Match each subject with a possible job description.

1 architecture	h	a	build machines and bridges
2 biology	____	b	study the way people use money
3 business	____	c	study chemical reactions
4 chemistry	____	d	work in government
5 computer science	____	e	start your own company
6 economics	____	f	take care of sick people
7 education	____	g	study how light and energy work
8 engineering	____	h	design buildings
9 law	____	i	understand the rules of society
10 medicine	____	j	create websites
11 physics	____	k	study living things
12 political science	____	l	help people learn

Circle the correct words to complete the sentences.

1 I *must* / *didn't have to* take chemistry because I wasn't a chemistry major.
2 I *has to* / *have to* take political science this semester.
3 She *doesn't need to* / *don't need to* take any political science classes.
4 We *needs to* / *need to* sign up for classes today.
5 All students *has to* / *must* choose a major by the spring.
6 I think I want to major in architecture, but I'm not sure. I *need* / *need to* take some classes and see how it goes before I decide.

Put the words in the correct places in the chart. You will use one word twice.

can can't could may may not must not

It is not allowed.	You have permission.	You don't have permission.

Write answers to the questions. Use *have to, don't have to,* and *must* in your answers.

1 If you want to work in city government, what kinds of classes do you have to take?

_____

2 Do you know someone who is a science major? What are some of the courses that they don't need to take?

_____

3 Henry wants to design houses. What kinds of classes does he need to take?

_____

4 Alice is taking business classes. What do you think her career goal is?

_____

5 What is your career goal? What kinds of classes do you need to take to succeed in that career?

_____

LIVEWORKSHEETS

Complete the sentences with the words in the box. Different answers are possible.

can can't could may must not

1 This is the third time you've been late. You can't / must not be late for work again.

2 _____ I take a break now? I need to eat something.

3 You _____ work at home on Friday. I'd like you to be here in person for the meeting.

4 He _____ come to the meeting. He might have some good ideas to share.

5 _____ I work on the project, too? It sounds like fun.

1 VOCABULARY: Employment

A **Unscramble the letters to make words.**

1 eemloyrp employer
2 gmnaae _____
3 eiofoprssn _____
4 aeerrc _____
5 wigknor orhsu _____
6 aweg _____
7 lyapp _____
8 ccattonr _____
9 eeettirrmn _____
10 eihr _____
11 refi _____
12 lsryaa _____

B **Complete the email with the correct form of the words from exercise 1A. The first letter of each word is given to you.**

To: All students
From: President Galarza
Subject: New Work-Readiness Course

The university is now offering a work-readiness course to help any student who is about to graduate and start a new [1] career. The course is designed to prepare you for any [2] p_____ – from architect to accountant. Topics cover how to [3] a_____ for a new position, how to make sure you get a fair [4] s_____ or [5] w_____, and how to successfully [6] m_____ other workers. This course will teach you how to succeed as an employee from the moment you are [7] h_____ until [8] r_____. Instructors will answer questions about different kinds of [9] e_____ and can offer advice before you sign a [10] c_____. Please visit the university's homepage to sign up.

LIVEWORKSHEETS

Match each statement with a response.

1 That won't be a problem.	_____	**a** Why not?
2 I'm not sure I can handle that.	_____	**b** Great!
3 I don't think I'm strong enough.	_____	**c** Oh, but it's really easy.
4 That doesn't bother me.	_____	**d** I'm glad to hear that.
5 I think I can handle that.	_____	**e** You'll be fine. Don't worry.
6 That concerns me a little.	_____	**f** Then let's start tomorrow.

A **Read the job ad for a computer programmer and the two résumés. Then choose the best person for the job.**

The best person for the job is _____ .

Responsibilities:
You will help us create computer programs and applications. You will also write reviews of other companies' programs and apps. You can make your own working hours, but you must come into the office in downtown Los Angeles once a week.

Qualifications:
You need to have a four-year degree in computer science. You should have at least two years of work experience. You must have good communication and writing skills and work well with a team.

Katya Petrov

345 Fell Street, Dallas, Texas 75001 415-555-9921 kpetrov77@cup.org

PROFESSIONAL PROFILE

I have a degree in computer science with five years of experience as a computer programmer at an online startup. I wrote articles about technology for my college newspaper, where I worked closely with a group of writers, editors, and photographers.

Elisa Gómez García

1733 J Street, Los Angeles, California 90015 310-555-2910 egomezgarcia@cup.org

PROFESSIONAL PROFILE

I have a degree in computer science with two years of experience creating smartphone apps for a large international company. While I was in college, I was the manager of the computer lab. I worked with a team of five, and I wrote a newsletter for the computer science department.

LIVEWORKSHEETS