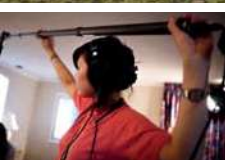


Plan of Book 3

	Titles/Topics	Speaking	Grammar
	UNIT 1 PAGES 2–7		
	That's my kind of friend! Personality types and qualities; relationships; likes and dislikes	Describing personalities; expressing likes and dislikes; agreeing and disagreeing; complaining	Relative pronouns as subjects and objects; <i>it</i> clauses + adverbial clauses with <i>when</i>
	UNIT 2 PAGES 8–13		
	Working 9 to 5 Jobs; career benefits; job skills; summer jobs	Talking about possible careers; describing jobs; deciding between two jobs	Gerund phrases as subjects and objects; comparisons with adjectives, nouns, verbs, and past participles
	PROGRESS CHECK PAGES 14–15		
	UNIT 3 PAGES 16–21		
	Lend a hand. Favors; formal and informal requests; messages	Making direct and indirect requests; accepting and declining requests	Requests with modals, <i>if</i> clauses, and gerunds; indirect requests
	UNIT 4 PAGES 22–27		
	What happened? The media; news stories; exceptional events	Narrating a story; describing events and experiences in the past	Past continuous vs. simple past; past perfect
	PROGRESS CHECK PAGES 28–29		
	UNIT 5 PAGES 30–35		
	Expanding your horizons 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		
	That needs fixing. Consumer complaints; everyday problems; problems with 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>need</i> + gerund, <i>need</i> + passive infinitive, and <i>keep</i> + gerund
	PROGRESS CHECK PAGES 42–43		
	UNIT 7 PAGES 44–49		
	What can we do? The environment; global challenges; 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		
	Never stop learning. Education; learner choices; strategies for learning; life skills	Asking about preferences; discussing different skills to be learned; talking about learning methods; talking about life skills	<i>Would rather</i> and <i>would prefer</i> ; <i>by</i> + gerund to describe how to do things
	PROGRESS CHECK PAGES 56–57		

	Titles/Topics	Speaking	Grammar
	UNIT 9 PAGES 58–63 Getting things done Everyday services; recommendations; self-improvement	Talking about things you need to have done; asking for and giving advice or suggestions	Get or have something done; making suggestions with modals + verbs, gerunds, negative questions, and infinitives
	UNIT 10 PAGES 64–69 A matter of time Historic events and people; biography; the future	Talking about historic events; 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 Rites of passage Milestones and turning points; behavior and personality; regrets	Describing milestones; describing turning points; describing regrets and hypothetical situations	Time clauses: <i>before, after, once, the moment, as soon as, until, by the time</i> ; expressing regret with <i>should (not) have</i> + past participle; describing hypothetical situations with <i>if</i> clauses + past perfect and <i>would/could have</i> + past participle
	UNIT 12 PAGES 78–83 Keys to success Qualities for success; successful businesses; advertising	Describing qualities for success; 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 What might have been Pet peeves; unexplained events; reactions; complicated situations and advice	Drawing conclusions; offering explanations; describing hypothetical events; giving advice for complicated situations	Past modals for degrees of certainty: <i>must (not) have, may (not) have, might (not) have, could (not) have</i> ; past modals for judgments and suggestions: <i>should (not) have, could (not) have, would (not) have</i>
	UNIT 14 PAGES 92–97 Creative careers Movies; media and entertainment professions; processes	Describing how something is done or made; describing careers in film, TV, publishing, gaming, and music	The passive to describe process with <i>is/are</i> + past participle and modal + <i>be</i> + past participle; defining and non-defining relative clauses
	PROGRESS CHECK PAGES 98–99		
	UNIT 15 PAGES 100–105 A law must be passed! Recommendations; opinions; community issues; controversial topics	Giving opinions for and against controversial topics; 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 Reaching your goals Challenges; accomplishments; goals; inspirational sayings	Giving opinions about inspirational sayings; talking about the past and the future	Accomplishments with the simple past and present perfect; goals with the future perfect and <i>would like to have</i> + past participle
	PROGRESS CHECK PAGES 112–113		
	GRAMMAR PLUS PAGES 132–150		