

OXFORD

fourth
edition

English File

Upper-intermediate

Student's e-book

Christina Latham-Koenig
Clive Oxenden
Kate Chomacki



 e-book interactive features

OXFORD
UNIVERSITY PRESS

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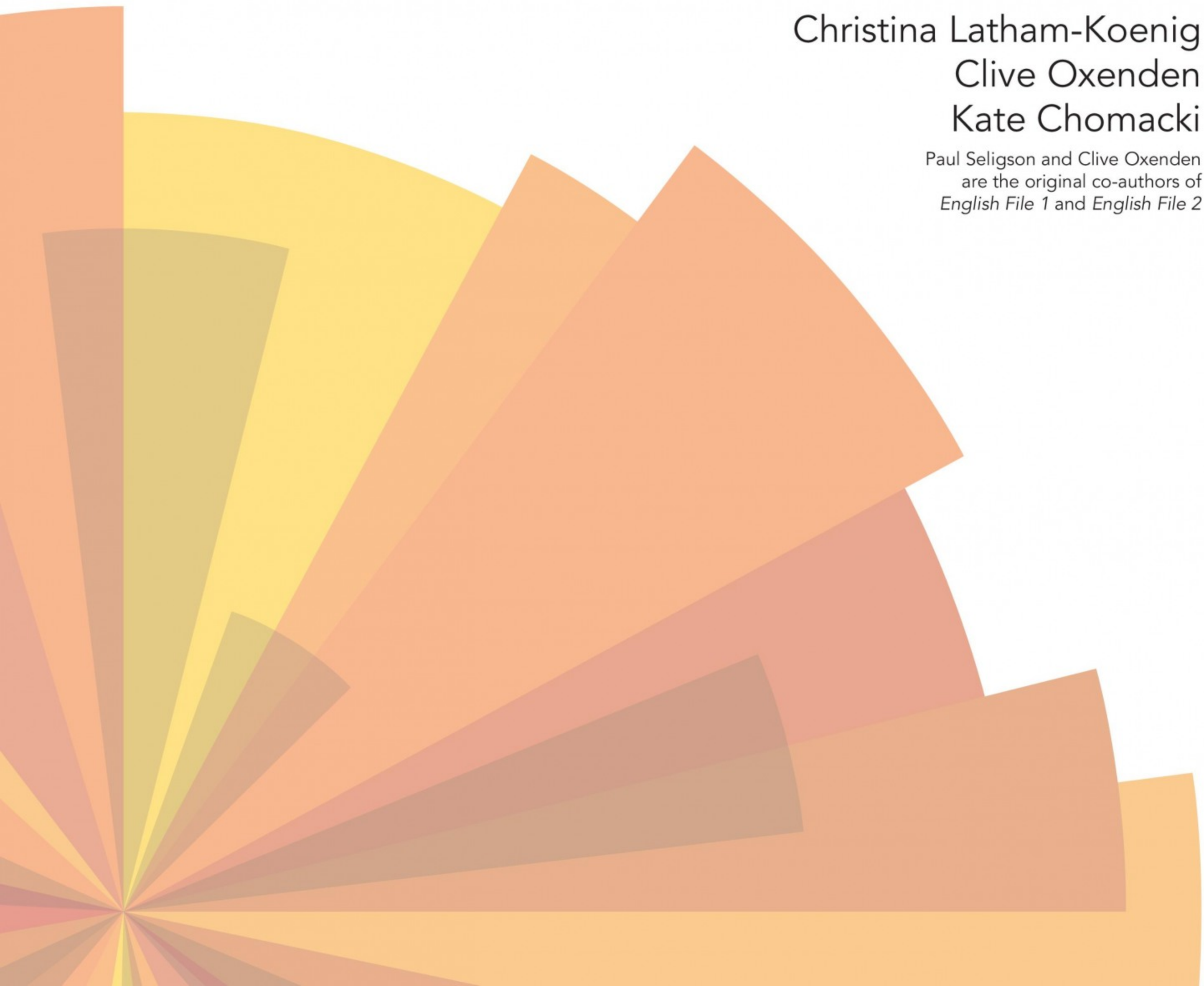
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Paul Seligson and Clive Oxenden
are the original co-authors of
English File 1 and *English File 2*



