



Materials and Exercises

W22-2020

CONTENT

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|-----------------------|-----------------------|---------------------|
| 1. Common mistakes | 4. Listening Exercise | 7. Micro MBA |
| 2. Grammar | 5. Phrasal Verbs | 8. Pronunciation |
| 3. General Vocabulary | 6. Common Expressions | 9. Reading Exercise |

1. COMMON MISTAKES

EXPRESSING TIME: ON vs IN vs AT

ON: Use "on" for days and dates.	on + day on + day + part of the day on + date	on Monday on Saturday morning on the 3rd of September
IN: Use "in" for periods of time.	in + part of the day in + months in + years in + seasons in + periods of time in + reference to future	in the afternoon in January in 2010 in summer in the 19th century in half an hour I will be there in two days
AT: Use at for a precise time.	at + hour at + holiday at + certain expressions	at 7 o'clock at Christmas at the moment / at present at the weekend at midnight at the same time

DRILL 1.01: Fill the gap with IN, ON or AT.

- They organised the meeting _____ 7pm.
- Can you please come to my office _____ fifteen minutes?
- Classes will begin _____ Monday morning.
- He is expecting you _____ the afternoon.
- They programmed the speech _____ 6pm _____ Friday.
- We always travel to London _____ Easter.
- _____ the 2nd of November I will travel to China.
- _____ the moment, we don't have stock of this product.
- The meeting will start _____ two hours
- We will send you the delivery _____ two weeks.

- at
- in
- on
- in
- at - on
- at
- on
- at
- in
- in

DRILL 1.02: Fill the gap with IN, ON or AT.

- The company closed down _____ the summer.
- She came up with the new solution _____ April 5th 2019.
- He was born in Ireland _____ the eighteenth century.
- They usually celebrate sales results _____ my birthday.

- in
- on
- in
- on

- | | |
|---|-------------|
| 5. We are planning to branch out _____ six months. | 5. in |
| 6. Will you be home _____ Christmas? | 6. at |
| 7. I expect you to finish the presentation _____ Friday, _____ the afternoon. | 7. on - in |
| 8. Will the company go public _____ 2021? | 8. in |
| 9. He can't afford to resign _____ the moment. | 9. at |
| 10. _____ Mondays I do yoga. The class is _____ the evening. | 10. on - in |

DRILL 1.02: Complete the following sentences with the time reference in brackets.

- | | |
|---|---|
| 1. I go to the gym. (Monday) | 1. I go to the gym on Monday. |
| 2. He will present his proposal. (3 days later) | 2. He will present his proposal in three days. |
| 3. They should arrive. (10 minutes) | 3. They should arrive in ten minutes. |
| 4. He closed the deal. (September) | 4. He closed the deal in September. |
| 5. The farmer's market closes. (noon) | 5. The farmer's market closes at noon. |
| 6. She took over the business. (3-Dec) | 6. She took over the business on the 3rd of December. |
| 7. He usually goes for a run. (morning) | 7. He usually goes for a run in the morning. |
| 8. I have an important meeting. (Tuesday, 11:00) | 8. I have an important meeting on Tuesday at 11:00. |
| 9. They arrived to the party. (same time) | 9. They arrived to the party at the same time. |
| 10. Management will release the report. (autumn) | 10. Management will release the report in autumn. |
| 11. My children were all born. (21st century) | 11. My children were all born in the 21st century. |
| 12. The board meeting will start. (5:30pm) | 12. The board meeting will start at 5:30 pm. |
| 13. We don't have plans to change jobs. (present) | 13. At present, we don't have plans to change jobs. |
| 14. She was born. (1975) | 14. She was born in 1975. |
| 15. Shall we meet? (lunchtime) | 15. Shall we meet at lunchtime? |

2. GRAMMAR

PAST SIMPLE IRREGULAR

"ought vs aught"	brought, thought, taught, caught
"-ew"	blew, flew, threw, knew, grew
fall vs feel	fell, fell over, fell down, felt
read and write	read and wrote
buy and sell	bought and sold
leave	left
choose	chose

DRILL 2.01: Fill the gap with the IRREGULAR verbs in the PAST SIMPLE. Remember to say the complete

| leave | read | write | fight | fall down | buy | choose | teach | fly | know |

- | | |
|---|--------------|
| 1. She _____ all the necessary supplies for 100 euros. | 1. bought |
| 2. They finally _____ the venue for the conference. | 2. chose |
| 3. I _____ the article twice to make sure I understood. | 3. read |
| 4. He _____ a novel that became a best-seller. | 4. wrote |
| 5. She was rushing and she _____ the stairs. | 5. fell down |
| 6. We _____ to New York via London. | 6. flew |
| 7. I _____ all the answers to his questions. | 7. knew |
| 8. The siblings _____ over who was luckier in life. | 8. fought |

9. He _____ the meeting and didn't come back.
10. You _____ your colleagues a good lesson.

9. left
10. taught

DRILL 2.02: Put these sentences in the PAST SIMPLE.

