

C.N. GRIVAS

Targeting Proficiency

COURSEBOOK

Suitable for

ALL C1/C2 LEVEL EXAMINATIONS

TARGETING

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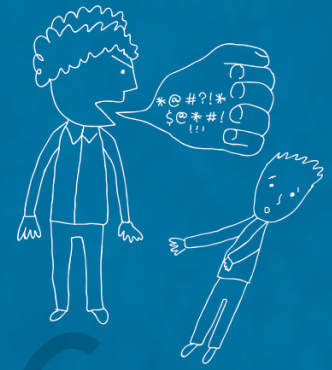
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Me, Myself and I

**Are you an introvert or an extrovert or something in between?
Do the quiz to find out.**

- 1 You arrive at a friend's party, but you don't know anyone there. You
 - A grab a drink and go and join in a conversation – it's a great way to make new friends!
 - B hang around where the drinks and snacks are and hope someone will start talking to you.
 - C try to make yourself invisible by standing out of the way and staring at your phone.

- 2 You are at a karaoke night in the student bar and everyone is insisting it's your turn to sing. You
 - A jump straight up and request your favourite song – it's your turn to be in the limelight!
 - B say you'll do it if a couple of friends agree to do it with you.
 - C refuse outright – there's no way you're going to sing in front of all those people.

- 3 You are at home alone watching TV. You
 - A absolutely hate being on your own.
 - B enjoy being alone and also being around other people.
 - C love being alone – you prefer it to being with other people.

- 4 You are at a café, chatting with your friends. You are
 - A controlling the conversation, and probably making people laugh in the process.
 - B making a comment when you feel sure of what you want to say, but mostly just listening from the sidelines.
 - C listening and feeling a little awkward, but not feeling confident enough to talk much.

- 5 How do you like to spend your weeknights?
 - A You like to make as many plans as possible; being alone is boring.
 - B You like to go out and see people once or twice a week when you can.
 - C You like to stay at home relaxing, watching TV, reading a good book or on the Internet.



Now look at page 209 to see your results. Do you agree with them? Why?

- Look at this quotation from a book by the author Jonny Sun. What does it mean to you?

'Introverts enjoy people-watching. Extroverts enjoy people watching.'

Look at the characteristics and the famous people.

Do you think they are / were extroverts, introverts or a bit of both? Why?

Introvert

- ▶ Very shy
- ▶ Has a preference for solitude
- ▶ Prefers a few close friends
- ▶ Avoids loud, social situations whenever possible

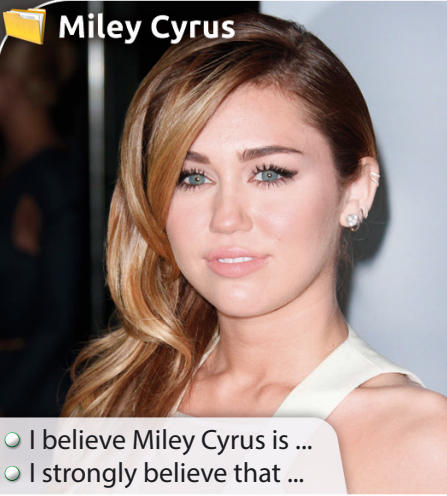
Bit of Both

- ▶ Enjoys socialising but also takes pleasure in being alone
- ▶ Has a small group of friends
- ▶ Can be unpredictable
- ▶ Is usually easy-going

Extrovert

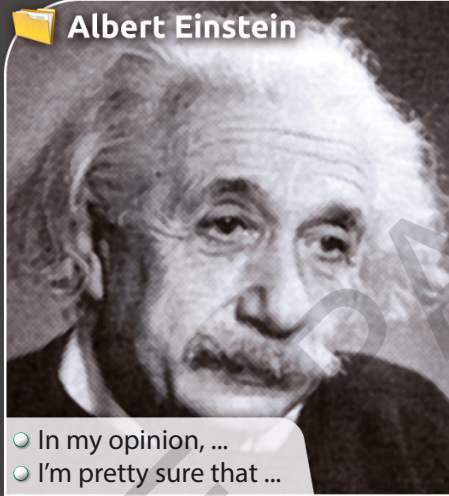
- ▶ Stimulated by social interaction
- ▶ Extremely sociable
- ▶ Confident and competitive
- ▶ Has many friends

Miley Cyrus



- I believe Miley Cyrus is ...
- I strongly believe that ...