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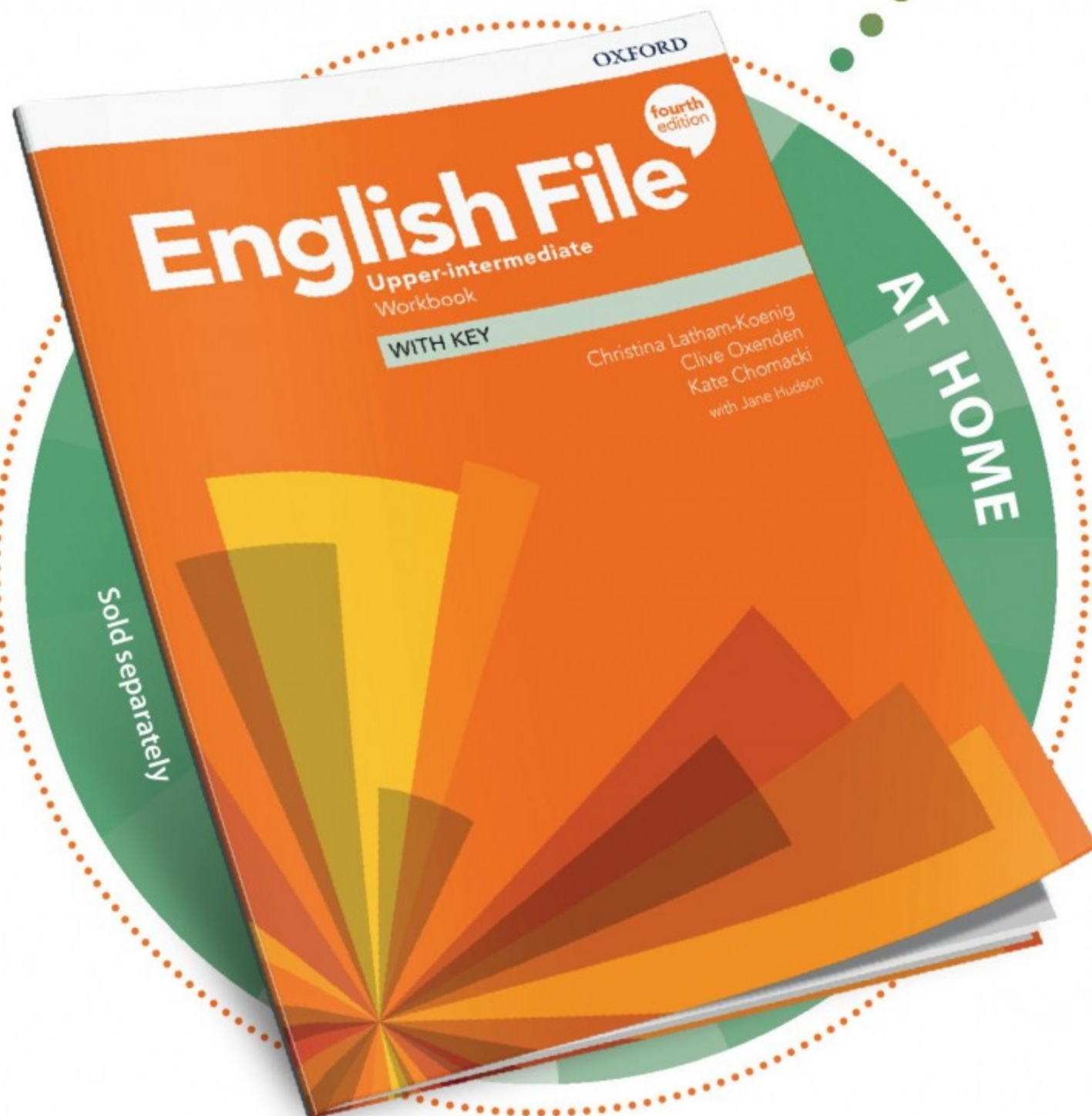
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Course overview

English File ^{fourth edition}

Welcome to **English File** **fourth edition**. This is how to use the Student's Book, Online Practice, and the Workbook in and out of class.



Student's Book

All the language and skills you need to improve your English, with Grammar, Vocabulary, Pronunciation, and skills work in every File. Also available as an eBook.

Use your Student's Book in class with your teacher.

Workbook

Grammar, Vocabulary, and Pronunciation practice for every lesson.

Use your Workbook for homework or for self-study to practise language and to check your progress.

Go to **englishfileonline.com** and use the code on your Access Card to log into the Online Practice.

ACTIVITIES AUDIO VIDEO RESOURCES



ONLINE



Online Practice

Look again at Student's Book language you want to review or that you missed in class, do extra **Practice** activities, and **Check your progress** on what you've learnt so far.

Use the Online Practice to learn outside the classroom and get instant feedback on your progress.

LOOK AGAIN

- Review the language from every lesson.
- Watch the videos and listen to all the class audio as many times as you like.

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- Improve your skills with extra Reading, Writing, Listening, and Speaking practice.
- Use the interactive video to practise Colloquial English.

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- Test yourself on the language from the File and get instant feedback.
- Try an extra Challenge.

SOUND BANK

- Use the Sound Bank videos to practise and improve your pronunciation of English sounds.

G question formation V working out meaning from context P intonation: showing interest

1 READING & SPEAKING

- a Look at the photos of Florence Welch and Dan Stevens and read their biographical info. Have you heard any of her music, or seen any of his TV series or films? What did you think of them?
- b Now read the interviews and complete the questions.
- c Read the interviews again and focus on their answers. Write **F** (Florence) or **D** (Dan). Which question(s) helped you answer **F** or **D**?

Who do you think...?

- 1 doesn't eat any animal products
 - 2 doesn't have a partner at the moment
 - 3 is currently living in the USA
 - 4 prefers to keep some things private
 - 5 is quite romantic
 - 6 is very family-oriented
 - 7 spends a lot of time online
 - 8 thinks more about themselves than other people
- d Which of the questions in the interviews do you think are...?
- the most interesting
 - the least interesting
 - too personal to ask a person if you don't know them well
- e Choose six questions from Q&A to ask your partner.

🗨️ Politely refusing to answer a question

If you are asked a question you think is inappropriate, or simply don't want to answer, you can say, *I'd prefer not to answer that* or *I'd rather not answer that if you don't mind*.

Glossary

headline (verb) to be the main performer at a concert

BRITs the British annual pop music awards



Every week the British newspaper *The Guardian* chooses people who have been in the news recently, and publishes a short interview with them called **Q&A**.



Florence Welch is the lead singer of the band Florence and the Machine. She was born in London in 1986, and in 2010, her first album, *Lungs*, won best album award at the BRITs. She has headlined at the Glastonbury Festival, and the band's fourth album, *High as Hope*, reached number two in the US and UK charts.