1. Everyday I teach at University. Yesterday....
2. Everyday I buy fresh fish at the market.
3. Every year I blow out the candles on my birthday.
4. Every evening I leave the office at the same time.
5. Everyday I catch the bus at 8:00 am.
6. Every weekend I feel happy and relaxed.
7. Everyday I throw the rubbish away.
8. Every night I fall asleep while reading my book.
9. Every week we sell a house.
10. Every week he writes a chapter of The Adventures of Ana Badiola.

1. Yesterday I taught at University.
2. Yesterday I bought fresh fish at the market.
3. Last year I blew out the candles on my birthday.
4. Last evening I left the office at the same time.
5. Yesterday I caught the bus at 8:00am.
6. Last weekend I felt happy and relaxed.
7. Yesterday I threw the rubbish away.
8. Last night I fell asleep while reading my book.
9. Last week we sold a house.
10. Last week he wrote a chapter of the Adventures of Ana Badiola.

DRILL 2.03: Ask the questions and respond in the PAST SIMPLE. (Say the sentences out loud)

| catch | write | choose | fall off | read | leave | grow up | feel | think | throw |

1. Ask me if we _____ the ferry to go to England.
2. Respond to your question with YES.
3. Respond to your question with NO.
4. Ask me if he _____ in the center of London.
5. Respond to your question with YES.
6. Respond to your question with NO.
7. Ask me if the book _____ the table.
8. Respond to your question with YES.
9. Respond to your question with NO.
10. Ask me if he _____ the presentation by himself.
11. Respond to your question with YES.
12. Respond to your question with NO.
13. Ask me if I _____ fish for my main course.
14. Respond to your question with YES.
15. Respond to your question with NO.
16. Ask me if he _____ sad when he left the company.
17. Respond to your question with YES.
18. Respond to your question with NO.
19. Ask me if I _____ about it in the newspapers.
20. Respond to your question with YES.
21. Respond to your question with NO.
22. Ask me if she _____ about his promotion.
23. Respond to your question with YES.
24. Respond to your question with NO.
25. Ask me if she _____ away the old sofa.
26. Respond to your question with YES.
27. Respond to your question with NO.

1. Did you catch the ferry to go to England?
2. Yes, we caught the ferry to go to England.
3. No, we didn't catch the ferry to go to England.
4. Did he grow up in the center of London?
5. Yes, he grew up in the center of London.
6. No, he didn't grow up in the center of London.
7. Did the book fall off the table?
8. Yes, the book fell off the table.
9. No, the book didn't fall off the table.
10. Did he write the presentation by himself?
11. Yes, he wrote the presentation by himself.
12. No, he didn't write the presentation by himself.
13. Did you choose fish for your main course?
14. Yes, I chose fish for my main course.
15. No, I didn't choose fish for my main course.
16. Did he feel sad when he left the company?
17. Yes, he felt sad when he left the company.
18. No, he didn't feel sad when he left the company.
19. Did you read about it in the newspapers?
20. Yes, I read about it in the newspapers.
21. No, I didn't read about it in the newspapers.
22. Did she think about his promotion?
23. Yes, she thought about his promotion.
24. No she didn't think about his promotion.
25. Did she throw away her old sofa?
26. Yes, she threw away her old sofa.
27. No, she didn't throw away her old sofa.

28. Ask me if he _____ the chair and got hurt.
29. Respond to your question with YES.
30. Respond to your question with NO.

28. Did he fall off the chair and got hurt?
29. Yes, he fell off the chair and got hurt.
30. No, he didn't fall off the chair and got hurt.

3. GENERAL VOCABULARY

THE HUMAN BODY

brain	The organ contained in the skull that coordinates the nervous system.
oesophagus	Part of the alimentary canal which connects the throat to the stomach.
lungs	The organs situated within the ribcage that processes air.
heart	The organ that pumps the blood through the circulatory system.
stomach	The internal organ in which the major part of the digestion of food occurs.
liver	A large organ located in the abdomen that is involved in many metabolic processes.
kidneys	A pair of organs in the abdominal cavity that excrete urine.
large intestine	The thick part of the intestine.
small intestine	The thin part of the intestine.
bladder	A sac in the abdomen which receives and stores urine from the kidneys.
spleen	An abdominal organ involved in the production and removal of blood cells.

