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- How to Open the Door to Your Future  
- Boys, girls | Future, ambition & skills  
- Reported (questions)  
- Present (active & passive)  
- Past (active & passive)  
- Future Passive Forms  
- Ability, possibility & Permission | Phrasal Verbs  
- Deduction (present & past)  
- Past Passive  
- Present Passive  
- Passive Voice  
- The Passive Voice  
- The Passive Voice (nominated)  
- The Inversion | Past Tenses (s)  
- Past Tenses (ed)  
- Past Tenses (s)  
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- Present Tenses (active & passive)  
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- Conversation about other themes  
- Family relationships  
- Boys vs. girls  
- Boys, girls & manage | Present Tenses  
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- Past Tenses (ing) |

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- Conversation about arts & culture  
- Historical background  
- Excavation, history & civilization  | Past Tenses (s)  
- Past Tenses (ed)  
- Past Tenses (s)  
- Past Tenses (ing)  
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- Wishes & Regrets  
- Past Tenses (active & passive)  
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5. Which Colour are You?  
- Conversation about colours in shopping  
- Types of shoppers  
- Changing colour  
- Changing colour | Colours, positions & characters  
- Passive Voice  
- The Conditional Sentences  | Colours, positions & characters  
- Passive Voice  
- The Conditional Sentences  |

6. Fast and Safe  
- Conversation about roads  
- Cars and technology  | Cars, safety & technology  
- The Passive Voice  
- The Inversion  
- The Inversion | Cars, safety & technology  
- The Passive Voice  
- The Inversion  
- The Inversion |

7. Tablets: From Stone to PC  
- Conversation about ebooks  
- The future of books  
- The future of ebooks  | Tablets, writing & tablets  
- The Passive Voice  
- The Inversion  | Tablets, writing & tablets  
- The Passive Voice  
- The Inversion  |

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- Ability, possibility & Permission |
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Unit 1

Open the Door to Your Future

A Match each definition in (A) with its word in (B). One word is not needed:

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
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<tr>
<td>1 A traditional story accepted as history</td>
<td>a destiny</td>
</tr>
<tr>
<td>2 An event that will inevitably happen in the future</td>
<td>b lateral</td>
</tr>
<tr>
<td>3 the possibility of future success</td>
<td>c embrace</td>
</tr>
<tr>
<td>4 include as part of something broader</td>
<td>d myth</td>
</tr>
<tr>
<td>5 situated at or extending to the side</td>
<td>e assets</td>
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B Write the synonym for each word:

1 continual = _______________
2 ally = _______________
3 hug = _______________
4 empower = _______________
5 fulfill = _______________

C Use the words in question B to fill in the blanks:

1 Governments are trying hard to _____________ peoples’ needs.
2 At times of emergency, the individual seeks his _____________ for support.
3 The _____________ rainfall flooded the town in two days.
4 I usually meet my Mum with a _____________ on coming home.
5 We are all _____________ by advertisements everywhere.

D Fill in the missing parts in the columns with the right derivative of each word to complete the word families. Some boxes will not have a word.

<table>
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<th>Noun</th>
<th>Verb</th>
<th>Adjective</th>
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<tr>
<td></td>
<td>commit</td>
<td>commitment</td>
</tr>
<tr>
<td>constant</td>
<td></td>
<td></td>
</tr>
<tr>
<td>fulfill</td>
<td></td>
<td></td>
</tr>
<tr>
<td>evolving</td>
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</tbody>
</table>

E Read the clues to fill in the crossword:

Across
4 give to a person or activity
5 companions
7 search for something desirable
10 undergo evolution
11 situated at or extending to the side
12 a traditional historical story

Down
1 feel satisfied on reaching a goal
2 hug
3 give something as payment for loss
6 give authority or power to
8 non-stop
9 your circumstances in life

1 ________ 2 ________
3 ________ 4 ________ 5 ________
6 ________ 7 ________
8 ________ 9 ________ 10 ________ 11 ________ 12 ________
Read the following interview with Tim Harold, who has started his own business, then answer the questions below:

**Interviewer:** Tell me, Tim, when did you start your own business and why did you do it?

**Tim:** Well, I started the business in 1997. I suppose it was because I didn’t want to work for somebody else. I wanted to decide what work I would do each day.