Albert Einstein



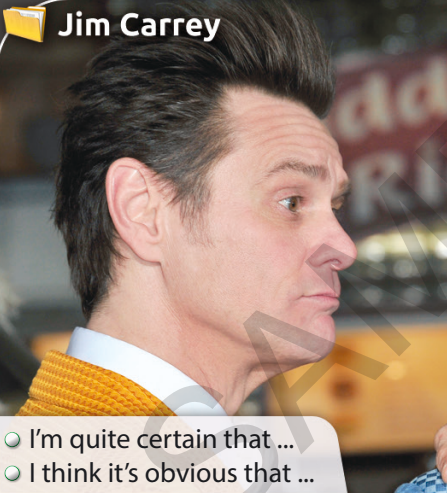
- In my opinion, ...
- I'm pretty sure that ...

Leonardo DiCaprio



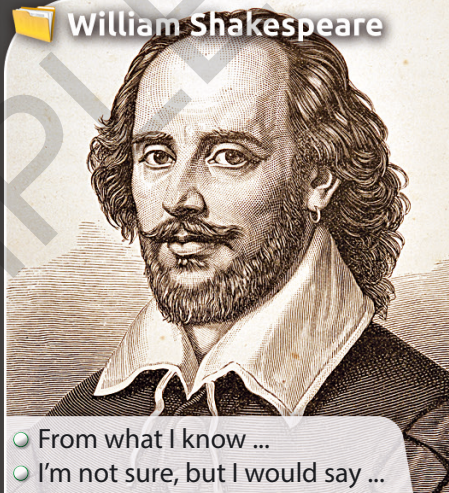
- Leonardo DiCaprio must be ...
- It's possible that ...

Jim Carrey



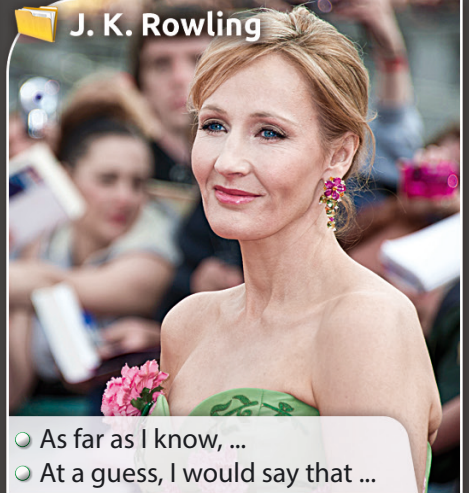
- I'm quite certain that ...
- I think it's obvious that ...

William Shakespeare

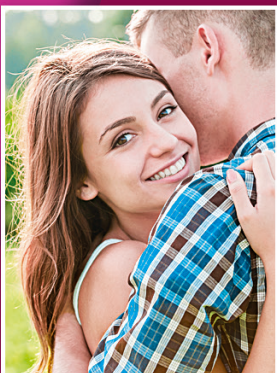


- From what I know ...
- I'm not sure, but I would say ...

J. K. Rowling



- As far as I know, ...
- At a guess, I would say that ...



Read this text about how Kelly met her friend Greg and then answer the questions.

- Getting accepted into university was a dream come true for me. Not only would I have the chance to study law and then qualify as a lawyer, but I would also get the opportunity to participate fully in university life, which to me meant an endless round of socialising and partying. In fact, I so overdid it that I only just scraped through my first year.
- However, things changed during my second year. I was searching for a place to stay off campus and a friend, Simon, told me about three acquaintances of his who were looking for a fourth person to share a flat with them. So, without any hesitation, I moved in with three total strangers. This would not normally have been a problem for me, as being a total extrovert meant that I had no **issues** whatsoever about striking up a friendship with people

10 I didn't know. After a couple of weeks, though, I came to the realisation that I was living with three complete and utter introverts.

My natural instincts told me that this arrangement just wasn't going to work out, so I started looking around for a new place. I mean, these people were nice enough but too long in their company would undoubtedly leave me feeling drained. I needed social interaction and lots of it, and I certainly wasn't going to get it from these guys, which just goes to show how wrong a person can be.

Seeing me constantly struggle to fit quality study time into my hectic social schedule, one of my flatmates, Greg, offered to assist me. And so began one of the deepest and most meaningful friendships that I've ever had.

My **craving** for company was anathema to Greg. He was never more content than when he was curled up in an armchair, completely **immersed** in one of his many books. Under my expert guidance, though, he would, on occasion, emerge from his shell and actually have a night out. Admittedly, I find crowds of people invigorating and draw energy from them, but they had the opposite effect on Greg – they would leave him completely **drained of energy** and it would take a couple of days of solitude for him to recharge his batteries.

