**3. VOCABULARY 1 PRACTICE**

1.  Please teach that child some manners. He never says "thank you."

2.  I was pleased when the teacher said that my son's behavior was improving.

3.  Courtesy is important in the classroom. Students must respect their teachers and their fellow students.

4.  Do you think it's rude to speak loudly on your cell phone on a quiet train?

5.  In some cultures, it is proper etiquette for a man to remove his hat when he is indoors.

6.  Most people agree that it is polite to thank people when they help you.

**4. VOCABULARY 1 PRACTICE**

1. No
2. Yes
3. No
4. Yes
5. No
6. No
7. Yes
8. Yes

**5. LISTENING COMPREHENSION Phone Interview Etiquette**

1.  Maya has an interview with an advertising company.

2.  Kyle's phone interview was last month .

3.  For a phone interview, it is important to talk in private.

4.  Talking on the phone in public disturbs other people.

5.  It's bad manners to call from a crowded place.

6.  Maya should use polite phrases.

7.  You should never take other calls when you are on a business call.

8.  If you take other calls, the interviewer might think you don't care enough.

9.  It is bad etiquette to check your email during the call.

10.  If you aren't attentive, you might give the wrong answer .

**6. CRITICAL THINKING VIDEO Applying what you learn**

1. a cheap light bulb
2. He applied his knowledge of electricity.
3. something you can use to help your life
4. false
5. Use that information in your life.
6. asking an English speaker to recommend a good restaurant
7. asking a sales clerk if a shirt and pants look good together
8. Approach new people and make small talk.

**7. NOTE-TAKING SKILL Organizing notes**

|  |  |
| --- | --- |
| 1. | Conversations in different cultures follow different rules of etiquette. |
| 2. | For example, people from different cultures are more comfortable with silence than others. |
| 3. | In American culture, the average person is only comfortable with a couple seconds of silence. |
| 4. | If there is more than a couple of a seconds, most often someone will begin talking. |

**9. VOCABULARY 2 PRACTICE**

Magdalena Moya is the principal of a large city high school. When she came to the school, it had many problems. The most serious problem was that there was a lot of bad behavior, and even violence. She often had to call the police to deal with the fights between students. Ms. Moya knew she needed to make things better. She thought of some new ideas about how to improve the behavior of her students.  
     First, she divided the big school into three smaller parts—one on each floor of the building. This way, students got to know each other better. Then she began special behavior classes for all students. Students learned how to be more courteous by following simple etiquette rules, such as "raise your hand before you speak." Ms. Moya says that the classes had a good influence on the students and that their behavior is better. Before, teachers complained that students often talked or laughed loudly during class. Now, they show more respect . They listen to their teachers and focus on their work. There is much less violence now, too. Ms. Moya is very pleased with the results of the behavior classes. They were very valuable for both teachers and students.

**10. VOCABULARY SKILL Synonyms**

1. impolite
2. scared
3. intelligent
4. behavior
5. courteous
6. shout
7. main
8. site

**11. GRAMMAR Modal verbs should and shouldn't**

**1.  A:** Ugh! This guy in front of us is driving too slowly. It's so  annoying!  
**B:**Well, you shouldn't get angry about it. (get)   
**A:** What shouldn I do ? (do)  
**B:**You should relax and wait for a chance to pass! (relax)  
  
**2.  A:**Look! That driver just hit that parked car.  
**B:**Yes, and now he's driving away. He shouldn't do that. (do)   
**A:**No. He should leave a note for the owner. (leave)   
  
**3.  A:** I think we're going to be late for lunch. Should we call ? (call)  
**B:** Yes, we should .  
  
**4.  A:**Max is terrible at science. What should he do about it? (do)  
**B:**Well, maybe he should ask for extra help. (ask)  
**A:**Should he stop taking science classes? (stop)  
**B:**No, he shouldn't . They're very important.

**12. GRAMMAR There's and it's (2)**

1.  The English class is required, so you have to take it soon.

2.  The director explained that all students have to pass the test to move to the next level.

3.  I don't have to attend the study session, but I want to.

4.  Christina and Eva have to give their presentation on Tuesday.

5.  Terri has to return her books before the library closes.

6.  Lukas doesn't have to finish his paper tonight. It's due next week.

7.  Do we / have to pay for this, or is it free?

8.  Marta doesn't have to take the exam because she's a new student.

9.  Does Miguel have to stay after school?

10.  Do the teachers have to go to a meeting?

**13. PRONUNCIATION Final /s/ or /z/ sounds**

**Darrin:** The instructor teaches us new words every day in English class. Do you like that?  
**Nathan:** Yes. I really think my vocabulary skills are improving. I'm excited about the next speaking lesson, too.  
**Darrin:** Me too. We're going to interview people at the university. It seems interesting.  
**Nathan:** What other classes are you taking?  
**Darrin:** I'm taking a business class. It's a lot of work, but I really like it.  
**Nathan:** I chose another course—biology. It's important because I want to go to medical school.  
**Darrin:** You're going to be a doctor? That sounds exciting!

**17. TRACK YOUR SUCCESS Vocabulary review**

|  |  |  |
| --- | --- | --- |
| **﻿Nouns** | **﻿ ﻿Verbs and Verb Phrases** | **﻿Adjectives** |
| * behavior * courtesy * etiquette * manners * principal | * deal with * shout out * improve | * polite * rude * courteous * valuable * attentive |