

1 Complete the sentences with the words and expressions from the box.

at their own pace
illiterate

mentor

digital literacy
methodologies

guidance
repetition

- a Teachers should let students learn at their own pace rather than rushing them.
- b The best way to learn new words is through _____, in other words they need to be exposed to the word again and again.
- c Having a _____ is important because it gives children someone to look up to.
- d Because there is no one correct way to teach, teachers should use a mixture of _____ in the classroom.
- e Reading and writing are so important today that it is impossible to get a good job if you are _____.
- f _____ has become a more important skill than reading because of how central computers are to life in the 21st century.
- g Rather than simply giving the answers to students, teachers should offer _____.

2 Complete the email with either the present perfect simple or the present perfect continuous form of the verbs in brackets. Use contractions where possible.

Hi Inika,

Thanks for your email. Sorry to hear you haven't been feeling^a (not feel) well lately, but it's good that you _____^b (see) a doctor. I'm sure it's nothing serious.

You asked what I _____^c (do) since we last met. Well, I _____^d (do) work on the new house mostly. I _____^e (be) busy with work and Fahim _____^f (start) a new job so we _____^g (not have) much spare time, but we _____^h (spend) every spare minute doing jobs in the house and garden. The main thing is we _____ⁱ (decide) to build an extension, so we _____^j (take) all the measurements and for the last few days we _____^k (talk) to builders. We _____^l (speak) to three different builders so far, but we _____^m (not decide) which one to hire.

The weather _____ⁿ (be) awful lately, but this morning we _____^o (have) a few hours of sunshine so we're making the most of it. So far I _____^p (mow) the lawn, trimmed the hedge and watered the plants. Fahim _____^q (paint) the fence, but he _____^r (not finish) yet.

Sorry this email is so boring. Anyway, let's meet up soon. I _____^s (not see) you in ages!

Hadia

- 3 Tanit has written a paragraph about a group project she worked on. Read part of the paragraph and mark which of the people and things in the box each highlighted word refers to.

a deadline	deciding on how the group worked together	developing a presentation
Rawad	group leader	Ibrahim
Salma	Salma and Rawad	Salma and Ibrahim
microfinance	Tanit	the group
	the presentation	working in pairs

Rawad, Salma, Ibrahim and I worked as a group of four. Our aim was to develop a presentation on microfinance. **This^a** wasn't easy as **it^b** is a huge subject and the presentation could only be ten minutes long. **It^c** would have to be very carefully planned. First of all, we had to decide on how **we^d** would work together. **This^e** caused some disagreement. Ibrahim thought we should all work in pairs, but Salma disagreed. He said **it^f** would save time, but **she^g** told **him^h** it would be too confusing. In the end, **theyⁱ** agreed that we should work in pairs. We then elected Rawad as group leader because we thought his character was the most suited to **the role^j**.

Ibrahim and **I^k** began by researching the history of microfinance while **the others^l** focused on the role it plays in developing countries today. **Our group leader^m** set a deadline of 48 hours because he thought **itⁿ** would make us more efficient.

- 4 Write a message to a friend explaining a problem you are having in your class. Use as many features of informal communication as you can.

1 Complete the words used to describe culture.

- a t _ _ d _ _ i _ n d v _ _ u _
 b _ t _ q _ e t _ e e _ t t _ t _ d _
 c g _ _ e _ _ t i _ n f a _ t _ f _ c _

2 Each sentence below describes an example of an item from 1. Write the correct word in the space provided.

- a My friends and I are all aged between 19 and 22. generation
 b If your phone rings during a dinner party you shouldn't answer it. _____
 c This is a football scarf. It's worn by football fans to show their support to the team. _____
 d Our company believes in sustainability and the protection of the environment is of utmost importance to us. _____
 e Every Sunday, my family goes for a walk in the countryside. We've done it for years! _____
 f My friend Ana believes that exercise is an essential part of daily life. _____

3 Complete the sentences with the words from the box. You will need to change the form of most of the words.

behave
innovate

celebration
prediction

criticism
tolerate

impact
validation

- a Unfortunately, your certificate has not been validated by the university.
 b I am often surprised by the _____ of young people today. I never acted like that when I was young.
 c Most experts _____ that global cultures will become more similar over the next 20 years.
 d The government has been _____ for failing to help different cultures integrate into society.
 e Working with people from different cultures can require _____ and understanding.
 f There is no doubt that technology has had an _____ on youth culture.
 g Last night, millions of people around the world _____ the new year by dancing in the streets.
 h The smartphone has been one of the most important _____ of the last 20 years.

