

UNIT 10

STOP AND RELOAD (Units 6-9)

▲1. Complete the following text about computers. Use words from the box.

screen, printer, keyboard, software, hardware, word processor, mouse

The machines themselves are called the _____, and the programs we feed into them are called the _____. You can see the results of what you are doing on a _____. Your machine is operated like a typewriter, by pressing keys on a _____. A _____ also helps you to control the movement of the cursor on the computer screen. If you want to see what you are doing on paper, you'll need a _____. Finally, if you want software which will enable you to see, arrange, rearrange and then print a page of material, then the machine you need is a _____.

▲2. Fill in the gaps with *for* and *since*.

1. I stayed there three weeks when I was a student, and then we've gone there for our summer holiday every year.
2. We've known each other we were born, but we've only been married a few months.
3. They haven't changed much. They've been living in the same house the 70's. He's been doing the same job nearly thirty years, and she's been wearing the same clothes

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I was a child.
4. Peter is now 35 and has been driving a car his 18th anniversary, so he's been driving for seventeen years.

▲3. Match the words connected to *work* with their meanings.

• interview	another person's opinion about you and your work
• application	a person who applies for a job
• training	a formal request to be considered for a job
• qualifications	a brief account of someone's previous career, submitted with an application for a job
• CV	being taught how to do a job
• reference	when you are asked questions about being suitable for a job
• candidate	a quality or skill that makes someone suitable for a particular job

▲4. Fill in the gaps with the following prepositions of time: *at*, *on* or *in*. In some gaps no preposition is needed.

Answers Task 1

1. hardware
2. software
3. screen
4. keyboard
5. mouse
6. printer
7. word processor

Task 2. Fill in the gaps with *for* and *since*

1. I stayed there **for** three weeks... and **since** then we've gone there...
2. ...**since** we were born... married **for** a few months.
3. ...**since** the 70's... **for** nearly thirty years... **since** I was a child.
4. ...**since** his 18th anniversary.

Task 3. Match the words with their meanings

- **interview** when you are asked questions about being suitable for a job
- **application** a formal request to be considered for a job
- **training** being taught how to do a job
- **qualifications** a quality or skill that makes someone suitable for a particular job
- **CV** a brief account of someone's previous career...
- **reference** another person's opinion about you and your work
- **candidate** a person who applies for a job

1. My parents got married 1964. They met ten o'clock in the morning January 10th, got engaged February and got married April.

2. Mary travelled a lot last week. Monday she had two important meetings - one the morning in Athens and another 8 o'clock the evening in Thessaloniki. Then Wednesday she flew to Rhodes and she got back to Athens the evening.

▲5. There was an electricity cut last night. What do you think these people were doing? Complete the sentences with the correct verb/verb phrase from the box.

watch TV, cook, work on his word processor, revise, have a shower

1. John when the computer screen went blank.

2. George for his history test.

3. Sara and she missed the end of the programme.

4. Kate and she couldn't find her towel in the dark.

5. Mrs Smith Fortunately, she had a gas cooker.

▲6. A friend of yours is attending a conference in your town and both of you want to meet, but he is very busy. Look at his diary and try to make arrangements.

MONDAY	FRIDAY • attend conference (9.00- 17.00) • have dinner
TUESDAY	SATURDAY • visit a book exhibition • depart 18.10
WEDNESDAY	SUNDAY
THURSDAY • attend conference (9.00- 17.00) • theatre	NOTES

You: Can we meet on Thursday evening?

Paul: Sorry, but

You: What about Friday morning?

Paul:

until 5 o'clock, and all the participants

You: Well, are you free at the weekend?

Paul: I'm afraid not. On Saturday morning

leaves at 18.10.

You: What about having lunch together? I could also give you a lift to the airport.

Paul: Yes, I think that's a good idea. We'll have plenty of time to catch up.

▲7. What's the weather like in the area you live in? Complete the following table.

winter	It's
spring	
summer	
autumn	

Task 4. Prepositions of time (at, on, in or -)

1. **in** 1964 | **at** ten o'clock | **on** January 10th | **in** February | **in** April.
2. (no preposition) - last week | **On** Monday | **in** the morning | **at** 8 o'clock | **in** the evening | **On** Wednesday | **in** the evening.

Tip: Remember with time expression like "last week" ή "next month" we don't use a preposition

Task 5. Past Continuous (What were they doing?)

