**Question formation: Activity 1**

Read Grammar Bank 1A. Then order the words to make questions. Listen and check.

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| **Grammar Bank**  **1A** question formation  EXAMPLES **1** How long **have you** been waiting? How many children **does your sister** have? **Should we** buy her a present?  **2** Why **didn’t you** like the movie? **Isn’t this** a beautiful place? **Don’t you** have to be at school today?  **3** **What** are they talking **about**? **Who** does this bag belong **to**?  **4** **Who lives** in that house? **How many people follow** you on Twitter?  FORM **1** We make questions with tenses where there is an auxiliary verb (*be, have,* etc.) and with modal verbs (*should, must,* etc.) by inverting the subject and the auxiliary / modal verb. With the simple present and past, we add the auxiliary verb *do / does* or *did* before the subject.  **2** We often use negative questions to show surprise when we expect somebody to agree with us, or to check whether something is true.  **3** If a verb is normally followed by a preposition, e.g., *talk about something*, the preposition comes at the end of the question, not at the beginning. **NOT** *About what are you talking?*   * We often just use the question word and the preposition, e.g., **A** *I’m thinking.* **B** *What about?*   **4** When *who / what / which,* etc., is the subject of questions in the simple present or past, we don’t use *do / did*, e.g., *Who wrote this?* **NOT** *Who did write this?*  **indirect questions**  EXAMPLES Could you tell me **what time the store next door opens**?  Do you know **if (whether) Mark’s coming to the meeting**?  FORM   * We use indirect questions when we want to ask a question in a more polite way. We begin with a phrase such as *Can / Could you tell me…? Do you know…? Do you think…? Do you remember…? Would you mind telling me…? Do you have any idea…?* * Compare:  *What time does the post office open?* (direct question) and *Could you tell me what time the post office opens?* (indirect question) * In indirect questions, the order is subject + verb. *Can you tell me where it is?* **NOT** *Can you tell me where is it?* * We don’t use *do / did* in the second part of the question. *Do you know where he lives?* **NOT** *…where does he live?* * You can use *if* or *whether* in questions without a question word and after: *Can you tell me, Do you know,* etc.   **Other expressions followed by the word order of indirect questions**  The word order of indirect questions is used after:  *I wonder…*, e.g., ***I wonder*** *why they didn’t come.*  *I’m not sure…*, e.g., ***I’m not*** *sure what time it starts.*  *I can’t remember…,* e.g., ***I can’t remember*** *where I left my phone.*  *I’d like to know…*, e.g., ***I’d like to know*** *what time you’re coming home.* |

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| **1.**   I   Should   her   tell   I   feel   how        \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ? **2.**   friend   known   long   best   have   How   you   your       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ? **3.**   tell   when   you   train   next   leaves   the   Could   me       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ? **4.**   are   What   about   you   thinking       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ? **5.**   on   do   weekend   you   What   doing   the   like       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ? **6.**   music   to   does   What   Jane   kind   like   listening   of       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ? **7.**   you   time   movie   know   finishes   Do   what   the       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ? **8.**   class   students   yesterday   to   many   came   How       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ? **9.**   you   remember   is   where   Do   the   restaurant       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ? **10.** housework   family   in   Who   your   the   does       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ? |  |

**Question formation: Activity 2**

Read Grammar Bank 1A. Then complete the questions with the words in parentheses. Listen and check.

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| **Grammar Bank**  **1A** question formation  EXAMPLES **1** How long **have you** been waiting? How many children **does your sister** have? **Should we** buy her a present?  **2** Why **didn’t you** like the movie? **Isn’t this** a beautiful place? **Don’t you** have to be at school today?  **3** **What** are they talking **about**? **Who** does this bag belong **to**?  **4** **Who lives** in that house? **How many people follow** you on Twitter?  FORM **1** We make questions with tenses where there is an auxiliary verb (*be, have,* etc.) and with modal verbs (*should, must,* etc.) by inverting the subject and the auxiliary / modal verb. With the simple present and past, we add the auxiliary verb *do / does* or *did* before the subject.  **2** We often use negative questions to show surprise when we expect somebody to agree with us, or to check whether something is true.  **3** If a verb is normally followed by a preposition, e.g., *talk about something*, the preposition comes at the end of the question, not at the beginning. **NOT** *About what are you talking?*   * We often just use the question word and the preposition, e.g., **A** *I’m thinking.* **B** *What about?*   **4** When *who / what / which,* etc., is the subject of questions in the simple present or past, we don’t use *do / did*, e.g., *Who wrote this?* **NOT** *Who did write this?*  **indirect questions**  EXAMPLES Could you tell me **what time the store next door opens**?  Do you know**if (whether) Mark’s coming to the meeting**?  FORM   * We use indirect questions when we want to ask a question in a more polite way. We begin with a phrase such as *Can / Could you tell me…? Do you know…? Do you think…? Do you remember…? Would you mind telling me…? Do you have any idea…?* * Compare:  *What time does the post office open?* (direct question) and *Could you tell me what time the post office opens?* (indirect question) * In indirect questions, the order is subject + verb. *Can you tell me where it is?* **NOT** *Can you tell me where is it?* * We don’t use *do / did* in the second part of the question. *Do you know where he lives?* **NOT** *…where does he live?* * You can use *if* or *whether* in questions without a question word and after: *Can you tell me, Do you know,* etc.   **Other expressions followed by the word order of indirect questions**  The word order of indirect questions is used after:  *I wonder…*, e.g., ***I wonder****why they didn’t come.*  *I’m not sure…*, e.g., ***I’m not****sure what time it starts.*  *I can’t remember…,* e.g., ***I can’t remember****where I left my phone.*  *I’d like to know…*, e.g., ***I’d like to know****what time you’re coming home.* |

