

# LANGUAGE CHARTS

## INTRODUCTORY SECTION: CHOOSING THE RIGHT LANGUAGE

### 1 Asking Someone to Do Something (see page xviii)

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{Could  
Would} you *DO* . . . \* (please)?

Do you think you could *DO* . . . \*? <polite>

I wonder if you could possibly *DO* . . . \* <tentative>

Would you mind *DOING* . . . \*? <rather formal>

{Can  
Will} you *DO* . . . \* (please)? <direct>

Do me a favour and *DO* . . . \*, (will you)? <direct: informal>

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## SECTION ONE: MEETING PEOPLE

### PART ONE: GREETINGS AND INTRODUCTIONS

#### 2 Greeting People (see page 3)

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Hello (*X*). How are you?

Good {morning  
afternoon  
evening} (*X*). How are you? <slightly formal>

Hi (*X*). How are {things?  
you doing?  
you keeping?} <informal>

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#### 3 Answering Greetings (see page 3)

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Very well, thank you. How are you?

Fine, thanks. And you? <slightly informal>

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#### 4 Greeting Guests (see page 3)

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Good {morning.  
afternoon.  
evening.} {I'm so pleased you could come.  
It's so nice of you to come.} <slightly formal>

Hi. Nice to see you. <informal>

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#### 5 Answering Greetings to a Guest (see page 3)

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It was very kind of you to invite me/us.

Thanks for asking me/us. <slightly informal>

Hi!

Hello! <direct: informal>

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#### 6 Introducing People (see page 3)

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*X* this is *Y*. *Y* is + INFORMATION

*X* {may I introduce  
I'd like you to meet} *Y*. *Y* is + INFORMATION <slightly formal>

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\* Forms of the verb *to do* when written like this show the verb form that has to be used, for example: Would you mind *opening* the window, Could you *open* the window, etc.

## 7 Answering Introductions (see page 3)

Hello!  
 Pleased to meet you.  
 How do you do? <slightly formal>  
 Hi! <very informal>

## 8 Introducing Yourself (see page 3)

{How do you do?}  
 {Hello.} My name's X. I'm + INFORMATION

Good {morning.  
 {afternoon.  
 {evening.} Allow me to introduce myself. My name's X.  
 I'm + INFORMATION <formal>

Hi! I'm X. I'm + INFORMATION <informal>

## 9 Meeting People Unexpectedly (see page 3)

Well, hello (X). This is a pleasant surprise. How are you?  
 {Hi, (X). Fancy meeting you here.}  
 {Well, if it isn't X.} How are {things?  
 {you doing?  
 {you keeping?} <informal>

## PART TWO: PERSONAL INTERESTS

### 10 Asking About Personal Interests (see page 6)

{Do you take much interest in}  
 {Are you interested in} {X?  
 {DOING...?}

Do you happen to take much interest in {X?  
 {DOING...?} <slightly formal>

Are you into {X?  
 {DOING...?} <very informal>

### 11 Expressing Personal Interest (see page 6)

Yes, actually, I {am.  
 {do.}

Well, yes, to a certain extent. <tentative: slightly formal>  
 Well, yes, but... <tentative>  
 Oh yes, very much. <strong>

### 12 Expressing Lack of Personal Interest (see page 6)

Well, not really (actually), no.  
 Well, I'm not particularly keen on it, actually. <tentative>

### 13 Expressing Preference (see page 6)

I prefer {X  
 {DOING...}

I'm rather more interested in {X  
 {DOING...} <polite>

I tend to {prefer  
 {be rather more interested in} {X  
 {DOING...} <tentative>

I like {X  
 {DOING...} better <direct>

## PART THREE: LIKES AND DISLIKES

### 14 Stating Likes (see page 10)

I'm {rather  
 {quite} keen on {X  
 {DOING...}

(Personally) {I find {X  
 {DOING...} rather good.\*  
 {I think X is

I tend to be quite keen on {X  
 {DOING...} <tentative>

I really like {X  
 {DOING...} (very much). <strong>

### 15 Agreeing with Likes (see page 10)

So {do  
 {am} I (actually).

Oh yes, I {am  
 {do} too.

Yes, {it's great\*, isn't it.}  
 {me too.} <informal>

### 16 Disagreeing with Likes (see page 10)

Oh, {do you?  
 {really?  
 {are you?} (I must say it's not something I know very much about.) <polite>

Oh, {are  
 {do} you? I {I'm not  
 {don't} really. <rather direct>

### 17 Stating Dislikes (see page 10)

(Personally), {I don't find {X  
 {DOING...} very good.\*  
 {I think X is rather boring.\*}

(Personally), I'm not {over  
 {particularly} keen on {X  
 {DOING...} <tentative>

I (really) don't like {X  
 {DOING...} <direct>

I can't stand {X  
 {DOING...} <very blunt>

### 18 Agreeing with Dislikes (see page 10)

Neither {am  
 {can  
 {do} I (actually).  
 (Yes) I would tend to agree with you there. <tentative>  
 Yes, it's awful\*, isn't it? <strong>

\* Other words and phrases can be used here, e.g. really fantastic, rather terrible, quite enjoyable, extremely interesting, etc.

## 19 Disagreeing with Dislikes (see page 10)

Oh really?