1. John **was working on his word processor** when the computer screen went blank.
2. George **was revising** for his history test.
3. Sara **was watching TV**, and she missed the end...
4. Kate **was having a shower**, and she couldn't find her towel...
5. Mrs Smith **was cooking**. Fortunately, she had a gas cooker.

Task 6. Dialogue based on the diary

- **Paul:** Sorry, but **I'm attending a conference and going to the theatre.**
- **Paul:** **I'm attending a conference** until 5 o'clock, and all the participants **are having dinner** in the evening.
- **Paul:** On Saturday morning **I'm visiting a book exhibition**, and my flight leaves at 18.10.

Task 7. Weather in your area

- **winter:** It's cold and snowy.
- **spring:** It's warm and sunny.
- **summer:** It's very hot and dry.
- **autumn:** It's windy and rainy.

Task 9. Make comparisons using *as ... as*

1. Jo runs much faster than I do. I can't run **as fast as Jo** can.
2. There aren't many people for the concert. We need **as many people as possible**.
3. He is successful, but his father was more successful. He isn't **as successful as his father**.
4. Mary is 1.70 metres tall and I'm only 1.60 m. I'm not **as tall as Mary**.
5. Peter and Sue were born on the same date. Peter is **as old as Sue**.

Task 10. Join the sentences with *either...or, neither...nor* or *both...and*

1. You can sit **either at this table or at the table at the back**.
2. **Neither did they come to the party nor did they let us know.** (ή πιο απλά: They **neither came to the party nor let us know**).
3. **Both Mary and Bob are at work.**
4. **Neither John nor Peter has got a mobile phone.**
5. While you are waiting, you can **either watch TV or read a newspaper**.
6. **Both Nicky and I missed the 7.30 train.**

Tip: In Task 10, notice that when we use **Neither... nor**, the sentence is already negative. Therefore, the verb must be in the affirmative (positive) form (e.g., in number 4, "hasn't" becomes "has").

Task 11. Rewrite using *for* or *since* (Present Perfect)

Remember: Use **for** for a duration of time (how long).

Use **since** for a specific point in time (when it started).

1. He **has been listening to** the radio **for** an hour.
2. I **have known** her **since** my birthday party.
3. She **has had** her car **since** last summer.
4. I **have been wearing** glasses **for** two years.
5. I **have had** this cold **since** last weekend.
6. He **has been sleeping for** a long time.
7. She **has been learning** Italian **for** a year.
8. They **have lived** in this house **for** ten years.

Task 12. Complete with the correct tense

1. He **was standing** by the swimming pool when somebody **pushed** him into the water.
2. She **has been playing** tennis for many years, so I think that she **will win** the game tomorrow.
3. The seminar was very interesting. All the speakers **had prepared** their material very carefully.
4. When I **came** out of the cinema, I **realised** that a thief **had taken** my car CD.

Task 13. Writing (Letter of interest)

Dear Sir/Madam,

I am writing to express my interest in the "Work Abroad" program as advertised in the newspaper.

My name is George Papadopoulos and I am a student. I am very interested in this opportunity because I want to improve my language skills and gain work experience in a foreign country. I believe that living and working in Amsterdam would be a great experience for me.

Could you please send me more details about the types of jobs available and the application process?

I look forward to hearing from you.

Yours faithfully,

George Papadopoulos

▲14. Rewrite the following sentences into the passive beginning as shown.

1. Guglielmo Marconi invented the wireless.

The wireless was invented by Guglielmo Marconi.

2. They use a computer to do that job nowadays.

A computer

3. Careless drivers cause a lot of accidents.

A lot of accidents

4. While I was on holiday, somebody stole my purse.

My purse

5. The bank manager has interviewed fifty applicants so far.

Fifty applicants

6. Will somebody clean this room? It's very dirty.

Will

7. We must lock the doors when we leave our offices.

The doors

8. The police are questioning him at the moment.

He

9. We need your signature to sell the house.

Your signature

10. They will cut down all the trees in that area.

All the trees

▲15. Word building

Form nouns and adjectives from the following words, making any necessary spelling changes.