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| **1.**   How often \_\_\_\_\_\_\_\_\_\_\_\_\_ ? (you / usually exercise) **2.**   Who \_\_\_\_\_\_\_\_\_\_\_\_\_ Oliver Twist? (write) **3.**   Could you tell me how much \_\_\_\_\_\_\_\_\_\_\_\_\_ ? (this book / cost) **4.**   I can’t remember where \_\_\_\_\_\_\_\_\_\_\_\_\_ my car this morning. (I / park) **5.**   \_\_\_\_\_\_\_\_\_\_\_\_\_ your trip to Paris last weekend? (you / enjoy) **6.**   What kind of work \_\_\_\_\_\_\_\_\_\_\_\_\_ ? (your sister / do) **7.**   Who \_\_\_\_\_\_\_\_\_\_\_\_\_ the last cookie? (eat) **8.**   Do you know what time \_\_\_\_\_\_\_\_\_\_\_\_\_ on Saturdays? (the swimming pool / open) **9.**   Why \_\_\_\_\_\_\_\_\_\_\_\_\_ the present you gave her? (your sister / not like) **10.** \_\_\_\_\_\_\_\_\_\_\_\_\_ play your music so loud?  I can’t concentrate. (you / have to) |  |

**Figuring out meaning from context**

Read the article. Then match the underlined words in the article with the definitions.

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| **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** *What on your résumé is the closest thing to a lie?* (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 résumé – that is the point of the document – but that you think lying, and even exaggeration, is wrong.  **2** *How would your enemy describe you?* (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** *What's the most selfish thing you've ever done?* (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 practice art / tennis / football / singing."  **4** *What's your biggest weakness?* (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.  **5** *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 colors?* (Clearwater Analytics) **How to answer:** If you are a serious math 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** *What do you usually do after a bad day at work?* (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** *Are you a nice person?* (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. |

1.  \_\_\_\_\_\_\_\_\_\_\_\_\_ (*noun*) a reaction based on feelings and emotions rather than thought and reason

2.  \_\_\_\_\_\_\_\_\_\_\_\_\_ (*adj.*) designed so that it cannot fail

3.  \_\_\_\_\_\_\_\_\_\_\_\_\_ (*phrase*) an answer which is intended to be amusing rather than serious

4.  \_\_\_\_\_\_\_\_\_\_\_\_\_ (*noun, informal*) a person who is very interested in and who knows a lot about a particular subject

5.  \_\_\_\_\_\_\_\_\_\_\_\_\_ (*phrase*) the number of hours per week you spend working compared with the number of hours you spend with your family, relaxing, etc.

6.  \_\_\_\_\_\_\_\_\_\_\_\_\_ (*phrase*) the main reason for something

7.  \_\_\_\_\_\_\_\_\_\_\_\_\_ (*phrase*) friendly competition

8.  \_\_\_\_\_\_\_\_\_\_\_\_\_ (*noun*) people who are looking for a job

**Intonation: showing interest: Activity 1**

Read and listen. Then say and record.



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| 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? |  |

**Intonation: showing interest: Activity 2**

Listen and write what you hear.  Then listen again and repeat.

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| 1. \_\_\_\_\_\_\_\_\_\_ ! That's a huge family. |  |
| 2.  \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ ? What's wrong with them? |  |
| 3. \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ ! We could play a game one day. |  |
| 4.  \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ ! How long have you been a vegan? |  |
| 5.  \_\_\_\_\_\_\_\_\_\_ , \_\_\_\_\_\_\_\_\_\_ ? I can’t think of anything worse! |  |

**A job interview: Activity 1**

Listen to a job interview for a hotel receptionist vacancy. Choose *True* or *False*.

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1. The applicant has brought some coffee to the interview.
   * True
   * False
2. He talks too much about a family member.
   * True
   * False
3. He criticizes a previous employer.
   * True
   * False
4. He knows nothing about the company.
   * True
   * False
5. He's confident he could deal with difficult guests.
   * True
   * False
6. The applicant is successful at the interview.
   * True
   * False

**A job interview: Activity 2**

Listen to the job interview again. Complete the sentences with words and phrases that you hear. Write no more than three words in each gap. You can read the audio script to help you.

