

3rd Edition Extra

with business skills lessons and self-assessment

Elementary

MARKET LEADER

Alignment with the Global Scale of English
and the Common European Framework of Reference

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Market Leader 3rd Edition Extra

Market Leader 3rd Edition Extra offers new Business Skills lessons which are fully aligned to the Global Scale of English (GSE) and the Common European Framework of Reference (CEFR).

These Business Skills lessons offer the learner a task-based, integrated skills approach to the development of core business skills such as Presentations, Negotiations, Meetings, and Small Talk. These lessons appear at the end of every three units and incorporate performance review, suggestions for professional development and goal setting. They are based on the Global Scale of English Learning Objectives for Professional English. These objectives are signposted at the top of each new lesson in the Student's book and the carefully scaffolded activities are crafted around each objective, creating a clear sense of direction and progression in a learning environment where learners can reflect on their achievement at the end of the lesson.

Published 2016

Market Leader 3rd Edition Extra is a comprehensive communicative English course that is aligned to the Global Scale of English and prepares adults and young adults to interact confidently with both native and non-native speakers of English in a business context. Market Leader promotes productive English language learning through the rich input of language, intensive practice, and systematic recycling with meaningful opportunities for learners to practise essential core business skills required in the 21st century workplace.

COURSE COMPONENTS

- Student's Book
- Online Teachers Notes for Market Leader Business Skills Lessons
- Market Leader 3rd Edition Teacher's Book
- Market Leader Extra ActiveTeach (available from end June 2016)
- Market Leader 3rd Edition MyEnglishLab
- Classroom Audio Program
- Market Leader 3rd Edition Practice Files
- Market Leader 3rd Edition Test Files

The Global Scale of English Learning Objectives for Professional English and the Common European Framework of Reference

The Global Scale of English (GSE) is a standardized, granular scale from 10 to 90 which measures English language proficiency. The GSE Learning Objectives for Professional English are aligned with the Common European Framework of Reference (CEFR). Unlike the CEFR, which describes proficiency in terms of broad levels, the Global Scale of English identifies what a learner can do at each point on a more granular scale—and within a CEFR level. The scale is designed to motivate learners by demonstrating incremental progress in their language ability. The Global Scale of English forms the backbone for Pearson English course material and assessment.

CEFR and the Global Scale of English both comprise a number of Can Do statements, or “learning objectives,” for each of the four language skills, describing what learners should be able to do at different levels of proficiency. The learning objectives are written to reflect what a student ‘Can Do’ with language without regard to the context in which a language skill may surface. The GSE Learning Objectives have been aligned to the CEFR, but the CEFR was not aimed at learners of business English, hence the need to develop new descriptors that focus on business English skills; as a result, many additional statements were created, rated for difficulty, and calibrated to the scale.

This document provides an overview of the learning objectives in the new edition of Market Leader and new materials in the course. As the learning objectives focus specifically on language skills, some learning objectives will be repeated multiple times, to reflect the fact that language skills are built through practice in multiple contexts.

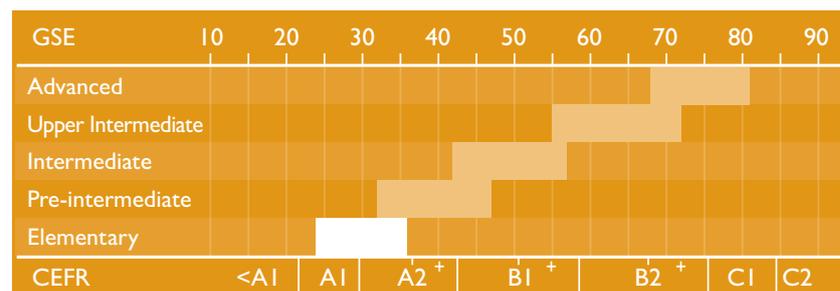
In order for a learner to successfully learn and internalize a skill (with the goal of achieving mastery in the second or foreign language), it is important to encounter the skill in a variety of contexts. The content of Market Leader 3rd Edition Extra is designed to provide multiple touch points from which a learner can explore the possibilities of use of any given language skill. From conversations in the workplace, to negotiation and presentation skills, learners are given a variety of opportunities to improve their agility and fluency with the various skills.

