



Unit 1: File 1 Grammar, Vocabulary, and Reading

GRAMMAR

1 Underline the correct word(s).

Example: I love my job. **However** / **In spite of**, the commute is very difficult.

- 1 My bicycle was stolen, **so** / **because** I had to walk to school.
- 2 I didn't study very much, and **owing to** / **consequently**, I didn't pass the test.
- 3 I sold my car **as a result** / **because** I couldn't afford the gas.
- 4 He gave up running **due to** / **since** a knee injury.
- 5 She had to break the news gently **so that** / **so as not to** upset her father.
- 6 We have a large umbrella **in case** / **as** it rains.
- 7 We think the house will sell quickly. **As a result** / **Nevertheless**, we want to be sure it looks as good as possible when people come to see it.
- 8 I read the entire book, **yet** / **therefore** I can't remember anything about the story.

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2 Complete the sentences with the correct form of the verb in parentheses.

Example: **Has** Dana **lived** in Singapore since she was a child? (live)

- 1 I _____ time to watch TV tonight. (not have)
- 2 Louis and Maria _____ married for 15 years and are very happy together. (be)
- 3 I can't believe Paul isn't here yet. I _____ for two hours. (wait)
- 4 _____ you _____ work late again tonight? (have to)
- 5 We didn't have time to do it ourselves, so we _____ our living room _____ by a professional. (decorate)
- 6 How many guests _____ she _____ in her house right now? (have)

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3 Does the bold word indicate *result*, *reason*, *purpose*, or *contrast*? Write your answer in the blank.

Example: **Despite** her confusion, the teacher continued on with the lesson. *correct*

- 1 **Even though** I didn't want to, I spent my evening doing laundry. _____
- 2 I joined a gym **so** I can get into better shape. _____
- 3 He spent the night working on his thesis; **therefore**, he wasn't able to join us for dinner. _____
- 4 **Due to** the weather today, the game has been canceled. _____
- 5 I went to the library **despite the fact that** I knew the book I wanted wasn't there. _____

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VOCABULARY

4 Complete the words in the sentences.

Example: The **nuclear** family is made up of the mother, father, and children.

- 1 My grandparents, uncles, cousins, and so on are my **e**_____ family.
- 2 I don't have a close **r**_____ with my sister. We talk about once a year.
- 3 My mother was **b**_____ up in a small village in the mountains.
- 4 I guess there's a **s**_____ in the family closet, but I don't know what it is.
- 5 Last time we had a big family **g**_____ we had a really good time.
- 6 When my sister married my **b**_____ -in-law I was really happy, because he's my best friend.

6

5 Underline the correct word(s).

Example: I'd like to get a **job** / **profession** abroad.

- 1 I don't enjoy my job because the work is **monotonous** / **rewarding**.
- 2 My salary isn't high, but the **wages** / **benefits** are really good.
- 3 Leo is a great boss because he's good at **motivating** / **demanding** people and making them want to work hard.
- 4 I recently had some **qualifications** / **training**, which will help me do my work more effectively.
- 5 As an **employee** / **employer**, I expect the company I work for to treat me with respect.
- 6 It felt good to leave my **comfort zone** / **own mind**, but it was also very challenging.
- 7 **Working** / **Staff** turnover is high because the pay is too low.
- 8 I would prefer a regular job to short-term **contracts** / **salary**.

8

6 Underline the odd word out.

Example: career position profession skills

- 1 skills training employer qualifications
- 2 motivating training rewarding challenging
- 3 nuclear single-parent extended stepbrother
- 4 grow up raise siblings bring up
- 5 great grandparent sibling stepbrother black sheep

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PRONUNCIATION

7 Match the words with the same sound.

turnover	stuck	speaking	challenge	brother	employee
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Example: work turnover

- 1 gut _____, _____
- 2 feeling _____, _____
- 3 salary _____

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READING

Read the article and check (✓) A, B, or C.

CREATING YOUR OWN JOB SATISFACTION

A lot of people think that job satisfaction is only for other people. They look with envy on people who love their jobs and who don't think of them as work. The idea of earning a living from something you really like doing only applies to a few very lucky people, they think. But this isn't so. It's not only people in the so-called "glamour professions," for example, who can get genuine job satisfaction. You don't have to be in the arts or a sports person to get enjoyment from what you do for a living. Even if you're in a boring job, it's quite possible to get some satisfaction from it.

