

A Read the text. Answer the questions.

Your job is important, but to have a healthy life, you should spend time away from work. First, leave your laptop at the office. If you have to do something important, go to work early the next day. Also, when you get home, don't send work emails and texts. Take a break. Second, when you're not working, you should spend time with your family and friends. You should talk to them and listen to them. Try not to think about work. Finally, find time to exercise. When you exercise, you feel happy. With exercise, you can forget all your work problems and relax. Follow this advice and always remember there's a life outside your job.

1. Write three examples of sequencing language from the paragraph: _____, _____, _____.
2. Write an example of adding language from the paragraph: _____
3. What is the topic of the paragraph? _____
4. In what sentence do you find the topic of the paragraph? _____

B Complete the table with the correct topics and ideas from the box.

activities to help you relax
how to eat a healthy diet

don't eat in restaurants often
how to sleep well

don't use a screen before bed
walk or read outside in a park or garden

Topic	Idea 1 about the topic	Idea 2 about the topic
	go to bed at the same time every night	
		don't check your phone for twenty minutes or one hour
		drink two to three liters of water every day