Greg, in turn, managed to exert some kind of calming influence on me; helping me to understand the importance of moderation. I need to talk, you see, and if the person I'm talking to doesn't respond or interact in any way, it doesn't really matter as long as words are allowed to flow out of me. I never knew when to stop, though, so Greg would lay a hand on my arm or give me one of his 'enough is enough' looks and I would stop almost instantaneously, as if someone had just turned off the tap.

I'm happy to say that with Greg's unfailing help, I got my degree and now have a job in a top law firm. Greg also graduated and, strangely enough, has ended up working as a research assistant for the same firm – he is far happier being out of the limelight than I am. We provide the perfect balance for each other and have a unique friendship that will endure until the end of time.

For questions 1-8, choose the correct answer (A, B or C).

- 1 What is true about Kelly, according to the first paragraph?
 - A She had a dream about going to university.
 - B She almost failed her first year.
 - C She is a lawyer.
- 2 Kelly's friend told her about
 - A some close friends of his who were looking for a flatmate.
 - B a fourth person she could share a flat with.
 - C some people he knew slightly who were looking for a flatmate.
- 3 What does Kelly find easy?
 - A finding a place to live
 - B making friends
 - C living with introverts
- 4 What do we learn about Kelly's flatmates?
 - A They are not very sociable.
 - B They all enjoy her company.
 - C They all feel drained.
- 5 What is said about Greg?
 - A He prefers solitude to crowds.
 - B He finds crowds of people quite stimulating.
 - C Books are anathema to him.
- 6 Greg helps Kelly
 - A use words correctly.
 - B interact with other people.
 - C control her constant talking.
- 7 Unlike Kelly, Greg
 - A dislikes working for a law firm.
 - B failed to get a degree.
 - C dislikes being the centre of attention.
- 8 What is the main purpose of the passage?
 - A to show that opposites attract
 - B to explain the characteristics of an extrovert
 - C to provide information on how to deal with an introvert

Discussion:

- **Have you ever judged someone wrongly? What happened?**
- **Do you think you would be able to share a flat or a house with three people you didn't know at all? Why?**

Vocabulary Check

1 Look at the text and answer the questions.

- 1 Which word is closest in meaning to **issues** in the second paragraph?
 - a matters
 - b problems
 - c editions
- 2 The best word to replace **craving** in line 27 is
 - a desire.
 - b appetite.
 - c dislike.
- 3 What does the word **immersed** in the fifth paragraph mean?
 - a distracted
 - b absorbed
 - c hidden
- 4 Which of the following could replace the phrase **drained of energy** in line 37?
 - a energetic
 - b disconnected
 - c worn out

2 Choose the two words that are similar in meaning to the word in colour.

strike up	start	hit	open	end	begin
hectic	occupied	calm	free	busy	full
content	satisfied	tired	safe	happy	upset
emerge	climb	appear	disappear	come out	develop
unfailing	erratic	dependable	constant	passing	unsuccessful

3 Fill in the correct **preposition** to complete the sentence. for • in • into • of • on • to

- 1 I soon **came** **the realisation** that Sue and I were complete opposites.
- 2 Did you know that Peter has been **accepted** Harvard?
- 3 Joanne is not happy unless she is **the centre** **attention**.
- 4 I was moving the sofa and hurt my back **the process**.
- 5 Steve would, **occasion**, visit his aunt and uncle in Ireland.
- 6 Most people show a **preference** one style over another.



4 Fill in the correct **verb** in the appropriate form to complete the sentence.

assist • avoid • insist • provide • refuse • request • respond • struggle

- 1 I knew what he said was wrong, but he that he was right.
- 2 Mike to believe that she wasn't coming back.
- 3 If you want to the crowds, you should do your shopping online.
- 4 My brother said he would me with my preparation for the exam.
- 5 I asked her a question, but she didn't
- 6 My job me with the opportunity to travel.
- 7 I really with maths at school, probably because I didn't pay attention in class.
- 8 We kindly that all phones be turned off during the flight.



5 Tick (✓) the correct noun to complete the sentence.

- Children often have a(n) **craving** **appetite** for junk food.
- Some people don't cope well in a difficult **situation** **solitude** .
- Under the **guidance** **acquaintance** of an experienced teacher, most children will do well.
- I don't care about the cost – you're the one who has an **issue** **influence** with it.
- Remember that **moderation** **balance** is the key to good health.



6a Match the columns to form collocations.