1. He was sent out of the room for causing a (disturb) in class.

2. A heating (install) will take several days.

3. Her demands are perfectly (reason)

4. There is no (access) to these documents. Only the manager can open them.

5. This company is responsible for the (distribute) of food to the earthquake victims.

6. Her car broke down out of the sudden, so she called road (assist)

7. The doctor told the parents that their child had a hearing (ability) , and he had to make some tests.

8. Peter felt very (encourage) after losing the match.

9. The chief of the police gained (popular) after arresting a very notorious criminal.

10. The personnel manager formed a very (favour) impression of her.

14. Rewrite the sentences into the Passive Voice

How to form the Passive Voice:

- The **Object** becomes the **Subject**.
 - **Formula:** Subject + verb **to be** (in the correct tense) + **Past Participle** (3rd column / -ed).
2. A computer **is used to do that job nowadays**.
 3. A lot of accidents **are caused by careless drivers**.
 4. My purse **was stolen while I was on holiday**.
 5. Fifty applicants **have been interviewed by the bank manager so far**.
 6. Will **this room be cleaned?** It's very dirty.
 7. The doors **must be locked when we leave our offices**.
 8. He **is being questioned by the police at the moment**.
 9. Your signature **is needed to sell the house**.
 10. All the trees **in that area will be cut down**.

Task 15. Word building (Nouns and Adjectives)

1. He was sent out of the room for causing a **disturbance** in class.
2. A heating **installation** will take several days. (
3. Her demands are perfectly **reasonable**.
4. There is no **accessibility** to these documents.
5. This company is responsible for the **distribution** of food to the earthquake victims.
6. Her car broke down out of the sudden, so she called road **assistance**.
7. The doctor told the parents that their child had a hearing **disability**, and he had to make some tests.
8. Peter felt very **discouraged** after losing the match.
9. The chief of the police gained **popularity** after arresting a very notorious criminal.
10. The personnel manager formed a very **favourable** impression of her.

▲16. Phrasal verbs

Complete the gaps below with phrasal verbs from the following table. Don't forget to put them in the correct tense.

call for, catch on, take over, put up, shut down, come up with

1. The little boy was so hyperactive that his mother found it hard towith him.
2. It took him some time to solve the problem, but he was the only one to the correct answer.
3. This song soon when a famous DJ played it at his programme.
4. A lot of local shops in the last few years.
5. The situation immediate action.
6. John as managing director when his father retires.

▲17. A. What kind of person are you?
Complete the following questionnaire using a suitable verb form, and discuss your answers in small groups.

WHAT KIND OF PERSON ARE YOU ?

- 1 If you (see) an old lady shoplifting, would you.....
 - a) do nothing?
 - b) tell a shop assistant?
 - c) tell the woman to put it back?
- 2 If you (find) 1000 euros in the street, would you
 - a) keep it?
 - b) give it to someone who need it?
 - c) take it to the police station?
- 3 If you (see) your neighbour hitting his dog, would you
 - a) do nothing?
 - b) report him to the police or an animal welfare group?
 - c) tell him to stop?
- 4 If you (be) at a bus stop and a car (park) there illegally, would you
 - a) take the car number and tell a policeman?
 - b) ask the driver to move the car?
 - c) ignore it?

B. Add one more question with three possible answers, as in the questionnaire.

Task 16. Phrasal verbs

Pay attention to the tenses of the verbs

1. The little boy was so hyperactive that his mother found it hard to **put up with** him.
2. It took him some time to solve the problem, but he was the only one to **come up with** the correct answer.
3. This song soon **caught on** when a famous DJ played it at his programme.
4. A lot of local shops **have shut down** in the last few years.
5. The situation **calls for** immediate action.
6. John **will take over** as managing director when his father retires.

Task 17. A. What kind of person are you? (Grammar: Type 2 Conditional)

Second Conditional (Hypothetical Scenarios)

- **If-clause:** If + **Past Simple**
 - **Main clause:** **would** + **verb (infinitive)**
 - Note: We use this structure because we are describing imaginary or hypothetical situations.
1. If you **saw** (see) an old lady shoplifting, would you...
 2. If you **found** (find) 1000 euros in the street, would you...
 3. If you **saw** (see) your neighbour hitting his dog, would you...
 4. If you **were** (be) at a bus stop and a car **parked** (park) there illegally, would you...

Task 17. B. Add one more question

5. If you found a wallet on the floor of a shop, would you:

- a) keep the money and throw away the wallet?
- b) give it to the shop manager?
- c) look for an ID card inside to contact the owner?

SELF - EVALUATION PAGE

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
1. Group Work - I worked well with the other group members.					
2. Reading - I can understand simple texts in English					
3. Listening - I can understand simple spoken English					
4. Speaking - I can speak or take part in short conversations					
5. Writing - I can write simple messages, notes or emails					
6. Vocabulary - I learned and used new words					
7. Grammar - I used tenses and grammar structures correctly					

a. Which task did you enjoy the most?

b. Which task did you enjoy the least?
