

Answer key

1 Building a career

1.1 About business The education business

1 **Business** personal referrals, weekends at Harvard, mail shots, travelling shows

2 **Business**
a 23,000 applications for the new academic year
b 90% of applications were accepted
c 80% ultimately decided to attend
d 50% of admit test attendees came from abroad
e 25% said the 'international' issue
f 545,700 - the annual fee for tuition, room and board
g 260,000 - parents who make less than £10,000 expected to pay
h 1000 student volunteers

3 **Business** high school juniors' names from examination boards;
Send 70,000 or so letters to high school juniors;
Visit 140 US cities and travel to other countries;
Send out 20,000 alumnae volunteers to identify possible candidates;
Sort applications and give a score from one to six;
Local admissions officers discuss their case for and against each candidate;
Professors, alumni, and students lobby successful candidates by phone;
Invite applicants to special weekend at Harvard in April.

4 speaker 3
b speaker 1
c speaker 4
d speaker 2

1.2 Vocabulary Education and career

1 **Business** 1 gain 2 acquire 3 improving 4 boosting 5 have
6 going to 7 seeking 8 receive 9 obtain 10 enhance

I worked in several departments and gained knowledge about all aspects of the business.
I believe this job will allow me to acquire new skills and boost my earnings. My gap year in the States definitely improved my employability, and working for IBM certainly enhanced my CV.
On my business studies course I received tuition from practising managers and obtained experience on work placements.

2 **Business** 1 finance 2 arrange 3 business 4 support
5 obtain 6 win 7 substitute

Student A
I wasn't very motivated at all when I was younger, so I failed my exams in 2009 and had to retake them the following summer. I'd already decided I wanted to take a gap year there to go to business school, so this time I completed all the coursework and revised thoroughly. I passed easily. I spent a year abroad as an assistant in a secondary school and then went to business school - I'd already applied and successfully attended an interview before finishing my exams.
In my second year as an undergraduate, I spent a semester as an intern at New York Pictures, which was very rewarding. In fact, I went straight into a job at IIP after I graduated the following June. They encouraged me to do a Master's degree by correspondence - I just have to finish writing a dissertation. I need a break now, but I may take a sabbatical to study for an MBA in a few years' time.

Student B
I wasn't very motivated at all when I was younger, so I had to retake my exams in 2009 after I failed them the year before. I'd already decided that before going to business school I wanted to take a gap year. I passed easily because this time I completed all the coursework and revised thoroughly. I'd already applied and successfully attended an interview at a business school, so after retaking my exams I spent a year abroad as an assistant in a secondary school.

I spent a semester as an intern at New York Pictures in my second year as an undergraduate, which was very rewarding. In fact, after I graduated the following June, I went straight into a job at IIP. I'm now writing a dissertation for a Master's degree by correspondence which IIP encouraged me to do. I may take a sabbatical to study for an MBA in a few years' time, but I need a break first.

3 contacted
2 presented
3 recruited
4 retained
5 used
6 exceeded
7 designed

8 implemented
9 managed / motivated
10 motivated / managed
11 offered
12 given up

10 **Business** to be meeting, to take a sabbatical
b to be laid off, to be made redundant
c to be promoted, to join a company
d to quit, to give in your notice
e to be on assignment, to be transferred
f to be transferred, to be dismissed

11 **Business** It's interesting to quit his job because his company keeps giving him assignments in different countries. He needs to give in his notice three months before he can leave.
b She was laid off when they modernised the company, then made redundant when they couldn't find any work for her.
c He's been suspended for not wearing a safety helmet, but he thinks the company wants to dismiss him.
d He joined the company four years ago and has just been promoted.
e She's on sabbatical in the USA, and she's being transferred to Vancouver.
f He's working at the moment, and considering taking a sabbatical to write a book.

Number: Bob	Number: Lucy	Number: Bill
Problems: She set up a successful electronics company. Resigned when her disagreed with his CEO. Still shares? What now?	Problems: Previously worked as a researcher, teacher, then secretary. Fired for writing stories at work. Do creative writing course, or look for another job?	Problems: Designed and sold product to local govt. when in high school. Drop out of prestigious business school to start own business?