**Interviewer:** Did you have another job before you started the business?

**Tim:** Oh, yes, several. I worked in a factory; I was a postman for a few months; I drove a bus; I even made tea on a building site.

**Interviewer:** And what kind of business do you have now?

**Tim:** I have a small company which designs and makes garden furniture – mainly chairs and tables, but also some garden ornaments: statues and decorative pots.

**Interviewer:** And do you make these things yourself?

**Tim:** At the beginning I did. Now the business has expanded and I have three employees working with me. I do all the designing and they do the manufacturing.

**Interviewer:** Do you enjoy your work?

**Tim:** Oh, yes, starting my own business was the best thing I ever did. I love being my own boss.

**Interviewer:** And is the business a success?

**Tim:** Yes, it is. It was very small to start with, but we are now exporting some of our furniture overseas.

**Interviewer:** What advice would you give to anyone who is thinking about starting their own business?

**Tim:** Decide what you want to do and then do it. It’s hard work but the rewards – the financial rewards and the job satisfaction – are amazing.

---

**A** Give short answers to the following questions:

1. **When did Tim start his own business?**

2. **What kind of business is it?**

3. **Find two pieces of evidence which show that Tim’s business is successful.**

---

**B** Choose the correct answer from a, b, c or d:

1. **What does “being my own boss” mean?**
   - a Working for someone else.
   - b Employing other people.
   - c Working for myself.
   - d Taking over my boss’s job.

2. **What does Tim say about setting up your own business?**
   - a You have to work very hard for very little money.
   - b The work is enjoyable and you can make money.
   - c Although the work is enjoyable, you don’t make much money.
   - d You have to work very hard to enjoy what you are doing.

3. **I started my own business because I wanted _____ when to work and what to do.**
   - a to decide
   - b deciding
   - c decided
   - d decide

4. **We _____ sell our goods to domestic customers, but some items are exported.**
   - a sometimes
   - b only
   - c mainly
   - d rarely

5. **_____ running your own business is hard work, it is also enjoyable.**
   - a Despite
   - b Because
   - c Although
   - d However

6. **Tim gave me _____ advice on starting a business.**
   - a much
   - b many
   - c lots
   - d some

7. **I am thinking about _____ some of my goods overseas.**
   - a exporting
   - b to export
   - c export
   - d exported

---

**C** Correct the mistakes in these sentences:

1. **Tim makes all the things his company sells.**

2. **Tim’s company only makes tables and chairs.**

3. **Tim regrets starts his own business.**

4. **Tim thinks running his own business is easy.**
A Choose the correct answer to complete the sentences below.

1. How can I apply for a membership?
   First, You should fill ________ this form.
   a up       b in       c at       d with

2. There were only five survivors after the crashed bus had blown ________
   a up       b off      c out      d with

3. I don’t find my wallet anywhere. I ________ forgotten it at home.
   a must      b must have   c can’t have   d can’t

4. Someone might ________ my book by mistake. It is not around here.
   a taken     b took      c have taken   d take

5. By the way, Emmy may ________ absent today. She hasn’t shown up yet.
   a be        b have been  c been      d being

6. Don’t raise your voice, please. I know we are alone but someone ________ hear us.
   a may       b might     c must      d can’t

7. Oh, God! Sabina has ________ down on seeing the bloody scene of the accident.
   a brought   b broken    c blown     d blew

8. Why should we call ________ the picnic? The weather is already getting fine.
   a off       b on        c out       d of

9. You can ________ out what you are interested in.
   a put       b call      c lay       d pick

10. I think we have to lay ________ the newly employed applicant. He can’t get the drift of his job.
    a on        b off       c of        d up

11. No way to work as part of a team. I hardly put ________ colleagues.
    a up to     b up with   c together   d with

12. You ________ be working here. You are not in uniform.
    a must      b may       c might     d can’t

13. Mary ________ gone out. She was terribly ill at home when I visited her this morning.
    a can’t      b must have c can’t have   d have

14. The Robinsons’ children are really well- ________ up.
    They impress me in the way they behave.
    a put       b brought   c broken    d called
B Read the situations given then write your responses using must, can’t, may or might in the present time or past time:

1. Someone asks you about your friend Sally. You are almost certain she is on holiday.
   ____________________________________________________________