The key to this is your attitude. You may think it's unlikely that you can derive much satisfaction from a dull job that doesn't require much thought and that involves a lot of routine procedures. But if you approach it with the right attitude, and put some effort in, you may be surprised at how enjoyable you can make it. Of course, if you just sit there telling yourself how boring your job is, you'll never get anything out of it. But if you set out to find ways of making it enjoyable, there's a good chance you'll manage to.

One thing you can do is to set yourself challenges. Think about what you can do for yourself to make your work a little bit more interesting. If you've got a repetitive job, set yourself some targets to meet and try to beat your previous records. Or use your initiative in other ways. Think about ways you could develop your career into more interesting areas – see how you could improve your skills by doing a course, for example, or look into new skills you could get that would stand you in good stead for the future.

For some people, it's not boredom that's the problem, it's the fact that their jobs involve a significant amount of unpleasantness. But if you keep telling yourself your job is horrible and there's nothing you can do about it, you'll get stuck in a rut and you'll never get out of it. Focus on developing a positive attitude and try to keep any negative thoughts about your job out of your mind. Keep a sense of perspective – if something's gone wrong on a particular day, decide whether it really matters or not. If it isn't actually all that important, don't dwell on it, let it go. Learn from it, and take an upbeat view of what's happened – you'll know how to avoid the problem in the future, or what to do about it if it happens again.

Of course, you may reach the point where you feel totally trapped in a job. If this mindset starts to overwhelm you, check out the options you may have in the place where you work. Map out a plan for improving your situation there. Are there other roles in the organization you could apply for? Could you ask to be given different tasks? Could you get a different kind of assignment or go to another department where your skills are required? Finding out there are other options will give you a sense of control over your own working life. Even if you have no job satisfaction right

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now, you'll feel better if you know that there is a realistic prospect of work that gives you a degree of it.

Expectations are another key ingredient in job satisfaction. Take a long hard look at what you really are capable of. Sometimes it's important to accept that you couldn't really do the much more interesting or high-powered job you aspire to. Try to be aware of your own strengths and weaknesses. Focus on the things you really are good at, rather than on things that, if you're really honest with yourself, you couldn't actually do. Make the most of your situation and feel good about what you can do, rather than feeling bad about what you can't do.

Work is a very important part of most people's lives and it's important to get at least some satisfaction from it. If you really dislike your time at work, the rest of your life is affected too, and you can easily get a negative outlook on life in general. It's in your own hands to avoid this. Even if you can't get the job of your dreams, you can take steps to create your own job satisfaction.

- 1 The writer's aim in the first paragraph is to _____.
A distinguish between different kinds of work ☐
B correct a false belief ☐
C define the term "job satisfaction" ☐
- 2 In the second paragraph, the writer _____.
A warns readers against a certain attitude ☐
B advises readers not to have unrealistic ideas about work ☐
C suggests to readers that most jobs are dull ☐
- 3 In the third paragraph, the writer emphasizes _____.
A how easy it can be to progress in a career ☐
B a particular route to job satisfaction ☐
C the need for people to motivate themselves ☐
- 4 The writer uses the phrase "stuck in a rut" to refer to _____.
A a situation that won't improve ☐
B the bad behavior of others ☐
C the danger of being too sensitive ☐
- 5 What is the writer's advice if something goes wrong?
A Pretend that it didn't happen. ☐
B Use the experience to your advantage. ☐
C Don't think about it until later. ☐

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- 6 The writer says that people who feel “trapped” in a job should consider _____.
A discussing their unhappiness with managers ☐
B moving to a different company or organization ☐
C changing the kind of work they do ☐
- 7 The writer says that you will feel better about your working life if you _____.
A think that some job satisfaction is possible in the future ☐
B choose a particular career option for the future ☐
C stop aiming for job satisfaction for a while ☐
- 8 What does the writer say about expectations of work?
A Too many people have unrealistic ones. ☐
B They should be based on real ability. ☐
C They may change as time passes. ☐
- 9 In the final paragraph, the writer says that _____.
A lack of job satisfaction has serious consequences for people ☐
B a negative attitude to life leads to a negative attitude to work ☐
C there is more to life than job satisfaction ☐
- 10 Which of the following best sums up the writer’s view in the text as a whole?
A Some people find it easier to get job satisfaction than others. ☐
B Everyone can get a certain amount of job satisfaction. ☐
C Job satisfaction is the most important issue in the workplace today. ☐

Reading total		10
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LISTENING

- 1 Listen to five people talking about the disadvantages of various jobs TWICE. Match the speakers (1–5) to the disadvantages of the job that they mention (A–H).