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| **audio script**  **Interviewer** Hello, Mr. Bridges?  **Applicant** Yes, hello. I’m Stephen Bridges.  **Interviewer** Good morning. My name’s Jenny Howarth.  **Applicant** Nice to meet you, Ms. Howarth.  **Interviewer** Would you like to get some coffee before we start?  **Applicant** Oh, no thank you.  **Interviewer** All right, please come in and take a seat.  **Applicant** Thank you.  **Interviewer** You had no trouble finding us this morning, then?  **Applicant** Yes, it was easy. I took the subway to 42nd Street, and then I walked. It’s a beautiful morning.  **Interviewer** Yes, it is. So you’re here for the position of hotel receptionist, is that right?  **Applicant** Yes, that’s right. I saw your ad on the Complete Jobs website and I decided to apply.  **Interviewer** You know that this is only a temporary position, don’t you Mr. Bridges?  **Applicant** Yes, I do. And that’s ideal for me. I’m moving across the country in three months, so it fits in perfectly with my plans.  **Interviewer** Really? Where are you going to go?  **Applicant** Well, I just graduated from college with a degree in Modern Languages, and I’m going to graduate school to work on a Master’s degree in California in September to study applied linguistics. My cousin lives there so I’m going to stay with him, which I’m really looking forward to. We get along really well and he knows all the best restaurants to visit. He’s been living in California for a couple of years now, and I’ve been to see him a few times …  **Interviewer** Yes, well, back to you, Mr. Bridges, have you had any experience working in a hotel reception?  **Applicant** Yes, I have. Last summer, I spent a month at Fiesta Hotel in Playa del Carmen. My Spanish improved a lot while I was there, and I also learned a lot about customer care. Some of my colleagues were a little bit difficult sometimes, but in general, we worked well as a team.  **Interviewer** I see. You mentioned Spanish, Mr. Bridges. Which other languages do you speak?  **Applicant** I speak Spanish, French, and a little Italian. From my research, I believe most of your guests are from South America, is that right?  **Interviewer** Yes, but we also have some customers from Asia, mainly Japan. Do you think this would cause you any difficulties?  **Applicant** Not at all, I’m a good communicator, so we would be able to understand each other.  **Interviewer** Tell me how you would deal with a difficult guest, for example someone who thinks there is a mistake with the bill.  **Applicant** I don’t think I would have much of a problem. I would speak English with them – very slowly if necessary– and I would use a lot of actions to explain what I wanted to say. If there was a problem with a room number or a price, I would write it down for them. I’m sure I’d be able to make myself understood. I’m very friendly and professional, so I’d have no problem making customers happy.  **Interviewer** OK. Can you tell me a little more about your experience in Playa del Carmen? What were your duties there?  **Applicant** Well, I was assistant receptionist there, which meant that I had to deal with the guests who were checking into and checking out of the hotel. I didn’t have to make phone reservations – the head receptionist dealt with that. I read on your website that you only have one receptionist on the desk at any one time. Is that right?  **Interviewer** Yes, we’re just a small hotel, so you would have to deal with guests in person and on the phone. Would that be a problem for you?  **Applicant** No, not at all. I mean, I haven’t used a reservations program before, but I’m sure I’d pick it up really quickly. I’m very good with computers.  **Interviewer** Yes, the program is very easy. So, Mr. Bridges. Why do you think I should hire you and not somebody else?  **Applicant** Well, I think I have the right skills for the job. I’m a very reliable and efficient person, and I’ve had some experience in the field. I can also use my language skills to communicate with the foreign guests. The position is for a limited amount of time, which suits us both. Basically, I think that I’m perfect for the job and the job is perfect for me.  **Interviewer** That’s fine, Mr. Bridges. One last question: When can you start? |  |

1.  Stephen Bridges went to the interview by \_\_\_\_\_\_\_\_\_\_ and then he \_\_\_\_\_\_\_\_\_\_ .

2.  He wants a temporary job because he's moving across the country in \_\_\_\_\_\_\_\_\_\_ .

3.  Stephen has a degree in \_\_\_\_\_\_\_\_\_\_ .

4.  He worked in a \_\_\_\_\_\_\_\_\_\_ for \_\_\_\_\_\_\_\_\_\_ .

5.  He can speak \_\_\_\_\_\_\_\_\_\_ foreign languages.

6.  Most of the Asian guests come from \_\_\_\_\_\_\_\_\_\_ .

7.  In his previous job, Stephen didn't have to \_\_\_\_\_\_\_\_\_\_ .

8.  Stephen thinks he has the \_\_\_\_\_\_\_\_\_\_ for the job.