2. You are sure you didn’t take all the books needed when you left this morning.
   ____________________________________________________________

3. You are unsure whether you forgot something in a shop yesterday or not.
   ____________________________________________________________

4. You know it’s possible that your friend will call you tonight.
   ____________________________________________________________

5. Perhaps you will be absent for school tomorrow.
   ____________________________________________________________

6. You are not sure if someone called you while you were sleeping.
   ____________________________________________________________

7. You think no one used your mobile phone today, I had it all day.
   ____________________________________________________________

8. You are sure the milkman is at the door ringing the bell.
   ____________________________________________________________

9. It’s probable that your friends will invite you to dinner tomorrow.
   ____________________________________________________________

10. You are sure your friend sent you an e-mail but you haven’t seen it yet.
    ____________________________________________________________

11. You are almost sure you lost your credit card.
    ____________________________________________________________

12. You don’t know if mother has really asked for your help or not.
    ____________________________________________________________

13. You are very uncertain that someone borrowed your pen.
    ____________________________________________________________

14. You are uncertain if you did wrong homework or not.
    ____________________________________________________________

C Rewrite the sentences using the words in brackets making the necessary changes to give the same meaning:

1. I know that my friends are visiting me this evening. (call)
   ____________________________________________________________

2. The firemen have finally extinguished the fire that lasted for two hours on the corner shop. (put)
   ____________________________________________________________

3. Has your car ever stopped working while going to work? (down)
   ____________________________________________________________

4. I am so thirsty. Could you pour water into the glass to the top, please? (fill)
   ____________________________________________________________

5. My sister is sociable and friendly. She manages to get along with her colleagues at work perfectly. (put)
   ____________________________________________________________

6. If you are under-qualified, you may be dismissed in a short time. (off)
   ____________________________________________________________

7. You shouldn’t spend all the money you earn. You have to spare some for an emergency. (aside)
   ____________________________________________________________

8. If you are ready, I can collect you in half an hour. (pick)
   ____________________________________________________________

9. I think the flight might be cancelled due to weather conditions. (call)
   ____________________________________________________________

10. The final match will be postponed because of some political reasons. (put)
   ____________________________________________________________

11. You’d better assemble these toys before you leave the room, Shelly. (together)
   ____________________________________________________________
Language Essentials

A. Rewrite the sentences using the words in brackets to give the same meaning:

1. We have managed to persuade Dad to change his car. (succeeded)

2. They never encourage me to be careless. (discourage)

3. My mother decided to have the carpets cleaned today. (insisted)

4. Do you agree to what is always said about mental hygiene? (approve)

5. Parents object to breaking family regulations. (disagree)

6. I am looking forward to visiting Spain. (dream)

7. My friend arrived late. She said she was very sorry. (apologised)

B. Find the mistake in each sentence and write them correctly:

1. Some infants suffer of dehydration as a result of malnutrition.

2. Do you complain from anything here?

3. I’d like to congratulate you for getting the first prize.

4. My sister generally prefers cycling from swimming.

5. It was after midnight when we arrived to Paris. Most of the restaurants were closed.


7. Some ancient civilisations believed at life after death which culturally known as ‘resurrection’.

8. When I was a child, my father bought me a lot of easy readers so as to interest me on reading.

9. What time do you usually leave to school?

10. The film we saw yesterday is based in a true story.

Useful Expressions

A. Read the situations and give useful encouraging expressions of recommendation. You can also give reasons:

1. Your mother makes the most delicious dishes.

2. Your friend can help you with any problem whenever you apply to him/her.

3. Why don’t you leave this book?

4. Why do you always like eating in that restaurant in particular?

5. Your mother doesn’t know what to cook for dinner. She asks for your suggestion.

6. A friend asks you about the best pastime activity.

7. Someone asks you why you look up to your father as a role-model.

8. Your parent asks you why you are proud of a certain friend.

9. A friend asks you why you admire a famous actor/actress.

10. Mother asks you why you liked yesterday’s movie.

11. A friend asks you why you prefer a specific means of public transport.

12. A classmate asks you why you spend your leisure time in the school library.
Write an expository essay on ‘How to start your own business!’. Include these points in your writing:

- When can one start a business?
- What requirements and skills are needed?
- What examples are there of projects?
- How can ambition back up business?