For each learning objective we indicate whether a statement is from the original CEFR or newly created by Pearson English:

- (C) Common European Framework descriptor, verbatim, © Council of Europe
- (C_A) Common European Framework descriptor, adapted or edited, © Council of Europe
- (N2000) North (2000) descriptor, verbatim
- (N2000_A) North (2000) descriptor, adapted or edited
- (N2007_A) North (2007) expanded set of C1 and C2 descriptors, adapted or edited
- (P) New Pearson descriptor

Visit English.com/gse to learn more about the Global Scale of English.

Market Leader 3rd Edition Extra is aligned with the Global Scale of English Learning Objectives for Professional English. It takes learners from CEF A1 to C1 (20–85 on the Global Scale of English).



UNIT 1

Language work:

to be
a/an with jobs
wh- questions

SKILLS	LEARNING OBJECTIVES	GSE	CEFR	PAGE
Listening	Can extract key information/details from short and simple work conversations.	NA	NA	8
	Can follow short, simple social exchanges.	33	A2 (30–35)	12
Reading	Can understand the general meaning of short, simple informational material and descriptions if there is visual support.	34	A2 (30–35)	8
	Can find specific, predictable information in everyday materials (e.g. menus, timetables).	31	A2 (30–35)	13
Speaking	Can make an introduction and use basic greeting and leave-taking expressions.	28	A1 (22–29)	6
	Can spell out their own name and address.	14	Below A1 (10–21)	6
	Can make an introduction and use basic greeting and leave-taking expressions.	28	A1 (22–29)	12
	Can ask and answer simple questions about people they know in a limited way.	28	A1 (22–29)	13
Writing	Can write simple sentences about someone's work and duties.	31	A2 (30–35)	13

UNIT 2

Language work:

Present simple
Adverbs
Expressions of frequency

SKILLS	LEARNING OBJECTIVES	GSE	CEFR	PAGE
Listening	Can follow short, simple social exchanges.	33	A2 (30–35)	18
	Can follow short, simple social exchanges.	33	A2 (30–35)	20
Reading	Can identify specific information in simple letters, brochures and short articles.	37	A2+ (36–42)	16
Speaking	Can ask and answer simple questions in areas of immediate need or on very familiar topics.	25	A1 (22–29)	14
	Can indicate time by such phrases as next week, last Friday, in November, three o'clock.	25	A1 (22–29)	15
	Can ask and answer questions about what they do at work and in their free time.	35	A2 (30–35)	20
	Can ask and answer questions about what they do at work and in their free time.	35	A2 (30–35)	21
Writing	Can write simple sentences about someone's life and routines.	28	A1 (22–29)	15
	Can write simple sentences about what they and other people do.	30	A2 (30–35)	17
	Can give personal details in written form in a limited way.	31	A2 (30–35)	21

UNIT 3

Language work:

too, enough

present simple negatives and questions

have, some and any

SKILLS	LEARNING OBJECTIVES	GSE	CEFR	PAGE
Listening	Can follow speech which is very slow and carefully articulated, with long pauses.	25	A1 (22–29)	22
	Can understand simple, everyday conversations if conducted slowly and clearly.	33	A2 (30–35)	23
	Can understand basic information about someone's likes and dislikes.	25	A1 (22–29)	28–29
	Can understand simple, everyday conversations if conducted slowly and clearly.	33	A2 (30–35)	30–31
Reading	Can identify specific information in simple letters, brochures and short articles.	37	A2+ (36–42)	24
Speaking	Can introduce themselves on the phone and close a simple call.	33	A2 (30–35)	26–27
	Can answer simple questions on the phone using fixed expressions.	34	A2 (30–35)	26–27
	Can talk about furniture and rooms using simple language.	31	A2 (30–35)	28–29
	Can ask and answer simple questions in areas of immediate need or on very familiar topics.	25	A1 (22–29)	30–31
	Can express preferences about food and drink using basic fixed expressions.	28	A1 (22–29)	30–31
Writing	Can write short, simple notes, emails and postings to friends.	28	A1 (22–29)	28–29

Business skills:

Lesson 1.1 Small Talk

Lesson 1.2 Meetings

BUSINESS SKILL	SKILLS	LEARNING OBJECTIVES	GSE	CEFR	PAGE
Small Talk	Speaking	Can make an introduction and use basic greeting and leave-taking expressions.	28	A1 (22-29)	A1 -A2
		Can ask and answer questions about what they do at work and in their free time.	35	A2 (30-35)	A1-A2
Meetings	Speaking	Can introduce themselves on the phone and close a simple call.	33	A2 (30-35)	A3-A4
		Can use brief, everyday expressions to describe wants and needs, and request information.	28	A1 (22-29)	A3-A4
		Can ask for repetition or clarification on the phone in a simple way.	35	A2 (30-35)	A3-A4

