

TASK 1:

Read the following text about social jet lag. For statements 1-12 on the next page, decide whether they are True or False. The first question (0) is an example.

SOCIAL JET LAG COULD BE THE REASON WHY YOU'RE SO TIRED ALL THE TIME

Not understanding your body's needs could be leading to extreme fatigue.

What is social jet lag?

Not to be confused with overseas travel (gutted), social jet lag is a relatively new term, but around 87% of people in industrialised countries such as the UK suffer from it. The effects mirror that of real jet lag, and can impact on everything from daily tasks to long-term health.

Basically, social jet lag occurs as a direct result of not getting enough sunlight, and your body being totally confused about when you should be asleep. It's the discrepancy between your natural biological cycle and what you have been conditioned to believe is the social norm. It's the difference between dragging yourself out of bed in the week, and your blissful, undisturbed weekend slumber. But it's not necessarily your Sunday lie-in; that's the issue.

Chronobiologist Till Roenneberg says that we've become so used to blaming ourselves for our social jet lag, when really it's the work schedule and lack of time spent outdoors that's tipping us over the edge. He told *Cosmopolitan UK*: "Every time we need an alarm clock it just means we were forced to wake too early. So five days a week most of us are forced to live in a time zone that is not corresponding to our biological time zone. It's as if somebody in London has to work in St. Petersburg, but never leaves London."

Getting over social jet lag

Employees are beginning to wise up. Alexa Cobbold, a Senior PR from York made the decision to speak to her boss about changing her schedule after seeing her work-life balance suffer from early mornings.

"It took me about a year and a half of awkwardly shuffling into the office 15 minutes late and hoping no one had noticed, plus a change in manager, to say something."

A half-hour shift in schedule has made all the difference.

"It's the best thing I think they could have done - I'm more positive about life, I see my friends and boyfriend without clock-watching and I can fit in long runs, dinner and a little extra time for me-time too," she explained. "I'm lucky to have a flexible and "for the people" management team who allowed it to happen."

How to help yourself

It is important to inform the system, to inform society and to inform employers that they're more productive if they change work times. It's your bad conscience that makes you say, 'It's the lazy me on weekends,' instead of acknowledging that the early work schedules is the culprit.

It's probably worth noting at this point that all employees in the UK (apart from Northern Ireland, where rules are different), have the legal right to request flexible working; for example, a change in start and finish times. But, if an extra hour in bed just isn't doable for you right now, there are some steps you can take to minimise the effects of social jet lag.

Hope Bastine, sleep psychologist for high-tech mattress maker Simba, says we need to identify our individual sleep needs first. She says that "sleep debt" - the fatigue we pile up as we lose hours during the week, needs to be treated as carefully as real debt.

"If you're trying to catch up on your sleep debt, go to bed just one hour earlier, and sleep in one hour later. It's spreading out the repayment of your sleep debt, like you would your credit card, or your mortgage. "In that way, you're not changing your brain too much in terms of your habits, but you are still trying to catch up on sleep."

So the good news is, fixing your social jet lag is totally doable. Figuring out what suits your personal schedule, and how you can make small changes to stick to it where possible, could make all the difference to your lifestyle. It might even give you more time to enjoy weekends.

STATEMENTS		TRUE	FALSE
0.	You can be exhausted if you don't give your body what it requires.		
1.	The term social jet lag has its origin in the Industrial Revolution times.		

2.	The effects of social jet lag and jet lag after travelling are similar.		
3.	Social jet lag's side effects might persist in time.		
4.	Apparently, our working hours perfectly match our biological needs.		
5.	The problem is that we sleep too much at the weekend.		
6.	Till Roenneberg assures that we are responsible for suffering from social jet lag.		
7.	Some workers have asked for a new timetable.		
8.	It was easy for Alexa Cobbold to make a decision.		
9.	The solution is to start work much later.		
10.	Many people are unaware of labour productivity in connection with the work schedule.		
11.	Readers are advised not to feel guilty for sleeping in.		
12.	To compensate your "sleep debt" requires drastic changes in your habits.		

TASK 2:

Read the text below about reviewed best films. Decide which of the seven phrases on the next page (letters B-J) should go in gaps 1-7 in the text. There are two extra phrases that do not go into any of the gaps.

BEST FILMS**Dunkirk**

One of the most impressive, accomplished war films ever, comes from British-born director Christopher Nolan. Zeroing in on the attempts of our troops to 0 A. outwit the Germans and reach the beach to be ferried home by an army of small boats, it's tense, gut-wrenching – and viewed in IMAX, awe-inspiring.