DRILL 3.01: Fill the gap with the VOCABULARY words.

1. The function of the _____ is to pump blood.
2. He needed to go to the toilet. His _____ was about to burst.
3. I have a pain in my lower back. It might be because of my _____.
4. I have an upset _____ after eating so much spicy food.
5. Breathe the mountain air and open up your _____!
6. Because of the anaphylactic shock, his _____ was blocked.
7. Drinking too much alcohol can badly affect your _____.
8. Food travels through the _____ and the _____.
9. If your _____ is removed, you may have an increased risk of infection.
10. My _____ is going to explode with so much contradictory information.

1. heart
2. bladder
3. kidneys
4. stomach
5. lungs
6. oesophagus
7. liver
8. small and large intestine
9. spleen
10. brain

- To get back to normal to regain strength
It took me a long time to recover from my allergies.
He made a quick recovery at the hospital.

VERB:
to recover from

NOUN:
recovery

- To begin to suffer from an illness.
I feel like I am coming down with something.

to come down with

- To recover your health and strength over a period of time after an illness or medical treatment.
After my operation I convalesced for three months.
I am still convalescent after my injury.
She will have a long period of convalescence after the accident.

to convalesce
to be convalescent

convalescence

- A person who has been grievously affected by disease.
His brain was afflicted by the infection.
Due to her affliction she will no longer be able to work.

to be afflicted

affliction

DRILL 3.02: Complete the sentence with the best option. (Say the sentences out loud)

1. Due to his brain _____ he can not come back to work.
2. I have been _____ from hepatitis for the last six months.
3. He was _____ by malaria during his last trip to Africa.
4. Several employees have _____ a flu this month.
5. Did you _____ well from the heart attack?
6. Yes, I had a miraculous _____.
7. You can expect a long _____ after your liver surgery.
8. He will need to _____ for three months after the kidney operation.

1. affliction
2. convalescing
3. afflicted
4. come down with
5. recover
6. recovery
7. convalescence
8. convalesce

DRILL 3.03: Ask the questions and respond. (Say the sentences out loud)

- | | |
|---|--|
| <ol style="list-style-type: none"> 1. Ask me if I was afflicted by a kidney infection. 2. Respond to your question with YES. 3. Ask me if he is convalescing after the brain surgery. 4. Respond to your question with NO. 5. Ask me if my convalescence was quick. 6. Respond to your question with YES. 7. Ask me if she came down with a liver illness. 8. Respond to your question with YES. 9. Ask me if his brain was afflicted by the infection. 10. Respond to your question with YES. 11. Ask me if spleen afflictions can be treated. 12. Respond to your question with YES. 13. Ask me if I made a swift recovery from my cold. 14. Respond to your question with NO. 15. Ask me if she needs more time to recover from her kidney transplant. 16. Respond to your question with NO. | <ol style="list-style-type: none"> 1. Were you afflicted by the illness? 2. Yes, I was afflicted by the illness. 3. Is he convalescing after the brain surgery? 4. No, he isn't convalescing after the brain surgery. 5. Was your convalescence quick? 6. Yes, my convalescence was quick. 7. Did she come down with a liver illness? 8. Yes, she came down with a liver illness. 9. Was his brain afflicted by the infection? 10. Yes, his brain was afflicted by the infection. 11. Can spleen afflictions be treated? 12. Yes, spleen afflictions can be treated. 13. Did you make a swift recovery from your cold? 14. No, I didn't make a swift recovery from my cold. 15. Does she need more time to recover from her kidney transplant? 16. No, she doesn't need more time to recover from her kidney transplant. |
|---|--|

DRILL 3.04: Write some sentences using these NOUNS and VERBS. (Say the sentences out loud)

1. _____
2. _____
3. _____
4. _____
5. _____

4. LISTENING EXERCISE

Go to the following link and listen to the video.

<https://www.youtube.com/watch?v=ans3xos8VZI&t=248s>

DRILL 4.01: Answer these questions after seeing the video.