Oh, {can't  
aren't} you? I {quite like  
'm quite keen on} {X  
DOING...}, myself, actually.

Oh, {don't  
can't  
aren't} you? I {(really) like  
'm really keen on} {X  
DOING...}, myself. <direct>

## SECTION TWO: PLANS AND CHOICES

### PART ONE: SOCIAL PLANS

## 20 Asking about Social Plans (see page 25)

Are you doing anything TIME?

Have you made any {plans  
arrangements} for TIME?

I was wondering if you {were doing anything  
had made any plans for} TIME? <tentative>

What are you doing TIME? <direct>

Have you got anything {fixed up for  
on} TIME? <informal>

## 21 Saying No Definite Plans (see page 25)

Nothing {in particular,  
special} no. (Why?)

{Not  
Nothing} {as yet, no.  
as far as I know.} (Why?)

## 22 Stating Changeable Plans (see page 25)

Well, I {was going to  
had planned to} DO...

Well, actually, I {was thinking of DOING... <slightly tentative>  
had intended to DO... <slightly formal>

## 23 Stating Definite Plans (see page 25)

Well, as a matter of fact, I'm DOING...

Well, actually, {I'm DOING...  
I've arranged to DO...}, I'm afraid. <tentative>

(Yes) I'm DOING... <very direct>

### PART TWO: INVITATIONS

## 24 Extending Invitations (see page 28)

Would you like to DO...?

Would you be interested in DOING...?

I was (just) wondering if you would {like to DO...?  
be interested in DOING...?} <tentative>

{What  
How} about DOING...? <informal>

## 25 Accepting Invitations (see page 28)

{That's very kind of you.  
That sounds very nice.} Thank you.

That sounds very nice (but I'm not sure if I can). Could I let you know? <tentative>  
I will if I can. <tentative: rather informal>

Yes, {that would be  
I'd love to.} {lovely.  
marvellous.} Thanks. <direct>

Yes, {great!  
fantastic!} <informal>

## 26 Refusing Invitations (see page 28)

That's very {nice  
kind} of you, } but I'm afraid + REASON  
I'd {love  
like} to,

{It's very kind of you to invite me,  
Thank you (very much) for the invitation,} but {I'm not sure if I can.  
I don't really think I can.} <tentative: formal>

{I can't, I'm afraid.  
Not really, thanks all the same.} You see + REASON <direct>

### PART THREE [A]: SUGGESTIONS

## 27 Asking for Suggestions (see page 33)

What\* would you like to DO...?

What\* do you suggest we DO...?

Is there anything† in particular you would like to DO...? <tentative>

What shall we DO...? <direct>

What do you fancy DOING...? <very informal>

## 28 Making Suggestions (see page 33)

Shall we DO...?

How does the idea of DOING... appeal to you?

{You  
We} could DO... <slightly tentative>

If I might make a suggestion, {you  
we} could DO... <very tentative: formal>

I suggest {you  
we} DO... <polite>

Let's DO...

{What  
How} about DOING...? } <direct: informal>

Why don't {you  
we} DO...? }

## 29 Showing Indecision When Asked for a Suggestion (see page 33)

{ I don't mind, really. } { What\* would you like to DO . . . ? }  
 { I'm not really sure. } { What\* do you suggest? }  
 { Is there anything† you can suggest? } <polite>  
 { It's all the same to me. }  
 { I'm not (really) bothered. } <rather blunt> } { What\* do you fancy }  
 { I'm easy. } { DOING . . . ? } <informal>

### PART THREE [B]: ALTERNATIVE SUGGESTIONS

## 30 Agreeing to a Suggestion (see page 35)

That { 's } { sounds like } good\*\* idea.  
 That's certainly { a possibility. } { not a bad idea. } <tentative>  
 Yes { great! } { fine! } <direct: informal>

## 31 Disagreeing with a Suggestion (see page 35)

That's { a good idea } { not a bad idea } but { I'd rather not. } { I'm afraid . . . }  
 I'd like to, but I'm afraid . . . <slightly tentative>  
 { We } { You } { could do, but . . . } <tentative> } (+ REASON)  
 I don't think { I can. } { it's possible. } <direct>  
 I must say I'd rather not. <quite strong>

## 32 Making an Alternative Suggestion (see page 35)

Couldn't { you } { we } DO . . . instead?  
 Wouldn't you rather DO . . . ?  
 Wouldn't it be rather better†† if { you } { we } DID . . . ? <rather formal>  
 Might I suggest that { you } { we } DO . . . instead? <tentative: formal>  
 (I must say,) I'd rather DO . . . <direct>  
 Why don't { we } { you } DO . . . instead? <direct: informal>

### PART FOUR: CHOICE AND PREFERENCE

## 33 Offering a Choice (see page 39)

What would you { prefer to do; } { rather { do; } { X did; } } DO . . . or DO . . . ?  
 { We } { You } could either DO . . . or (possibly) DO . . . ; which would you prefer? <polite>  
 There's X or Y;  
 { We } { You } can DO . . . or DO . . . ; it's up to you! <direct: informal>

\* Other WH-questions can be used here e.g. where, how, how many, etc.

† Other words with any are possible here e.g. anywhere, anyone, any NOUN, etc.

\*\* Other words can be used here, e.g. excellent, fantastic, etc.

