

2 In business

VOCABULARY

Money and business

➔ Student's Book p21

1 ☆☆☆ Choose the correct answers.

- Last year, our company made a ... of £25,000.
A charge B profit C wage
- My hairdresser only ... £8 for a haircut.
A charges B pays C expenses
- Beatriz cycles to work so she doesn't have any travel
A wages B expenses C savings
- I'm going to spend my ... on a new mountain bike.
A charges B expenses C savings
- You can have my cap in ... for your scarf.
A exchange B set up C account
- Mel is a successful ... who has made lots of money.
A profit B entrepreneur C wage

2 ☆☆☆ Complete the words in the dialogue.

- Fatima** Three months ago, my friend and I
¹ s e t u p a jewellery business.
- Adviser** How's the business going?
- Fatima** Not so good. We haven't made a
² p yet and there isn't any
money left in our bank ³ a
Can you help?
- Adviser** Sure. First of all, Let's have a look at your
⁴ e, things like the cost of
materials and your delivery costs.
- Fatima** They're about £500 per month.
- Adviser** And what's your monthly ⁵ i?
- Fatima** We make about £300 to £400 per month.
- Adviser** How much do you ⁶ c for each
piece of jewellery?
- Fatima** Here's the price list.
- Adviser** I think you've got to increase your prices by
about 20% so you can cover your expenses.
- Fatima** Thanks for the advice!

3 ☆☆☆ Complete the article with the words and phrases below.

bank account cash machines in exchange for
income savings set up wage

The kid banker

In Peru, some children are unable to go to school because they have to go to work at a young age to help their family earn an ¹
A boy didn't think this was fair, so he decided to
² a bank to help them. But unlike
most bankers, he wasn't an adult. In fact, when he
opened the Bartselana Student bank in 2012, he was
just 7 years old!

At the bank, young people aged 10–18 can
open a ³ and earn money
⁴ paper, card, plastic or glass they
collect for recycling. Every time they collect something,
an amount of money is credited to their account. Once
they have some ⁵ in the bank,
they can get their money from some regular banks'
⁶ using their own bank cards.

These days, the bank has over 2,000 customers. But
most importantly, it has helped many young people
to save money, go to school and be better prepared
for the future when they're working and earning a
⁷

4 ☆☆☆ Answer the questions. Write complete sentences.

- What are the advantages and disadvantages of keeping your money in a bank account?
.....
.....
.....
- What could someone do to increase their savings?
.....
.....
.....

Personal skills

➔ Student's Book p22

5 ☆☆☆ Match the personal skills with the descriptions.

- | | |
|----------------------------|--|
| 1 ____ time management | A thinking of new ideas |
| 2 ____ communication | B considering every part of something, however small |
| 3 ____ leadership | C reaching an agreement |
| 4 ____ negotiation | D being the person in control |
| 5 ____ creativity | E deciding how something will look or work |
| 6 ____ organization | F using your time effectively |
| 7 ____ design | G making arrangements for something to happen |
| 8 ____ attention to detail | H speaking and listening |

6 ☆☆☆ Look at the pictures. Complete the words.



- Marie's time m a n a g e m e n t skills have never been particularly good.
- All the products look beautiful thanks to Pablo's d ____ skills.
- Julia taught herself computer p ____.
- Ania showed her excellent l ____ skills when climbing in the mountains recently.

7 ☆☆☆ Complete the sentences about personal skills.

- People with excellent communication skills can speak well and explain their ideas to other people.
- Leadership is an important skill for someone who ____.
- A suitable job for someone with attention to detail would be ____.
- Someone who is good at critical thinking is able to ____.
- People with excellent organizational skills are ideally suited to ____.
- A suitable job for someone with great design skills would be ____.

EXTRA Personality adjectives

8 ☆☆☆ Complete the adjectives in the dialogue.

- Leah** Who do you think should be student president?
- Ryan** Well, Jay is so relaxed and doesn't get stressed.
- Isla** Yes, we need someone ¹ c a l m like that.
- Ryan** What about Asha? You can trust her always to do the work well, and I think we need someone ² p ____ like that. Then there's Paul.
- Leah** He's very ³ a _____. I think he wants to be president of the country one day!
- Isla** Yes, that's true. He's also really ⁴ c _____. He hates losing and will do anything to win.
- Ryan** How about Karim? He's held a lot of meetings explaining what he wants to do. He's certainly ⁵ k _____!
- Leah** I like Karim. He's always got time to help people. I think he's really ⁶ g _____.
- Isla** I know he's had problems, but he's never let them stop him from succeeding. He's very ⁷ d _____ in life.