- | | | |
|-------------|-------|---------------|
| 1 natural | | a attract |
| 2 opposites | | b instincts |
| 3 perfect | | c enough |
| 4 social | | d balance |
| 5 strangely | | e interaction |

6b Now use the collocations to complete the sentences.

- Jim and Suzanne are very different, but it is often said that
- Animals often rely on their to keep them out of danger.
- A shy person and a lively person often create a(n) in a relationship.
- It was a very important exam but,, I didn't feel at all nervous.
- Not all introverts avoid ; some can be quite good company at times.

Vocabulary Development

1a Fill in the correct adjectives to complete the information.

arrogant • assertive • distracted • energising • exhausting
isolated • outgoing • reserved • self-conscious • unsociable


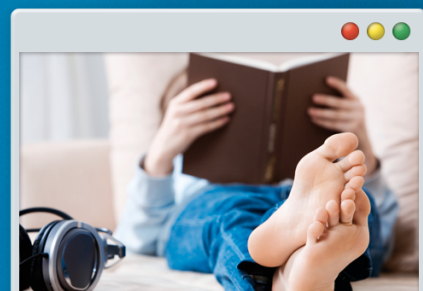
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Extrovert

Extroverts are often described as extremely (1) and they find social interaction (2) They are also known to be very (3) people who express themselves with confidence. However, on the negative side, they are easily (4), so holding their attention for a long period of time can be quite difficult. Also, they do not like to feel (5) – being alone is not good for them.

Introvert

Introverts are very (6) people and rarely share their thoughts and feelings with others. They are often (7) and worry about how others see them. They find social occasions (8) and often avoid them, leading people to believe that they are (9) In addition, their shyness can make them appear (10), as if they think they are better than other people.

1b Now listen and check your answers.

2a Fill in the correct verb.

burst • catch • make • pick • put • strike

- 1 up { a relationship
a conversation
a friendship
- 2 up on { sleep
the gossip
work
- 3 up { a language
a bargain
the phone
- 4 into { tears
laughter
song
- 5 up { a story
after a fight
for lost time
- 6 on { weight
a play
a brave face

2b Now fill in the correct phrasal verb in the appropriate form to complete the sentence.

- 1 Jake has never had a problem a conversation with total strangers.
- 2 She had to ten pounds for her part in the film.
- 3 When they brought Anne's birthday cake in, we all song.
- 4 Travelling around Argentina, he Spanish very quickly.
- 5 I'm going to see Jenny to all the latest gossip.
- 6 Did you and Angela after your argument?



3 Fill in the correct word to complete the sentence.

a relative / relationship / relation / related

- 1 I have a very close with my parents.
- 2 People say that Steve and I look like brothers, but we are not

b social / socialise / (un)sociable

- 1 Jane doesn't go out very much. In fact, she's quite
- 2 Mike's party is going to be the event of the year.

c confidently / confidence / confident

- 1 Alex is not really shy, it's just that he lacks
- 2 The test was difficult, but Mary seemed fairly that she had done well.

d interact / interaction / interactive

- 1 She is quite shy and doesn't well with other people.
- 2 Young children need plenty of social

Language Awareness 1

1 Are these sentences correct?

- a *The number of students is increasing yearly.
A number of students are not coming.*
- b *The train to Oxford leaves at six.
The train for Oxford leaves at six.*
- c *Could you please repeat the question as I was absent-minded?*
- d *Her son has a high temperature.
Her son is running a temperature.*

2 What's wrong with these sentences?

- a *He met his friend at one o'clock at noon.*
- b *It's ten years ago since I last ...*
- c *She has a love and respect for art.*

3 What's the difference?

*They made Athens in two days.
They did Athens in two days.*

PRONUNCIATION

1a Look and say.

1 among 2 simile 3 ancient 4 melancholy

1b Now listen and repeat.

2a How is the word aged pronounced in these phrases?

1 a man aged 70 2 an aged man

2b Now listen and repeat.

1 Read the text.

What is the definition of a good friend? The answer depends on who you ask, as we all have different expectations. Most people would agree, though, that a true friend is loyal and accepts you for who you are. They are also honest and tell you what you need to hear, even if you don't want to hear it. A good friend gives you confidence and makes you feel valued. They pick you up when you feel down; they laugh with you and cry with you; they congratulate you when you achieve things. A true friend is trustworthy; someone you can count on and who will always keep your most personal secrets, no matter what. In fact, mutual trust between friends is an essential ingredient in a solid friendship. When you find a friend like this, you know that you have a friend for life.