†† Other comparatives can be used here, e.g. more comfortable, nicer, etc.

## 34 Expressing Positive Preference (see page 39)

(Personally), I'd { prefer to DO . . . } { rather { DO . . . } { X DID . . . } }  
 (Well actually,) I think I'd { prefer to DO . . . } { rather { DO . . . } { X DID . . . } } <tentative>  
 (Frankly), I'd (much) rather { DO . . . } { X DID . . . } myself. <very direct>

## 35 Expressing Indifference (see page 39)

I really don't mind. { I'd rather you chose. } { Why don't you decide? }  
 Well, both ideas sound very attractive.\* <tentative>  
 It's up to you! <direct>  
 It's all the same to me! <very direct: informal>  
 I'm easy! <very informal>

## 36 Expressing Negative Preference (see page 39)

I'd rather { not DO . . . } { X didn't DO . . . } (myself) actually.  
 I'd prefer not to DO . . .  
 Well, actually, I'm not particularly keen on { X } { DOING . . . } <tentative: polite>  
 { Frankly, } { To be honest, } { I'm not keen on { X } { DOING . . . } } <rather direct>  
 { I don't fancy { X } { DOING . . . } } <direct: informal>

## SECTION THREE: OPINIONATING

### PART ONE: OPINIONS

## 37 Asking for Opinions (see page 57)

What's your opinion of X?  
 What do you think of X?  
 How do you feel about X?  
 I was wondering { what your opinion of X was? } <tentative> { where you stood on the question of X? } <formal>  
 What do you reckon to X? } <informal>  
 What about X?

## 38 Expressing Personal Opinions (see page 57)

As far as I'm concerned,  
 In my opinion,  
 { From my point of view, } { Personally, } I think (that)  
 It would seem to me that } <tentative> } + SENTENCE  
 As far as I'm able to judge, } <tentative>  
 As I see it,  
 Frankly, I think } <direct>  
 I reckon <informal>

\* Other words can be used here, e.g. very interesting, O.K., good, etc.



## SECTION FOUR: HELP

### PART ONE [A]: ADVICE

#### 48 Asking for Advice (see page 87)

What\* d'you suggest I should *DO* . . . ?

Could you give me some advice (about . . . )?

I was wondering if you could (possibly) give me some advice (about . . . ) *<tentative: polite>*

What\* shall I *DO* . . . ? *<direct>*

What\* would you *DO* . . .   
 { in my position? *<direct>*   
 { if you were me? *<informal>*

#### 49 Asking for More Exact Information (see page 87)

{ Sorry,   
 { I'm afraid } I'm not quite clear (about) what you mean (by . . . )

I'm sorry, but could you possibly explain in a little more detail? *<polite>*

What (exactly) do you mean (by . . . )? *<direct>*

#### 50 Giving More Exact Information (see page 87)

Well, (actually), the { thing   
 { point } is (this) . . . }   
 Well, what I mean is . . . *<direct>* } + SENTENCE   
 Well, { to be frank   
 { frankly } . . . *<strong: blunt>* }

#### 51 Giving Advice (see page 87)

Personally, { I would advise you to *DO* . . .   
 { I think your best course would be to *DO* . . . *<slightly formal>*

(You may not agree with me, but) it might be a good idea if you *DID* . . . *<tentative>*

I suggest you *DO* . . . } *<direct>*

I think you should *DO* . . . }   
 (If I were you) I'd *DO* . . . *<direct: informal>*

### PART ONE [B]: TAKING ADVICE

#### 52 Accepting Advice (see page 91)

That (certainly) { sounds   
 { seems } like { a good idea.   
 { good advice. } Thank you.

That's certainly a possibility. *<slightly tentative>*

{ Right.   
 { Yes. } I'll { do   
 { try } that. Thanks. *<direct: informal>*

#### 53 Rejecting Advice (see page 91)

I'm not sure I { can   
 { 'd be able to } do that. You see + EXCUSE

Isn't there anything else\* I { can   
 { could } *DO* . . . ?

I'm sure that's excellent advice, only + EXCUSE *<tentative>*

(I'm afraid) { that's not really possible. } *<direct>*   
 { that's out of the question. } *<direct: strong>*

### PART TWO [A]: OFFERS

#### 54 Expressing Willingness to Help (see page 93)

Is there anything I can *DO* . . . ?

If there's anything I can do, I'd be (only too) happy to help.

Is there any way I could (possibly) be of help? *<tentative>*

Can I { do anything?   
 { help? } *<direct>*

#### 55 Offering Help (see page 93)

Would you like me to *DO* . . . ?

Could I *DO* . . . (for you)?

I could *DO* . . . (for you), if you like.

If it would be of any { help,   
 { use, } I { could *DO* . . .   
 { 'd be happy to *DO* . . . } *<tentative>*

Do you want me to *DO* . . . ?

Shall I *DO* . . . (for you)? *<direct>*

#### 56 Asking Someone to Do Something (see page 93)

{ Could   
 { Would } you *DO* . . . (please)?

Do you think you could *DO* . . . ? *<polite>*

I wonder if you could possibly *DO* . . . *<tentative>*

Would you mind *DOING* . . . ? *<rather formal>*

{ Can   
 { Will } you *DO* . . . (please)? *<direct>*

Do me a favour and *DO* . . . , (will you)? *<direct: informal>*

#### 57 Accepting Offers of Help (see page 93)

That would be very kind of you. Thank you.