Speaker 1 ☐	A lack of job security
Speaker 2 ☐	B the possibility of making a serious mistake
Speaker 3 ☐	C having to work at inconvenient times
Speaker 4 ☐	D bad treatment from employers
Speaker 5 ☐	E having to work in unpleasant physical conditions
	F other people's low opinion of the job
	G having to be dishonest
	H the need to cooperate with colleagues

☐ 5

- 2 Listen to two friends discussing an article about personality types TWICE. Check (✓) A, B, or C.

- 1 The two speakers agree that _____.
A the man does not react well to pressure ☐
B other people like the man's attitude and behavior ☐
C the man should not consider himself a "go-getter" ☐
- 2 The man doesn't agree that he _____.
A is good at organizing other people ☐ B makes too little effort ☐
C annoys other people ☐
- 3 What do the two speakers agree on the subject of discussions?
A The man often changes his view during them. ☐
B The man always wants to make other people agree with him. ☐
C The man likes it when people disagree with him. ☐
- 4 The woman agrees that she _____.
A is regarded as unreliable by many people ☐ B has a relaxed attitude to life
C frequently changes her plans ☐
- 5 The man says that one characteristic of "performers" is that they _____.
A think too much about criticism ☐ B expect too much of other people ☐
C are too loyal to other people ☐

This is the END of Your Review Quiz Unit 1

1A GRAMMAR discourse markers (1): connectors

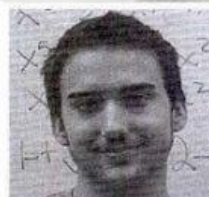
- Complete the texts with the discourse markers from the list.

so as a result consequently as because of so as to so as not to
so that (x2) in case but however although though despite

I would say that the most challenging period in my career so far was my first junior management position in the company where I still work today. I had always wanted to be an account manager, ¹ _____ so _____ I was thrilled when I got the job, but little did I know what was waiting for me on my first day. The office environment wasn't exactly organized, and to make matters worse, my boss was completely unsupportive of me. For some reason, he just refused to take any responsibility for dealing with the clients, and I was ² _____ forced to deal with all the problems by myself, which wasn't easy. I used to stay late at the office almost every night ³ _____ miss any of the clients' deadlines. It seems ridiculous now, but I was so stressed that I used to check my emails every couple of hours, even on weekends, ⁴ _____ there was an urgent message asking me to figure something out. It was worth it in the end ⁵ _____, because eventually my boss was fired and I was promoted in his place!



The toughest time I ever had was definitely my first semester here at college. ⁶ _____ I really love student life now, it wasn't so easy in the beginning. My bad luck started on the very first day. My parents had just dropped me off with all my stuff when some of the guys whose rooms were on the same hall as mine suggested going to play basketball in the park nearby. I don't know exactly how it happened, ⁷ _____ somehow, during the game, I tripped and fell really hard on my right arm and broke it. Apart from not being able to play any sports for weeks, it was especially annoying because my injury meant I wasn't able to write properly. ⁸ _____, I fell behind in one of my writing classes and I had to take an extra class in the next semester ⁹ _____ I could catch up. On top of that, it wasn't as easy as I had expected to find friends, and I was pretty homesick for a while. ¹⁰ _____, things got better eventually. Once my arm was better, I joined another basketball team and made a lot of new friends. I can look back now and laugh, but at the time things didn't seem so funny.



Most people can't wait until the day they retire, but I can tell you it's not as simple as you might think. ¹¹ _____ all the free time, retirement isn't just a question of enjoying yourself and feeling happy that you never have to work again. My husband Frank had a terrible time adjusting to the new lifestyle when he retired after forty rewarding years as a lawyer. ¹² _____ he had always been committed to his career, it wasn't easy just to give it up overnight. We decided to move to the suburbs ¹³ _____ be closer to our daughter and her family, but when we arrived, we found that they were all so busy with their own lives that they didn't have much time for us. Of course, we did babysit for her sometimes ¹⁴ _____ she could go out in the evenings, but somehow it wasn't the life we had imagined. Just when we were feeling really down, a friend of ours invited us along to a ballroom dancing class. Frank wasn't excited at first, as dancing isn't really his thing, but once we got there, we had a wonderful time. Now we go three times a week and it's changed our lives. We stay in shape and we've met so many fantastic people. And it's all ¹⁵ _____ the dance club. I don't know what we would have done without it!



activation

- Write your own paragraph about a challenging experience you have faced. You could write about your work, studies, or family. Explain what the challenge was, and how you survived it. If you can't think of anything from your life, write about a friend or relative.

In your paragraph, make sure you use at least five of the discourse markers from the list.

When you have finished, swap paragraphs with a partner, and check the discourse markers. Did your partner use them correctly?