Common Errors

Choose the correct word(s) to complete the sentence.

- 1 **As / As far as** I know, I am a pretty good friend to have.
- 2 Apart **for / from** honesty, I expect loyalty from a friend.
- 3 Tim was very **lonely / alone** when he went to live in Germany.
- 4 We **are / have been** friends since we were at school.
- 5 It's **usual / common** for people to judge others on their appearance.
- 6 People often have **different / opposite** opinions about friendship.

2 Answer the questions.

- 1 In your opinion, what makes a good friend?
- 2 What kind of person is your best friend?
- 3 Would you describe yourself as a good friend? Why?
- 4 What three things could you do to be a better friend?

Useful Language

- Personally, I ...
- I would have to say that ...
- In all honesty, I (don't) think that ...
- Well, firstly, I could ... , secondly, ... and finally, ...

3a Compare the pictures.



Useful Language

- I know you shouldn't judge a book by its cover, but I imagine that ...
- He looks quite normal and down to earth, but ...
- She definitely looks weird / strange / different and ...
- I'm pretty sure that I would ...
- Strangely enough, I would choose to ...

3b Now answer the questions.

- 1 If you were to meet these people, what assumptions would you make about them based on their appearance?
- 2 Which of these two people do you think you would most likely become friends with? Why?

4 Now answer the question.

Student A

Are friends beneficial to us?

- social activities
- encouragement
- support

Student B

Is it better to have a lot of friends or just a few?

Useful Language

- As far as I'm concerned, ...
- Most people don't like to do things alone, so ...
- We all need support or encouragement at some point and ...
- It's nice to have someone to ...
- It's good to know that you have someone you can rely on to ...
- can't be close to everyone
- have a wide support system
- have a good social life

5 The following six pictures show the different kinds of relationships that people form throughout their lives. Look at the pictures and then answer the questions.



parents-children



grandparents-grandchildren



school friends



university friends



work colleagues



boyfriend-girlfriend

Useful Language

- Look at pictures D and E and discuss the differences between these two types of relationships.
- Now look at all the pictures. Discuss the different kind of relationship that each picture is trying to show.
- Can you think of any other photograph which shows a different kind of relationship that you would like to include?

- more likely to confide in
- involved in many aspects of each other's lives
- will always remain friends with
- not always get on with
- can't choose who you work with
- working / professional relationship
- can make some good friends through work
- often lose touch when changing jobs
- widen your circle of friends
- share the ups and downs of life

Listening

1a Match each question with its function.

a	asking for advice	b	concern	c	request	d	invitation	e	offer
f	asking for information	g	surprise	h	annoyance	i	suggestion	j	admiration

- | | |
|---|---|
| 1 You look tired. Are you OK? | 6 Any idea how much it will cost? |
| 2 Should we meet outside the cinema? | 7 Do you have to make such a mess? |
| 3 Can I carry that suitcase for you? | 8 His designs are amazing, aren't they? |
| 4 Didn't he even get a pay rise? | 9 Can you help me put the shopping away? |
| 5 If you were in my shoes, what would you do? | 10 Would you like to have dinner with me? |

1b Now match each of the following responses with a question (1-10) from exercise 1a.

- | | |
|---|---|
| 1 I'd love to. | 6 How nice of you! Thanks for your help. |
| 2 Sorry. I'll clean it up when I'm finished. | 7 I'm fine. Don't worry. |
| 3 I'd tell him the truth. | 8 They sure are great. |
| 4 Around a couple of hundred. | 9 No! I was shocked too! |
| 5 Sure, if you show me where it all goes. | 10 That would be the best place. |

2 You will hear some questions. From the three answer choices given, choose the most appropriate response.

- | | |
|--|---|
| <p>1 a Sounds good to me. I'm full.
b I'd love to.
c What did you have?</p> <p>2 a I'm sure she said it.
b I did! It was nice!
c I know! What a shock!</p> <p>3 a Just a few more minutes.
b We should have left earlier.
c It's such a long way.</p> <p>4 a I would if I were you.
b What did she say?
c When did you tell her?</p> <p>5 a You didn't have to.
b There isn't enough.
c I'd like some chocolate.</p> | <p>6 a I need a haircut.
b I think I'm coming down with something.
c No, I think it's on the left.</p> <p>7 a I did it yesterday.
b Yes, it's a nice room.
c Sorry, but I really need to speak to you.</p> <p>8 a I'd love to!
b Are you busy?
c When is it?</p> <p>9 a I'd rather go for a walk.
b Yes, I enjoyed it too.
c I'd be happy to.</p> <p>10 a Do you write books?
b It really was a great book.
c I haven't written it yet.</p> |
|--|---|



3 Paraphrasing is often used in listening tasks. You will hear a short monologue. Listen carefully and replace the word(s) in bold in each sentence with a word from the monologue.

