Unit 2 VOCABULARY

Standard ★★

Money and business

1 Choose the correct words.

1 I was happy that they offered to pay my travel … when I came to the interview.
a income **b** charge **c** expenses

2 After two years in business, the company was delighted to make a ….
a charge **b** profit **c** wage

3 Linda spent most of her … from her Saturday job on her hobbies.
a wages **b** expenses **c** savings

4 How much does that shop … to fix broken mobiles?
a set up **b** charge **c** profit

5 Eva had … of over £500 in her bank account.
a charges **b** profits **c** savings

6 Mika and Ben … their bike repair business in 2021.
a profited **b** set up **c** charged

7 Raluca was happy to offer French lessons in … for yoga classes.
a exchange **b** profit **c** wage

2 Complete the words in the text.

Michaela always wanted to be an [1]**e** n t r e p r e n e u r. After leaving school, Michaela decided to [2]**s**__ __ **u**__ a business selling T-shirts online. She used some of her [3]**s**__ __ __ __ __ __ to pay a web designer to build her a website. She used the rest of the money she had to pay other [4]**e**__ __ __ __ __ __ __, such as buying plain T-shirts, printing her designs on them and selling them. During her first six months, her total [5]**i**__ __ __ __ __ from selling the T-shirts was less than £1,000 and she didn't make any [6]**p**__ __ __ __ __ at all. But then she decided to give away some of her T-shirts in [7]**e**__ __ __ __ __ __ __ for posts about them on social media. Soon, Michaela's business was a great success.

Personal skills

3 Complete the sentences.

1 Harry's attention to *detail* got him the editor's job.
2 Having good _____ skills means knowing the best way to reach an agreement with someone.
3 The person in charge of running the summer fair needs excellent organizational _____.
4 We need someone with very good _____ skills to create a poster for the concert next month.
5 I don't think I'm the right person to build your website as I've never done any _____ programming.

4 Correct the mistakes in the dialogue.

Maria I'd like to ask you about your skills and experience. Have you got any experience of computer **thinking** [1] *programming*?
Leon Not really, but I'm very happy to learn.
Maria That's good to know. What about your attention to **design** [2] _____?
Leon I'm very good at paying attention to the smallest of facts.
Maria I see. What about your time **leadership** [3] _____?
Leon This is one of my strengths. I'm excellent at using my time well and always complete tasks on time.
Maria What about your **creativity** [4] _____ skills?
Leon I have a lot of experience of planning, arranging and preparing events.
Maria Can you tell me about your **leadership** [5] _____ skills?
Leon I have done a lot of public speaking, and I'm confident at expressing myself.
Maria Great. Critical **programming** [6] _____ is also an important skill here.
Leon I'm very skilled at analysing information and solving problems.
Maria Finally, do you think you've got the **design** [7] _____ skills to become a manager?
Leon Not yet, but I'm very keen to learn about management and taking charge.

Extra: Personality adjectives

5 Choose the correct adjectives.

1 someone who is good at making things
a curious **b** practical **c** ambitious

2 wanting to do something very much
a determined **b** encouraging **c** generous

3 relaxed; not worried, stressed or excited
a ambitious **b** calm **c** keen

4 interested in and enthusiastic about something
a calm **b** keen **c** competitive

5 wanting to be more successful than others
a determined **b** competitive **c** curious

6 happy and keen to give to other people
a generous **b** practical **c** motivated

7 wanting to know something
a calm **b** curious **c** ambitious

For me, these exercises were … ☐ easy ☐ OK ☐ difficult

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Unit 2 GRAMMAR

Standard ★★

Present perfect tenses

1 **Complete the table with the past participle of the verbs below.**

~~charge~~ design ~~have~~ look make own see sell set up take use watch

Regular past participles	Irregular past participles
charged,	had,

2 **Complete the sentences with the present perfect simple or continuous form of the verbs below.**

be come have learn make own ~~save~~ sell work

1 Tom has been saving _____ money for a new laptop since January.
2 We _____ any customers in the shop all day.
3 Ollie's very tired because he _____ in the café all day.
4 Sarah _____ a lot about time management since she started her new job.
5 Callum _____ a member of the team for over six months.
6 It's a great restaurant and I _____ here since it opened last year.
7 They _____ the business for over three years.
8 I'm worried because the company _____ a profit in four years.
9 They _____ candles online since 2020.

3 **Complete the article with the correct form of the verbs below.**

achieve be able to become come develop have sell ~~turn~~ work

Turning cookies into dough!

There are a lot of people who [1] have turned their hobbies into jobs, but there aren't many people who [2] _____ what Cory Nieves has in his short life. Ever since he can remember, Cory [3] _____ a taste for sweet things. And when he was only six years old, with the help of his mum, he set up a business selling hot cocoa in his hometown of Englewood, USA.

This proved successful and so Cory learned to bake cookies, something he [4] _____ very good at since then. He set up his company, Mr Cory's Cookies, and together with his mum, they [5] _____ hard to make it the success it is today. The company [6] _____ a range of healthy cookies and it [7] _____ them to some of the USA's top companies, including Macy's and Whole Foods. His success has also meant he [8] _____ help charities and children's organizations in his area. Although success and fame [9] _____ early to Cory Nieves, everyone knows the best is yet to come!

Question forms

4 **Complete the dialogues with *who*, *what*, *where*, *when*, *why* or *how*.**

1 '__When__ did you set up the company?'
'In 2021.'
2 '_____ made the decision to open the shop?'
'My business partner made the decision.'
3 '_____ many people work here?'
'45 people work here.'
4 '_____ has been your biggest selling ice cream flavour since you opened?'
'Double chocolate.'
5 '_____ did you change the name of the shop?'
'Because we didn't like the original name.'
6 '_____ will you open more shops?'
'Next year.'
7 '_____ did you learn to make such good ice cream?'
'In Italy.'

5 **Complete the questions.**

1 How much profit __has__ your company made this year?
2 How long _____ it take to make a cake?
3 _____ decided to call the shop Daily Cakes?
4 _____ is the reason for your success?
5 How often _____ you manage to take a day off work?
6 What do you want to talk _____?
7 This has been your most popular product, _____ it?
8 Where _____ you buy those beautiful flowers?

For me, these exercises were … ☐ easy ☐ OK ☐ difficult

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