

A WHAT DO YOU THINK?



STUDENT BOOK
PAGES 71-80

1. A. I think Barbara is a terrible dancer. What do you think?
B. I agree. She dances terribly.
2. A. Is Edward an accurate translator?
B. He certainly is. He translates very _____.
3. A. I think Susan is a graceful swimmer.
B. I agree. She swims very _____.
4. A. Is George a bad painter?
B. Yes, he is. He paints very _____.
5. A. Is Rita a careful worker?
B. Yes. She works very _____.
6. A. I think Fred is a dishonest card player.
B. I agree. He plays cards very _____.



7. A. I think Roger is a careless skier.
B. You're right. He skis very _____.
8. A. Your sister Jill is a very slow eater.
B. I agree. She eats very _____.
9. A. Is Robert a _____ runner?
B. Yes. He runs very fast.
10. A. I think Ron is a _____ skater.
B. He certainly is. He skates very beautifully.
11. A. Is Margaret a _____ worker?
B. Yes, she is. She works very hard.
12. A. I think Frank is a _____ baker.
B. I agree. He bakes very well.

B ANSWER**CAREFUL
CAREFULLY**

1. Dr. Brown is a **careful** dentist. He cleans teeth very **carefully**.
2. We play golf **terrible**, but we're **good** soccer players.
3. Mark dances **beautiful**. He's very **graceful**.
4. Richard isn't a very **good** driver. He drives very **fast**.
5. I usually skate **safe**, but I was very **careless** yesterday.
6. Anna bakes pies very **bad**, but her family eats her pies **polite**.
7. According to Sayako, you can't live **cheap** in Tokyo. It's very **expensive**.
8. Everybody in the office likes Rick. He's **reliable**, and he works **energetic**.

**C LISTENING**

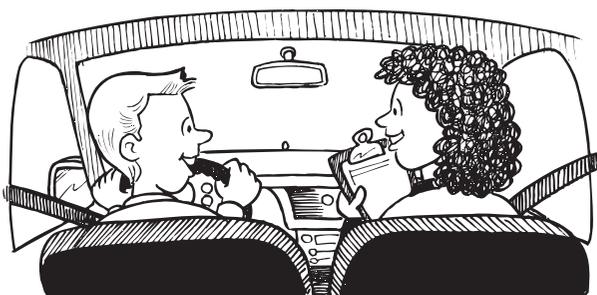
Listen and circle the correct word to complete the sentence.

- | | | |
|--------------------------|------------------------|-----------------------|
| 1. slow slowly | 5. accurate accurately | 9. soft softly |
| 2. beautiful beautifully | 6. rude rudely | 10. cheap cheaply |
| 3. dishonest dishonestly | 7. safe safely | 11. careful carefully |
| 4. sloppy sloppily | 8. reliable reliably | 12. patient patiently |

D GRAMMARRAP: How Am I Doing?



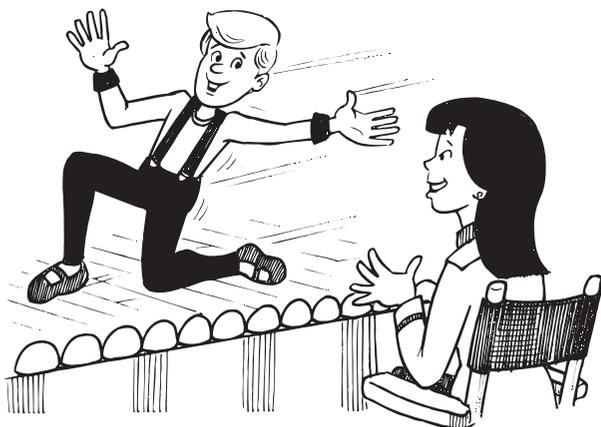
Listen. Then clap and practice.



- A.** How am I doing?
Am I driving all right?
- B.** You're driving very carefully.
You're driving very well.



- A.** How am I doing?
Am I singing all right?
- B.** You're singing very beautifully.
You're singing very well.



- A.** How am I doing?
Am I dancing all right?
- B.** You're dancing very gracefully.
You're dancing very well.



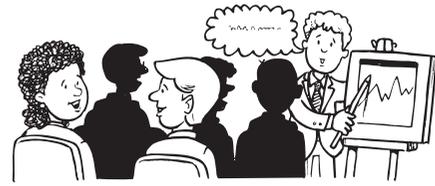
- A.** How am I doing?
Am I working all right?
- B.** You're working very hard.
You're working very well.