- 1 Making friends isn't always as **straightforward** as you think it might be.
- 2 Friends are people that you can **rely** on to help you.
- 3 Sometimes, you can be **let down** by your friends.
- 4 Every now and then, friends **get the wrong end of the stick** and get angry.
- 5 Friends often **fall out** when they disagree about something.
- 6 If your friend is **giving** you **the cold shoulder**, you may have upset them.
- 7 When your friend is **down in the dumps** you should try to cheer them up.
- 8 A good friend is always there for you when you need **a shoulder to cry on**.

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4 You will hear three short conversations. Each conversation is followed by a question. For each question, choose the correct answer A, B or C.

Conversation One

What is Vicky's problem?

- A Sam doesn't give her any sympathy.
- B She is sure she won't make any friends.
- C Making friends is not as straightforward as she thought it would be.

Conversation Two

From what is said, you understand that

- A Micky is going to a concert with Kim.
- B Micky often disappoints Kim.
- C Kim will go to the concert by herself.

Conversation Three

What has happened?

- A Alex has been ignoring Lesley.
- B Lesley seems to have misunderstood what Alex was trying to do.
- C Lesley has fallen out with Alex.

5 Now, you will hear a longer conversation between two people who are discussing friendship. Listen to the conversation and answer the three questions by choosing A, B or C.

1 Why is Greg upset?

- A He has doubts about his best friend.
- B He thinks he's not Kelly's best friend.
- C He wants to have more than one best friend.

2 Kelly gets annoyed with Greg because

- A he often misunderstands her.
- B he always hesitates.
- C he doesn't like Julie.

3 What is TRUE according to what you hear?

- A Kelly is often tired after a party.
- B Kelly often needs sympathy from Greg.
- C Greg likes to spend time alone.

Discuss this quotation:

You are not one person, but three: the one you think you are; the one others think you are; the one you really are.

Sathya Sai Baba

English in Use Focus: Phrasal Verbs

a Look at these phrasal verbs and their meanings.

- **hang out with** = spend time with
- **get on with** = have a good / friendly relationship with somebody
- **fall out** = not be speaking to somebody after having an argument / disagreement with them
- **make up** = become friends again / reconcile or end a dispute with somebody
- **count on** = rely on
- **let down** = disappoint
- **stand by** = be there for someone / support them
- **stand up for** = defend / support somebody
- **get together** = meet with somebody in order to do something with them
- **hit it off** = have a good / friendly relationship with somebody from the first time you meet them

b You will hear 5 questions each of which contains one of the above phrasal verbs. Match each question with the correct response (a-e).

- | | | | |
|------------|-------|---|---|
| Question 1 | | a | Yes, they would always be there to support me. |
| Question 2 | | b | Yes, we argue now and again. |
| Question 3 | | c | Yes, I like to see them whenever I can. |
| Question 4 | | d | Yes, I know I can always rely on them. |
| Question 5 | | e | Yes, my best friend – we have a really good relationship. |

c You will hear a further 5 questions. Match each question with the correct response (a-e). Each response contains one of the above phrasal verbs.

- | | | | |
|------------|-------|---|---|
| Question 1 | | a | I would always stand up for them, no matter what. |
| Question 2 | | b | When we first met, we hit it off straightaway. |
| Question 3 | | c | Yes, I would never let them down. |
| Question 4 | | d | We usually make up the next day. |
| Question 5 | | e | We usually try and get together every weekend. |

Language Awareness 2

1 Are these sentences correct?

- a *Athens is two hours ahead of London. London is two hours behind Athens.*
- b *One aircraft bombed the city. Two aircraft bombed the city. Two aircrafts bombed the city.*
- c *All she did was $\left\{ \begin{array}{l} \text{to ask} \\ \text{ask} \end{array} \right\}$ a question.*
- d *I'll be here for $\left\{ \begin{array}{l} \text{other} \\ \text{another} \end{array} \right\}$ two days.*
- e *I'll arrange for someone to pick you up from the airport.*
- f *The election results are as follows. The election result is as follow.*

2 Look at these ways of generalising about something.

*on the whole • in general
by and large • in most cases*

PRONUNCIATION

1a Look and say.

1 *Arabia* 2 *accompany* 3 *Columbia*

1b Now listen and repeat.