4 Read what six students say about moving to a different country. Complete their sentences with an appropriate modal verb.

a Students _____ disagree with lecturers here. In fact, the lecturers seem to encourage it! This is not acceptable in my country.

b You _____ speak German to live in Germany. Almost everyone speaks English.

c The food here is awful. I don't think people in this country _____ cook!

d When I ask for directions, nobody understands me. I _____ be saying it wrong.

e When you arrive at the airport you _____ fill out an immigration form. It's the law.

f People text and chat on their phones during lectures here. They _____ be allowed – it's so disrespectful!

5 You are preparing for a seminar on 'Cultural differences at work'. Follow the steps from section 4A to effectively read part of an online article below. Make notes on any relevant information.



Generational differences in the workplace

While certain cultural differences in the workplace are much discussed, some are not. Probably the most publicly-known cultural differences are connected with nationality or ethnicity, while gender differences also feature heavily in the literature. Much less spoken about, however, are the challenges caused by varying values and expectations between workers of different ages.

Beginning with a slightly abstract difference, older workers will often define themselves by their profession, seeing their job as fundamental to who they are and their place in the world. On the contrary, younger workers are more likely to regard their job as just one, albeit important, aspect of their lives. This attitude is likely to be caused by the more transient nature of employment among the younger generation.

Perhaps connected with the phenomenon described above are the varying expectations around time spent in the office and productivity. These different expectations come into focus sharply when comparing older and younger managers. While a manager from an older generation will tend to be impressed by employees who spend long hours at their desk, younger managers are more concerned with the productivity of their staff, regardless of where that work is being done. With this in mind, it is unsurprising that working from home and teleworking are more accepted practices among the younger generations. And this is a central aspect of the final cultural difference discussed here – the expectation of flexibility. While older workers tend to accept the conditions in which they work, their younger counterparts expect a higher degree of freedom and flexibility with which to achieve a work-life balance.

1 Complete the words and match them with the definitions.

a underinvestment

b m__u__r__nd

c p__c__t__n

d u__s__t__n__le

e n__s__se

f i__e s__s__le

g d_r_g__t_i__

h o__c r__ed

- 1 (n) measure taken in advance to stop something happening
- 2 (n) removal of regulations
- 3 (adj) not able to be maintained at current rate
- 4 (n) situation where less money is spent on something than is needed
- 5 (adj) filled with more people than is comfortable
- 6 (v) fail to interpret something correctly
- 7 (adj) not showing an appropriate level of care or thought
- 8 (n) something that has no meaning or makes no sense

2 Choose the best options to complete the text. Do you think your carbon footprint is bigger or smaller than Leon's?

Every day, we do *the/_*^a things which release *an/the*^b amount of carbon dioxide into *-/the*^c environment. *The/An*^d amount of CO₂ you release is called your 'carbon footprint' and it can be calculated by monitoring what you do in *the/a*^e typical day. Let's use Leon's typical day as *an/a*^f example. Leon wakes up and has *the/a*^g hot shower before getting dressed. For *a/-*^h breakfast he usually has *a/the*ⁱ mixture of fruit from around *-/the*^j world. He switches on *a/the*^k dishwasher before leaving his house and driving to *-/the*^l work in his car. He chose *the/-*^m sportiest car he could afford because he loves *the/-*ⁿ fast cars. After work, he often drives into town to buy *-/the*^o clothes. He loves *the/-*^p smart shoes and he always buys *the/a*^q most expensive ones because he likes *-/the*^r people to notice them. After driving home, he orders *a/-*^s takeaway and spends *an/the*^t evening watching his huge TV.

3 Read the sentences from advertisements for mobile phone apps. Complete each one with the correct form of the verb in brackets.

- a Do you want to be more productive? Avoid wasting (waste) time with this great new app.
- b When you decide _____ (do) something, just type it into your phone and the app will support you.
- c If you hate _____ (shop), you'll love this cool new app!
- d 'Planahead' is a brand new app which allows you _____ (see) into the future!
- e Download 'SpeakUp' and you can practise _____ (speak) English anytime you want.
- f Do you want _____ (make) the world a better place? Then download the 'Betterworld' app now.
- g We all miss _____ (chat) to our family and friends when we're in a different country. And that's why we all need the 'Chataway' app.
- h This is an app that actually teaches you _____ (sleep) better!

4 Complete the sentences with either the future perfect or the future continuous form of the verbs in brackets.

- a We hope that we will have raised (raise) £10,000 by the end of the year.
- b Unfortunately, the Council _____ (not fund) the project anymore which is why we need new investors.
- c The band _____ (play) at several venues over the next six months.
- d We predict that the total _____ (rise) to more than £10,000 by August!
- e We _____ (send) emails to all our investors with updates on the progress of the project.
- f Thank you all for your contributions, but sadly we _____ (not reach) our target by tomorrow.