E WHAT'S THE WORD?



1. A. Am I jogging fast enough?
B. You should try to jog

faster



2. A. Harold isn't speaking loudly enough.
B. I agree. He should speak



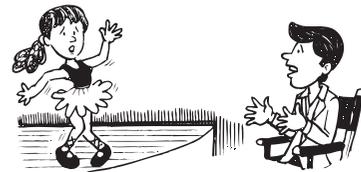
3. A. Am I typing carefully enough?
B. Actually, you should type



4. A. Is he translating accurately enough?
B. No, he isn't. He should translate



5. A. Rob, I don't think you're doing your work quickly enough.
B. I'm sorry. I'll try to do my work



6. A. I know I'm not dancing gracefully enough.
B. You're right. You should dance



7. A. Am I cleaning the office well enough?
B. Actually, you should clean it



8. A. Is the new mechanic working hard enough?
B. I think he should work



9. A. Amanda, be careful! You aren't driving slowly enough!
B. I'm sorry, Mr. Sanders. I'll try to drive _____.

F RALPH SHOULD TRY HARDER!

Ralph has some problems. What should he do to make his life better?



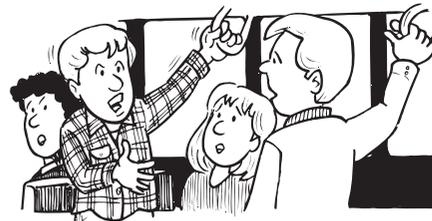
1. Ralph always gets up very late.
He should try to get up earlier.



2. He sometimes dresses very sloppily.
He should try to dress _____.



3. He always eats breakfast very quickly.
He should try to eat _____.



4. He sometimes speaks rudely on the bus.
He should try to speak _____.



5. He usually works very slowly.
He should try to work _____.



6. He sometimes types carelessly.
He should try to type _____.



7. He plays his music very loudly every night.
He should try to play it _____.

G WHAT SHOULD YOU TRY TO DO BETTER?

- I should try to

H GRAMMARSONG: *Try a Little Harder*



Listen and circle the words to the song. Then listen again and sing along.

Let's say you're a driver, a **careful**¹ driver who
carefully

drives very **careful**², as **careful**³ drivers do.
carefully



Just try a little harder. You can find a way. Try to drive more **careful**⁴ today.
carefully

Let's say you're a singer, a **beautiful**⁵ singer who
beautifully

sings very **beautiful**⁶, as **beautiful**⁷ singers do.
beautifully



Just try a little harder. You can find a way. Try to sing more **beautiful**⁸ today.
beautifully

Let's say you're a dancer, a **graceful**⁹ dancer who
gracefully

dances very **graceful**¹⁰, as **graceful**¹¹ dancers do.
gracefully



Try a little harder. You can find a way. Try to dance more **graceful**¹² today.
gracefully

Just try a little harder. That's what we always say. Sing a little **strong**¹³. Work a little
stronger

long¹⁴. Do a little **good**¹⁵ every day. Do a little **good**¹⁶ every day.
longer better better

I WHAT'S THE ANSWER?



1. If Helen _____ sick tomorrow, she'll go to work.
 a. isn't
 b. won't be
2. If the mechanic at Al's Garage fixes our car, _____ to the beach.
 a. we drive
 b. we'll drive
3. If _____ to your grandparents, they'll be very happy.
 a. you write
 b. you'll write
4. If Betty doesn't buy a VCR, _____ a CD player.
 a. she buys
 b. she'll buy
5. If you don't use enough butter, the cake _____ very good.
 a. isn't
 b. won't be
6. If _____ a course with Professor Boggs, I know it'll be boring.
 a. I take
 b. I'll take
7. If it _____ this Saturday, I think I'll go skiing.
 a. snows
 b. will snow
8. If you send me an e-mail, _____ right away.
 a. I answer
 b. I'll answer
9. If you _____ any more potatoes, I'll have rice with my chicken.
 a. don't have
 b. won't have
10. If the weather _____ good tomorrow, we'll play tennis.
 a. is
 b. will be
11. If I go on the roller coaster with you, I know _____ sick.
 a. I get
 b. I'll get
12. If you go there on your vacation, I'm sure _____ a good time.
 a. you have
 b. you won't have

