

VOCABULARY

Suffixes: -er, -or, -ist, -ian

1 Complete the words with the correct suffix.

- 1 film direct _____
- 2 guitar _____
- 3 music _____
- 4 blog _____
- 5 reception _____
- 6 run _____
- 7 support _____
- 8 act _____
- 9 bake _____
- 10 goalkeep _____
- 11 novel _____
- 12 comedy _____

2 What do you call someone who

- 1 manages a school? _____
- 2 writes music? _____
- 3 visits a place? _____
- 4 doesn't eat meat _____
- 5 cleans? _____
- 6 creates art for a job? _____
- 7 fixes electrical equipment _____

3 Write the letters in the correct order to make jobs words.

- 1 akenbr _____
- 2 verdir _____
- 3 botofaerll _____
- 4 toruah _____
- 5 petiortmoc _____
- 6 tendsti _____
- 7 napints _____
- 8 tecsietnis _____

LISTENING

1 Match the words to the meanings.

- 1 deadline _____
- 2 schedule _____
- 3 manage _____
- a organise or control something
- b a list of dates and times that shows when things will happen
- c a time by which something must be done



2 Listen to the conversations. Answer the questions.

- 1 What are Sebastian and Nicola's problems?
- 2 Who are they asking for advice?
- 3 Do you agree with the advice?



3 Listen again. Are the sentences true (T) or false (F)?

Conversation 1

- 1 Sebastian has to finish some work by a specific time. _____
- 2 Sarah suggests that Sebastian talks to his boss. _____
- 3 Sebastian doesn't have a good relationship with his boss. _____
- 4 Sarah thinks Sebastian's boss won't understand his situation. _____

Conversation 2

- 5 Nicola is not very good at planning her working day. _____
- 6 Nicola writes reminders on bits of paper to try to improve things. _____
- 7 Amy thinks Nicola is successful in managing her time. _____
- 8 Amy says she can help Nicola a few days a week. _____



4 Listen again. How did the people say the following?

- 1 I have a lot of work that I haven't completed yet. _____
- 2 give you more time to complete the work _____
- 3 happy to give you support _____
- 4 I'm not getting any better. _____
- 5 pay attention to something at the latest time possible _____
- 6 My week is filled with a lot of work. _____

