

Plan of Book 3

Titles/Topics	Speaking	Grammar
UNIT 1 PAGES 2-7 That's what friends are for! Personality types and qualities; relationships; turn ons and turn offs	Describing personalities; expressing likes and dislikes; agreeing and disagreeing; complaining	Relative pronouns as subjects and objects; clauses with <i>it</i> + adverbial clauses with <i>when</i>
UNIT 2 PAGES 8-13 Career moves Jobs; unusual careers; job skills; summer jobs	Talking about unusual careers; describing jobs; discussing the pros and cons of jobs	Gerund phrases as subjects and objects; comparisons with adjectives, verbs, nouns, and past participles
PROGRESS CHECK PAGES 14-15		
UNIT 3 PAGES 16-21 Could you do me a favor? Favors; formal and informal requests; messages	Making unusual requests; making indirect requests; accepting and declining requests	Requests with modals, <i>if</i> clauses, and gerunds; indirect requests
UNIT 4 PAGES 22-27 What a story! The media; news stories; exceptional events	Narrating a story; describing events in the past	Past continuous vs. simple past; past perfect
PROGRESS CHECK PAGES 28-29		
UNIT 5 PAGES 30-35 Crossing cultures Cultural comparisons and culture shock; moving abroad; emotions; customs; tourism and travel abroad	Talking about moving abroad; expressing emotions; describing cultural expectations; giving advice	Noun phrases containing relative clauses; expectations: <i>the custom to</i> , <i>(not) supposed to</i> , <i>expected to</i> , <i>(not) acceptable to</i>
UNIT 6 PAGES 36-41 What's wrong with it? Consumer complaints; everyday problems; electronics; repairs	Describing problems; making complaints; explaining something that needs to be done	Describing problems with past participles as adjectives and with nouns; describing problems with <i>keep</i> + gerund, <i>need</i> + gerund, and <i>need</i> + passive infinitive
PROGRESS CHECK PAGES 42-43		
UNIT 7 PAGES 44-49 The world we live in The environment; world problems; current issues	Identifying and describing problems; coming up with solutions	Passive in the present continuous and present perfect; prepositions of cause; infinitive clauses and phrases
UNIT 8 PAGES 50-55 Lifelong learning Education; learner choices; strategies for learning; personal qualities	Asking about preferences; discussing pros and cons of different college majors; talking about learning methods; talking about personal qualities	<i>Would rather</i> and <i>would prefer</i> ; <i>by</i> + gerund to describe how to do things
PROGRESS CHECK PAGES 56-57		

Pronunciation/Listening	Writing/Reading	Interchange Activity
<p>Linked sounds Listening for opinions; listening for descriptions of people <i>Self-study</i>: Listening for likes and dislikes about people</p>	<p>Writing a description of a best friend “You Have to Have Friends”: Reading about making and keeping friends</p>	<p>“Personality types”: Interviewing a classmate to find out about personality characteristics</p>
<p>Stress with compound nouns Listening to descriptions of summer jobs; listening for likes and dislikes <i>Self-study</i>: Listening to descriptions of careers; listening for comparisons</p>	<p>Writing about career advantages and disadvantages “Strategies for Keeping Your Job”: Reading advice about behavior in the workplace</p>	<p>“The dinner party”: Comparing people’s careers and personalities to make a seating chart for a dinner party</p>
<p>Unreleased consonants Listening to people making, accepting, and declining requests <i>Self-study</i>: Listening to people making plans, asking for a favor, and giving an excuse</p>	<p>Writing an informal e-mail request “Yes or No?”: Reading about the way people in different cultures respond “yes” and “no”</p>	<p>“Borrowers and lenders”: Asking classmates to borrow items; lending or refusing to lend items</p>
<p>Intonation in complex sentences Listening to news broadcasts; listening to a narrative about a past event <i>Self-study</i>: Listening to a news story</p>	<p>Writing a newspaper article “Strange but True”: Reading tabloid articles about sensational events</p>	<p>“A double ending”: Completing a story with two different endings</p>
<p>Word stress in sentences Listening for information about living abroad; listening to opinions about customs <i>Self-study</i>: Listening to people’s concerns about traveling abroad</p>	<p>Writing a tourist pamphlet “Culture Shock”: Reading journal entries about moving to another country</p>	<p>“Culture check”: Comparing customs in different countries</p>
<p>Contrastive stress Listening to people exchange things in a store; listening to complaints; listening to repair people describe their jobs <i>Self-study</i>: Listening to people’s problems with items they bought</p>	<p>Writing a letter of complaint “Trading Spaces”: Reading about a TV show in which participants redecorate other people’s rooms</p>	<p>“Fixer-upper”: Comparing problems in two pictures of an apartment</p>
<p>Reduction of auxiliary verbs Listening to environmental problems; listening for solutions <i>Self-study</i>: Listening to people talk about problems in their city</p>	<p>Writing a letter to the editor “The Threat to Kiribati”: Reading about an island that is sinking into the ocean</p>	<p>“Make your voices heard!”: Choosing an issue and deciding on an effective method of protest; devising a strategy</p>
<p>Intonation in questions of choice Listening to descriptions of courses; listening for additional information <i>Self-study</i>: Listening to a student describe online classes</p>	<p>Writing a short speech “Learning Styles”: Reading about different kinds of learning</p>	<p>“Learning curves”: Choosing between different things you want to learn</p>