2a Where is the stress in these words? Look and say.

1 *admirable* 2 *Arabic*
3 *accuracy* 4 *guitarist*

2b Now listen and repeat.

1a Look at this exam task.

A popular English-language magazine has invited readers to send in letters sharing their experience of a significant decision they made recently. You decide to send in a letter in which you describe the situation and explain why you made such an important decision and assess what the consequences of that decision have been.

1b Now read the letter that Greg wrote to the magazine.

Dear Sir or Madam,

I am writing this letter in response to your invitation to share the experience of a major decision I made recently. It is a huge decision for me, and it has had quite an impact upon my life.

Firstly, let me explain what my decision was and why it was so important. In my final year at school, I applied for a place at the local university. To my dismay, I discovered that they did not offer a course in law, which is what I had set my heart on studying from a very young age. Moving to another part of the country would involve meeting new people – something which I have always found extremely difficult due to my being a complete introvert. However, if I wanted to follow my dream I would have to take the plunge. So I decided to apply to other universities.

The consequences of my decision have been far more beneficial than I ever could have anticipated. My first year away from home took a lot of adjusting to, but I lived on campus and met a few people who shared my fondness for solitude. It was during my second year, though, that things took an unexpected turn. My friends and I moved into a flat together and a mutual acquaintance introduced us to Kelly, who came to live with us. It turned out that Kelly was a total extrovert and my quiet life was suddenly turned on its head. However, as time passed, Kelly and I grew particularly close and we seemed to strike a perfect balance – she encouraged me to be a little more outgoing and I was able to exert a calming influence on her.

My friendship with Kelly has opened up a whole new world of possibilities for me. If not for my decision, I would never have had the opportunity to form such a deep and meaningful relationship.

Yours faithfully,
Greg Rowlands

2 Choose the correct answer (a, b or c) according to the letter.

- In the first paragraph, what does Greg say about his decision?
 - He made it so that he could share it with the magazine.
 - His life has been affected by it.
 - It is the only important decision he has ever made.
- What had Greg always wanted to do?
 - study law
 - meet new people
 - move to another part of the country
- What did Greg have to do in order to realise his dream?
 - apply to the local university
 - make new friends
 - move away
- What can be said about the friends Greg made in his first year?
 - They had no problem with Greg's decision.
 - They were beneficial to him.
 - They liked to spend time alone.
- What happened during Greg's second year at university?
 - His life became less quiet.
 - He met a mutual acquaintance.
 - He continued to live on campus.
- In the final paragraph, what does Greg say about his decision?
 - Kelly thought it was possible.
 - It changed his life.
 - He wished he hadn't made it.

3 Choose the correct answer.

- The writer has used
 a formal language b contracted forms
- The writer has used some linking words.
 a Yes b No
- The first sentence of paragraph 2 and paragraph 3 give
 a an opinion about the topic b the main idea of the paragraph
- The writer covers parts of the task.
 a one of the b both
- The writer gives a reason for writing in
 a paragraph 1 b paragraph 2
- The writer the person he is writing to.
 a knows b doesn't know

4 Find a word in the letter that means:

- most important** (para. 1)
- effect** (para. 1)
- disappointment** (para. 2)
- expected** (para. 3)
- liking** (para. 3)
- develop** (para. 4)

5 In any piece of writing, it is important that spelling, punctuation and grammar are correct. Unfortunately, Greg has made some mistakes in his letter. Find the mistakes and correct them.

	Greg's Mistake	▶▶▶	Correction
1 Paragraph 1 (grammar)	▶
2 Paragraph 2 (punctuation)	▶
3 Paragraph 3 (spelling)	▶

Writing Preparation

1 When writing at an advanced level, you need to use more advanced vocabulary. Look at the following sentences and use two words from the box to replace the word in colour.

a considerate • significant • reassuring • comforting • major • warm-hearted

- This was the first time that I had had to make such a **big** decision.
- Having him around all the time was very **nice**.
- He was a very **nice** person.

b incredibly • consequently • continually • frequently • subsequently • extremely

- So** I decided to move in with them.
- He was a **very** nice person.
- I thought we would **always** be arguing about things.

2 Fill in the correct verb to complete the topic sentence. discover • explain • furnish • know

- First of all, I will the importance of my decision and what it concerned.
- To begin with, let me you with the details of my decision and explain its importance.
- Little did I that my decision would end up having such an impact on my life.
- I would soon that my decision would have quite an impact on my life.

3a Match each adjective with the correct synonym and antonym.

