BOOK – 4 - UNIT 1 & 2 GRAMMAR AND VOCABULARY

Vocabulary

A. Match each underlined word with the correct definition. Three definitions will not be used.

_____ 1. A good leader will take the initiative to start projects and encourage their team, but it is also the team's job to respond to the directions.

_____ 2. A leader should be able to provide motivation for their team to be successful and keep focused.

_____ 3. If a leader does not promote teamwork among its members, the group will not be able to function well together.

_____ 4. It is a leader's responsibility to make all team members focus on the same goal, or they could fall apart.

_____ 5. It is not very realistic to be a perfect leader for all types of people on a team because every member has a unique personality and responds differently to different leadership styles.

_____ 6. Each team member should learn to take on any task that is given to them.

A. the ability to begin or act on something
B. job; position
C. practical; logical
D. accept; embrace
E. reason; inspiration
F. passion for something
G. idea to do something unique
H. encourage
I. challenging

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B. Match each word with its synonym. Two words will not be used.

_____ 7. advance	A. test
_____ 8. style	B. move forward
_____ 9. Assess	C. preference
_____ 10. Perspective	D. viewpoint
	E. understand
	F. design

Pronunciation

A. Draw lines between the different syllables of the following words. Then underline the syllable that should be stressed.

leadership — lea|der|ship

1. motivation
2. capable
3. effective
4. ethical

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Vocabulary Skill

A. Match each underlined word with the correct definition. Two definitions will not be used.

_____ 1. Whenever she gives a speech, Marisa is always very articulate, so there is never any question as to what she is trying to say.

_____ 2. Carlos has a naturally shy personality, but he was very determined to speak in front of his teammates before the big game last week. He was not going to let his fear get in his way.

_____ 3. People often compliment Mohammed on his speaking ability. His ability to be so charismatic immediately draws people in and makes them like him.

_____4. Larisa thought that her dad gave her some good advice to deal with her stress about her upcoming presentation. He said to imagine the audience was full of her friends and family. That did not seem so hard to do, so she thought it was an attainable goal.

A. clear, fluent, and understandable
B. attractive, charming, or with a good personality
C. can be achieved
D. encouraging
E. successful
F. focused and motivated

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Speaking Skill

A. Read the conversations. Choose the expression that best completes each conversation.

1. **Coach**: We need to start training a lot harder before the season starts. Last year, we lost a lot of energy as the season went on, and I don't want us to lose as many games as we did last time. (Are you with me on this? / I have a question about how to do it. / What are your ideas?)
   Player: Absolutely. What do you suggest we do?
   Coach: I think the first step is to make sure that we schedule practices more often.

2. **Coach:** If we make them every Monday, Wednesday, and Friday, then that would work well with everyone's class schedules. No, wait, some people have evening classes on Wednesdays. What about Tuesdays, Thursdays, and Saturdays instead? Then we could require players to work out or run on their own for the other days of the week. Sundays could be for rest and recovery, and maybe some yoga. (Are you with me so far? / Write that down. / Does that make sense?)
   Player: Yeah, it does. Let me write that down so I can make sure to keep it organized.
   Coach: Good.

3. **Coach:** Make sure to send the schedule to the players by email and also post it on our team website. Then also send it to the assistant coaches and ask them to

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reserve the fields for practice. (Could you repeat that? / Got it? / What do you think?)

Player: Yes, I made a note of everything.

Coach: Good. Don't lose it.

4. **Coach**: I also think we need to start to consider other forms of preparation. (Do you know what I mean? / What do you already have written down? / Where did I leave off?)

   Player: No, not really. Could you be more specific?

   Coach: I mean things like better diets and making sure everybody is also getting enough rest and balancing their schedules better. Those are important aspects of success as well.

   Player: Ah, OK. Definitely. I'll start reading about some good strategies for this that I can share with you when we meet tomorrow.

Grammar

A. Choose the correct answer to complete the sentence.

1. Lena would never think about _____ a team leader, but she might be offered the position after working there for five years.
   A. become
   B. to become
   C. becoming
2. If you are looking for a good partner to start a business with, I suggest _____ for someone whose personality matches yours well.
   A. look
   B. to look
   C. looking

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3. He is somebody who does not want _____ a leader. Some people prefer that others make decisions for them.

   A. be

   B. to be

   C. being

4. If you decide _____ the election to become president, you will have a lot of support from our city.

   A. join

   B. to join

   C. joining

5. The speaker is in support of _____ to keep a small business running before trying to start a giant corporation.

   A. try

   B. to try

   C. trying

B. Write sentences with a gerund or infinitive using the words and phrases provided. The form of the <u>underlined</u> word should be changed.

Example: I was / worried about / <u>apply</u> to college

<u>I was worried about applying to college.</u>

1. It / is better / <u>start</u> training this week

_____

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2. Deniz / wants / be a good public speaker.

_____

3. Zeng / considered / apply for team captain.

_____

4. Ahmet / needed / hire a new secretary.

_____

5. Ben / is motivated by / see his friends be successful.

_____

UNIT - 2

Vocabulary

A. Complete the paragraph with the correct words from the word bank. Two words will not be used.

bias *chaos* *feature* *purchase* *shade* *theme*

When I first went to the car dealership, I felt ready to make my first big (1) _____ since starting my new job. I had done my research, so I knew exactly what model of car I wanted. I knew the brand, the type of material for the seats, and the exact (2) _____ of blue it should be. There was not a single (3) _____ of the car that I had not already decided. I thought that I had everything all figured out. What I was not expecting, however, was the amount of (4) _____ that was happening in the car dealership that day. They were having a huge sale, and hundreds of people were piling into the dealership to buy their

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dream cars too. I was going to need to move fast if I didn't want to see somebody buying *my* car.

Match each word or phrase with its synonym. Three letters will not be used.

_____ 5. embrace	A. go back; return to
_____ 6. point out	B. quiet down
_____ 7. recognize	C. remember
_____ 8. imply	D. give permission for
_____ 9. manufacture	E. get; earn
_____ 10. revert	F. build
	G. accept
	H. say something indirectly
	I. direct attention to

Vocabulary Skill

B. Read the definitions of the following words. Then match the <u>underlined</u> words in the sentences below with the correct word form. Two forms will not be used.

Yield /jiːld/ *noun*; /jiːld/ *verb*

- ***noun*** to give up
- ***verb 1*** to produce something, like results or profits
- ***verb 2*** to make way and let another driver pass

Moderate /ˈmɑː.dɚ.ət/ *adj*; /ˈmɑː.dɚ.reɪt/ *verb*

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- ***adjective*** average; not too extreme
- ***verb 1*** lose strength
- ***verb 2*** manage or organize a public discussion

a. yield (noun)
b. yield (verb 1)
c. yield (verb 2)
d. moderate (adjective)
e. moderate (verb 1)
f. moderate (verb 2)

_____ 1. It's a new experiment, but scientists are hopeful that it will yield positive results.

_____ 2. Another car almost hit us when it didn't yield after exiting the highway.

_____ 3. It was the speaker's job to moderate the debate for the politicians.

_____4. A 2% raise was moderate, but some directors thought a 20% raise was needed.

Speaking Skill

A. Listen to a conversation between a boss and a new employee. Write the phrases used to confirm understanding.

Boss: Welcome to Sam's Market. We're glad to have you on the team. Have you taken a look at our dress code?

David: Thanks. I'm excited to be here. No, I haven't had a chance to look at it yet.

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