J MATCHING



- | | | |
|--------------|--|-------------------------------------|
| <u> d </u> | 1. If you stay on the beach all day, | a. you won't get hurt. |
| <u> </u> | 2. If you use fresh oranges, | b. you'll be hungry. |
| <u> </u> | 3. If you wear safety glasses, | c. you won't get lost. |
| <u> </u> | 4. If you follow my directions to the zoo, | d. you'll get a sunburn. |
| <u> </u> | 5. If you don't eat breakfast, | e. you'll get the job. |
| <u> </u> | 6. If you have a successful interview, | f. the juice will be better. |

K IF

1. If we arrive early, we'll visit your mother.
2. If _____ this afternoon, I'll wear my new raincoat.
3. If the weather _____ good, my husband and I _____ sailing.
4. If David _____ golf this weekend, _____ a wonderful time.
5. If you _____ a lot of noise, your neighbors _____ upset.
6. If your son _____ those wires, _____ a shock.
7. If _____ cold this Saturday, our family _____ skiing.
8. If Patty _____ too much candy, _____ a stomachache.
9. If I _____ too many exercises, _____ tired tonight.
10. If we _____ a girl, _____ her Patty.
11. If _____ a lot of traffic this morning, Nancy _____ probably be late for work.
12. If your parents _____ to Stanley's Restaurant on Monday, _____ Italian food.

L SCRAMBLED SENTENCES

1. to suit. If he he'll party, goes new his the wear
If he goes to the party, he'll wear his new suit.
2. late she work. she'll be If bus, the misses for
_____.
3. better. practice, I chess play I'll If
_____.
4. buy go I I'll pie. an If bakery, the apple to
_____.
5. you sorry. If finish school, be you'll don't
_____.
6. Sam a works job. in good If he'll hard get school,
_____.

M YOU DECIDE

Complete the sentences any way you wish.

1. If the weather is bad this weekend,
2. If I go to bed very late tonight,
3. If I don't eat dinner today,
4. If my computer breaks,
5. If I make a terrible mistake at school or at work,
6. If, they'll go to a special restaurant tonight.
7. If, his mother will be very happy.
8. If, his parents will be sad.
9. If, his boss will fire him.
10. If, my friends will be angry with me.

N GRAMMARRAP: *If You Leave at Six*



Listen. Then clap and practice.

• If you leave at	• six,
• You'll be there at	• eight.
• If you don't leave	• now,
• You'll be very	• late.
• If you start work	• now,
• You'll be through at	• seven.
• If you wait 'till	• noon,
• You'll be busy 'till	• eleven.
• If you catch the	• train,
• You'll be home by	• ten.
• If you get there	• late,
• You'll miss dinner	• again.



O YOU DECIDE: What Might Happen?



1. You shouldn't worry so much.
If you worry too much, you might
2. Charlie shouldn't do his work so carelessly.
If he does his work too carelessly, he might
3. Harriet shouldn't go to bed so late.
If she goes to bed too late, she might
4. Your friends shouldn't use the Internet so much.
If they use the Internet too much, they might
5. You shouldn't talk so much.
If,
6. Veronica shouldn't eat so much.
If,
7. Brian shouldn't buy so many expensive clothes.
If,
8. Your friends shouldn't play their music so loud.
If,
9. Raymond shouldn't speak so impolitely to his boss.
If,
10. You shouldn't speak so loudly.
If,

P PLEASE DON'T!

A. Please don't send me a lot of e-mail messages today!

B. Why not?

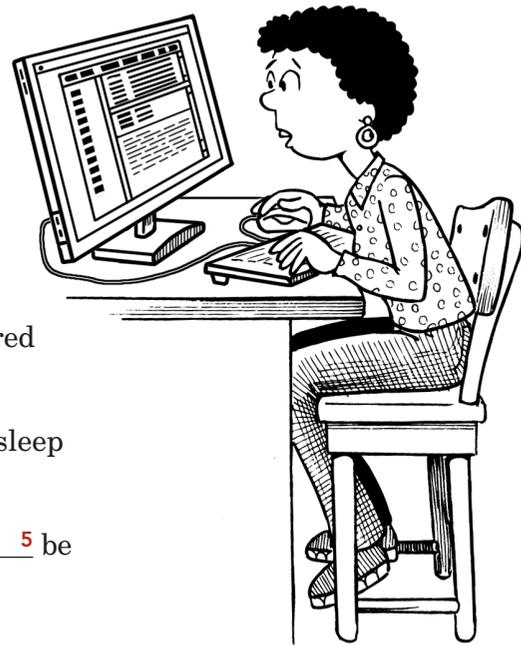
A. If you send me a lot of e-mail messages today, I'll have to read them tonight.