UNIT 4

Language work:

can/can't

there is/ there are

SKILL	LEARNING OBJECTIVES	GSE	CEFR	PAGE
Listening	Can understand simple, everyday conversations if conducted slowly and clearly.	33	A2 (30–35)	38
	Can extract key factual information such as prices, times and dates from short clear, simple announcements.	30	A2 (30–35)	42
Reading	Can identify specific information in simple letters, brochures and short articles.	37	A2+ (36–42)	43
	Can identify specific information in simple letters, brochures and short articles.	37	A2+ (36–42)	40–41
Speaking	Can ask and answer simple questions in areas of immediate need or on very familiar topics.	25	A1 (22–29)	36
	Can talk about hotel accommodation using simple language.	30	A2 (30–35)	42
	Can talk about hotel accommodation using simple language.	30	A2 (30–35)	43
Writing	Can write short, simple notes, emails and postings to friends.	28	A1 (22–29)	43

UNIT 5

Language work:

Countable and uncountable nouns

SKILLS	LEARNING OBJECTIVES	GSE	CEFR	PAGE
Listening	Can follow the main points in a simple audio recording, if provided with written supporting material.	37	A2+ (36–42)	47
	Can follow short, simple social exchanges.	33	A2 (30–35)	49
Reading	Can identify specific information in simple letters, brochures and short articles.	37	A2+ (36–42)	46
	Can find specific, predictable information in everyday materials (e.g. menus, timetables).	31	A2 (30–35)	50–51
Speaking	Can express preferences about food and drink using basic fixed expressions.	28	A1 (22–29)	44
	Can say what they like and dislike.	34	A2 (30–35)	44
	Can initiate and respond to simple statements on very familiar topics.	30	A2 (30–35)	49
	Can initiate and respond to simple statements on very familiar topics.	30	A2 (30–35)	50–51
Writing	Can write a simple email issuing a work-related invitation.	40	A2+ (36–42)	50–51

UNIT 6

Language work:

Past simple

Past time references

SKILLS	LEARNING OBJECTIVES	GSE	CEFR	PAGE
Listening	Can understand simple, everyday conversations if conducted slowly and clearly.	33	A2 (30–35)	53
	Can recognise phrases and content words related to familiar topics (e.g. shopping, local geography).	31	A2 (30–35)	56
	Can recognise phrases and content words related to familiar topics (e.g. shopping, local geography).	31	A2 (30–35)	58
	Can follow the main points in a simple audio recording, if provided with written supporting material.	37	A2+ (36–42)	59
	Can follow the main points in a simple audio recording, if provided with written supporting material.	37	A2+ (36–42)	57–58
	Can follow the main points in a simple audio recording, if provided with written supporting material.	37	A2+ (36–42)	60–61
Reading	Can identify specific information in simple letters, brochures and short articles.	37	A2+ (36–42)	54
	Can understand short, simple emails on work-related topics.	32	A2 (30–35)	60–61
Speaking	Can describe habits and routines.	38	A2+ (36–42)	52
	Can ask for and provide everyday goods and services.	35	A2 (30–35)	58
	Can use a limited range of fixed expressions to describe objects, possessions, or products.	35	A2 (30–35)	59
	Can communicate in routine tasks requiring simple, direct exchanges of information.	36	A2+ (36–42)	60–61
Writing	Can write short, simple notes, emails and messages relating to everyday matters.	38	A2+ (36–42)	59
	Can write short, basic descriptions of places, people or things.	38	A2+ (36–42)	57–58

Business skills:

Lesson 2.1 Meetings

Lesson 2.2 Presentations

BUSINESS SKILL	SKILL	LEARNING OBJECTIVES	GSE	CEFR	PAGE
Meetings	Speaking	Can ask someone to repeat a specific point or idea.	34	A2 (30–35)	A5-A6
		Can ask simple questions to find out about a subject.	31	A2 (30–35)	A5-A6
	Listening	Can generally identify the topic of discussion around them when conducted slowly and clearly	36	A2+	A5-A6
Presentations	Speaking	Can say what they like and dislike.	34	A2 (30–35)	A7-A8
		Can ask someone to repeat a specific point or idea.	34	A2 (30–35)	A7-A8
	Listening	Can extract key factual information such as prices, times, and dates from short, clear, simple announcements.	35	A2	A7-A8