- 1 _____'s your most treasured possession?
My notebooks with all my lyrics.
- 2 What _____ you want to be when you were growing up?
A zoologist or a secretary.
- 3 What _____ you like about yourself?
I can be very self-centred.
- 4 What _____ your most embarrassing moment?
It was about five years ago, and I'm still not ready to talk about it. It was something involving dating.
- 5 What or _____ is the greatest love of your life?
I think that hasn't happened yet.
- 6 What _____ your superpower be?
To be able to fall asleep exactly when I need to, for exactly the right amount of time.
- 7 _____ would you most like to be right now?
I am always away, so it would be quite nice to be at home in London.
- 8 _____ you ever said 'I love you' and not meant it?
No. I always felt it at that moment.
- 9 _____ word or phrase do you most overuse?
'What's the wi-fi password?'

Dan Stevens, the actor, was born in Surrey in 1982. He played Matthew Crawley in the TV series *Downton Abbey*, until his character died suddenly in a special Christmas episode. He has since starred in many successful TV series and films, including *Beauty and the Beast*, *The Man Who Invented Christmas*, and *Legion*.



- 1 _____ **were you happiest?**
My wedding day, eight years ago.
- 2 **What** _____ **you owe your parents?**
A lot – and probably quite a lot of money.
- 3 _____ **'s your wallpaper?**
A photo of my kids, Willow, Aubrey, and Eden, who are eight, five, and one.
- 4 _____ **keeps you awake at night?**
My three kids.
- 5 _____ **would you most like to say sorry to?**
To *Downton Abbey* fans, for ruining their Christmas one year.
- 6 **What single thing** _____ **improve the quality of your life?**
One of those robot vacuum cleaners.
- 7 _____ **do you relax?**
I go for walks in Griffith Park, in LA.
- 8 **What** _____ **love feel like?**
As if somebody's painted the world a different colour.
- 9 _____ **you have a 'guilty pleasure'?**
Yes, vegan cheesecake.



2 GRAMMAR question formation

- a 1.2 Listen to some journalists interviewing a famous actress who has just arrived in London. Write down the four questions they ask.
- b Answer the questions below with a partner.
Which question is an example of...?
 - a question which ends with a preposition
 - a subject question, where there is no auxiliary verb
 - a question which uses a negative auxiliary verb
 - an indirect question
- c p.132 **Grammar Bank 1A**
- d **Communication Indirect questions A p.106 B p.110** Ask and answer indirect questions.

3 PRONUNCIATION intonation: showing interest

- a 1.5 Listen to some people asking questions 1–5. Who sounds more interested each time, **a** or **b**?
 - 1 Do you have a big family?
 - 2 What don't you like about the place where you live?
 - 3 What sports or games are you good at?
 - 4 Do you think you have a healthy diet?
 - 5 What makes you feel happy?
- b 1.6 Listen and repeat the questions with interested intonation.

Reacting to what someone says

When you ask someone a question and they answer, it is normal to show interest or sympathy. You can use:

- expressions such as *Oh, really? I'm sorry. What a shame!*
- exclamations such as *Wow! Me too! How interesting!*
- follow-up questions such as *Why (not)? Why is that? Why do you say that?*

- c 1.7 Now listen to five conversations using the questions in **a**. Complete the expressions or questions that the people use to react to the answers.
 - 1 Wow! That's a huge family.
 - 2 _____? What's wrong with them?
 - 3 _____! We could have a game one day.
 - 4 _____! How long have you been a vegan?
 - 5 _____? I can't think of anything worse!
- d 1.8 Listen and repeat the responses. Copy the intonation.
- e Ask and answer the questions in **a** with a partner. Use interested intonation, and react to your partner's answers.

4 READING & VOCABULARY working out meaning from context

- a Look at the cartoon. How do you think the candidate is feeling? How would you react if it happened to you?
- b Read the title of the article and the first paragraph. Then look at interview questions A–G. With a partner, say how you would answer them. Which question would you least like to be asked?
- A What do you usually do after a bad day at work?
B What's your biggest weakness?
C How would your enemy describe you?
D You have 50 red and 50 blue balls. How could you divide these between two containers to give the maximum probability of picking one of the colours?
E What's the most selfish thing you've ever done?
F Are you a nice person?
G What on your CV is the closest thing to a lie?

Would YOU get the job?

Interviews are a source of anxiety for most job-seekers. Job website Glassdoor has created a list of some of the toughest interview questions from the elite companies where they were asked, and offers an expert opinion on the best possible answers.

1 (The Phoenix Partnership)

How to answer: If you answer 'nothing', then you may look too defensive, as if you are hiding something, even if you are innocent. The best tactic would be to reply that everyone presents the best side of themselves on a CV – that is the point of the document – but that you think lying, and even exaggeration, is wrong.

2 (Condé Nast)

How to answer: You could just tell the interviewer that you are not the sort of person to make enemies, but that sometimes you've enjoyed a good-natured rivalry with someone, for example, in a sport. This will show your competitive side and your drive to succeed.

3 (Page Group)

How to answer: This is an occasion when you could give a light-hearted response. Something like, 'I don't consider myself to be selfish, but I always make sure I have some time in the week for myself, so I can practise art / tennis / football / singing.'

4 (Palantir Technologies)

How to answer: Everyone should be prepared to answer this question, whatever job you're interviewing for. There's no foolproof answer – it's a good idea to have thought about a list of areas that are not your biggest strengths, but that wouldn't affect the role that you are interviewing for.



Applying for a job at IKEA

5 (Clearwater Analytics)

How to answer: If you are a serious maths geek, then you might have a decent chance of answering this one. One answer would be to put a single red ball in one container and all of the other balls in the other container.

6 (Switch Consulting)

How to answer: Don't be afraid to talk about what you do to relax, and show how you have a healthy work-life balance. It's also a chance to say something about your personal life, which could be very helpful for making a good impression. For example, you could mention how you go to the gym to relax.

