

LEARNING OBJECTIVES

Unit	COMMUNICATION GOALS	VOCABULARY	GRAMMAR
<p>1</p> <p>Becoming Culturally Literate</p> <p>page 1</p>	<ul style="list-style-type: none"> • Introduce people who may have something in common • Make small talk • Develop cultural awareness • Discuss gender and culture 	<ul style="list-style-type: none"> • Manners and etiquette 	<ul style="list-style-type: none"> • Modals <u>must</u>, <u>may</u>, and <u>might</u> • Tag questions: use and form <p>GRAMMAR EXPANDER</p> <ul style="list-style-type: none"> • Expressing possibility with <u>maybe</u> • Drawing conclusions with <u>probably</u> and <u>most likely</u> • Modals: common errors • <u>Can</u> and <u>be able to</u>: present and past • <u>Be able to</u>: present perfect • Tag questions: short answers (expansion)
<p>2</p> <p>Getting Help</p> <p>page 13</p>	<ul style="list-style-type: none"> • Ask for and offer to do favors • Arrange to get something done • Recommend service providers • Persuade someone to use your services 	<ul style="list-style-type: none"> • Services • Service businesses 	<ul style="list-style-type: none"> • The causatives <u>have</u> and <u>get</u> • Passive causatives <p>GRAMMAR EXPANDER</p> <ul style="list-style-type: none"> • The causative <u>make</u> to indicate obligation • <u>Let</u> to indicate permission • The passive causative: <u>by</u> phrases (review)
<p>3</p> <p>What We Read</p> <p>page 25</p>	<ul style="list-style-type: none"> • Recommend a good book • Talk about a newspaper or magazine article • Describe tastes in leisure reading • Discuss formats of educational materials 	<ul style="list-style-type: none"> • Genres of books • Ways to describe a book • Some formats for reading 	<ul style="list-style-type: none"> • Noun clauses that function as direct objects • Noun clauses: embedded questions <p>GRAMMAR EXPANDER</p> <ul style="list-style-type: none"> • Verbs followed by noun clauses (expansion) • Adjective complements • Embedded questions with <u>whether</u> • Embedded questions: usage and common errors • Embedded questions: punctuation
<p>4</p> <p>Taking Care of Yourself</p> <p>page 37</p>	<ul style="list-style-type: none"> • Explain why you can't come to work or class • Express wishes and regrets • Recommend treatments and medications • Compare approaches to health care 	<ul style="list-style-type: none"> • Medical procedures • Symptoms and conditions • Types of medications 	<ul style="list-style-type: none"> • The past perfect • <u>Wish</u> to express regrets and desires <p>GRAMMAR EXPANDER</p> <ul style="list-style-type: none"> • Verb usage: present and past (overview) • <u>Wish</u> versus <u>hope</u>
<p>5</p> <p>Coping with Disasters and Emergencies</p> <p>page 49</p>	<ul style="list-style-type: none"> • Warn of a dangerous situation • Start a conversation about a disaster in the news • Discuss epidemics • Prepare for an emergency 	<ul style="list-style-type: none"> • Emergency supplies • Disasters • Natural disasters • Emergency readiness and supplies 	<ul style="list-style-type: none"> • Indirect speech: imperatives • Indirect speech: <u>say</u> and <u>tell</u>—tense changes <p>GRAMMAR EXPANDER</p> <ul style="list-style-type: none"> • Direct speech: punctuation rules • Indirect speech: optional tense changes

CONVERSATION STRATEGIES	LISTENING / PRONUNCIATION	READING	WRITING / SOFT SKILLS BOOSTER
<ul style="list-style-type: none"> Express enthusiasm for a happy discovery Express pleasure to discover a connection with "What a coincidence!" Acknowledge a minor error Politely introduce a correction to someone's assumption with "Actually, ..." Ask about proper address Talk about the weather to begin a conversation with someone you don't know Use question tags to encourage someone to make small talk Answer a "Do you mind ...?" question with "Absolutely not" to indicate agreement 	<p>Listening Skills</p> <ul style="list-style-type: none"> Listen for main ideas Listen to summarize <p>Pronunciation</p> <ul style="list-style-type: none"> Rising intonation of tag questions Falling intonation of tag questions 	<p>Texts</p> <ul style="list-style-type: none"> A questionnaire about formality An illustrated conversation A questionnaire about your culture Letters asking for advice A graph about paid and unpaid work <p>Skills / Strategies</p> <ul style="list-style-type: none"> Understand from context Activate language from a text 	<p>Task</p> <ul style="list-style-type: none"> Write a formal and an informal email message telling someone about your country <p>WRITING HANDBOOK</p> <ul style="list-style-type: none"> Formal email etiquette <p>SOFT SKILLS BOOSTER</p> <ul style="list-style-type: none"> Creativity: Provide a hypothetical scenario to stimulate imagination
