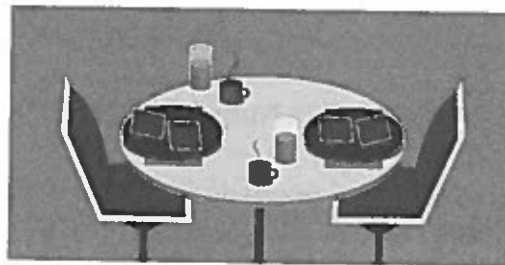


Unit 8 Routines

8a A day at work

Vocabulary routines

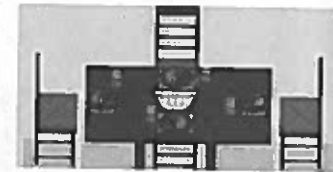
1 Look at the pictures and complete the expressions.



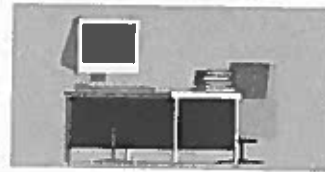
1 have _____



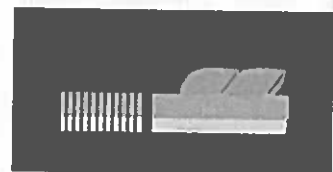
2 have _____



3 have _____



4 start / finish _____



5 go to _____

Grammar simple present *he/she/it*

2 Look at the photo and read about the men. Where do they work? What do they do?

1 Who is the boss?

2 How long do they work each day?



Jeff Womack and Tommy Bridges work in Colorado, US. They work in the gas industry. Three teams work 24 hours a day. Jeff is the boss of the three teams.

3 Look at the information in the table about Jeff and Tommy. Rewrite the incorrect sentences.

	Jeff	Tommy
get up	7:00 AM	5:30 AM
have breakfast	-	5:30 AM
start work	8:00 AM	6:00 AM
have lunch	12:30 PM	-
finish work	5:30 PM	3:30 PM
go to bed	10:00 PM	11:00 PM

1 Jeff gets up at six o'clock.

Jeff doesn't get up at six o'clock.

He gets up at seven o'clock.

2 Tommy has breakfast at 5:30.

3 Jeff starts work at 7:30.

4 Jeff has lunch at eleven o'clock.

5 Jeff finishes work at 5:30.

4 Write four more sentences about the men's routines. Don't repeat the information in Exercise 3.

5 Write true sentences for yourself. Use *at*, *on*, and *in* correctly.

1 _____ weekends, I _____

2 _____ the morning, I _____

3 _____ night, I _____

8b Friends and jobs

Vocabulary job activities

1 Look at the photos and the letters. Complete the sentences with the jobs.



1 a i o u j l n r s t
A _____ writes articles and travels to different places.



3 a e i o u b m n n s s w
A _____ has meetings and travels to different cities.



5 e e i i o c n p r s t t
A _____ talks to people on the phone.



2 a e i r t w
A _____ works late.



4 e u n r s
A _____ talks to people and works in a hospital.



6 p e r n o s a e l e s s
A _____ talks to customers in a shop.

Grammar frequency adverbs

2 Put the words in order to make sentences. Then underline the frequency adverbs.

- late / usually / waiters / work

- books / write / journalists / sometimes

- travels / a businesswoman / to different cities / often

- at home / works / never / a waiter

- customers / always / salesperson / talks to

- often / a nurse / late / works

Grammar simple present questions he/she

3 Write questions with the words. Answer the questions with the words in parentheses.

- what / he / do? (doctor)
Q: _____
A: _____

- where / he / work? (hospital)
Q: _____
A: _____
- she / live / in Miami? (no)
Q: _____
A: _____
- she / write / for Miami Times? (yes)
Q: _____
A: _____

4 Complete the conversation.

- A: What ¹ _____ you _____ (do)?
B: I'm a nurse at the City Hospital. My husband ² _____ (work) there too.
A: ³ _____ your husband _____ (do) the same job?
B: No, he ⁴ _____. He's a laboratory technician.
A: ⁵ _____ you _____ (like) your jobs?
B: Yes, we ⁶ _____. But he ⁷ _____ (finish) at four o'clock and I ⁸ _____ (start) at 4:30—it's sometimes difficult. But we ⁹ _____ (not / work) on weekends.
A: That's good.

8c 24/7

Reading 24/7

- 1 Read Part 1 of *Life 24/7*. Who are the people in the photo?
- 2 Read questions (1–5) and answers (a–e) in Part 2. Match the answers with the questions.

Grammar How ... ?

- 3 Read the answers. Write the questions with these words.

how how how many
how many how often

- 1 I work six days a week.

- 2 He watches people on a computer screen.

- 3 Nurses change their routine every week.

- 4 Police officers work 12 hours.

- 5 We don't understand how it works.

4 Word focus every

Add *every* to these sentences.

- 1 She goes to work day.
- 2 Do you change your routine week?
- 3 We meet month.
- 4 I talk to my mother evening.
- 5 Does he watch TV night?
- 6 We go to the beach Sunday.



Life 24/7



Part 1

Today people live and work 24/7: twenty-four hours a day, seven days a week. People are tired. They don't sleep well. Charles Czeisler is a professor at Harvard Medical School. This is his "sleep laboratory." These scientists study how people sleep. The computer screens give the scientists information.