7 (Badoo)

How to answer: Don't just answer 'yes' or 'no'. Think about your personality type and the culture of the company where you are interviewing. What is your gut feeling about the type of people that do well at the company? This should help you to give an appropriate answer.

c Read the article once and complete it with questions A–G. Would you now feel more confident about answering the questions?

🔍 Guessing the meaning of new words and phrases

When you are reading, you will often find a word or phrase you don't know. If it isn't possible to check the meaning in a dictionary, think about:

- the context (i.e. the other words around it).
- what part of speech the individual words are (e.g. a verb, an adjective, etc.).
- whether it's similar to another English word you know.
- whether it's similar to a word in your language.

If you still can't work out what the word or phrase means, ignore it and carry on reading.

d Read the article again. With a partner, try to work out what the **highlighted** words and phrases mean, and how you think they are pronounced. What helped you to work them out?

e Now match the **highlighted** words and phrases to 1–8.

- _____ (noun) a reaction based on feelings and emotions rather than thought and reason
- _____ (adj.) designed so that it cannot fail
- _____ (phrase) an answer which is intended to be amusing rather than serious
- _____ (noun, informal) a person who is very interested in and who knows a lot about a particular subject
- _____ (phrase) the number of hours per week you spend working compared with the number of hours you spend with your family, relaxing, etc.
- _____ (phrase) the main reason for something
- _____ (phrase) friendly competition
- _____ (noun) people who are looking for a job

f Look at some more genuine interview questions. What do you think they would tell you about the candidate? Why? Do you think these kinds of questions really help interviewers to choose the best person for the job?

- What would you do if you were the one survivor in a plane crash? (Airbnb)
- Who do you think would win in a fight between Spider-Man and Batman? (Stanford University)
- What did you have for breakfast? (Banana Republic)
- Describe the colour yellow to somebody who's blind. (Spirit Airlines)
- How many people flew out of Chicago last year? (Redbox software)
- What am I thinking right now? (TES Global)
- Who is your hero, and why? (General Electrics)
- Tell me something about your childhood. (Next)

g Choose two questions in f to ask a partner.

5 LISTENING

a Have you ever had an interview for a job or a place on a course? What kinds of questions did they ask you? Did you get the job or place?

b **1.9** Listen to four people talking about a strange question they were asked in an interview. Complete questions 1–4.

What strange question were they asked?	How did they answer?	What happened in the end?
1 If you could _____ with _____ from the past, who would you choose and why?		
2 Do you _____ a _____? Are you planning to _____?		
3 Do you still _____?		
4 _____ would you like to be reincarnated as?		

c Listen again and make notes in the rest of the chart.

d Which of the questions do you think were acceptable to ask at an interview?

6 SPEAKING

a **🗣️ Communication** Tough questions **A p.106 B p.110** Ask your partner some difficult interview questions.

b Invent a tough interview question of your own, which you think might tell you something interesting about another person.

c Ask your question to as many other students as possible and answer theirs.

d Which questions did you think were the most interesting? Why?



G auxiliary verbs, the..., the... + comparatives

V compound adjectives, modifiers

P intonation and sentence rhythm

1 READING & LISTENING

a Look at the names below. Do you know what they have in common? Do you know anything about them?

the *MARY CELESTE* the *USS CYCLOPS* Amelia Earhartb  1.10 Listen and find out. Do you think we will ever know what happened?c  1.11 Read and listen to *The mystery of the lighthouse keepers*. Then cover the text and answer the questions with a partner.

The facts

- 1 What was the mystery and who discovered it?
- 2 What was strange about...?
 - the lighthouse door
 - a chair
 - the rain jackets
 - the clocks
 - the log book

The theories

- 3 What theories did people come up with?
- 4 Which of the theories do you think could be true? Why?
- 5 Which do you think are impossible? Why?

d Find words in the article which mean...

Paragraph 1

1 _____ (noun) something that is difficult to understand or explain (SYN *mystery*)

2 _____ (verb) to confuse sb completely

Paragraph 2

3 _____ (adj.) far away from places where other people live

Paragraph 3

4 _____ (adj.) unexpected, surprising, or strange

5 _____ (noun) a mark, object, or sign that shows that sb or sth existed or was present (*He disappeared without a ~.*)

Paragraph 4

6 _____ (verb) to find the correct answer or explanation for sth

THE MYSTERY OF THE LIGHTHOUSE KEEPERS

The mystery of the Flannan Islands lighthouse keepers is one of the greatest puzzles in history, a case that has baffled real and amateur detectives for more than a century.

