

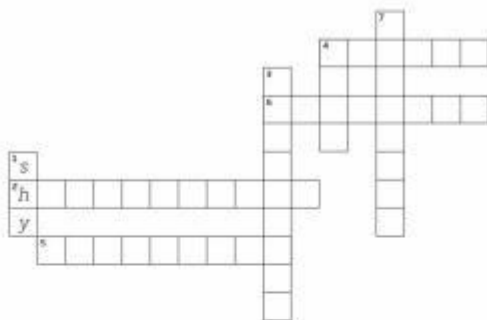
Vocabulary

Personal characteristics

1 Complete the missing words.

- Beth is so *r_eliab_l_e*. When she says she'll do something, she'll do it!
- My sister is so kind and c____g. She always helps other people.
- I'm going to ask Laura for advice. She always tells the truth. She's really h____t.
- As a teacher, you need to be p____t. Some people learn more slowly than others and can be quite s____e when you correct them.
- I'm seeing Paul tomorrow and I hope he's finished his part of the project. He can be so l____y sometimes!
- I get really nervous when I have to speak in front of people. I'm so s____y. I wish I was more c____tl.
- You have to be a____s and h____d-w____g to do well at work. You should set clear goals and think about how you're going to reach them.
- Running your own company means that you need to be o____d. There's a lot to do and not a lot of time to do it.
- One of the hardest things about being a writer is being c____e. It isn't always easy to think of new ideas.

2 Use the clues to complete the crossword.



Across

- If you do a lot of work, you are a ____ person. (11)
- If you like helping people, you are a ____ person. (6)
- If you want to do well at work, you are ____ (9)
- If people trust you, you are a ____ person. (8)

Down

- If you get nervous when meeting new people, you are ____ (3)
- If you plan what to do every day, you are an ____ person. (9)
- If you are relaxed and don't worry about things, you are a ____ person. (4)
- If you love performing, painting or drawing, you are ____ (8)

Grammar

be going to and present continuous

3 Complete the conversation with one word in each gap.

- A: We ¹ _____ leaving to meet Sarah and Mike for lunch in about ten minutes. Why don't you come along?
- B: I can't. I ² _____ meeting my manager at one.
- A: Really! That sounds serious! What about?
- B: Well, we're ³ _____ to talk about my future in the company.
- A: Oh! What ⁴ _____ you going to say?
- B: I'm going ⁵ _____ ask about training to become a project manager. I'm quite nervous about it, actually!
- A: Don't be! Everybody knows that you do an amazing job.
- B: Hm, I hope you're right! Hey, some friends ⁶ _____ coming for dinner on Saturday. Do you want to come?
- A: Sure, sounds good. Good luck with the meeting!

4a Put the words in the correct order to make questions.

- What / to do after university / is she / going / ?
What is she going to do after university? _____
- are we / seeing / this week / When / Tim / ?

- going / you leave school / What / to do / when / are you / ?

- What / course / on Tuesday / are you / starting / ?

- are they / staying / next weekend / How long / ?

- is David / going / in the future / to do / What / ?

b Match questions 1–6 in Exercise 4a with responses a–f.

- From Saturday afternoon until Sunday evening. 5
- He doesn't know. He's thinking about it. _____
- French, but it's actually not starting until Wednesday. _____
- I'm going to study for a degree in engineering. _____
- We're meeting him on Friday night. _____
- She's going to travel abroad for a year. _____