I would be extremely grateful if you { could.   
 { would. } *<tentative: polite>*

That'd be great †. Thanks. *<direct: informal>*

#### 58 Rejecting Offers of Help/Expressions of Willingness to Help (see page 93)

{ That's very kind of you,   
 { Thank you (very much) for offering, } but I think { I can manage.   
 { It's very kind of you to offer, } { it'll be all right. }

No, it's all right thanks. (I can manage.) *<direct>*

\* Other WH- questions (who, how, where, etc.) can be used.

\* Other phrases with *any* (anywhere else, anyone else, any other NOUN etc.) can be used.

† Other words are also possible, e.g. marvellous, lovely, etc.

**59 Expressing Unwillingness to Help** (see page 96)

I'd  $\left\{ \begin{array}{l} \text{like} \\ \text{love} \end{array} \right\}$  to help,  $\left\{ \begin{array}{l} \text{but I'm afraid} \\ \text{only} \end{array} \right\}$  + EXCUSE

I  $\left\{ \begin{array}{l} \text{really} \\ \text{do} \end{array} \right\}$  wish I could help you, but I'm afraid + EXCUSE <polite>

I'm afraid I can't DO . . . <direct>

**60 Expressing Indifference** (see page 96)

$\left\{ \begin{array}{l} \text{Oh, that's all right.} \\ \text{Please don't worry.} \end{array} \right\}$  (I'm sure) I can manage.

(Oh well)  $\left\{ \begin{array}{l} \text{not to worry.} \\ \text{never mind.} \end{array} \right\}$  <direct: rather informal>

**KEY****INTRODUCTORY SECTION****2 Practice** (Suggested answers)

1) *c*: I wonder if you could possibly open the window. 2) *f*: Do me a favour and pass me my cigarettes, will you? 3) *c*: I wonder if you could possibly come round the day after. 4) *b*: Do you think you could phone back in an hour? 5) *a*: Could you bring me an ashtray please?

**3 Cast Conversations** (Suggested answers)

*a*) Do me a favour and pick some books up for me on the way home, will you? *b*) Do you think you could come to a meeting in my office at 11 o'clock tomorrow? *c*) Could you lend me a fiver? *d*) I wonder if you could possibly turn the gramophone down. *e*) I wonder if you could possibly help me with the science exam. *f*) Can you get me a cup of coffee and a ham sandwich?

**SECTION ONE****PART ONE****2 Cast conversations** (Suggested answers)

*a*) 1 Hi, David, how are things? 2 Fine thanks, and you? *b*) 1 Graham, this is Susan; she's giving the party. 2 Pleased to meet you. *c*) 1 Hi, Carol, nice to see you! 2 Hello! *d*) 1 Hello, my name's Wood. 2 Pleased to meet you. *e*) 1 Hello Mr Wood, how are you? 2 Very well thank you, and you? May I introduce my wife. Dear, this is Susan Grey, one of our reporters. 3 How do you do? 4 Pleased to meet you. *f*) 1 Well hello Mr Cromer, this is a pleasant surprise. How are you? 2 Fine thanks, and you?

**PART TWO****1 Manipulation Drill**

*a*) 1 Do you take much interest in politics? 2 Yes, actually, I do. *b*) 1 Are you interested in dancing? 2 Well yes, to a certain extent. *c*) 1 Do you happen to take much interest in pop music? 2 Well, I'm not particularly keen on it, actually. 3 I tend to prefer listening to classical music. *d*) 1 Are you into jazz? 2 Well yes, but I like pop better. *e*) Are you interested in playing tennis? 2 Well not really, no. *f*) 1 Do you happen to take much interest in the cinema? 2 Yes I do, but I'm rather more interested in going to the theatre.

**2 Cast Conversations** (Suggested answers)

*a*) 1 Are you into astrology? 2 Well yes, but . . . *b*) 1 Do you take much interest in astrology? 2 Well yes, but I'm rather more interested in palmistry. *c*) 1 Do you happen to take much interest in opera? 2 Well yes, to a certain extent, but I tend to prefer more modern music. *d*) 1 Are you interested in politics? 2 Oh yes, very much.

**PART THREE****1 Manipulation Drills**

*a. a*) I'm rather keen on going to horror films. *b*) I find Westerns rather boring. *c*) I

don't find watching television very interesting. *d*) I'm not particularly keen on watching documentaries. *e*) Personally I don't find documentaries very enjoyable. *f*) I can't stand cowboy films. *g*) I'm not over keen on watching violent films. *h*) I can't stand people smoking in cinemas. *i*) I think documentaries are far more interesting than musicals.

### 2 Cast Conversations (Suggested answers)

*a*) 1 I really like the 'Hope and Anchor'. 2 Yes, me too. *b*) 1 Personally I don't find modern teaching methods very effective. 2 Oh really? I quite like them myself. *c*) 1 Personally, I think modern fashions are rather ridiculous. 2 Yes, I do too. *d*) 1 I'm rather keen on 'Dilemma'. 2 Oh are you?