		SYNONYM	ANTONYM
1	important complete distant
2	quiet reserved partial
3	total	1 major talkative
4	friendly close	1 trivial

3c Use the collocations to complete the sentences.

- During our time at university, we formed a very
- Greg isn't very talkative – in fact, he's quite a
- Recently, I had to make a about my future.
- Greg is quite shy, and I am very outgoing – we are



3b Now use the synonyms to form collocations.

- relationship
- decision
- opposites
- person



Common Errors

Choose the correct word(s) to complete the sentence.

- I am writing **with / in** response to your magazine article.
- I had no problem living with two complete **strangers / foreigners**.
- First of all, / At first**, let me tell you what my decision concerned.
- We were the complete opposite of **each other / one the other**.
- I am writing with reference **to / for** your recent magazine article.
- He had a hectic **social / sociable** life.

Writing Task

Imagine that you are Greg's flatmate Kelly. You have decided to write a letter to the magazine about your decision to move in with Greg and his friends. Use the information in Greg's letter and the reading text in Lesson 1 to help you. Write 250-300 words.

A popular English-language magazine has invited readers to send in letters sharing their experience of a significant decision they made recently. You decide to send in a letter in which you describe the situation, explain why you made such an important decision and assess what the consequences of that decision have been.

Plan for a Formal Letter

Starting your Letter (paragraph 1)

- Start your letter with:
Dear Sir or Madam (if you don't know the name of the person you are writing to)
OR: Dear Mr / Mrs ... (if you know their name)
- State your reason for writing.

Main Body (paragraph 2)

- Cover the first point in the writing task (with supporting details).
- Start your paragraph with a topic sentence.

Main Body (paragraph 3)

- Cover the second point in the writing task (with supporting details).
- Start your paragraph with a topic sentence.

Ending your Letter (paragraph 4)

- Conclude your letter (write 1-2 sentences).
- Sign off with:
Yours faithfully, (after Dear Sir / Madam)
Yours sincerely, (after Dear Mr / Mrs)

English in Use Focus: Common Errors

a Choose the correct word each time.

So, you've decided to go to (1) - / **the** university abroad – it's a great way to experience a different culture, expand your options for the future and, most of all, it's an adventure. Here are some tips to help you navigate your way through the application procedure required by most universities.

- First of all, you need to complete and then submit your application to the university. This can usually be done online and will require you to fill in personal details along with predicted exam results. A word of warning – make sure you don't (2) **miss / lose** the deadline for applications.
- You will need to write a 'Personal Statement' to accompany your application. A personal statement is like a short essay about why you want to do the course. It will be read by (3) **professors / teachers** at the university, who will decide whether to offer you a place or not.
- Once you have submitted your application, you will have to wait to hear from the university. They will do one of three things:
 - make you an unconditional offer, which means you have a place on the course.
 - make you a conditional offer, meaning you have to satisfy certain conditions before they will confirm your place.
 - (4) **refuse / decline** your application.
- If you receive an unconditional offer, you can (5) **make / do** all the necessary arrangements to head off to university in September. If there are conditions attached to your offer, you will need to make sure you fulfil these requirements before the date they give you. (6) **Most / More** often than not, one of these requirements will be to (7) **write / take** an English language exam to prove your level of English.

b Now listen and check your answers.

c Now fill in the correct verb to complete the points. Then put the points in the correct order to complete the checklist.

✓ application
✓ from university
✓ in personal details
✓ off to university
✓ a personal statement
✓ an exam

Checklist	
1
2
3
4
5
6

- What do you think about the process of applying for a place at university?

Language Awareness 3

1a Is it wrong to replace **in front of** with **before**?

They performed **in front of** an enthusiastic audience.

1b Can we replace **for** with **on** in the following sentence?

Best wishes **for** your birthday.

2 Note the following alternative structures.

- 1 from beginning to end
- 2 from the beginning to the end

3 Is there anything wrong with this sentence?

I looked under the bed and what should I find but my car keys.

4 What does the phrase **I beg your pardon** mean in these sentences?

- a I beg your pardon? Did you say Tim or Jim?
- b I beg your pardon? How dare you speak to me that way?
- c Did I step on your foot? Oh, I beg your pardon.

5 Are these structures correct?

- a Could you $\left\{ \begin{array}{l} \text{give} \\ \text{make} \end{array} \right\}$ me a discount on this product?
- b Did they sell it to you $\left\{ \begin{array}{l} \text{with} \\ \text{at} \end{array} \right\}$ a discount?

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