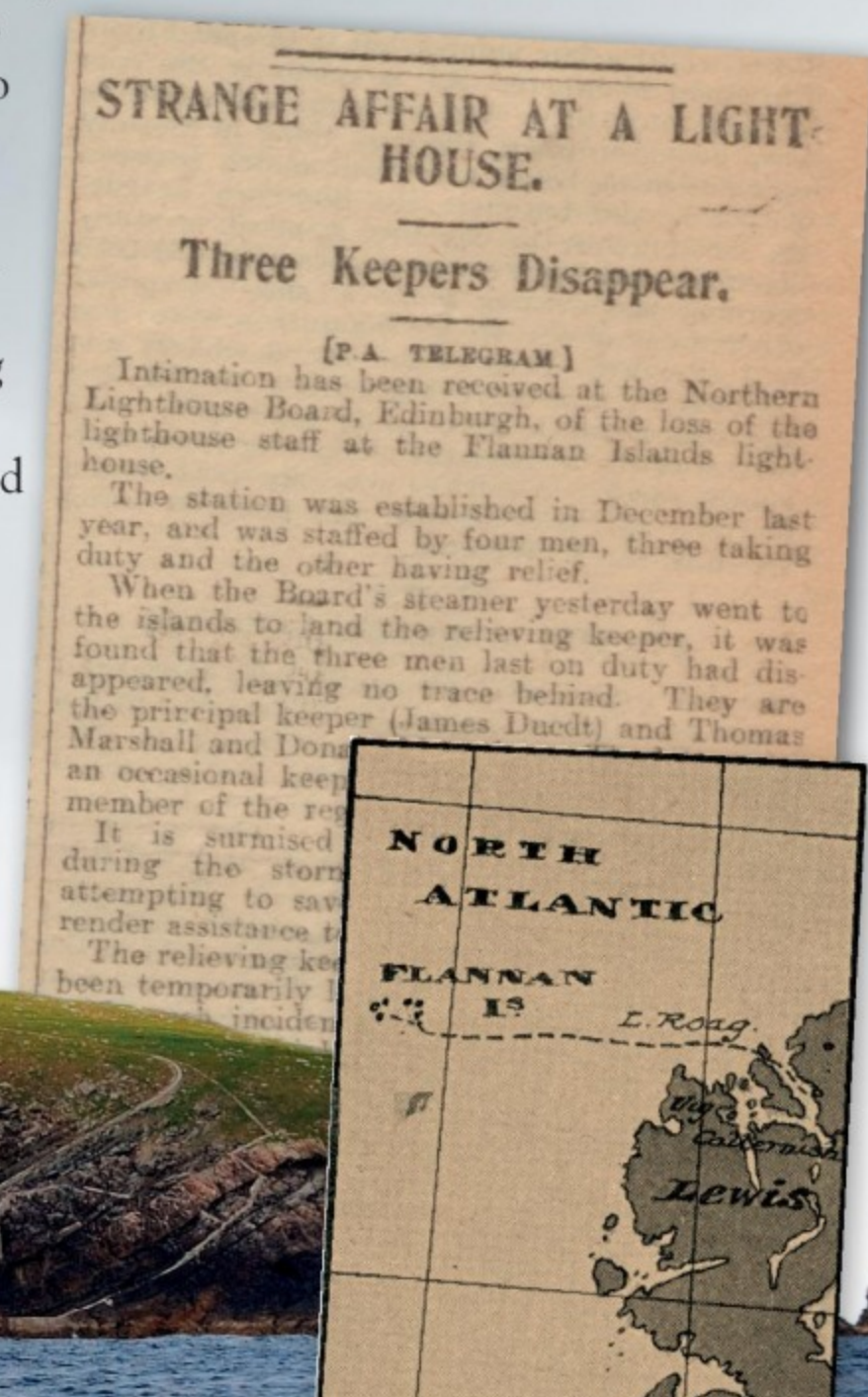
The Flannan Islands are seven uninhabited rocks that rise out of the sea. They form part of the Outer Hebrides, a chain of remote islands off the west coast of Scotland. For centuries, they were a danger for ships, so in 1899, a 75-foot lighthouse was built on the largest of the islands, and three lighthouse keepers were employed.

On 26th December 1900, a steamship sailed to the island carrying three new lighthouse keepers, to relieve the men who had spent

three months alone in the Atlantic. But when they arrived at the lighthouse, they made an extraordinary discovery – there was nobody there! The lighthouse door was unlocked, and inside, everything was tidy, but one of the chairs was knocked over. One rain jacket was hanging on its hook, but the other two had disappeared.

The clocks had stopped. The last entry in the log book was 9 a.m. on 15th December. But of the three keepers, Ducat, Marshall, and MacArthur, there was not a trace.

When the news of the keepers' disappearance reached the mainland, there was a huge amount of media speculation. Some suggested that the men had argued about a woman, and that one had murdered the other two before throwing himself into the sea. Others wondered whether perhaps they had been kidnapped by German agents who were planning an invasion of Britain, using submarines. Some thought they might have been carried away by a sea serpent, or a giant sea bird, or even by a boat full of ghosts. An Edinburgh policeman, Robert Muirhead, was sent to the island to solve the mystery.

Adapted from *The Times*

- e **1.12** Listen to the rest of the story. What was Muirhead's theory? What did people think of it at the time? What is the modern explanation?

Glossary

Queen Elizabeth II (known as the *QE2*) a famous transatlantic cruise ship
White Cliffs of Dover very tall cliffs on the English coastline opposite France

- f Listen again. Why are the following mentioned?

- 1 a huge rock
- 2 *Queen Elizabeth II*
- 3 a paper in a scientific journal
- 4 1901
- 5 one man's rain jacket and the bodies of the men

2 GRAMMAR auxiliary verbs

- a Talk in small groups.

Have you (or has anybody you know)...?

- seen or heard something which can't be explained, e.g. a ghost or a UFO
- had a strange coincidence, e.g. meeting someone in an unexpected place
- visited a fortune-teller, psychic, or faith healer

Reacting to a story about something strange

When somebody talks about something strange or difficult to explain, we often react with these phrases.

How / That's *strange / bizarre / odd / weird / spooky.*

What a *weird story / amazing coincidence.*

- b Look at the conversations and try to complete the gaps with an auxiliary verb (*do, did, is, was, etc.*).

- 1 A I heard a weird noise in the middle of the night.
B **1** _____ you? What kind of noise?
- 2 A You don't believe in ghosts, **2** _____ you?
B No, I don't.
- 3 A I've never been to a fortune-teller.
B Neither **3** _____ I.
C I **4** _____. It was really interesting.
- 4 A I don't believe you really saw a UFO.
B I **5** _____ see one! It couldn't have been anything else.

- c **1.13** Listen and check. Then in pairs, decide which highlighted phrase (1–5) is used...

- A to add emphasis
- B to say that you are different
- C to check information
- D to show surprise
- E to say that you are the same.

