Living At Work



1. Do you think that you work too much? Why do you think that?
2. Do you have enough energy to do something fun after work?
3. Do most companies in your country expect people to work more hours than they already do?
4. Do you think you "work to live" or "live to work"?

Focus on adverbs 1

Match the underlined adverbs to the definitions below.

1. After over ten years of training, she was happy to say that she was now a **highly** successful lawyer.
2. I think my dog would **happily** chase a ball around for hours and hours.
3. As soon as he thought he was being followed, he **quickly** walked into the nearest supermarket to protect himself.
4. Chris thought things were getting better but **unfortunately**, he lost his job in January and that made him more depressed.

a. without good luck or in a negative situation

b. very

c. fast

d. in a cheerful way

Listen for predictions

Read the introduction from the transcript in the listening section and think about which adverbs from the above would go in the gaps. Then listen and check your predictions.

happily highly quickly unfortunately

I started working at this company about a year ago, and I remember when I began, I was _____[1] motivated to do a good job. To be honest, the first couple of months were okay, I would _____[2] work away at my desk on different tasks, and everything seemed fine. However, as time went by, I _____[3] noticed that _____[4], I was struggling to meet deadlines.

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Listen for details

Now listen to the full recording and answer the questions below.

1. Why was the speaker seeing their children less?
2. What were they surprised about?
3. Where did they eat breakfast, lunch, and dinner?
4. Do they want to talk to their boss about how they feel?
5. What advice would you give to the person in this story?

Focus on adverbs 2

Part A: The story that you listened to had several other adverbs that are often used when telling personal stories. Adverbs are useful as they add more detail to a sentence and can often make the way you speak and write sound more interesting. Match the adverbs to their meaning below and then chat with your partner:

1.	selfishly	a.	in a way that is not quick
2.	seriously	b.	say something is likely to happen
3.	surprisingly	c.	without being harmed
4.	slowly	d.	in a way that shows you only care about yourself
5.	safely	e.	in a way that is not looking for fun
6.	probably	f.	in a way that cannot be predicted

Part B: Complete the sentences and then tell your partner the reason for your answer.

e.g. I drove safely when I was driving on an icy road in January.

1. I acted selfishly when I...
2. I thought about something seriously when I...
3. I walked slowly when I...
4. I will probably be perfect at English when I...

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Adjective or adverb?

Adjectives (**quick/careful** etc.) tell us about a *noun* (somebody or something). We use adjectives before nouns:

- Sam is a **careful driver**. (*not* a carefully driver)
- We didn't go out because of the **heavy rain**.

Adverbs (**quickly/carefully** etc.) tell us about a *verb* (*how* somebody does something or *how* something happens):

- Sam **drove carefully** along the narrow road. (*not* drove careful)
- We didn't go out because it was **raining heavily**. (*not* raining heavy)

Compare:

- She speaks **perfect English**. *adjective + noun*
- She **speaks English perfectly**. *verb + noun + adverb*

We also use adjectives after some verbs, especially **be**, and also **look/feel/sound** etc.
Compare:

- Please **be quiet**.
- I was disappointed that my exam results **were** so **bad**.
- Why do you always **look** so **serious**?
- I **feel happy**.

- Please **speak quietly**.
- I was unhappy that I **did** so **badly** in the exam. (*not* did so bad)
- Why do you never **take** me **seriously**?
- The children were **playing happily**.

We also use adverbs before *adjectives* and *other adverbs*. For example:

reasonably cheap	*(adverb + adjective)*
terribly sorry	*(adverb + adjective)*
incredibly quickly	*(adverb + adverb)*

100.1 **Complete each sentence with an adverb. The first letters of the adverb are given.**

1 We didn't go out because it was raining he avily .
2 Our team lost the game because we played very ba .
3 I didn't have any problems finding a place to live. I found a flat quite ea .
4 We had to wait for a long time, but we didn't complain. We waited pat .
5 Nobody knew Steve was coming to see us. He arrived unex .
6 Mike keeps fit by playing tennis reg .
7 I don't speak French very well, but I can understand per if people speak sl and cl .

