

Unit 19: Do it for my sake

Reading and Use of English

1 Complete the second sentence so it has a similar meaning to the first, using the word given. Do not change the word given. You must use between three and five words, including the word given.

1 I'd like you to write me a report briefly portraying each member of the team.

BRIEF

I'd like you to write me a report which contains
each member of the team.

2 I want your report to investigate how each member of the team differs from the others.

GO

Your report should
the members of the team.

3 Please could you examine the values and beliefs influencing their working relationships?

HAVE

Please could you examine the values and beliefs
their working relationships.

4 The report should consider how teams can function differently.

WAYS

I'd like your report
which teams can function.

5 I'd like you to conclude your report by explaining why the team is currently behaving as it is.

REASON

Please conclude your report by
the team's current behaviour.

6 What I'm trying to say is that we should all work harder.

POINT

The
is that we should all work harder.

Language of persuasion

1 Read the dialogues below. Who do you think is speaking in each case? In other words, is the conversation more formal or more informal?

1 A: Couldn't you be persuaded to give it a try?
B: Well, if you were to show me once again, I suppose I might consider attempting it myself.

a) formal b) informal

2 A: What would you recommend as our best course of action?

B: I would suggest that the most sensible approach might be to continue along the same lines as at present.

b) formal b) informal

3 A: Where's the station?

B: I'll drop you off there on my way to work if you like.

c) formal b) informal

4 A: Did you like the film?

B: No, it was awful!

d) formal b) informal

5 A: Would you mind telling me what I should do next?

B: Certainly, sir. If you just complete this form, then you should hand it in at the desk over there.

e) formal b) informal