- d **p.133 Grammar Bank 1B**

3 PRONUNCIATION & SPEAKING intonation and sentence rhythm

- a **1.15** Listen to the conversations. Underline the highlighted auxiliary verbs (*did, don't, do*) that are stressed.

- 1 A I dreamt that I saw a ghost last night.
B Did you? So did I. How spooky!
- 2 A I don't believe in fortune-telling.
B Don't you? I do.
- 3 A You don't like horror films, do you?
B I do like them. It's just that sometimes they're too scary!

- b Practise the conversations with a partner. Copy the rhythm and intonation.

- c Complete sentences 1–8 so that they are true for you.

- 1 I'm not very good at _____.
(activity)
- 2 I'm going to _____ tonight.
(verb phrase)
- 3 I love _____.
(a kind of music)
- 4 I don't like _____.
(a kind of food)
- 5 I've never read _____.
(a famous book)
- 6 I'd love to live in _____.
(a town or country)
- 7 I was very _____ as a child.
(adj. of personality)
- 8 I didn't _____ yesterday evening.
(verb phrase)

- d Work in pairs, **A** and **B**. **A** read your sentences to **B**. **B** respond with a reply question and then say whether you are the same or different. Then swap roles.

I'm not very good at cooking.

(Aren't you? Neither am I.)

I'm going to watch the football tonight.

(Are you? I'm not. I'm going to study.)

- e **Communication** You're psychic, aren't you? **A p.106 B p.111** Make guesses about your partner.

4 LISTENING & SPEAKING



a Look at the photo of a forest. How do you think you would feel if you were walking in it?

b 1.16 Now look at the photo and listen. Follow the instructions. Write your answers below.

A walk in the forest

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____
- 6 _____

c Listen again and check what you have written. Make sure you have answered all parts of the questions.

d 1.17 Now listen to an explanation of what you have written. Make notes in the chart.

A walk in the forest	
1	the person =
2	the animal = how you interact with it =
3	the house = no fence = a fence =
4	the table =
5	the cup =
6	the water = how wet you get =

e Now use the notes to interpret what you wrote in **b**. Then compare with a partner and say what you agree with and what you disagree with.

I put that the animal was a..., and it says that means..., but I don't think that's true.

f Do you believe in this kind of personality test? Do you believe that you can learn anything about someone's personality by...?

- analysing their handwriting (graphology)
- looking at their hands (palmistry)
- analysing the position of the sun, moon, and planets at the exact time of their birth (astrology)
- online personality quizzes, e.g. BuzzFeed

g Grammar in context *the..., the...*
+ comparatives

*The bigger the animal,
the more problems you have.*

*The harder and more resistant the cup is,
the stronger your relationship is.*

Use *the* + comparative adjective or adverb, or *the more / less* (+ noun) to show that one thing depends on another, e.g.

- *The earlier we start, the sooner we'll finish.* = If we start early, we'll finish early.
- *The more money you spend now, the less you'll have for your holiday.* = If you spend a lot of money now, you'll have less for your holiday.

Rewrite the sentences using *the..., the... + comparative*.

1 If you study a lot, you learn a lot.

The _____,
the _____.

2 If I drink a lot of coffee, I sleep badly.

The _____,
the _____.

3 If you have a lot of time, you do things slowly.

The _____,
the _____.

4 If you are fit, you feel good.

The _____,
the _____.

1.18 Now listen and check. Notice the stress and intonation pattern in the sentences.

h Complete the sentences in your own words. Then read your sentences to a partner.

- 1 The more money I have,...
- 2 The earlier I get up,...
- 3 The faster English people speak,...
- 4 The less I eat,...
- 5 The harder I work,...
- 6 The more I exercise,...

5 VOCABULARY compound adjectives

a Look at some extracts from the listening in 4. Can you remember what the gapped words were?

- 1 If there was no fence around the house, it means you are very open-_____, and welcome new ideas.
- 2 If you hardly got wet at all, it means that you depend less on your friends and are more self-_____.

b **1.19** Listen and check. Do the compound adjectives in **a** have a positive or negative meaning?

Compound adjectives

Compound adjectives have two parts. The second part often ends in *-ed* or *-ing*, e.g. *good-natured*, *hard-working*. The words are normally linked by hyphens.

c **1.20** Listen to some more compound adjectives. Which word has the main stress?

absent-minded bad-tempered big-headed easy-going
good-tempered laid-back narrow-minded open-minded
self-centred strong-willed tight-fisted two-faced
well-balanced well-behaved

d With a partner, use the two parts of the words to try to work out their meaning. Which do you think are positive and negative characteristics? Are there any which you think can be either?

I think a bad-tempered person is somebody who gets angry easily...

Modifiers

We often use modifiers with adjectives of personality to make them stronger or less strong.

With positive characteristics

My mum is	really / incredibly / extremely very quite / pretty	good-tempered.
-----------	---	----------------

With negative characteristics

My sister is	really / incredibly / extremely very quite / pretty a bit / rather	bad-tempered.
--------------	---	---------------

e Tell your partner about people with the characteristics below. Give examples of their behaviour.

Do you know somebody who is...?

- very open-minded
- extremely absent-minded
- a bit tight-fisted
- pretty laid-back
- a bit two-faced
- very good-tempered
- incredibly strong-willed
- quite self-centred

My cousin is pretty laid-back. She didn't even get angry when her boyfriend crashed her car!

1  **THE INTERVIEW** Part 1

- a Read the biographical information about Ryan Judd. What do you think the HR department of a company does?

Ryan Judd was born in 1976. He has been working as a recruitment advisor in the HR (Human Resources) department at Oxford University Press since 2010.