100.2 **Put in the correct word.**

1 Two people were seriously injured in the accident. (serious / seriously)
2 The driver of the car had serious injuries. (serious / seriously)
3 I think you behaved very . (selfish / selfishly)
4 Tanya is upset about losing her job. (terrible / terribly)
5 There was a change in the weather. (sudden / suddenly)
6 Everybody at the carnival was dressed. (colourful / colourfully)
7 Linda usually wears clothes. (colourful / colourfully)
8 Liz fell and hurt herself really . (bad / badly)
9 Joe says he didn't do well at school because he was taught. (bad / badly)
10 Don't go up that ladder. It doesn't look . (safe / safely)

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100.3 Complete each sentence using a word from the box. Sometimes you need the adjective (**care** etc.) and sometimes the adverb (**carefully** etc.).

careful(ly)	complete(ly)	continuous(ly)	financial(ly)	fluent(ly)
happy/happily	nervous(ly)	perfect(ly)	~~quick(ly)~~	special(ly)

1 Our holiday was too short. The time passed very quickly .
2 Steve doesn't take risks when he's driving. He's always .
3 Sue works . She never seems to stop.
4 Rachel and Patrick are very married.
5 Maria's English is very although she makes quite a lot of mistakes.
6 I cooked this meal for you, so I hope you like it.
7 Everything was very quiet. There was silence.
8 I tried on the shoes and they fitted me .
9 Do you usually feel before exams?
10 I'd like to buy a car, but it's impossible for me at the moment.

100.4 Choose two words (one from each box) to complete each sentence.

absolutely	badly	completely
~~reasonably~~	seriously	slightly
unnecessarily	unusually	

changed	~~cheap~~	damaged
enormous	ill	long
planned	quiet	

1 I thought the restaurant would be expensive, but it was reasonably cheap .
2 Will's mother is in hospital.
3 What a big house! It's .
4 It wasn't a serious accident. The car was only .
5 The children are normally very lively, but they're today.
6 When I returned home after 20 years, everything had .
7 The movie was . It could have been much shorter.
8 A lot went wrong during our holiday because it was .

6 Focus on vocabulary

Part A: Match the following vocabulary to the definitions.

Group 1:

1.	mental (adj.)	a.	agreed something was true
2.	physical (adj.)	b.	the powerful effect something has on something else
3.	impact (n)	c.	connected to the mind
4.	strokes (n)	d.	sudden serious illnesses that happen when there is an issue with a blood vessel in your brain
5.	admitted (v)	e.	connected to a person's body

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Group 2:

1.	periods (n)	a.	a specific length of time
2.	exhaustion (n)	b.	going up in value
3.	damage (v)	c.	the state of being really tired
4.	increasing (v)	d.	have a bad effect on something
5.	drops (v)	e.	falls, reduces in size, quality, etc.

Part B: Put the vocabulary from Part A into the correct gaps in the following sentences. You may need to change the form of the word.

Group 1:

damage increasing periods physical strokes

1. I bought these Pokémon cards when I was a kid and they have been _____ in value since then.
2. He went through _____ of loneliness when his girlfriend moved overseas.
3. Heavy smokers are more likely to suffer from a _____ compared to non-smokers.
4. Her greatest _____ strength was her arms because she had been climbing for more than 10 years.
5. The car had crashed into the shopping center and had _____ the entrance to the bookshop.

Group 2:

admitted drops exhaustion impact mental

1. In parts of Europe, conversations about _____ health have become much more regular.
2. Now that we have moved into November, the temperature has really started to _____.
3. My daughter _____ to taking the cookies when I caught her eating one under her bed.
4. The _____ that Barack Obama had on American politics can still be felt to this day.
5. Feelings of _____ are common for people working more than 50 hours a week.

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Skimming for general understanding

Read the following paragraph titles for the article "Living at Work". Match them to the correct paragraphs (write numbers only). One of them is not needed.

1. The majority feel the pressure
2. "No" is the magic word
3. Sleeping on company time
4. Work and the body
5. The mind is more important than the body
6. Friends and family feel the stress
7. Lower your standards

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Damaging to both your mind and body?

A. _____

Do you "work to live" or "live to work"? If it is the second option, then there is a chance that you might be spending too much time in the office. The hashtag #sleepwhereyouwork got some attention recently as it showed an image of an office worker sleeping on the floor beside their desk with an accompanying sleeping bag and mask. This image may seem extreme to some of us but for others it is just a normal part of life as they try to earn an honest living. While making money is important, we need to think carefully about what effects this kind of lifestyle can have on both mental and physical health.

B. _____

Physically, the impact of spending too much time at work can be incredibly serious and it is something that we should know about. Obvious side effects include increased backache and neck pain especially if you are working in a job where you are standing or sitting a lot. It has also been shown that if you are spending more than 60 hours a week in the office then you have an increased risk of experiencing problems which can later lead to a higher danger of strokes and heart disease.

C. _____

The effects of spending too much time at work can have on your mind is equally as serious. In a 2019 study, 94% of working Americans admitted to experiencing some levels of stress at work and while it might be common to experience a little bit, long term periods of stress can be extremely serious.

