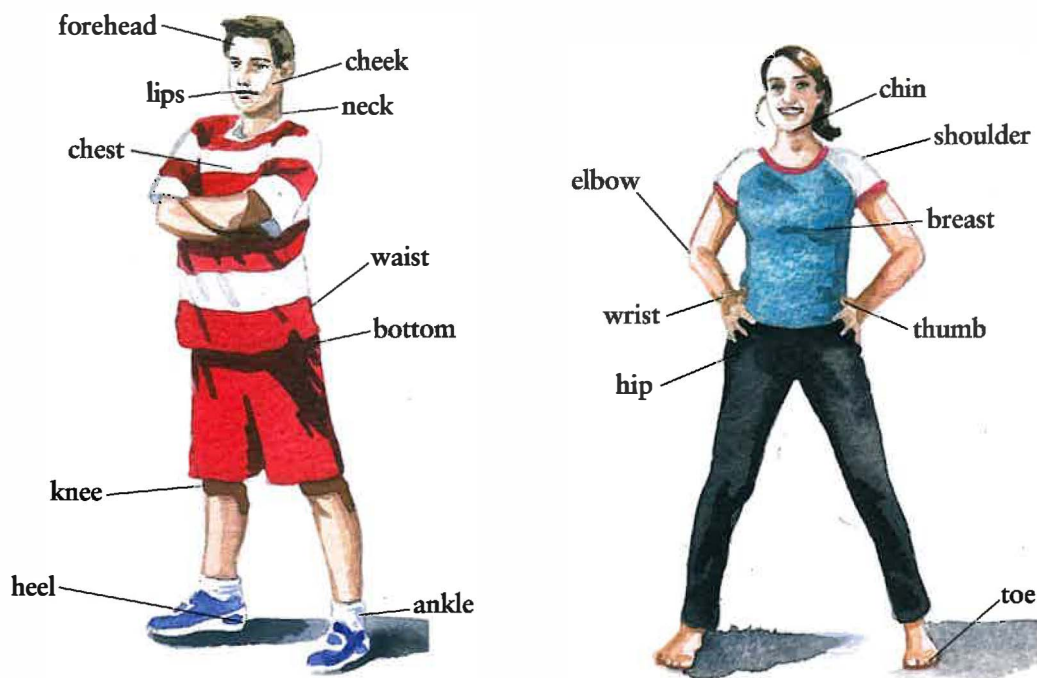


# 9 The body and movement

## A Parts of the body

The outer part of the body is covered in **skin**. Too much sun is bad for your skin.



## B Movements with your mouth, face and head

People **breathe** through their nose or mouth. You **breathe in** and **out** about 12–15 times a minute.

People **smile** when they're happy, and sometimes **smile** at people to be polite.

People **laugh** at things which are funny.

People sometimes **cry** if they're very unhappy, or receive bad news.

People in some countries **nod** their head [move it up and down] to mean 'yes', and **shake** their head [move it from side to side] for 'no'.

People often **yawn** when they're tired, and sometimes when they're bored.

## C Common expressions



shake hands with someone



fold your arms



comb your hair



wave to somebody



blow your nose

# Exercises

9.1 Find ten more words for parts of the body, either across or down.

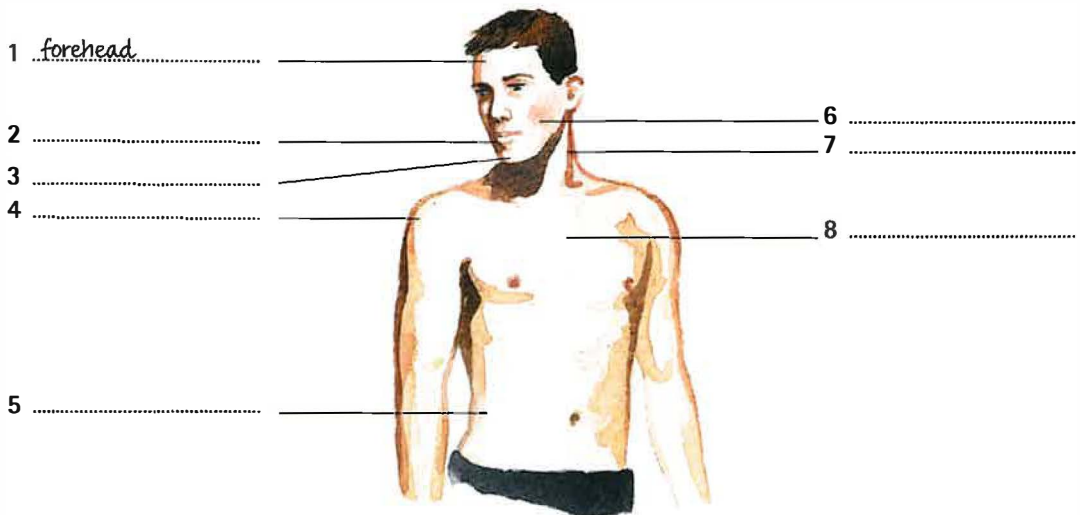
T	H	U	K	C	A	P
O	N	H	N	H	N	I
E	C	H	E	E	K	O
H	I	P	E	S	L	C
E	A	N	K	T	E	H
E	L	B	O	W	E	I
L	I	P	S	K	I	N

toe.....  
 .....  
 .....  
 .....  
 .....  
 .....