#### EXTENSIVE LISTENING 1

### 1 General Comprehension (Suggested answers)

*a.* *a*) Because she has got to meet someone later on. *b*) She's in publishing. *c*) That the book is going to be in the best-sellers' list. *d*) Because it is pretty hot.  
*b.* *a*) Recently. *b*) Social documentaries. *c*) Two months. *d*) After college. He worked in the sales department.  
*c.* *a*) Mrs Holly asks for a gin and tonic with ice. Mr Holly asks for a whisky on the rocks. *b*) At French evening classes. *c*) She is planning to have a holiday in France next year. *d*) She does not like lying on a beach with a lot of other English people on a package holiday. *e*) Crowds everywhere with people on the beach playing music and guitars.

### 3 Reading Between the Lines

*a.* *a*) true *b*) false *c*) false *d*) true  
*b.* *a*) false *b*) true *c*) false *d*) true  
*c.* *a*) true *b*) false *c*) true *d*) false *e*) false *f*) true

#### INTERSECTION A

##### PART ONE

### 1 Manipulation Drill

*a*) 1 Hello John, you don't look very well. 2 I don't feel very well. I'm afraid I've got a cold. *b*) 1 Hello James, you're looking terrible. 2 On the contrary, I'm feeling fine. *c*) 1 Hello Mary. I hope everything's going well in your new job? 2 Oh yes, I really like the work. 3 Oh, I am pleased to hear that. *d*) 1 Hello Jane, how are things going? 2 Terrible! I crashed my car this morning. 3 Oh! How awful!

##### PART TWO

### 1 Manipulation Drill

*a*) 1 Isn't it sad about John? 2 Yes, it's terrible, isn't it? *b*) 1 I hear you've just passed your driving test; congratulations! 2 Congratulations on passing your driving test! *c*) 1 Terribly sad about Mary failing her exam. 2 Yes it is, but what a good thing Julia passed. 3 Yes, isn't it? *d*) 1 Michael was here yesterday. 2 Oh, what a pity! I'd've come round if I'd known. *e*) Isn't it fortunate that David noticed that policeman? *f*) I wish I'd known about the party, I'd've loved it!

#### SECTION TWO

##### PART ONE

### 1 Manipulation Drill

*a*) 1 Have you made any arrangements for this evening? 2 Not as yet, no. Why? *b*) 1 What are you doing tomorrow evening? 2 Well, actually, I was thinking of doing some work. *c*) 1 I was wondering if you were doing anything on Saturday. 2 Well, actually, I've arranged to go to my mother's, I'm afraid. *d*) 1 Have you got anything fixed up for Saturday evening? 2 Nothing in particular. *e*) 1 Have you made any plans for next Sunday? 2 Well, as a matter of fact, I'm going out with a friend. *f*) 1 I was wondering if you had made any arrangements for this evening. 2 Well, I was going to bed early.

### 2 Cast Conversations (Suggested answers)

*a*) 1 Are you doing anything for lunch tomorrow? 2 Not as far as I know. *b*) 1 Have you got anything fixed up for this evening? 2 Yes, I'm going out with David. *c*) 1 Have you made any plans for next weekend? 2 Well I was going to go to the country.

##### PART TWO

### 1 Manipulation Drill

*a*) 1 Would you like to come to the cinema? 2 That's very nice of you, but I'm afraid I'm not feeling very well. *b*) 1 I was wondering if you would be interested in coming round for a meal. 2 That sounds very nice, but I'm not sure if I can. Could I let you know? *c*) 1 How about having a drink? 2 I can't I'm afraid. You see I've got some work to do. *d*) 1 I was wondering if you would like to have a meal. 2 Yes, that would be marvellous. *e*) 1 Would you be interested in coming to the Natural History Museum? 2 Thank you for the invitation, but I'm not sure if I can. *f*) 1 Would you like to go to the theatre? 2 Yes, I'd love to, thanks.

### 2 Cast Conversations (Suggested answers)

*a*) 1 Would you like to come to a party next Thursday? 2 Yes that would be marvellous, thanks. *b*) 1 How about having a meal this evening? 2 I can't I'm afraid. You see I'm playing in a folk club. *c*) 1 I was just wondering if you'd like to go to the cinema. 2 I'd like to, but I'm afraid I'm having dinner with my mother. *d*) 1 Would you be interested in coming for a drink? 2 That sounds very nice, thank you.

##### PART THREE A

### 1 Manipulation Drill

*a*) 1 What would you like to do this evening? 2 I don't mind really. What would you like to do? *b*) 1 Is there anywhere in particular you would like to go? 2 I'm not really sure, is there anywhere you can suggest? *c*) 1 Where do you suggest we should go for a meal? 2 Shall we go to the pub? *d*) 1 What film do you fancy seeing? 2 I don't mind really. What film would you like to see? *e*) 1 When do you suggest we go on holiday? 2 We could go in August. *f*) 1 If I might make a suggestion we could go to the sea. *g*) 1 How shall we spend this evening? 2 I'm easy.

### 2 Cast Conversations (Suggested answers)

*a*) 1 What do you fancy doing this evening? 2 It's all the same to me. What do you fancy doing? *b*) 1 Where do you suggest we hold the party? 2 I suggest we hold it in the Mayfair hotel. *c*) 1 Where would you like to go for lunch? 2 I don't mind

really. Where would you like to go? *d*) 1 Is there any time in particular you'd like to meet again? 2 I suggest we meet next Friday at 11 o'clock.