If I have to read **1** them tonight, I'll **2** be tired tomorrow morning.

And if _____ **3** tired tomorrow morning, I'll fall asleep at work.

If _____ **4** at work, my boss _____ **5** be understanding, and _____ **6** shout at me.

So please don't send me too many e-mail messages today!



A. Please don't play your music so loud!

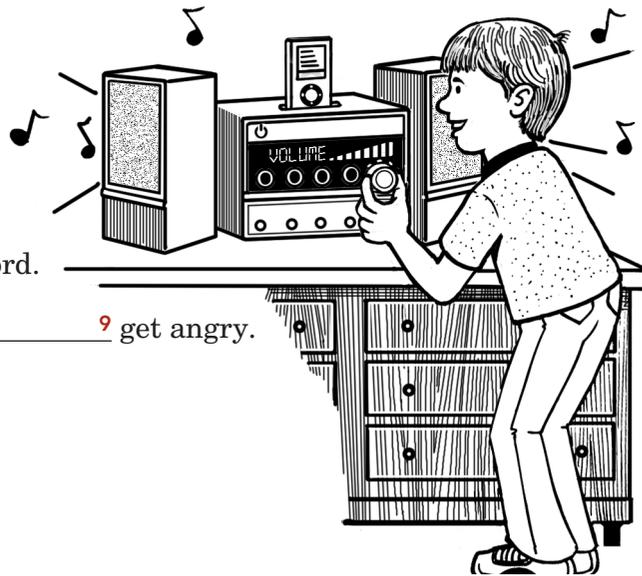
B. Why not?

A. If you play your music too loud, the neighbors will be upset.

If _____ **7** upset, they'll tell the landlord.

And if _____ **8** the landlord, _____ **9** get angry.

So please don't play your music so loud!



A. Please don't buy Jimmy a scary video!

B. Why not?

A. If you buy him a scary video, _____ **10** be afraid when he

goes to sleep. If _____ **11** afraid when he goes to sleep,

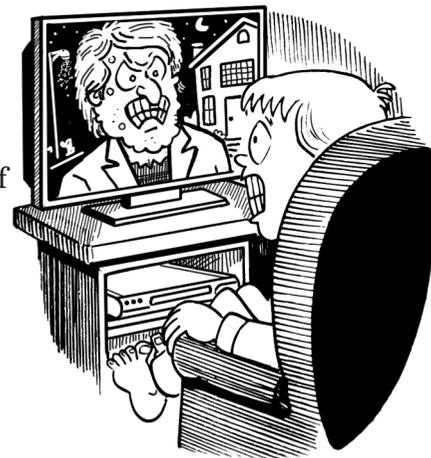
_____ **12** have nightmares all night. If _____ **13**

nightmares all night, he _____ **14** get up on time. If

_____ **15** get up on time, _____ **16** late

for school. And if _____ **17** late for school, _____ **18**

miss a big test. So please don't buy Jimmy a scary video!



✓ CHECK-UP TEST: Chapters 7-8

A. Complete the sentences.

Ex. She's a beautiful singer.

She sings very beautifully.

1. He's a terrible tennis player.
He plays tennis _____.
2. She's a careful driver.
She drives very _____.
3. They're bad cooks.
They cook very _____.
4. I'm a hard worker.
I work very _____.

B. Circle the correct answers.

1. He isn't an honest player.
honestly

He plays dishonest .
dishonestly

2. The bus is quick , but it isn't
quickly

quiet .
quietly

3. Mario is a good soccer player,
well

but he doesn't run very good .
well

4. Alice usually drives safe , but
safely

last night she was careless .
carelessly

C. Complete the sentences.

Ex. Timothy talks too quickly.

He should try to talk { slower
{ more slowly } .

1. Greta leaves work too early.
She should try to leave work
_____.
2. Bobby speaks too impolitely at school.
He should try to speak _____
_____.
3. Linda dances too awkwardly.
She should try to dance _____
_____.
4. Frank talks too softly.
He should try to talk _____.

