

## UNIT 1: FIRST MEETING

### I. VOCABULARY:

Jobs			
1	colleague	/'kɒli:g/	
2	employer	/ɪm'plɔɪə(r)/	
3	employee	/ɪm'plɔɪi:/	
4	manager	/'mænɪdʒə(r)/	
5	salesperson	/'seɪlzpɜ:sn/	
Verb groups			
1	have a party	/hav ə 'pɑ:ti/	
2	have a holiday	/hav ə 'hɒlədeɪ/	
3	have a meeting	/hav ə 'mi:tɪŋ/	
4	have a good salary	/hav ə gʊd 'sæləri/	
5	give advice	/gɪv əd'vaɪs/	
6	make a mistake	/meɪk ə mɪ'steɪk/	
7	make an arrangement	/meɪk ən ə'reɪndʒmənt/	
8	make a business trip	/meɪk ə 'bɪznəs trɪp/	
9	make a decision	/meɪk ə dɪ'sɪʒn/	
10	make a phone call	/meɪk ə fəʊn kɔ:l/	

**Exercise: Match the words that go together.**

a decision	a meeting	a holiday	dancing	skiing
an English lesson	a party	an arrangement	a mistake	
a phone call	a business trip	fishing	cycling	

Make	Have	Go


## II. GRAMMAR

**Exercise: There is a grammatical mistake in each sentence. Find and correct it.**

1. Alan come (A) from England (B) and he is (C) 40 years (D) old.
2. Where (A) does (B) your classmates come (C) from? They are from France (D).
3. 'Do you to relax (A) in the week?' 'No, we don't (B)! We work (C) ten hours (D) a day!
4. 'Do they visit their (A) family at Christmas?' 'Yes, they do (B). They always going (C) for a week's holiday with them (D).
5. Where (A) do (B) your parents (C) work? They working (D) in the factory.
6. Ceri is (A) always very busy. She haves (B) no (C) time for her (D) children.
7. My father work (A) 4 days (B) a week (C) at his (D) university.
8. They are (A) good students (B). They does (C) their (D) homework every day.
9. My mother teach (A) English at (B) a local school. She has (C) lessons on (D) Wednesday mornings.
10. 'What time do (A) the banks (B) open (C) in Britain?'- 'I doesn't (D) know.
11. He don't want (A) to work (B) for that company because it is (C) far from his house (D).
12. He needs (A) an (B) visa to visit (C) foreign (D) countries.
13. Jane is (A) a teacher (B) and she live (C) with her parents (D).
14. My husband isn't (A) work on Mondays (B) because (C) he works (D) all weekends.
15. I work (A) 8 hours a day (B), so I always goes (C) to bed early (D) in the evening.

## III. READING

**Exercise: Read the Visitor profile and answer the questions.**

	<p><b>Visitor Profile</b></p> <p><b>Monique Bresson</b></p> <p>One of the special guests of the Vinexpo organizers this year is Monique Bresson. She is here as an interpreter and translator for our Italian colleagues and you can meet her on Stand 106. Ms. Bresson runs a translation agency with offices in London, Paris and Rome. She lives in London but commutes regularly to Paris. She knows a lot about the wine business because her parents have a vineyard near Dijon. Her father comes from Hungary and she speaks Hungarian and four other European languages. She enjoys skiing, horse-riding, and sailing at the weekends.</p>
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1. What does Monique do?

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2. Where does she work?

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3. Where are her offices?

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4. Where does she live?

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5. What languages does she speak?

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6. What does she like doing at the weekends?

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#### **IV. SPEAKING**

##### **Activity: Getting personal information**

*Work in pairs. Practice asking and responding to some common questions about personal information. (greetings, name, age, old, university, leisure activities...).*

#### **V. WRITING**

**Write a short paragraph (80-100 words) about yourself.**

*You should mention the following points:*

1. What your name is
2. How old you are
3. Where you are from
4. Where you study
5. What your hobbies are