1.3 Grammar Tense review

1 When I left school I wasn't sure what to do next. I had applied for a place at university, but while I was revising for my exams I had already decided that I didn't need to go to university. I had read a lot about East Africa, and one day when I was watching a TV documentary about Ethiopia, I suddenly knew that that was where I was going. In fact it was while I was working with an NGO in Ethiopia that I became interested in business.

2 **Business** past, finished
2 am currently working
3 consider
4 has left
5 have agreed
6 have been designing
7 have been looking
8 seems

3 If I get the job, I will try to make myself available as soon as possible, but I wouldn't be able to start immediately unless IPEC agreed to let me go.
b You see, if I make a comment now, I do my best to respect it.
c If by any chance the job were based in Kenya, I would take it anyway, even though I'd prefer to use my Amharic.

In the short term, I hope to become a department manager quite quickly. I've been a bit about management on the MBA, and (2) I'm going to put the theory into practice as soon as I can. On the personal front, (3) I'm getting married next June; over the next couple of years my fiancé (4) is going to write TV and movie scripts, so (5) he is going to be totally mobile and happy to move as necessary.

Exercise 3	
usually	present simple
occasionally	present continuous
always	present simple
at present	present continuous
at the moment	present continuous
often	present simple
Exercise 4	
ever	present perfect
in	past simple
recently	present perfect
ago	past simple
already	present perfect
(not) yet	present perfect
just	past simple
	present perfect

Chapter 15 Skills And Applications Answers

Dave Prowse

Chapter 15 Skills And Applications Answers:

An Introduction to Sociolinguistics Janet Holmes, Nick Wilson, 2022-02-27 Sociolinguistics is the study of the interaction between language and society. In this classic introductory work Janet Holmes and Nick Wilson examine the role of language in a variety of social contexts considering both how language works and how it can be used to signal and interpret various aspects of social identity. Divided into three parts this book explains basic sociolinguistic concepts in the light of classic approaches as well as introducing more recent research. This sixth edition has been revised and updated throughout using key concepts and examples to guide the reader through this fascinating area including New material on gender, social media and online use of language, codeswitching and language policy. An updated companion website that is fully cross-referenced within this book and features video and audio materials and links to useful websites. Revised examples and exercises that include new material from Asia and South America. Fully updated further reading and references sections. **An Introduction to Sociolinguistics** is an essential introductory text for all students of sociolinguistics and a splendid point of reference for students of English language studies, linguistics and applied linguistics.

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book designed for students and practitioners it uses a problem solving framework to demonstrate how behavior change principles can be applied to practice situations *Presentations in Everyday Life* Isa N. Engleberg, John A. Daly, 2004-02. *Presentations in Everyday Life* began with one simple question What do real people want and need to know about presentation speaking The Second Edition continues to provide practical time tested answers to this question using the most current communication theory and research available The authors employ a straightforward approach to appeal to the diverse student body enrolled in introductory public speaking courses They also place a solid emphasis on the how tos of selecting the best strategies and developing the necessary skills to become effective speakers This edition maintains a flexible modular configuration while adding an updated design and enhanced art to help reinforce understanding of concepts covered in the text New A greater emphasis on cultural diversity speaks to a wide range of students and adult learners New *Presentation Principles in Action* provides students with a hands on application of chapter concepts through class exercises questionnaires speaking assignments and assessment instruments Opening Questions offer a road map to each chapter The questions are then answered in context in the chapter summary Mini modules give step by step instruction on presentation techniques often glossed over in other texts Topics range from microphone use to how to deal with a hostile audience Real World Real Speakers stories told by the authors presenters and professionals illustrate chapter principles and strategies in action while offering honest portraits of potential speaking experiences FAQs provide short answers to questions students have asked the authors such as Can I fake charisma and What should I do with my hands Tips drawn from the authors own experiences provide insider hints such as Never tell your audience you're nervous and Present more message and less information **Business Communication** Caroline L. Bloomfield, Irene R. Fairley, 1991 **Algebra**, 2002 **JavaScript Bible** Danny Goodman, 2001-04-15 Greatly enhanced and updated from the third edition this title covers the powerful functionality of JavaScript with the latest release of Internet Explorer and Netscape Communicator The CD ROM has hundreds of working JavaScripts and sample applications Foreword by JavaScript creator Brenda Eich

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