D. Complete the sentences.

Ex. If Jack does his homework, his
teacher will be happy.

1. If you _____ too many cookies,
_____ get a stomachache.
2. If the music _____ too loud,
the neighbors _____ angry.
3. If they _____ a boy,
_____ him Steven.
4. If _____ hungry tonight,
I'll eat a small dinner.

E. Circle the correct answers.

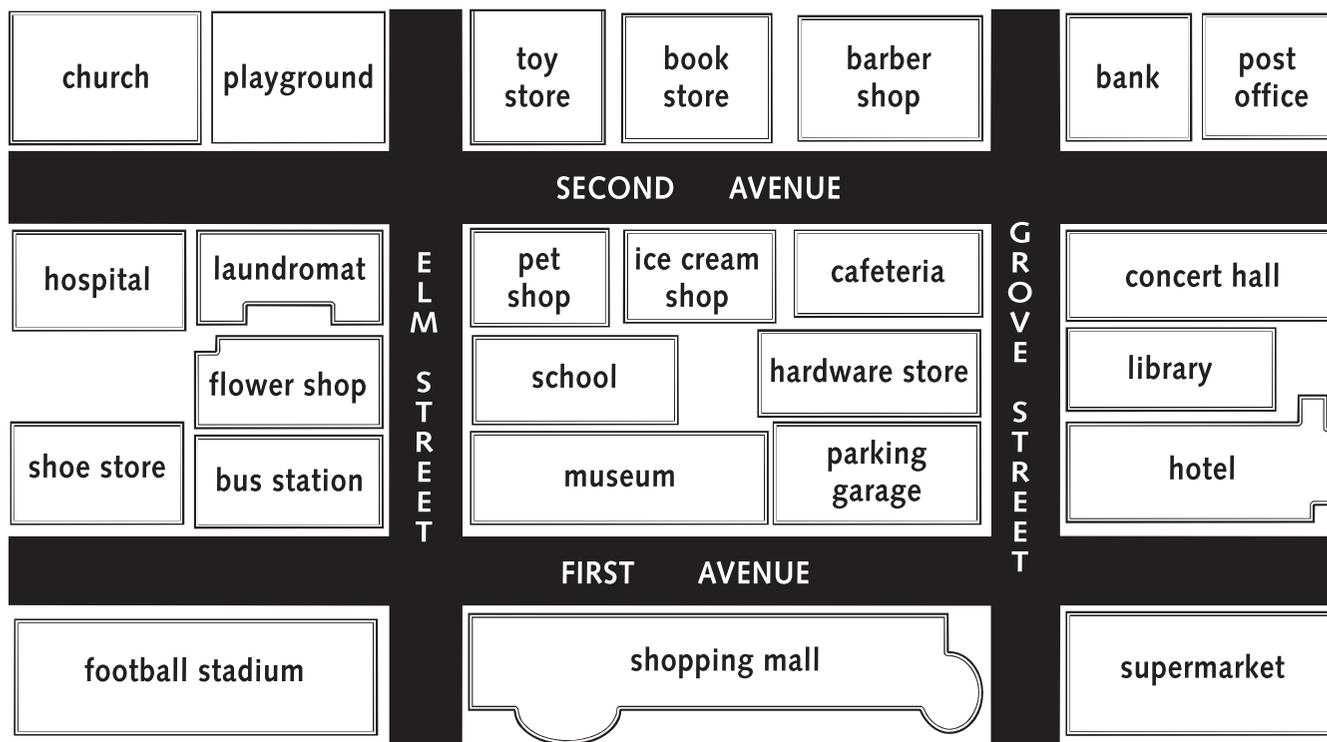
1. If we take a vacation this we'll take year, we go to Hawaii.
we'll go

3. If you sing too loudly, you get a sore throat.
might get

2. If they feel energetic tonight, they go dancing.
will feel
might go

4. If it won't rain tomorrow, I go sailing.
doesn't
I'll go

F. Listen and fill in the correct places.



1. She went to the _____.
2. He went to the _____.
3. They went to the _____.
4. He went to the _____.
5. She went to the _____.

A YOU'RE HIRED!

Read the article on student book page 81 and answer the questions.