#### PART THREE B

### 1 Manipulation Drill

*a*) 1 Shall we have a drink? 2 That's not a bad idea, but I'd rather not, thanks. I've got a headache. *b*) 1 I suggest we take a tent. 2 Wouldn't it be rather better if we hired a caravan? *c*) 1 How does the idea of camping appeal to you? 2 That's certainly a possibility. *d*) 1 We could hitch-hike. 2 We could do, but I don't think I'd like to. *e*) 1 What about going to the seaside? 2 Couldn't we camp by a lake instead? *f*) 1 Why don't we go walking in the hills? 2 I must say I'd rather not. *g*) 1 I suggest we go camping. 2 Why don't we stay at home instead? *h*) 1 Shall we have a drink? 2 Might I suggest that we have a meal instead? *i*) 1 We could have a meal. 2 I'd like to, but I'm afraid I've only just eaten.

### 2 Cast Conversations (Suggested answers)

*a*) 1 That sounds like an excellent idea. 2 Couldn't we go to the London Steak House instead? 3 That's a good idea, but I'd rather not. *b*) I must say I'd rather not. *c*) 1 Why don't we go to Morocco instead? 2 I don't think I can. I haven't got enough money. 3 Yes, great. *d*) 1 Couldn't we see a play instead? 2 We could do, but I'd rather not.

#### PART FOUR

### 1 Manipulation Drills

**a.** *a*) What would you prefer to do, watch the news on television or listen to the radio? *b*) There's the cinema or the night club; it's up to you. *c*) We could either visit you this evening or visit you tomorrow. Which would you prefer? *d*) What would you rather we did; visit you this evening or tomorrow? *e*) We can watch the news on television or listen to the radio. It's up to you.

**b.** *a*) Personally I'd prefer to watch television. *b*) It's all the same to me. *c*) Well, actually, I think I'd rather you visited me tomorrow. *d*) I'd rather not listen to the radio myself. *e*) I'm not very keen on going to the night club. *f*) Well, both ideas sound interesting. *g*) Well, I'm not particularly keen on going to the cinema. *h*) I'd rather go to the night club. *i*) I'd rather not go to the night club either. *j*) I don't fancy either.

### 2 Cast Conversations (Suggested answers)

*a*) 1 What would you prefer to do? Have Thursday or Friday off? 2 Personally I'd prefer Thursday. *b*) 1 Well, there's the fifteenth or the twenty-second; it's up to you. 2 To be honest I don't fancy either. I'd prefer the twenty-ninth. *c*) 1 What would you rather do; an article on the local schools or one about the council meeting? 2 Well, actually, I think I'd rather do the one on the local schools. *d*) 1 We can go to the 'Hope' or the 'Crown'. It's up to you. 2 Frankly, I don't fancy either. I'd much rather we went to the 'Excelsior Café'.

#### EXTENSIVE LISTENING 2

### 1 General Comprehension (Suggested answers)

**a.** *a*) Jane Phillips *b*) Some friends  
**b.** *a*) Yes *b*) No *c*) Yes *d*) He has not given her enough notice and she has half an arrangement to go to a concert. *e*) She accepts immediately.  
**c.** *a*) To pay Jane back for the dinner party. *b*) i) Jane Phillips is going to the Bay Tree Folk Club and Colin Blackmore will be away. ii) Jane Phillips has something

on. *c*) At the 'Kung Fu' restaurant a week on Sunday. *d*) At the 'Old Boot' pub at about 7.30.

### 3 Reading Between the Lines

**a.** *a*) true *b*) false *c*) true *d*) false *e*) false *f*) true *g*) true *h*) false  
**b.** *a*) false *b*) true *c*) false *d*) true *e*) true *f*) false *g*) true

#### INTERSECTION B

#### PART ONE

### 1 Manipulation Drill

*a*) 1 I'm terribly sorry I'm late; I'm afraid I got held up at the office. 2 That's quite all right. *b*) 1 I do apologise for spilling wine on the carpet. 2 These things happen; it can't be helped. *c*) 1 I'm terribly sorry about this but I'm afraid I've lost the book you lent me. 2 Oh dear, that's a pity! *d*) 1 I'm afraid I seem to have broken your record player. I'm really sorry. 2 I didn't mean to, really! 3 Oh well, not to worry. *e*) 1 I'm afraid I've forgotten your name, sorry. 2 I quite understand. Please don't worry.

#### PART TWO

### 1 Manipulation Drill

*a*) I'm terribly sorry, but I don't think I'll be able to go to the theatre with you after all. *b*) I'm afraid I can't manage Thursday evening. I'm sorry. *c*) You know I said I'd go to the cinema on Thursday evening, well I'm afraid I can't now. *d*) I hope this doesn't put you out too much, but I'm afraid I won't be able to come to the opera after all.

#### PART THREE

### 1 Manipulation Drill

*a*) 1 The trouble with Mike is that he's always borrowing money. 2 Yes it is a problem, isn't it? 3 Really? I can't say I've noticed. *b*) Do you think you could knock before you come in next time? *c*) Oh Jane, I do wish you hadn't told Mary what I said. *d*) 1 I'm beginning to get rather tired of Mike borrowing money all the time. 2 I think I can understand how you feel. 3 I can see what you mean, but of course he's in real financial trouble at the moment.

