

Pronunciation

Understanding connected speech

1 **6:45** Listen to the sentences from Listening Exercise 1 and mark the connected speech.

- 1 It's almost the same as throwing good food in the garbage can.
- 2 I read that eating late at night is bad for you.
- 3 I've told all my friends and family.
- 4 I've made it a public thing, not a private thing.

2 **6:45** Listen again and check you have marked the right number of places.

- | | |
|--------------|--------------|
| 1 = 3 places | 3 = 2 places |
| 2 = 2 places | 4 = 3 places |

Look at the Learning to Learn box. Then do the task.

LEARNING TO LEARN: PRONUNCIATION

Recording yourself

Using your phone or your computer to record yourself can help you understand which areas of spoken English you need to work on. Knowing which things are difficult for you to say is the first step. It's best to wait a few days before you listen to your recording. That way you don't remember exactly what you said and you have to listen more carefully. It's also a good idea to record yourself speaking your first language as well. We often sound different from how we imagine.

Choose a part of one of the audio tracks from Unit 4 in the Student's Book or Workbook. Find the script and record yourself reading it. When you listen to yourself, answer these questions.

- 1 Are you speaking too fast or too slowly?

- 2 Are there words you have problems pronouncing? Which ones?

- 3 Are there sounds you have problems pronouncing? Which ones?

Writing

1 Read the notes from a flower shop owner for her assistant. It's the assistant's first day alone in the shop. Match the headings (1-4) with the notes (a-h).

- | | |
|--|---|
| 1 <i>preparing the store</i>
_____ | a <i>check change on cash sales</i> |
| 2 <i>preparing the plants</i>
_____ | b <i>hang "open" sign on door</i> |
| 3 <i>sales</i>
_____ | c <i>new orders—customer's phone number</i> |
| 4 <i>orders</i>
_____ | d <i>order problems—call me</i> |
| | e <i>outside flowers need prices</i> |
| | f <i>sales for gifts—wrapping paper, etc. in top drawer</i> |
| | g <i>plug in computer so battery doesn't run out</i> |
| | h <i>water plants—watering can in cabinet</i> |



- 2 Use the ideas from Exercise 1 to complete the sentences.
- 1 Remember to hang the _____.
 - 2 Plug in the computer in case _____.
 - 3 If you need to water the plants, _____.
 - 4 When you take the flowers outside, remember to _____.
 - 5 If a customer wants you to prepare a gift, there's _____.
 - 6 If people pay in cash, _____.
 - 7 Remember to get the customer's phone number if _____.
 - 8 If you have any problems with the orders, you can _____.



- 3 Look at the sentences in Exercise 2 and write a similar sentence with your own ideas for each heading below.
- Closing the store
 - Taking breaks
 - Using the internet
- 4 Write a note for the flower shop assistant. Use some of the ideas in Exercises 2 and 3. Add an opening and closing sentence. Write 100–150 words.

Look at the Learning to Learn box. Then do the tasks.

LEARNING TO LEARN: ORGANIZING YOUR STUDYING

You will make more progress in English if you organize how you study outside of class. Sometimes, it's hard to get started on your own, but if you have a routine, it gets easier. Your routine should include where and when you study as well as how much time you spend on studying.

- 1 Read the tips for organizing your studying and check (✓) the ones that you do.
- Find a place where you will be able to concentrate.
 - Review your notes from each class the next day.
 - Plan the times when you are going to study.
 - Decide what the goal for each study session is.
 - Focus on the goal, not the time it takes.
 - Take a break if you're not making progress.
 - Reward yourself after each study session.
- 2 What changes can you make to be more organized?