STUDENT BOOK
PAGES 81-82

- The interview advice in this article is from _____.
 - job applicants
 - personnel officers
 - supervisors
 - presidents of companies
- According to this article, you should talk about _____ at a job interview.
 - the salary
 - your family
 - your skills
 - the interviewer
- According to this article, you should _____ when you're at a job interview.
 - write a thank-you note
 - shake your head firmly
 - speak loudly
 - smile
- At an interview you shouldn't be _____.
 - enthusiastic
 - confident
 - shy
 - neat
- Make "eye contact"* means _____.
 - look at the interviewer
 - look at the floor
 - take off your glasses
 - look around the room
- Speak confidently* means talk _____.
 - softly
 - quickly
 - honestly
 - about how well you can do the job
- If you don't have experience, tell the interviewer that _____.
 - you have experience
 - you can learn quickly
 - you're sorry
 - the job is easy and you don't need experience
- The ten tips for a job interview are _____.
 - the same everywhere in the world
 - ten things applicants should never do
 - ten things applicants should do
 - ten things applicants always do

B BUILD YOUR VOCABULARY! What's the Job?

Choose the job that is right for each person.

designer director gardener photographer programmer supervisor

- Tanya likes to plant flowers. _____
- Eric is good with computers. He studied computer science. _____
- Suzanne loves to take pictures. _____
- Sonya worked as an assembler. She wants a better factory job. _____
- Jean wants to make movies. _____
- Richard loves to draw and paint. _____

C BUILD YOUR VOCABULARY! Crossword

Across

1 SUPERVISOR



Down



D "CAN-DO" REVIEW

Match the "can do" statement and the correct sentence.

- | | |
|---|--|
| ___ 1. I can get someone's attention. | a. Can you recommend a good hotel? |
| ___ 2. I can ask for directions to a place. | b. I'll try to do better. |
| ___ 3. I can ask for a recommendation. | c. Thank you very much. |
| ___ 4. I can give a recommendation. | d. Am I speaking loud enough? |
| ___ 5. I can express gratitude. | e. You should type more carefully. |
| ___ 6. I can ask for repetition. | f. Excuse me. |
| ___ 7. I can give feedback. | g. If you go to bed late, you'll be tired tomorrow. |
| ___ 8. I can ask for feedback. | h. Can you tell me how to get to the library? |
| ___ 9. I can promise to improve. | i. Could you please repeat that? |
| ___ 10. I can describe the consequences of actions. | j. I think it's one of the best restaurants in town. |

A HELP WANTED AD ABBREVIATIONS

Write the full words next to the abbreviations.

evenings	full-time	month	required
excellent	hour	part-time	week
experience	Monday to Friday	preferred	years



STUDENT BOOK
PAGES 80a–80f

- | | | |
|---------------|----------------|------------------|
| 1. hr. _____ | 5. M–F _____ | 9. exp. _____ |
| 2. wk. _____ | 6. eves. _____ | 10. excel. _____ |
| 3. mo. _____ | 7. req. _____ | 11. FT _____ |
| 4. yrs. _____ | 8. pref. _____ | 12. PT _____ |

B READING HELP WANTED ADS

Read the help wanted ads. Choose the correct answer.

FT Salespeople

2 yrs. exp. req. \$1800–\$2800/mo. Excel. benefits. Call Ms. Lima at (812) 595-2115.

PT Dishwasher Needed

Eves. M–F. \$9/hr. Exp. pref. Apply in person. China Palace 229 Bow Street.

- | | |
|--|---|
| <p>1. The salespeople have to ____.</p> <p>a. send a resume</p> <p>b. apply in person</p> <p>c. have experience</p> <p>d. work part-time</p> <p>2. The salesperson ad has ____.</p> <p>a. the name of the business</p> <p>b. the name of the person to call</p> <p>c. the work hours</p> <p>d. the work days</p> | <p>3. The dishwasher has to ____.</p> <p>a. send a resume</p> <p>b. have experience</p> <p>c. work full-time</p> <p>d. apply in person</p> <p>4. The ad for the dishwasher doesn't have ____.</p> <p>a. the number of work hours</p> <p>b. the name of the business</p> <p>c. the pay</p> <p>d. the work days</p> |
|--|---|

C A JOB APPLICATION FORM

Fill out this part of an application form with your information.

Application for Employment

Name _____ Position Desired _____

Skills _____

EMPLOYMENT (Current Employment First)

Date (Month/Year)	Employer (NAME & ADDRESS)	Position	Salary
-------------------	---------------------------	----------	--------

From: _____
To: _____

From: _____
To: _____

Today's Date _____ Signature _____

D NUMERACY: A Paycheck and a Pay Stub

Look at the paycheck and pay stub. Answer the questions.