#### PART FOUR

### 1 Manipulation Drill

*a*) Excuse me, I'm afraid my watch has stopped. *b*) I suggest you leave it with us and we'll see what can be done. *c*) Excuse me, there appears to be something wrong with my watch. *d*) Well I'm afraid there isn't much we can do about it, actually. *e*) Excuse me there seems to be something wrong with the vacuum cleaner I bought here. *f*) Oh, I am sorry about that, I'll change it.

#### SECTION THREE

#### PART ONE

### 1 Manipulation Drills

**a.** *a*) 1 How do you feel about the proposed new art gallery? 2 As far as I'm

concerned, it's unnecessary. *b)* 1 What's your opinion of Carlos Begonyou's new painting? 2 It would seem to me that it's below his usual standard. *c)* 1 I was wondering where you stood on the question of the council's proposal for a new art gallery. 2 From my point of view, it's a waste of money. *d)* 1 What do you think of Carlos Begonyou's earlier work? 2 Personally I think that it's very exciting. *e)* 1 I was wondering what your opinion of Begonyou's more recent work was? 2 I reckon it's horrible. *f)* 1 What do you think of the council's plans for a new art gallery? 2 As I see it, there are more important things to spend money on. *g)* 1 What's your opinion of this painting? 2 As far as I'm able to judge, it's really quite interesting. **b.** *a)* 1 I'd go along with you there. 2 I'm not really sure if I'd go along with you there. *b)* 1 I couldn't agree more! 2 You must be joking! *c)* 1 Yes I'd tend to agree with you on that. 2 Do you really think so? *d)* 1 I'm with you there. 2 I can't accept that. *e)* 1 I take your point. 2 I wouldn't agree.

## 2 Cast Conversations (Suggested answers)

*a)* 1 What do you reckon to this magazine 'Feline'? 2 I reckon it's sexist. 3 I'm with you there. *b)* 1 What do you think of my boss? 2 It would seem to me that he's a bit difficult. *c)* 1 Frankly I think it's awful. 2 I'm not sure I'd go along with you on that. *d)* 1 What's your opinion of John Smith? 2 In my opinion, he's extremely intelligent. 3 I'd go along with you there.

## PART THREE

### 1 Manipulation Drill

**a.** *a)* Cities are too noisy, aren't they? *b)* People who live in cities are usually nervous, aren't they? *c)* City life can be very enjoyable, can't it? *d)* City people aren't very friendly, are they? *e)* Cities have become hectic places, haven't they? *f)* Noise in cities causes stress, doesn't it? *g)* City life might get better, mightn't it? *h)* Cars should be banned from city centres, shouldn't they? *i)* City living will soon become intolerable, won't it? *j)* Some people prefer living in cities, don't they?

## 2 Cast Conversations (Suggested answers)

*a)* 1 Wouldn't you agree that censorship should be abolished? 2 Possibly, but surely you'd admit that pornography affects morality. *b)* 1 Don't you think that children should be allowed to leave school at fifteen? 2 I see your point, but a lot of children develop late, don't they? *c)* 1 Wouldn't you agree that Jones has been acting very strangely recently? 2 Well I'd agree with you to a certain extent, but he has been under a lot of pressure recently.

## PART FOUR

### 1 Manipulation Drill

*a)* 1 Surely it would be a good idea if the government gave more money for education. 2 Wouldn't it be more sensible if children were allowed to leave school at the age of fifteen. *b)* 1 Wouldn't it be possible for more practical subjects to be taught? 2 And in fact it seems to me that children could also study modern languages instead of classical ones. *c)* 1 It's about time more children were encouraged to go to university. 2 On the contrary, surely they should be given more practical training. *d)* 1 Don't you think teachers should encourage their students to study practical subjects? 2 And might it not be rather wiser if the government gave more money to science departments? *e)* 1 I would only suggest that we should train more teachers. 2 And furthermore we should train them better.

## 2 Cast Conversations (Suggested answers)

*a)* 1 It's about time vandals were put in prison. 2 Mightn't it be rather better if the parents were made to pay for the damage? *b)* 1 Surely lorries should be banned from towns during the day. 2 Wouldn't it be a good idea if children were taught better road sense. 3 Yes, and what's more, parents should also punish their children if they cause accidents. *c)* 1 Don't you think it would be a good idea if people ate less? 2 Wouldn't it be more sensible if they ate healthier food. 3 Wouldn't it be possible for people to stop eating meat? 4 Well yes, and in fact it seems to me that people could also not drink so much.

## EXTENSIVE LISTENING 3

### 1 General Comprehension (Suggested answers)

**a.** *a)* For smoking in the studio, a no-smoking area. *b)* Sally Green is the chairperson of the local branch of A.T.T. She has called the meeting to discuss the union's attitude to the dismissal. **b.** *a)* Because he is a nuisance to the management. *b)* In order to weaken the union. *c)* The right to sack somebody who has broken an agreed rule. *d)* The union accepted the rule about smoking in the studio, but they did not accept that a person smoking in the studio should be automatically dismissed. *e)* The union has to look after the interests of its members within broad limits. *f)* Going on strike. **c.** *a)* I really think strike action is too extreme in this case. *b)* It is powerful enough to get its way eventually. *c)* As though they were shop-floor people. *d)* They owe it to him because he has done a lot for the union in the past. *e)* He will support the majority view.