- b Watch Part 1 of an interview with him. Tick (✓) the things he mentions that candidates for a job interview should do.

- 1 Arrive on time
- 2 Be enthusiastic about the job
- 3 Ask questions about the job
- 4 Ask questions about the salary
- 5 Include a photograph on your CV
- 6 Write a good cover letter
- 7 Check everything is correct on your CV
- 8 Be prepared for the interview

Glossary

CV the abbreviation for *Curriculum Vitae*, a written record of your education and the jobs you have done that you send when you are applying for a job

cover(ing) letter a letter containing extra information which candidates send with their CV

recruiter /rɪ'kru:tə/ the person who finds new people to join a company

salary banding the level of pay given for certain jobs within a company

- c Now watch again and answer the questions.

- 1 What kinds of things does he ask candidates about to relax them before the interview?
- 2 What kinds of things does he ask candidates at the beginning the interview?
- 3 What information should be given in a covering letter?

- d Which three things in b do you think are the most important?

 Part 2

- a Watch Part 2. Which three interview situations did he find difficult or surprised him?



- b Watch again and answer the questions.

- 1 What choice did he have with the first candidate he talks about?
- 2 What explanation for her behaviour did the second candidate give?
- 3 What kinds of clothes does he think candidates should wear?
- 4 Why did the third candidate arrive in the wrong kind of clothes? Did he get the job?

Glossary

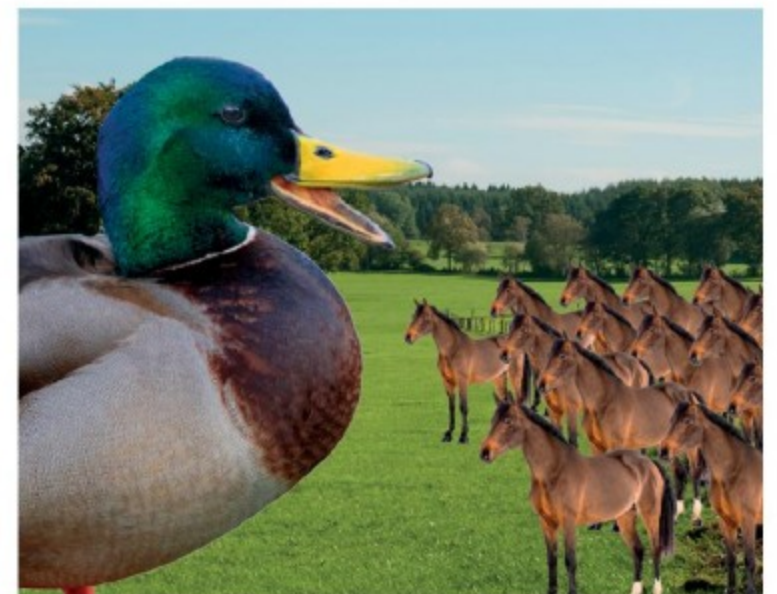
blazer /'bleɪzə/ a smart jacket which is not worn with matching trousers

- c Do you agree with Ryan that how a candidate dresses is important? What would you wear to a job interview?

 Part 3

- a Watch Part 3. Complete the two 'extreme interview' questions he mentions.

- 1 How would you describe _____ to your _____?
- 2 Would you rather fight a horse-sized _____ or a hundred duck-sized _____?



- b Watch again. Mark the sentences **T** (true) or **F** (false). Say why the **F** ones are false.

- 1 Ryan thinks the purpose of extreme interviewing is to see how candidates react in a strange situation.
- 2 He has used extreme interviewing on several occasions.
- 3 The first 'extreme' question he mentions was asked to see if the candidate had technical and communication skills.
- 4 The second 'extreme' question was asked to see if candidates had leadership potential.
- 5 Ryan thought that it was a good question.
- 6 He would have chosen the first option.

- c How would you answer the two questions in a?

2 LOOKING AT LANGUAGE

Formal language

Ryan uses several words and expressions that would typically be used in a more formal setting, e.g. a job interview, rather than in conversation.

Watch some extracts from the interview and replace the **highlighted** words or phrases with the more formal equivalent used by Ryan.

- '...you're also looking for them to **show** experience relevant to the position.'
- 'During an interview, once it has **begun**, I will always try to start the interview with some general questions...'
- 'First thing is, obviously, to make mistakes on their application – um, that's always **seen** negatively...'
- '...but again, during the interview, when she hadn't **said** that's why she was doing it, it was a bit of a surprise.'
- '...you would expect, expect to see **suitable shoes**. And the same for a, **a woman** as well...'
- 'It's not something that I have direct experience of, but I **know about** some of the techniques that they use...'
- '...I'm not even sure if I would have been able to give an immediate **answer**...'

3 THE CONVERSATION



- a Watch the conversation. How do they respond to the question? Write **D**, **S**, and **A** on the line in the appropriate place.

Yes, definitely It depends Absolutely not

- b Watch it again. Match the sentence halves.

- Alice** Admitting you can't do something is OK if
- Alice** If you say you can speak French on your CV and you can't,
- Sarah** It's OK to exaggerate a bit about something if
- Sarah** If speaking a language was essential for a job,
- Debbie** If you lie and say you can do something,
- Debbie** If you don't have many hobbies,

- A it's not very important for the job.
 B you will have wasted the interviewer's time and given a bad impression of yourself.
 C it's a good idea to exaggerate a bit.
 D you say you are prepared to learn.
 E it might be expensive for the company when they discover the truth.
 F I wouldn't say I could do it.

- c Do you think it's OK to slightly exaggerate on your CV? Who do you agree with most, and why?

- d Watch three extracts where the speakers are emphasizing something and complete the gaps.