UNIT 7

Language work:

Past simple: negatives and questions

Question forms

SKILL	LEARNING OBJECTIVES	GSE	CEFR	PAGE
Listening	Can follow the main points in a simple audio recording, if provided with written supporting material.	37	A2+ (36–42)	67
	Can understand the main information in a simple work-related phone message.	37	A2+ (36–42)	72
	Can understand the main information in a simple work-related phone message.	37	A2+ (36–42)	73
Reading	Can understand short, simple messages on postcards, emails and social networks.	31	A2 (30–35)	73
Speaking	Can ask and answer questions about what they do at work and in their free time.	35	A2 (30–35)	66
	Can initiate, maintain and close simple, restricted face-to-face conversations.	39	A2+ (36–42)	72
	Can give basic advice using simple language.	39	A2+ (36–42)	73
	Can ask simple questions to find out about a subject.	31	A2 (30–35)	70–71
Writing	Can post short, simple work-related messages on professional social networks.	39	A2+ (36–42)	73

UNIT 8

Language work:

much/a lot/ a little/ a bit

SKILLS	LEARNING OBJECTIVES	GSE	CEFR	PAGE
Listening	Can understand cardinal numbers from 101 to 1000.	25	A1 (22–29)	75
	Can follow the main points in a simple audio recording, if provided with written supporting material.	37	A2+ (36–42)	78
	Can understand simple, everyday conversations if conducted slowly and clearly.	33	A2 (30–35)	80
	Can recognise when speakers disagree in a conversation conducted slowly and clearly.	36	A2+ (36–42)	80
	Can recognise when speakers agree in a conversation conducted slowly and clearly.	36	A2+ (36–42)	80
	Can understand simple, everyday conversations if conducted slowly and clearly.	33	A2 (30–35)	81
Reading	Can identify specific information in simple letters, brochures and short articles.	37	A2+ (36–42)	76
Speaking	Can answer simple questions in a face-to-face survey.	34	A2 (30–35)	74
	Can communicate in routine tasks requiring simple, direct exchanges of information.	36	A2+ (36–42)	80
	Can give a short, rehearsed talk or presentation on a familiar topic.	53	B1+ (51–58)	81
	Can communicate in routine tasks requiring simple, direct exchanges of information.	36	A2+ (36–42)	81
Writing	Can write a basic summary of the objectives and key points of a work-related meeting in a simple way			81

UNIT 9

Language work:

Present continuous

Present simple or present continuous

SKILLS	LEARNING OBJECTIVES	GSE	CEFR	PAGE
Listening	Can follow the main points in a simple audio recording, if provided with written supporting material.	37	A2+ (36–42)	84
	Can recognise phrases and content words related to familiar topics (e.g. shopping, local geography).	31	A2 (30–35)	88
	Can follow the main points in a simple audio recording, if provided with written supporting material.	37	A2+ (36–42)	89
	Can follow the main points in a simple audio recording, if provided with written supporting material.	37	A2+ (36–42)	90–91
Reading	Can identify specific information in simple letters, brochures and short articles.	37	A2+ (36–42)	85–86
Speaking	Can communicate in routine tasks requiring simple, direct exchanges of information.	36	A2+ (36–42)	82
	Can give a short, rehearsed talk or presentation on a familiar topic.	53	B1+ (51–58)	88
	Can give a short, rehearsed talk or presentation on a familiar topic.	53	B1+ (51–58)	89
	Can communicate in routine tasks requiring simple, direct exchanges of information.	36	A2+ (36–42)	90–91
Writing	Can write short, basic descriptions of places, people or things.	38	A2+ (36–42)	83
	Can write short, basic descriptions of places, people or things.	38	A2+ (36–42)	89

Business skills:

Lesson 3.1 Negotiations

Lesson 3.2 Meetings

BUSINESS SKILLS	SKILLS	LEARNING OBJECTIVES	GSE	CEFR	PAGE
Negotiation	Speaking	Can ask someone to repeat a specific point or idea.	34	A2 (30–35)	A9-A10
		Can ask for and provide things using simple phrases.	31	A2 (30–35)	A9-A10
		Can conduct very simple business transactions using basic language.	30	A2 (30–35)	A9-A10
Meetings	Speaking	Can ask for and provide things using simple phrases.	31	A2 (30–35)	A11-A12
		Can make simple references to the past using was/were.	33	A2 (30–35)	A11-A12
	Listening	Can recognise when speakers disagree in a conversation conducted slowly and clearly	36	A2+ (36–42)	A11-A12

UNIT 10

Language work:

Talking about future plans

will

SKILLS	LEARNING OBJECTIVES	GSE	CEFR	PAGE
Listening	Can follow the main points in a simple audio recording, if provided with written supporting material.	37	A2+ (36–42)	98
	Can understand simple work-related questions asked on phone calls.	39	A2+ (36–42)	102
	Can follow the main points in a simple audio recording, if provided with written supporting material.	37	A2+ (36–42)	103
	Can derive the probable meaning of simple, unknown words from short, familiar contexts.	41	A2+ (36–42)	99–100
Reading	Can identify specific information in simple letters, brochures and short articles.	37	A2+ (36–42)	99–100
Speaking	Can ask and answer questions about habits and routines.	38	A2+ (36–42)	96
	Can communicate in routine tasks requiring simple, direct exchanges of information.	36	A2+ (36–42)	103
	Can answer simple questions on the phone using fixed expressions.	34	A2 (30–35)	103
	Can answer simple work-related questions on the phone using fixed expressions.	40	A2+ (36–42)	102
Writing	Can write short, simple notes, emails and messages relating to everyday matters.	38	A2+ (36–42)	103

UNIT 11

Language work:

Should/shouldn't

Could/would

SKILLS	LEARNING OBJECTIVES	GSE	CEFR	PAGE
Listening	Can follow the main points in a simple audio recording, if provided with written supporting material.	37	A2+ (36-42)	106
	Can follow the main points in a simple audio recording, if provided with written supporting material.	37	A2+ (36-42)	110
	Can follow the main points in a simple audio recording, if provided with written supporting material.	37	A2+ (36-42)	111
Reading	Can identify specific information in simple letters, brochures and short articles.	37	A2+ (36-42)	108
Speaking	Can communicate in routine tasks requiring simple, direct exchanges of information.	36	A2+ (36-42)	104
	Can give basic advice using simple language.	39	A2+ (36-42)	110
	Can communicate in routine tasks requiring simple, direct exchanges of information.	36	A2+ (36-42)	111
Writing	Can write up the objectives and key points of a work-related meeting in a simple way.	50	B1 (43-50)	111

UNIT 12

Language work:

Present perfect

Past simple and present perfect

SKILL	LEARNING OBJECTIVES	GSE	CEFR	PAGE
Listening	Can follow the main points in a simple audio recording, if provided with written supporting material.	37	A2+ (36–42)	115
	Can recognise phrases and content words related to basic personal and family information.	30	A2 (30–35)	118
	Can recognise phrases and content words related to familiar topics (e.g. shopping, local geography).	31	A2 (30–35)	119
Reading	Can understand a short, simple resume/CV from a job applicant.	40	A2+ (36–42)	115–116
Speaking	Can communicate in routine tasks requiring simple, direct exchanges of information.	36	A2+ (36–42)	112
	Can answer simple questions and respond to simple statements in an interview.	37	A2+ (36–42)	118
	Can answer simple questions and respond to simple statements in an interview.	37	A2+ (36–42)	119
Writing	Can write a simple email issuing a work-related invitation.	40	A2+ (36–42)	119
	Can post short, simple work-related messages on professional social networks.	39	A2+ (36–42)	115–116

Business skills:

Lesson 4.1 Interviews

Lesson 4.2 Presentations

BUSINESS SKILLS	SKILLS	LEARNING OBJECTIVES	GSE	CEFR	PAGE
Interviews	Speaking	Can describe skills and abilities using simple language.	33	A2 (30–35)	A13-A14
	Listening	Can understand enough to manage simple routine exchanges without undue effort.	40	A2 (36–42)	A13-A14
Presentations	Speaking	Can describe skills and abilities using simple language.	33	A2 (30–35)	A15-A16
		Can give basic advice using simple language.	39	A2+ (36–42)	A15-A16
	Listening	Can generally identify the topic of discussion around them when conducted slowly and clearly	39	A2+ (36–42)	A15-A16

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