### 3 Reading Between the Lines

**a.** *a)* false *b)* true *c)* true *d)* true *e)* false *f)* false *g)* false  
**b.** *a)* false *b)* false *c)* false *d)* true *e)* true

## INTERSECTION C

### PART ONE

#### 1 Manipulation Drills

**a.** *a)* By the way, talking of Charles, how is he? *b)* Incidentally, on the subject of transport, what do you think of the new high-speed trains? *c)* Incidentally, on the subject of novels, have you read the new one by Martha Colson? *d)* By the way, talking of children, how's your nephew?  
**b.** *a)* Cars should be banned from cities, and furthermore we should stop factories polluting the atmosphere. *b)* Mr Smith is very kind, and on top of that he's got a real sense of humour. *c)* There's a lot of rubbish on television, and what's more television encourages people to be lazy. *d)* Smoking is a waste of time and that's not all; smoking damages your health.  
**c.** *a)* 2: Yes, but there again so is life. *b)* 2: Yes, but on the other hand, they didn't like the old one either. *c)* 2: Yes, but one mustn't forget that the child did give him a lot of provocation.

## SECTION FOUR

### PART ONE A

#### 1 Manipulation Drills

- a.** *a)* 1 Can you give me some advice about what to wear for my interview? 2 Well I suggest you wear a suit. *b)* 1 What shall I say? 2 Well, personally I would advise you to be very careful. *c)* 1 I was wondering if you could give me some advice about what to wear. 2 Well it might be a good idea if you wore a suit. *d)* 1 What would you wear if you were me? 2 Well personally I think your best course would be to wear a suit. *e)* 1 What would you say if you were in my position? 2 Well if I were you I wouldn't talk about your last job.
- b.** *a)* 2 What exactly do you mean? 3 Well, to be quite frank, I've got the sack. *b)* 2 Sorry I'm not quite clear what you mean by resting. 3 Well, the thing is this, I'm not acting in any plays at the moment. *c)* 2 I'm sorry, but could you possibly explain in a little more detail? 3 Well, actually, the point is that I'm a policeman.

#### 2 Cast Conversations (Suggested answers)

- a)* 1 What kind would you get if you were me? 2 I'd get a second-hand one from Premier garages. *b)* 1 I was wondering if you could give me some advice about one of the girls in my class. 2 I'm sorry, but could you possibly explain in a little more detail? 3 Well, the thing is this, she's always falling asleep in class. 4 I suggest you find out if there's anything wrong with the girl. *c)* 1 I think my son's too young to get married. What do you suggest I do? 2 Sorry, I'm not clear about what you mean by too young. 3 Well, to be frank, he's too young to take the responsibility. 4 Well, you may not agree with me, but it might be a good idea if you didn't interfere in your son's life.

### PART TWO A

#### 1 Manipulation Drill

- a)* 1 If it would be of any help, I could do some cooking. 2 That would be very kind of you. *b)* 1 Is there anything I can get? 2 No, it's all right thank you, I can manage. *c)* 1 I could go to the shops for you if you like. 2 I would be extremely grateful if you would. *d)* 1 Can I do anything? 2 Do me a favour and get some glasses. *e)* Do you think you could move some furniture? *f)* 1 Is there any way I could be of help? 2 Yes, I wonder if you could possibly go to the shops for me. *g)* 1 Shall I buy some beer? 2 Thank you very much for offering, but I think it'll be all right. *h)* 1 If it would be of any help, I could prepare the food. 2 It's very kind of you to offer, but I think I can manage.

#### 2 Cast Conversations (Suggested answers)

- a)* 1 Is there any way I could be of help? 2 Yes, do you think you could phone my husband and ask him to come? *b)* 1 Can I do anything? 2 No it's all right, thanks. *c)* 1 If it would be of any help, I could meet him. 2 It's very kind of you to offer, but I think it'll be all right. *d)* 1 Can I help? 2 I wonder if you could possibly make supper.

### EXTENSIVE LISTENING 4

#### 1 General Comprehension (Suggested answers)

- a.** *a)* In the Midlands. *b)* Jake MacNeill is the headmaster of the local school and Miss Strether is the other teacher there. *c)* It intends to close the school. *d)* Ten miles from Witton.

- b.** *a)* He is asking them for advice about how to prevent the school closing. *b)* It is part of the scheme of rationalisation and cut-backs in education. *c)* The children may be getting a better deal where they are going than in a small school. *d)* Call a meeting of parents of the pupils at the school. *e)* Spare time and money. *f)* Retire and enjoy his retirement.
- c.** *a)* Peter Bowen, a local farmer; Kate Milligan, a local journalist; Philip King, the landlord of the local pub. *b)* Raising money initially, and secondly getting publicity for the school. *c)* To publish an article if she (Kate) wrote one. *d)* Some sort of petition. *e)* He is so busy at the moment, he could not spare the time. *f)* Organising a bazaar. *g)* Kate Milligan's editor. *h)* Put out some advance notice about the bazaar.

#### 3 Reading Between the Lines

- a.** *a)* false *b)* false *c)* true *d)* false *e)* true *f)* false  
**b.** *a)* false *b)* true *c)* true *d)* true *e)* false *f)* false *g)* true *h)* true