- | | |
|--|--|
| <ol style="list-style-type: none"> 1. Lying in business is very _____. 2. Where do you have to put the lies? 3. What will eventually happen to the lies? 4. _____ is important in order to build the _____ of the promise behind the business which is the _____ of the business. 5. They truly believe that each claim comes from a _____. 6. It's appropriate for an Insurance business to be _____. 7. It would be _____ for a doctor to be cynical. | <ol style="list-style-type: none"> 1. expensive 2. back in the closet 3. they will be discovered 4. transparency
credibility
key driver 5. robber 6. cynical 7. inappropriate |
|--|--|

are not in the room

- Dollar

buck (PLURAL: bucks)

Pound

quid (PLURAL: quid)

PREVIOUS SESSIONS: W20-2020 in the long term - with all due respect - overnight - in a vacuum
W21-2020 to be worth it - to get it

DRILL 6.01: Fill the gap with the best EXPRESSION. This exercise includes expressions from the last two lessons.

- | | |
|---|--------------------------|
| 1. While I was living in New York I saved a few _____. | 1. bucks |
| 2. He plans to move to Japan _____. | 2. in the long term |
| 3. After explaining it to him many times, he finally _____. | 3. got it |
| 4. London is so expensive. I never have a _____ in my wallet. | 4. quid |
| 5. I am staying _____ in Paris and then travelling to Prague. | 5. overnight |
| 6. This first edition book cost me fifty _____ in Portobello Market. | 6. quid |
| 7. Keep a few _____ to spend on the road to Houston. | 7. bucks |
| 8. Do you think it's _____ to interview more candidates today? | 8. worth it |
| 9. The plan seems solid _____. Let's see what happens when we implement it. | 9. in a vacuum |
| 10. _____ I totally disagree with your course of action. | 10. with all due respect |

DRILL 6.02: Ask the questions and respond. (Say the sentences out loud.)

- | | |
|---|--|
| 1. Ask me if I have some bucks to spare. | 1. Do you have any bucks to spare? |
| 2. Respond to your question with NO. | 2. No, I don't have any bucks to spare |
| 3. Ask me if he's got some quids to buy some pints. | 3. Does he have any quids to spend on pints? |
| 4. Respond to your question with YES. | 4. Yes, he has got some quids to spend on pints. |
| 5. Ask me if It's worth it to invest in the stock market. | 5. Is it worth it to invest in the stock market? |
| 6. Respond to your question with YES. | 6. Yes, it's worth it to invest in the stock market. |
| 7. Ask me if I know what people say about you when you are not in the room. | 7. Do you know what people say about me when I am not in the room? |
| 8. Respond to your question with YES. | 8. Yes, I know what people say about you when you are not in the room. |
| 9. Ask me if I think things will change overnight. | 9. Do you think things will change overnight? |
| 10. Respond to your question with NO. | 10. No, I don't think things will change overnight. |

DRILL 6.03: Write some sentences using these EXPRESSIONS. (Say the sentences out loud)

- _____
- _____
- _____

7. MICRO MBA

BRANDING:

A BRAND IS A PERCEPTION.

It's not the product, it the way the products makes you feel.

A BRAND IS A PROMISE.

It's a guarantee that you will feel the same way everytime you buy your product.

A BRAND CREATES VALUE

It's the reason you are loyal and you are willing to pay a premium..

DRILL 7.01: Do you recognize the following brands from their logos?



1. Repsol

2. Pepsi

3. McDonalds

4. Channel

5. UPS

6. Disney

7. Olympics

8. Carrefour

9. Ferrari

10. El Corte Inglés

DRILL 7.03: Is your company brand strong? Who is it targeted to. How effectively does it communicate the company's core values.

8. PRONUNCIATION

PAST SIMPLE REGULAR: "-ED"

"D" SOUND

r compared
v observed
s paused
l travelled
y annoyed
g judged

"T" SOUND

k kicked
ss confessed
c danced
sh crashed
ch punched
x fixed

"ID" SOUND

t accepted
t interrupted
t started
d avoided
d concluded
d succeeded

DRILL 8.01: To practice your pronunciation you have two options:

- You can find a partner to practice together.
- You can use the voice memo app on your phone to record yourself. Listen to the recording and repeat this until you are happy with your pronunciation.

1. He worked hard, played hard and then succeeded.
2. He avoided the police, then he kicked and punched the politician.
3. They judged and sentenced him, then he travelled to prison but was not executed.
4. He paused and observed the sky, then he confessed his sins and concluded the day.
5. She annoyed her colleague, so he crashed the car and started to cry..

9. READING EXERCISE

Now please go to Chapter 7 of The Adventures of Ana Badiola.

Read the text carefully and make sure you understand everything.
Take note of all the vocabulary, phrasal verbs, expressions etc. in context.
Make sure you can answer the ten comprehension questions.