D. _____

For example, it can affect our sleep patterns, our diet and increase how much alcohol we drink which in turn can lead to things like emotional exhaustion, anxiety and depression. Unfortunately, this tends to have a great impact on your life outside of the office with 76% of employees saying that work stress affected their personal relationships.

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E. _____

So, is there anything we can do about this? What little steps can we take to make sure that our time spent at work doesn't damage our health? Firstly, care less. It might seem like a strange thing to say but caring less about work is one of the best ways to reduce your stress levels. The reality is that most bosses will not be able to tell if you are putting in 100% effort or 80% so start trying a little less.

F. _____

Another important skill is learning how to say "no". If you keep saying "yes" to all tasks, then you are putting unfair demands on yourself, and the chances are you are increasing the length of your working week. It has been shown that after working 50 hours, productivity actually goes down and after 55 hours it drops massively, so learning to say no will actually improve your quality of work which should in turn keep your manager off your back.

Source: The Washington Post, Cleveland Clinic, Better Up, Mayo Clinic, Nivati, Quiet Revolution, Atlassian

Read the following statements and decide if they are True, False or Not given based on the article.

1. Body aches are just an issue for people who stand a lot at work. _____
2. Almost 100% of Americans with jobs have experienced a level of stress at work. _____
3. Spending more time at work will make us drink less alcohol. _____
4. To lower your stress levels, you should try and care more about your work. _____
5. A little bit of stress at work can make you more productive in the long term. _____
6. Saying "no" to certain things can actually help you work better. _____

Talking point

Look at the questions and discuss them with your partner.

1. What did you think of the article? What was the most interesting thing?
2. Do you think that work has more of an impact on your mental health or your physical health?
3. Do you think that the strategy of caring less could work well for most working people?
4. Is it easy for you to say no to your boss? Why do you think many people say yes to tasks that will make them stressed?

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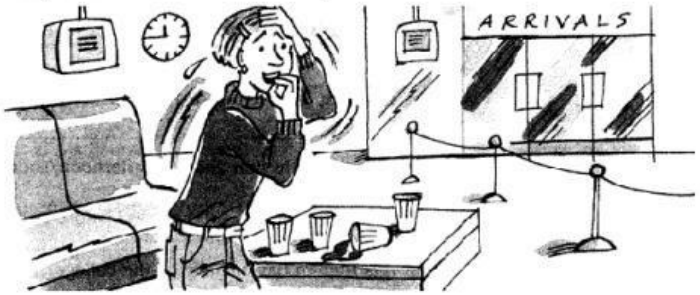
- If there is more than one kind of adverb in a sentence, the order is usually: manner, place, time:

Manner	*Place*	*Time*
She waited anxiously	*at the airport*	*for five hours.*



5a Write the sentences with the adverbs/adverbial phrases in brackets in the correct position. If the adverbs can go in more than one position, put them in the more usual one.

1 I've been working (in my office/all morning/hard).
I've been working hard in my office all morning.

2 He speaks to me (in the mornings/never/nicely).
.....

3 We were listening (all evening/carefully).
.....

4 She's been sleeping (in that chair/all afternoon/soundly).
.....
.....

5 He is (at this time of day/usually/at the college).
.....

6 The postman comes (in the morning/very early).
.....

7 I thought you spoke (in that meeting/very well/yesterday).
.....
.....

8 We go swimming (on Saturdays/generally/at the local pool).
.....
.....

9 I bought these jeans (in the sales/very cheaply/last week).
.....
.....

10 He's been (to a dentist/never/in his life).
.....

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5b Complete the story using the following adverbs and adverbial phrases.

for three hours	so much	already	a few times	for months		
lovingly	deeply	just	anxiously	suddenly	soon	only
straightaway	hardly	absolutely	~~impatiently~~	in a friendly way		

She waited [1] *impatiently* in the departure lounge. She had [2] ..... been there [3] ..... . If she didn't get on the plane [4] ..... , she might change her mind about going. She had been planning this trip to Berlin [5] ..... , well, since Uwe had left England. She had missed him [6] ..... and she could [7] ..... wait to see him again. But did he love her as [8] ..... as she loved him? She wasn't [9] ..... sure. She had written to him every day but he had [10] ..... written to her [11] ..... . Would he take her [12] ..... into his arms as soon as she arrived? Or would he just greet her [13] ..... ? Oh, how she hated this waiting. [14] ..... , she heard a message on the tannoy: 'Would Ms Pamela Roberts please go to the desk in the departure lounge [15] ..... ? A message has [16] ..... arrived for her.' Pamela walked [17] ..... towards the desk. What could the message be?

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