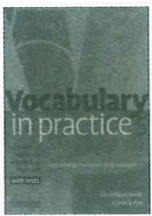
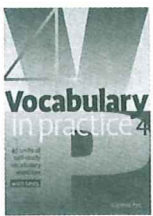
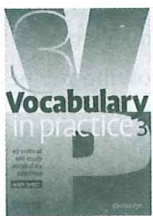
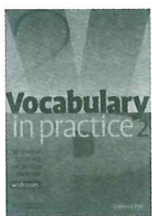
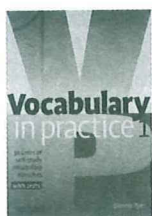
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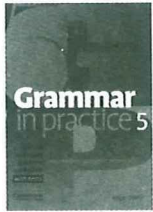
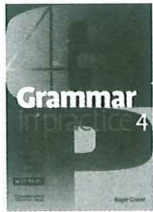
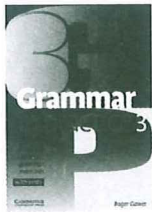
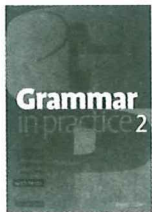
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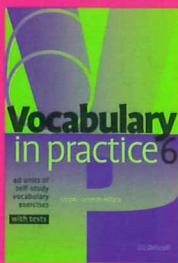
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