Part 2

- 1 Why do you study sleep?
- 2 How do you study sleep?
- 3 Do you do experiments?
- 4 What are the results with the different colors?
- 5 Is blue light good for a tired person at work?
 - a Because sleep is important. In some jobs, people work a lot of hours. For example, police officers often work 12 hours. They are tired at work. That isn't good. Or nurses change their work routine every week. They finish work and they're tired, but they can't sleep. We can help people, but we don't understand sleep well.
 - b Well, blue light usually wakes people up.
 - c People come to our laboratory. They sleep and we watch them.
 - d Possibly. We aren't sure. We don't understand how it works.
 - e Yes, we do. For example, we change the light. We use different colors of light: blue light, red light.

8d One moment, please

Real life on the phone



Julia Kelly's Schedule	Mon.	Tues	Wed.	Thurs.	Fri.
9 am		Meeting with Stacy from 9-11 am			
10 am	Group meeting 10-12 pm				Conference from 10-1 pm
11 am					
12 pm					
1 pm		Lunch with Anna		Science class from 1-4 pm	Lunch with Stephanie
2 pm					
3 pm					
4 pm	Phone meeting 4-5 pm				Phone meeting 4-5 pm
5 pm					

1 Complete the phone calls with the expressions. You can use some expressions more than once.

- a one moment
- b I'll call back later
- c I'm sorry
- d can I speak to
- e can I help you

1 R: Hello, Life Laboratories.

1 _____?

C: Good morning. ² _____
Mr. Simpson, please?

R: Yes, ³ _____, please.

C: Thank you.

2 R: Good morning, Life Laboratories.

4 _____?

C: Yes, ⁵ _____
Susana Barros, please?

R: ⁶ _____.
She doesn't work in the mornings.

C: OK, thank you. ⁷ _____.
Goodbye.

R: Goodbye.

2 Read and respond on the phone

Read Julia Kelly's schedule for the week. Put a check mark in the times she is available. Then answer the questions below. Is she available during these times? Yes or no?

1 12 pm Tuesday

2 11 am Monday

3 4 pm Tuesday

4 3 pm Thursday

5 5 pm Friday

3 A client calls to speak to Julia at these times. Write a brief conversation between the client and the receptionist, based on Julia's schedule.

1 Monday, 10 am

2 Tuesday, 11 am

3 Wednesday, 3 pm

4 Thursday, 11 am

5 Friday, 4 pm

8e My new job

Writing an email

1 Writing skill spelling: double letters

- a** Read the email. Underline the words with double letters.

Hi Greg,

I won't be able to meet you for lunch at noon. I have a meeting with my boss and a client from out of town. Afterwards, we are going to show him around the city and see a few tourist destinations: the Empire State Building and Statue of Liberty. After that, it will be late, so we will probably eat dinner. But, I'll call you tomorrow since I'm usually free on weekends. I hope you have this weekend off, too. Talk to you soon.

Ben

- b** Complete the words with the letter. How many words have double letters?

- | | |
|----------------|----------------|
| 1 n__n (o) | 5 bo__ (s) |
| 2 tou__ist (r) | 6 frie__ds (n) |
| 3 m__ting (e) | 7 j__b (o) |
| 4 usua__y (l) | 8 ca__ (l) |

2 Grammar extra prepositions

► PREPOSITIONS

We use some prepositions for both time and place.

- a** Look at the table. Write *time* and *place* in the correct places (1 and 2).

- b** Write these words in the correct places (3–6).

Italy night the morning work

	1 _____	2 _____
at	six o'clock	home
	3 _____	5 _____
in	July summer	San Francisco
	4 _____	Hill Street
on	Mondays	a beach
from	six o'clock	Panama
to	nine o'clock	Africa bed

- 3** Complete the email from Craig with a–g.

- a an Italian restaurant
- b get up late
- c have pizza or pasta
- d I'm a waiter
- e in the morning
- f on Mondays
- g the customers are usually tourists

Hi Oscar,

How are you? Where are you? Are you in Italy? I'm in Portugal and I have a new job in ¹ _____! And no, I don't wash dishes; ² _____! My boss speaks English and ³ _____. It isn't difficult, they always ⁴ _____! The restaurant is open from noon to one o'clock ⁵ _____, so I usually work late and ⁶ _____. I don't work ⁷ _____, so let's talk on Skype. How about next week?

Craig

- 4** Underline five words with double letters in the email.

- 5** Write a reply to Craig's email. Use these ideas.

in Italy
boring, not difficult
new job too

finish eight o'clock
in a call center
talk nine o'clock

Hi Craig,

Yes,

Oscar

- 6** Read your email and check your spelling.

Learning skills assess your progress

1 Complete the progress survey for Units 5–8.

My progress in English: Units 5–8

1 Check (✓) the option that is true for you.

My progress in Units 5–8 is:

Excellent Good OK Not very good

2 Mark (↓) the place on the line for you.

reading	EASY	DIFFICULT
writing	EASY	DIFFICULT
grammar	EASY	DIFFICULT
vocabulary	EASY	DIFFICULT

3 Complete the sentences for you with words from part 2.

I need to review:

Student Book Units 5–8

Workbook Units 5–8

4 What is your focus in Units 9–12? Write two words from part 2.

Check!

2 Read about Salma's day. Look at the pictures and write the words.

Salma's day



Salma usually gets up at seven o'clock. She has

1 _____ She likes coffee

and she always has two cups. Salma is a

2 _____ at an

animal hospital. Her favorite animals are

3 _____ Salma has

4 _____ at one o'clock.

She finishes work at five o'clock. On Mondays

she goes to an 5 _____ class.

She has 6 _____ at home at eight thirty. In the evening, Salma

often watches a 7 _____ ; she likes comedies.

She sometimes goes to

8 _____ at midnight.