Titles/Topics	Speaking	Grammar
UNIT 9 PAGES 58-63		
At your service Everyday services; recommendations; self-improvement	Talking about things you need to have done; asking for and giving advice or suggestions	<i>Have or get something done</i> (active and passive); making suggestions with gerunds, infinitives, modals + verbs, and negative questions
UNIT 10 PAGES 64-69		
The past and the future Historic events and people; biography; the future	Talking about the future; talking about things to be accomplished in the future	Referring to time in the past with adverbs and prepositions: <i>during, in, ago, from . . . to, for, since</i> ; predicting the future with <i>will</i> , future continuous, and future perfect
PROGRESS CHECK PAGES 70-71		
UNIT 11 PAGES 72-77		
Life's little lessons Milestones and turning points; behavior and personality; regrets	Describing rites of passage; describing turning points; describing regrets and hypothetical situations	Time clauses: <i>before, after, once, the moment, as soon as, until, by the time</i> ; describing regrets and hypothetical situations with <i>should not have</i> + past participle and <i>if</i> clauses + past perfect
UNIT 12 PAGES 78-83		
The right stuff Qualities for success; successful businesses; advertising	Describing qualities for success; describing features; giving reasons for success; interviewing for a job; talking about ads and slogans	Describing purpose with infinitive clauses and infinitive clauses with <i>for</i> ; giving reasons with <i>because, since, because of, for, due to, and the reason</i>
PROGRESS CHECK PAGES 84-85		
UNIT 13 PAGES 86-91		
That's a possibility. Pet peeves; unexplained events; reactions; predicaments and advice	Making conclusions; offering explanations; describing hypothetical events; giving advice for predicaments	Past modals for degrees of certainty: <i>must (not) have, may (not) have, might (not) have, could (not) have</i> ; past modals for opinions and advice: <i>should (not) have, could (not) have, would (not) have</i>
UNIT 14 PAGES 92-97		
Behind the scenes How a movie is made; media professions; processes; the entertainment industry	Describing how something is done or made; describing careers in the media	The passive to describe process with <i>is/are</i> + past participle and modal + <i>be</i> + past participle; defining and nondefining relative clauses
PROGRESS CHECK PAGES 98-99		
UNIT 15 PAGES 100-105		
There should be a law! Recommendations; opinions; social issues; controversial issues	Giving opinions for and against controversial issues; offering a different opinion; agreeing and disagreeing	Giving recommendations and opinions with passive modals: <i>should be, ought to be, must be, has to be, has got to be</i> ; tag questions for opinions
UNIT 16 PAGES 106-111		
Challenges and accomplishments Challenges; accomplishments; goals; volunteering	Describing challenges, frustrations, and rewards; discussing traits needed for meeting challenges; talking about the past and the future	Complex noun phrases containing gerunds; accomplishments with the present perfect and simple past; goals with the future perfect and <i>would like to have</i> + past participle
PROGRESS CHECK PAGES 112-113		
SELF-STUDY		

Pronunciation/Listening**Writing/Reading****Interchange Activity**

Sentence stress
Listening to suggestions for self-improvement
Self-study: Listening for what people need to have done

Writing a letter of advice
“Improve Your Memory, Improve Your Life”: Reading about techniques to improve memory

“Because I said so!”: Discussing different points of view of parents and their children

Syllable stress
Listening for opinions about public figures; listening to predictions
Self-study: Listening to past events; making predictions

Writing a biography
“The Global Village”: Reading about political and technological changes that bring people closer together

“History buff”: Taking a history quiz

Reduction of *have* and *been*
Listening to descriptions of important events; listening to regrets and explanations
Self-study: Listening to people describe changes in themselves

Writing a letter of apology
“If You Could Do It All Again”: Reading about people’s life choices and regrets

“If things were different . . .”: Imagining different possibilities for the way things have turned out

Reduced words
Listening for features and slogans
Self-study: Listening for qualities that help people make friends more easily

Writing a TV commercial
“The Wrong Stuff”: Reading about advertising failures

“Entrepreneurs”: Designing a business plan for a small business

Reduction in past modals
Listening to explanations; listening for the best solution
Self-study: Listening to situations and reacting

Writing about a predicament
“The Blue Lights of Silver Cliff”: Reading a story about an unexplained phenomenon

“Photo plays”: Drawing possible conclusions about situations

Stress in compound nouns
Listening to a producer describe his work; listening for personality traits
Self-study: Listening to an interview; listening for steps in a process

Writing about a process
“Hooray for Bollywood!”: Reading about the kind of movies made in India

“Who makes it happen?": Putting together a crew for making a movie

Intonation in tag questions
Listening for solutions to everyday annoyances; listening to issues and opinions
Self-study: Listening to concerns about issues and problems

Writing a letter to a community leader
“How Serious Is Plagiarism?": Reading about plagiarism and people’s opinions about its severity

“You be the judge!": Setting rules for common offenses

Stress and rhythm
Listening to challenges and rewards of people’s work; listening for people’s goals for the future
Self-study: Listening to a person’s experience in the Peace Corps

Writing a personal statement for an application
“Young and Gifted”: Reading about exceptionally gifted young people

“Viewpoints”: Taking a survey about volunteering