Detroit

An extraordinary account of a 1967 1, centred on a violent stand-off in a motel between white police and three young black Americans, one of them suspected of being a sniper. Tense, compelling, sometimes uneasy viewing, with director Kathryn Bigelow (*The Hurt Locker*) at the top of her form. British actor John Boyega shines as a young security guard trying to cool tensions on both sides.

Their Finest

The year's best all-British production, a fascinating top-notch story about screenwriters in the London Blitz, churning out corny patriotic film scripts to cheer up wartime cinema audiences. Remarkably, it manages to 2. Subtly directed by Lone Scherfig, it features star turns by Gemma Arterton as its strong-willed heroine and Bill Nighy - in great form as a vain, elderly actor.

Wind River

For me, the year's most underrated film - a superior thriller set near an Indian reservation in Wyoming's snowy high country, 3 is found. Jeremy Renner plays a taciturn huntsman and tracker who helps the FBI solve the crime. It feels like a modern western, with good guys, bad guys, a violent climax - and a hero searching for truths hidden in snow.

Moonlight

This year's Oscar winner for best film, and a hugely distinctive one: a three-part story, tracking the progress of a sensitive young African-American boy from a tough neighbourhood, 4, then finally settles into a promisingly content and peaceful adult life. Directed with real assurance by Barry Jenkins, it's moving and distinctive, with memorable performances all round.

Blade Runner 2049

This updating of Ridley Scott's 1982 classic is the film year's most remarkable visual event; on a giant screen, the landscapes of the future feel overwhelming. Ryan Gosling comes to seem a blank presence when Harrison Ford, reprising his role as 5, makes his entrance and dominates the film right up to the end. Now that's star quality.

The Party

This darkly witty British state-of-the-nation comedy may be short at 71 minutes, but it certainly packs a punch. It almost feels like a one-act play, set in 6, newly appointed shadow minister of health. Her guests are a bitchy, hypocritical bunch, mouthing high-minded attitudes. Great cast, including Timothy Spall, Patricia Clarkson and Emily Mortimer.

Final Portrait

An oddly engaging little film that on the surface appears to be about nothing much. The great artist Alberto Giacometti (Geoffrey Rush), in his twilight years in Paris, asks an American friend (Arnie Hammer) to sit for a portrait. But he's 7. A delightful stake on the obsessive side of great artistic talent, skilfully directed by Stanley Tucci.

TASK 3:

Read the following text about tips to improve work habits and match paragraphs 1-7 with summarising sentences B-J on the next page. There are two sentences that do not match any paragraph.

Working Smarter, Not Harder

We usually work hard because we need to achieve our endeavours in life, but didn't you realise that we can work smarter, rather than working harder? In fact, there are so many benefits of working smart: better health, more money, balanced work/life, more energy, a better self-confidence, exceptional productivity, and contentment with work.

0. Disconnect at some point. A. Take your time to leave your mind blank.

At the end of the day, sometimes it's hard to take time and stop thinking about work and it's so easy to fall into a pattern of "always working" rather than working smart.

1. Take more breaks, you need it.

Letting stress build up can be unhealthy in several ways. Not taking enough work breaks can make our brains tired and distracted. Getting away from work and having a rest can be helpful in working smart. It can help you to refresh your mind and reset your attention span. Get up from your desk, walk around or stare at the window and make a cup of coffee, not social media or answering personal e-mails!

2. Take an Afternoon Nap

A short nap is the best way to improve your energy levels when they are low. According to National Sleep Foundation, a short nap is usually recommended for short-term alertness. This type of nap provides significant benefit for improved alertness and performance without leaving you feeling groggy or interfering with night time sleep. Sometimes we have to listen to our body and have a rest.

3. Work and Spend Time in Nature

According to some research, spending time in nature makes people feel more alive. Staying indoors can have serious effects on our health, both physical and mental. Spending time outside lets our minds fully relax and unwind, helping us to focus for longer when we return to work.

4. Plan Ahead

We all know the old saying "failing to prepare is preparing to fail". Planning ahead is the most important part of the formula we call time management. Whether it be physical travel, a personal goal or a business venture there has to be a breakdown of the various elements required to take us from where we are now to where we want to be.

5. Check your Email in the Morning

Contrary to popular belief, everyone says not to check their emails first thing in the morning, but the main concept of this is to reply to anything urgent and then sit down at a computer with no inbox open to distract you from whatever work you want to get on. Makes sense, right?

6. Take Time to Spend 15 Minutes Laughing

Search the internet and look for hilarious videos, or read a funny book, look at photographs of yourself in junior. Laughing can lift our mood. Smile. Be happy. Laugh. Fully.

7. Measure your results, not your time

When it comes to productivity we often focus on how long something takes to complete as opposed to what we actually accomplished in a day. You should take into account that placing importance on hours and physical presence over action and results leads to a culture of inefficiency, so you might need to reconsider your approach to work.