<ul style="list-style-type: none"> Introduce a request for a favor with "I'm sorry to bother you" Politely turn down a request or favor Express gratitude for an offer to help with "I'd appreciate that" Check if something's possible with "I'm wondering if ..." Politely insist Make a tentative promise with "Let me see what I can do" 	<p>Listening Skills</p> <ul style="list-style-type: none"> Listen to infer Listen to summarize <p>Pronunciation</p> <ul style="list-style-type: none"> Emphatic stress to express enthusiasm 	<p>Texts</p> <ul style="list-style-type: none"> A questionnaire about solving problems An illustrated conversation A section of an employee training manual <p>Skills / Strategies</p> <ul style="list-style-type: none"> Identify main idea Understand from context 	<p>Task</p> <ul style="list-style-type: none"> Write recommendations for businesses and services <p>WRITING HANDBOOK</p> <ul style="list-style-type: none"> Supporting an opinion with personal examples <p>SOFT SKILLS BOOSTER</p> <ul style="list-style-type: none"> Communication: Use verbal cues to focus attention
<ul style="list-style-type: none"> Express strong surprise by beginning a question with "You mean ...?" Introduce statements of common belief Say "I actually don't know" to admit that perhaps you should Use <u>actually</u> to express a surprising fact Say "Duh" to admit you should have thought of something earlier Acknowledge someone's good idea with "Why didn't I think of that?" 	<p>Listening Skills</p> <ul style="list-style-type: none"> Listen for main ideas Listen to take notes Paraphrase <p>Pronunciation</p> <ul style="list-style-type: none"> Sentence stress in short answers with <u>so</u> and <u>not</u> 	<p>Texts</p> <ul style="list-style-type: none"> A self-test An illustrated conversation A questionnaire about reading tastes An article about the formats of educational materials <p>Skills / Strategies</p> <ul style="list-style-type: none"> Understand main idea Understand details 	<p>Task</p> <ul style="list-style-type: none"> Write a review of something you've read <p>WRITING HANDBOOK</p> <ul style="list-style-type: none"> Summarizing <p>SOFT SKILLS BOOSTER</p> <ul style="list-style-type: none"> Active listening: Encourage others to elaborate
<ul style="list-style-type: none"> Agree to do what someone suggests with "Will do" State your willingness to help with "Don't hesitate to ask" Express remorse for an error with "I could kick myself" Reassure someone who regrets a mistake Encourage someone to look on the bright side with "It's not the end of the world" 	<p>Listening Skills</p> <ul style="list-style-type: none"> Listen for main ideas Listen for details <p>Pronunciation</p> <ul style="list-style-type: none"> Intonation of lists 	<p>Texts</p> <ul style="list-style-type: none"> A questionnaire about medical procedures An illustrated conversation An article about alternative options for health care <p>Skills / Strategies</p> <ul style="list-style-type: none"> Find supporting details Apply real-world knowledge 	<p>Task</p> <ul style="list-style-type: none"> Write a comparison of two approaches to health care <p>WRITING HANDBOOK</p> <ul style="list-style-type: none"> Comparisons and contrasts <p>SOFT SKILLS BOOSTER</p> <ul style="list-style-type: none"> Teamwork: Be supportive while politely offering alternatives
<ul style="list-style-type: none"> Introduce shocking information with "You won't believe ..." Ask someone to wait Express shock with "Oh, wow!" Express disbelief with "No way!" Begin a conversation about something Express extreme dismay with "What a horror!" Ask for confirmation of someone's shocking information with "You're kidding" Ask to see something with "Let me have a look" Say "Here you go" to indicate you're handing something to someone 	<p>Listening Skills</p> <ul style="list-style-type: none"> Listen to infer Listen for details Listen for main ideas Listen for instructions Paraphrase <p>Pronunciation</p> <ul style="list-style-type: none"> Direct and indirect speech: rhythm 	<p>Texts</p> <ul style="list-style-type: none"> An emergency checklist An illustrated conversation An article about deadly outbreaks <p>Skills / Strategies</p> <ul style="list-style-type: none"> Understand from context Confirm facts 	<p>Task</p> <ul style="list-style-type: none"> Write about how to prepare for an emergency <p>WRITING HANDBOOK</p> <ul style="list-style-type: none"> Organizing detail statements by order of importance <p>SOFT SKILLS BOOSTER</p> <ul style="list-style-type: none"> Decision-making: Politely ask others to explain their reasoning

