

## 2 Choose the correct alternatives.

- 1 *Listen/Ask* carefully to other people. They can help you!
- 2 It's really important to *have/do* clear goals.
- 3 It's also important to *plan/take* your time well.
- 4 Remember that if you make a mistake, you can start *another/again*.
- 5 Remember to take *care/careful* of yourself – eat good food and get lots of sleep.
- 6 Take time *off/out* work. It's important not to work too hard.
- 7 Don't always do the same things. It's good to *have/try* new things, too!
- 8 It's useful to *ask/say* a lot of questions when you learn something new.

**3 Complete the sentences with the words in the box.**

all   always   every   hardly   often   once   rarely   week

- 1 I usually do exercise ..... a day.
- 2 I ..... arrive early to class. I don't like to be late.
- 3 She checks her email ..... the time!
- 4 I want to pass my exam, so I study ..... day after college.
- 5 I like going out, so I ..... stay at home on Friday evenings.
- 6 I don't ..... watch sport on TV – I think it's boring!
- 7 I visit my mum once a ....., usually on Saturdays.
- 8 My best friend lives in another town, so I ..... ever see her.