A. Teenagers should avoid extracurricular activities.
B. Unexpected events never disrupt teenagers' schedules.
C. Handling pressure is a valuable skill learned by teenagers.
D. Social interactions hinder personal development.

Exercise 19: Read the text carefully, then do the tasks.

HOW TO MANAGE YOUR TIME

Balance is key for Mary, a busy teenager. She uses an app to stay organized with her assignments and deadlines; the app helps her receive reminders to ensure she doesn't forget anything. Mary also makes a daily to-do list to help her stay focused and motivated. She's mindful of not spending too much time on online social media, limiting her usage to an hour each day to avoid wasting her time. On weekends, Mary enjoys relaxing and socializing with friends, going to the cinema, shopping, or just hanging out. She also does some volunteer work at a local charity, which provides valuable academic experience and looks great on her CV.

James, an adult working a nine-to-five job, is also aware of the importance of time management. He starts his day by making a to-do list, prioritizing the most urgent or difficult tasks first when he has the most energy. To avoid distractions, James turns off email and social media notifications on his phone and closes his office door, allowing him to concentrate. On the day when he must work overtime, he quickly rearranges his tasks and makes sure everything gets completed on time. When at home, James spends his quality time with his family, playing games or going to the park with his two young children. James and his wife share the housework, taking turns cooking and cleaning, ensuring a great work-life balance. In his free time, James keeps fit by playing football with friends and going to the gym, which helps him relax and clear his mind.

A. Decide whether the following statements are True (T) or False (F).

No.	Statements	T or F
1.	Mary has a friend to remind her of the assignments and deadlines.	
2.	Mary often spends excessive time on online social media.	
3.	Mary spends all her free time volunteering at a local charity.	
4.	On the day James works overtime, he can't finish all the tasks on time.	
5.	James and his wife divide their housework.	
6.	Going to the gym helps James keep fit and relax.	

B. Decide who does the following things to manage their time.

No.	Who…?	Mary	James	Both
1.	volunteers to gain more experience			
2.	creates a to-do list to plan their day			
3.	manages time by using an organizing app			
4.	relaxes by playing sports			
5.	thinks that social media can be distracting and waste their time			
6.	shares household chores with a partner			

Exercise 20: Four phrases/sentences have been removed from the text below. Choose the correct answer to complete the text. Write only the letter A-D in each blank.

❶ Healthy eating is not about strict limitations, staying unrealistically thin, or depriving yourself of the foods you love. (1)____, having more energy, and improving your health, and boosting your mood.

Healthy eating doesn't have to be overly complicated. If you feel overwhelmed by all the conflicting nutrition and diet advice out there, you're not alone. It seems that for every expert who tells you a certain food is good for you, (2)__. The truth is that while some specific foods or nutrients have been shown to have a beneficial effect on mood, it's your overall dietary pattern that is most important. (3)__. This can make a huge difference in how you think, look, and feel.

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By using these simple tips, (4)__, varied, and nutritious diet that is as good for your mind as it is for your body.

A. you'll find another saying exactly the opposite

B. you can cut through the confusion and learn how to create-and stick to-a tasty

C. Rather, it's about eating well-balanced meals that leave you feeling great

D. Eating well involves eating more foods that are closer to the way nature made them

❷ (1)__. Firstly, it is important to set clear and realistic goals and prioritise tasks accordingly. This means that you must identify what is the most important and urgent and allocate time and resources accordingly. Next, creating a schedule or to-do list can be helpful in staying on track and ensuring that all tasks are completed within the time allotted. Thirdly, (2)___ and time-wasting activities such as checking social media. Instead, you should focus on the task at hand and work I efficiently to complete it. Additionally, taking regular breaks and scheduling time for self-care activities can help increase productivity and prevent burnout. Finally, (3)__ that you are making progress towards your goals and accommodating yourself to any working conditions in your life. (4)__, be more productive, and achieve success in all aspects of your life.

A. it is important to learn to say no to distractions

B. By following these tips, you can make the most of your time

C. We can manage our time effectively by following some of these strategies

D. it is essential to regularly review and adjust your schedule to ensure

E. WRITING

Exercise 21: Rearrange the words and phrases to make complete sentences.

1. shouldn't/ visit/ the/ If/ park,/ a/ national/ you/ feed/ you/ wildlife./

□ _____

2. medical/ you/ you' re/ advice./ consider/ should/ unwell,/ seeking/ If/ feeling/

□ _____

3. went to/ John/ the library/ because/ to research/ his science project/ he/ wanted/.

□ _____

4. I/ By the time/ I/ had already/ started/ made/ high school,/ many new friends/.

□ _____

5. have/ due/ it/ trouble/ might/ or/ to/ If/ you/ be/ allergies/ breathing,/ asthma./

□ _____

6. If/ you/ license./ car,/ you/ have/ drive/ must/ a/ a/ to/ driver's/ want/

□ _____

7. you/ have/ shouldn't/ money,/ If/ it/ you/ don' t/ spend/ much/ on/ unnecessary/ things./

□ _____

8. more/ you/ practise/ posture,/ confident./ good/ appear/ If/ you/ can/

□ _____

9. smile./ If/ teeth/ your/ have/ regularly,/ you/ may/ you/ a/ brush/ brighter/

□ _____

10. all night/ studied/ nervous about/ Feeling/ the upcoming exam,/ Emily/.

□ _____

11. teenagers/ can/ for/ many career opportunities/ open up/ Learning to code/.

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□ _____

12. If/ must/ have/ a/ question,/ you/ and/ raise/ hand/ ask/ you/ your/ the/ teacher./

□ _____

13. dream of/ Many teenagers/ traveling the world/ when/ finish school/ they/.

□ _____

14. on their phones/ stay up late/ because/ sleep/ often struggle with/ Teenagers/ they/.

□ _____

Exercise 22: Write the correct sentences using the suggested words. Use first conditional sentences with modal verbs. Number 0 is an example.

0. Lan/ make/ delicious/ dish/ she/ follow/ recipe. **(can)**

□ Lan can make a delicious dish if she follows the recipe.

1. you/ finish/ test/ you/ hand/ it/ and/ leave/ home/ immediately. **(can)**

□ _____

2. Linda/ win/ contest/ she/ have/ enough money/ go travelling/ Europe. **(might)**

□ _____

3. you/ want/ take/ part/ contest/ you/ fill/ this form. **(must)**

□ _____

4. they/ want/ win/ competition/ they/ give/ best/ performance. **(must)**

□ _____

5. it/ rain/ tomorrow/ we/ have/ delay/ meeting. **(may)**

□ _____

6. your classmate/ want/ sleep/ early/ he/ make/ schedule. **(should)**

□ _____

7. your brother/ get/ tired/ tomorrow/ he/ stay up late/ tonight. **(might)**

□ _____

8. you/ attend/ formal/ event/ you/ dress/ appropriate/ and/ behave/ polite. **(should)**

□ _____

Exercise 23: Complete the second sentence in each pair so that it has a similar meaning to the first sentence, using "if".

1. Teachers have to work very hard.

□ _____

2. Read more books and you can broaden your knowledge.

□ _____

3. Tuan might fail his English placement test. But he can take it again.

□ _____

4. Pay attention to the teacher or you can't understand the lessons.

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