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<p>6</p> <p>Plans and Choices</p> <p>page 61</p>	<ul style="list-style-type: none"> Express resolutions for creating a better life Examine past actions Discuss factors that promote success Prepare for a job interview 	<ul style="list-style-type: none"> Making resolutions Employment qualifications 	<ul style="list-style-type: none"> The future as seen from the past: <u>was / were going to</u> and <u>would</u> Perfect modals GRAMMAR EXPANDER Expressing the future (review) The future with <u>will</u> and <u>be going to</u> (review) Regrets about the past: <u>should have</u>, <u>ought to have</u>, and <u>wish</u> + the past perfect
<p>7</p> <p>Holidays and Traditions</p> <p>page 73</p>	<ul style="list-style-type: none"> Exchange holiday greetings Ask about local traditions Compare holidays Describe wedding customs 	<ul style="list-style-type: none"> Types of holidays Ways to celebrate or commemorate a holiday Describing the purpose of an event 	<ul style="list-style-type: none"> Adjective clauses with relative pronouns <u>who</u> and <u>that</u> Adjective clauses: subject and object relative pronouns GRAMMAR EXPANDER Adjective clauses: common errors Reflexive pronouns <u>By</u> + reflexive pronouns Reciprocal pronouns: <u>each other</u> and <u>one another</u> Adjective clauses: <u>whom</u> in formal English
<p>8</p> <p>Innovations</p> <p>page 85</p>	<ul style="list-style-type: none"> Describe new kinds of products Imagine a different past outcome Describe inventors and their inventions Consider the impact of historical inventions 	<ul style="list-style-type: none"> Adjectives for describing products, processes, or ideas Archaeology 	<ul style="list-style-type: none"> The unreal conditional (review and expansion) The past unreal conditional GRAMMAR EXPANDER Real and unreal conditionals (review) <u>Unless</u> in conditional sentences The unreal conditional: variety of forms
<p>9</p> <p>Discussing Global and Local Issues</p> <p>page 97</p>	<ul style="list-style-type: none"> Agree and disagree politely Ask about political views Debate different sides of an issue Discuss solutions to global and local problems 	<ul style="list-style-type: none"> Controversial issues Stating a position on an issue Political points of view Political and governmental systems 	<ul style="list-style-type: none"> Verbs followed by an object + an infinitive Non-count nouns that represent abstract ideas GRAMMAR EXPANDER Infinitives and gerunds (review) Infinitives: passive forms Count and non-count nouns (review and expansion)
<p>10</p> <p>The Natural World</p> <p>page 109</p>	<ul style="list-style-type: none"> Ask about a location on a map Warn about possible dangers in the outdoors Recommend a destination of natural beauty Describe a country's geography 	<ul style="list-style-type: none"> Adjectives for warnings Compass directions Dangers in the outdoors Geographical features 	<ul style="list-style-type: none"> Some geographical features Warnings with <u>had better</u> GRAMMAR EXPANDER Prepositions of place (expansion) Proper nouns: capitalization Proper nouns: use of <u>the</u> Suggestions and advice with <u>could</u>, <u>should</u>, <u>ought to</u>, and <u>had better</u>

CONVERSATION STRATEGIES	LISTENING / PRONUNCIATION	READING	WRITING / SOFT SKILLS BOOSTER
<ul style="list-style-type: none"> Start a new topic of conversation asking a question with "So, ...?" Encourage someone's effort with "I wish you luck" Express empathy that someone didn't reach a goal with "I'm sorry" Encourage someone to persevere Introduce a statement of regret with "I should have ..." Suggest someone isn't to blame with "You couldn't have known that" Say "Maybe so" to gently acknowledge someone's regret about an action Agree to consider a suggestion with "I'll give that some thought" 	<p>Listening Skills</p> <ul style="list-style-type: none"> Listen to infer <p>Pronunciation</p> <ul style="list-style-type: none"> Reduction of <u>have</u> in perfect modals 	<p>Texts</p> <ul style="list-style-type: none"> A job aptitude test An illustrated conversation An article about factors that promote success <p>Skills / Strategies</p> <ul style="list-style-type: none"> Understand from context Activate language from a text Summarize 	<p>Task</p> <ul style="list-style-type: none"> Write a profile of yourself <p>WRITING HANDBOOK</p> <ul style="list-style-type: none"> Dividing an essay into topics <p>SOFT SKILLS BOOSTER</p> <ul style="list-style-type: none"> Enthusiasm: Validate others' contributions