Kelsey Company		Jill Higgins Employee No. 5362		Pay Period Ending 10/21/17
Earnings	Rate	Hours	This Period	Year to Date
Regular	10.00	40	400.00	16,200.00
Overtime	15.00	5	75.00	1,230.00
Gross Pay			475.00	17,430.00
Taxes & Deductions			This Period	Year to Date
Federal Tax			45.00	1,845.00
State Tax			20.00	820.00
FICA/Medicare			35.00	1,435.00
Health Plan			40.00	1,600.00
Total			140.00	5,700.00
Net Pay			335.00	11,730.00

Kelsey Company	12398
DATE 10/21/17	
PAY TO THE ORDER OF <u>JILL HIGGINS</u>	\$ 335.00
Three hundred thirty-five and no/100 Dollars	
For _____	<i>Manuel Espinola</i>
:746355261 :36455670" 12398	

1. How many total hours did Jill work in this pay period? _____
2. How much did the company deduct this period for federal and state taxes? _____
3. How much did Jill pay for federal and state taxes year-to-date? _____
4. How much did the company deduct for FICA (Social Security)/Medicare and Jill's health plan in this pay period? _____
5. How much did Jill pay for FICA (Social Security)/Medicare and her health plan year-to-date? _____
6. Next pay period Jill will work only 35 hours at her regular rate. How much will her gross pay be? _____
7. If Jill works 40 hours at her regular pay rate and 10 hours at her overtime rate, how much money will she make in a week? _____
8. Jill makes \$10 an hour in regular pay. Jill earned \$16,200 in regular pay year-to-date. How many hours did she work at her regular pay rate year-to-date? _____
9. Next year Jill will get a raise of \$.50 an hour. How much will she make in regular pay each week when she works 40 hours a week? _____

E READING AN ACCIDENT REPORT

Read the accident report. Decide if the sentences are True (T) or False (F).

EMPLOYEE ACCIDENT REPORT	
Name of injured employee:	<u>Hassan Ali</u> SS#: <u>222-40-6718</u> Sex: <input checked="" type="checkbox"/> M <input type="checkbox"/> F
Job Title:	<u>Electrician</u> Department: <u>Maintenance</u> Date of Report: <u>04/02/18</u>
Where did accident occur?	<u>Cafeteria kitchen</u> Date of Accident: <u>3/28/18</u>
Time of Accident:	<u>6:00</u> (A.M./P.M.) Names of Witnesses: <u>Paula Spellman</u>
Nature of injury and part(s) of body injured:	<u>I got a shock in my hand.</u>
How did the employee get injured?	<u>I was installing a dishwasher. I touched a "live" wire.</u>
What safety equipment, if any, did employee use?	<u>boots</u>
What factors contributed to the accident?	<u>There wasn't enough light. I couldn't see the wires very well.</u>
Did employee lose time from work?	<u>Yes</u> How much time? <u>One day</u>
Immediate Supervisor signature:	<u>Sammy Tate</u> Date signed: <u>04/02/18</u>

- | | |
|--|--|
| <input type="checkbox"/> 1. Hassan is a technician. | <input type="checkbox"/> 4. Nobody saw the accident. |
| <input type="checkbox"/> 2. The accident was in the evening. | <input type="checkbox"/> 5. Hassan missed one day of work because of the accident. |
| <input type="checkbox"/> 3. Hassan touched a wrong wire and got a shock. | |

F FILLING OUT AN ACCIDENT REPORT

Imagine an accident at work. Complete the accident report form.

EMPLOYEE ACCIDENT REPORT	
Name of injured employee:	_____ SS#: _____ Sex: <input type="checkbox"/> M <input type="checkbox"/> F
Home address of employee:	_____ Date of Birth: _____
Job Title:	_____ Department: _____ Date of Report: _____
Where did accident occur?	_____ Date of Accident: _____
Time of Accident:	_____ A.M./P.M. Name(s) of Witness(es): _____
Nature of injury and part(s) of body injured:	_____
How did the employee get injured?	_____
What safety equipment, if any, did employee use?	_____
What factors contributed to the accident?	_____
Did employee lose time from work?	_____ How much time? _____
Immediate Supervisor signature:	_____ Date signed: _____