- I think it's a _____ idea to even slightly exaggerate...
- ...you might find yourself in a situation where you've wasted their time and you've just made yourself look _____ silly.
- I've _____ exaggerated on a CV.

- e Now watch two more extracts. What does the speaker do with the missing word to make it more emphatic?

- ...but I wouldn't do that if I knew the job was going to require me _____ that language...
- ...you shouldn't outright lie because you _____ get caught out and a lot of the times it could cost a company a lot of money...

- f Now have a conversation in groups of three.

- Do you think that to get a job today, who you know is still more important than what you know?
- Do you think CVs and interviews are a reliable way of selecting people for a job?

G present perfect simple and continuous **V** illnesses and injuries **P** /ʃ/, /dʒ/, /tʃ/, and /k/

1 VOCABULARY illnesses and injuries

- a Do the first-aid quiz with a partner. As you read the options, try to work out the meaning of the **highlighted** words and phrases.
- b **C Communication** Medical myths or first-aid facts? **A p.106**
B p.111 Check your answers to the quiz and explain the reasons to your partner.

c **V p.152 Vocabulary Bank** Illnesses and injuries

- d What illnesses or injuries might you get if you are...?

eating out hiking in the mountains
doing sport visiting a tropical country

MEDICAL MYTHS OR FIRST-AID FACTS?

First aid can help treat a minor injury, or even save a life in a medical emergency. However, it's important to know what **NOT** to do. Sometimes, incorrect first aid can actually be more harmful than helpful. So how useful is the advice you've heard? Do our quiz to find out.

For each question, decide which answers are myths (M) and which are facts (F).



- 1 What's the first thing you should put on a burn?
- a butter
- b cool **running water**
- c an ice pack



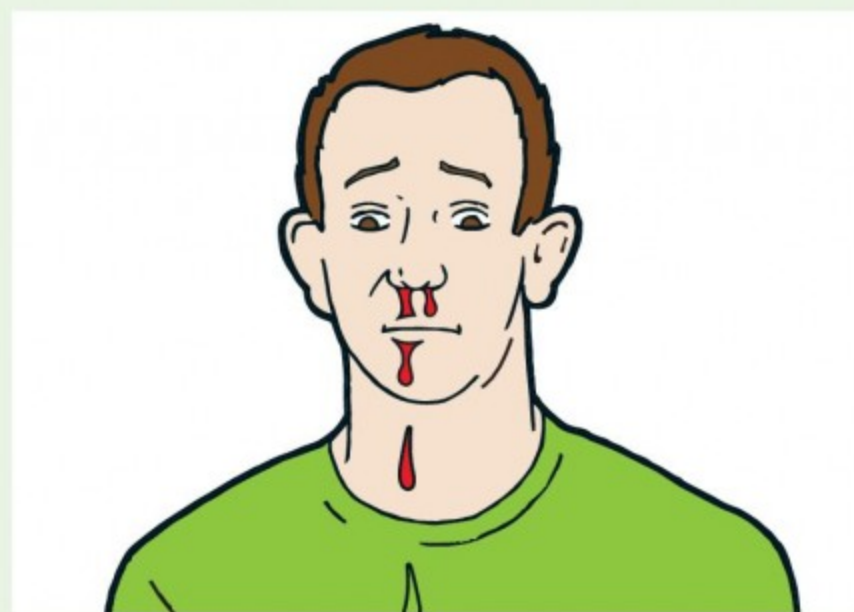
- 2 How should you treat a sprained ankle?
- a put a hot, **damp cloth** on the ankle
- b put an ice pack on the ankle
- c put the leg up, e.g. on a chair



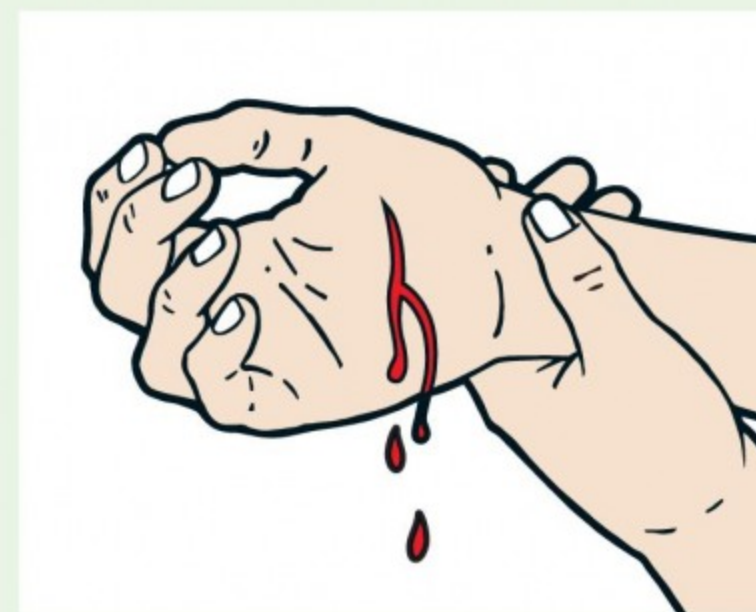
- 3 What's the best thing to do for someone with hypothermia?
- a **rub** their arms and legs to warm them up
- b give them a brandy or a hot coffee
- c cover them in something warm, e.g. a coat or a blanket



- 4 What's the first thing to do if someone is choking?
- a stand behind them and **press** their stomach inwards
- b make them continue to cough hard
- c hit them hard on the back



- 5 What's the best way to stop a nosebleed?
- a **tip** your head forwards
- b **pinch** the soft part of your nose
- c tip your head backwards



- 6 After you have cleaned a bad cut, what should you do...?
- a put on a **bandage**
- b put on antiseptic cream
- c leave it open to the air