<ul style="list-style-type: none"> Exchange holiday greetings Say "I wonder if I could ask you ..." to introduce a question that might be sensitive Respond warmly to a request with "Of course" Acknowledge the value of information with "That's really helpful" Reassure someone that it's OK not to know about local customs 	<p>Listening Skills</p> <ul style="list-style-type: none"> Listen for main idea Listen to compare and contrast <p>Pronunciation</p> <ul style="list-style-type: none"> Thought groups 	<p>Texts</p> <ul style="list-style-type: none"> A self-test about holidays An illustrated conversation An article about wedding customs <p>Skills / Strategies</p> <ul style="list-style-type: none"> Understand from context Relate to personal experience 	<p>Task</p> <ul style="list-style-type: none"> Describe two holidays that are celebrated in your country <p>WRITING HANDBOOK</p> <ul style="list-style-type: none"> Descriptive details <p>SOFT SKILLS BOOSTER</p> <ul style="list-style-type: none"> Leadership: Suggest a new perspective for consideration
<ul style="list-style-type: none"> Change an opinion after giving it more thought with "Now that I think about it, ..." Admit you're having a change of heart about a decision with "I guess not" Introduce a new possibility or idea with "So what about this?" Introduce an interesting fact with a question beginning with "You know what ...?" Introduce a probable cause with "Apparently, ..." 	<p>Listening Skills</p> <ul style="list-style-type: none"> Listen for main idea Listen for details Summarize <p>Pronunciation</p> <ul style="list-style-type: none"> Contractions with <u>d</u> in spoken English 	<p>Texts</p> <ul style="list-style-type: none"> A survey about new inventions An illustrated conversation An article about a famous inventor <p>Skills / Strategies</p> <ul style="list-style-type: none"> Understand from context Find supporting details 	<p>Task</p> <ul style="list-style-type: none"> Write about the advantages, disadvantages, and historical impact of an invention or discovery <p>WRITING HANDBOOK</p> <ul style="list-style-type: none"> Summary statements <p>SOFT SKILLS BOOSTER</p> <ul style="list-style-type: none"> Collaboration: Express strong agreement with others' opinions
<ul style="list-style-type: none"> Buy time to construct an answer to a personal question with "Me?" Reveal a personal view with "To be honest, ..." Soften a statement of strong opinion with "I have to disagree" or "I'm not sure I agree" Soften a statement of disagreement with "Do you think so?" Begin a statement of strong opinion with "In my view, ..." Respond willingly to "Would you mind" or "I hope you don't mind" with "Not at all" Soften a refusal with "Actually, as a general rule, ..." Say "I hope you don't mind" when refusing to answer a question 	<p>Listening Skills</p> <ul style="list-style-type: none"> Understand point of view Listen to summarize <p>Pronunciation</p> <ul style="list-style-type: none"> Emphatic stress 	<p>Texts</p> <ul style="list-style-type: none"> A survey about controversial issues An illustrated conversation A quiz about political literacy On-the-street interviews <p>Skills / Strategies</p> <ul style="list-style-type: none"> Understand from context Paraphrase Critical thinking 	<p>Task</p> <ul style="list-style-type: none"> Write about the pros and cons of a suggested solution to a global or local problem <p>WRITING HANDBOOK</p> <ul style="list-style-type: none"> Contrasting ideas <p>SOFT SKILLS BOOSTER</p> <ul style="list-style-type: none"> Problem-solving: Confirm the value of someone's idea
<ul style="list-style-type: none"> Recommend enthusiastically Express disappointment End a request informally with "OK?" Begin a conversation with someone you don't know with "Excuse me" Express shock with "Are you serious?" Show appreciation for a warning with "Thanks for the heads-up!" 	<p>Listening Skills</p> <ul style="list-style-type: none"> Listen for details Listen to classify <p>Pronunciation</p> <ul style="list-style-type: none"> Voiced and voiceless <u>th</u> 	<p>Texts</p> <ul style="list-style-type: none"> A self-test about warnings An illustrated conversation An article about different environments <p>Skills / Strategies</p> <ul style="list-style-type: none"> Classify Understand details Understand from context 	<p>Task</p> <ul style="list-style-type: none"> Write a description of your country <p>WRITING HANDBOOK</p> <ul style="list-style-type: none"> Organizing by spatial relations <p>SOFT SKILLS BOOSTER</p> <ul style="list-style-type: none"> Communication: Lend support by sharing what you have in common