9.2 Match the words on the left with the words on the right.

- |         |                                     |               |
|---------|-------------------------------------|---------------|
| 1 shake | <input checked="" type="checkbox"/> | a your hair   |
| 2 wave  | <input type="checkbox"/>            | b your nose   |
| 3 comb  | <input type="checkbox"/>            | c to somebody |
| 4 fold  | <input type="checkbox"/>            | d your head   |
| 5 blow  | <input type="checkbox"/>            | e hands       |
| 6 nod   | <input type="checkbox"/>            | f your arms   |

9.3 Label the picture.



9.4 What do these actions often mean? (There may be several possible answers.)

- 1 People often smile when they're happy.....
- 2 They often breathe quickly after .....
- 3 They laugh .....
- 4 They may wave to somebody .....
- 5 They blow their nose .....
- 6 They shake their head .....
- 7 And nod their head .....
- 8 They cry .....
- 9 They yawn .....

# 21 Health

## A Common problems

What's the matter?	What you should do
A: I've got a <b>sore throat</b> <sup>1</sup> and a <b>temperature</b> . <sup>2</sup>	B: That sounds like <b>flu</b> . You should see a doctor.
A: I've <b>cut</b> my arm; it's <b>bleeding</b> . <sup>3</sup>	B: Put a <b>bandage</b> <sup>4</sup> round it.
A: I've got a terrible <b>cough</b> . <sup>5</sup>	B: Go to the chemist and get some cough <b>medicine</b> . [something you take to treat an illness]
A: I've got a <b>headache</b> .	B: Take some <b>tablets</b> <sup>6</sup> for the pain. (also <b>pills</b> )
A: I <b>feel sick</b> . <sup>7</sup>	B: Go to the bathroom quickly!



## B Describing pain

We can use different words to describe **pain**. An **ache** describes pain that is not always strong, but often continues. It is used with certain parts of the body.

I've got a **headache**. Simone's got **stomach ache**.

My dad **suffers from** [often has the pain of] **backache**.

For other parts of the body we often use **pain**.

I've got a **pain** in my shoulder/foot.

**Ache** can also be a verb to describe pain that continues for some time.

By the end of the day my feet were **aching**.

For stronger or more sudden pain, we usually use the verb **hurt**.

My throat **hurts** when I speak.

I hit my leg on the table and it really **hurts** / it's very **painful**.

## C Serious illnesses

For **serious** [bad] illnesses, you will probably go into hospital. A person who stays in hospital is called a **patient**. Many patients need an **operation** [when special doctors, called **surgeons**, cut into the body for medical reasons; also called **surgery**].

**Lung cancer** can be caused by smoking.

**Heart attacks** can happen very suddenly.

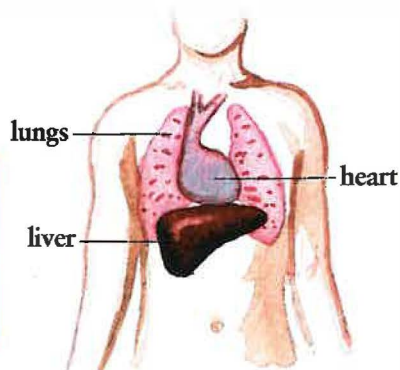
Hepatitis is a **disease** affecting the **liver**.

### Language help

**Disease** is used to talk about more serious medical problems, often affecting certain parts of the body, e.g. heart disease.

**Illness** is used to talk about serious and minor medical problems and those affecting the mind, e.g. mental illness.

**Disease** is not used about a period of illness, e.g. He died after a long illness. (NOT He died after a long disease.)



# Exercises

**21.1** Look at the underlined letters in each pair of words. Is the pronunciation the same or different? Use the index to help you.

- |  |   |
|--|---|
| 1 <u>a</u> che <u>p</u> ain <u>s</u> ame .....         | 5 <u>l</u> iver <u>d</u> isease .....     |
| 2 <u>c</u> old <u>s</u> tomach <u>d</u> ifferent ..... | 6 <u>s</u> tomach <u>o</u> peration ..... |
| 3 <u>c</u> ough <u>th</u> rough .....                  | 7 <u>ch</u> emist <u>a</u> che .....      |
| 4 <u>f</u> lu <u>c</u> ut .....                        | 8 <u>p</u> atient <u>b</u> andage .....   |

**21.2** Complete the sentences with *a* or nothing (-).

- |                                  |                                    |
|----------------------------------|------------------------------------|
| 1 She's got ..... hepatitis.     | 6 I've got ..... backache.         |
| 2 I've got ..... cough.          | 7 Leona's got ..... flu.           |
| 3 I'm getting ..... sore throat. | 8 My uncle had ..... heart attack. |
| 4 Ben's got ..... headache.      | 9 She's got ..... cancer.          |
| 5 Luis's got ..... temperature.  | 10 I've got ..... pain in my foot. |

**21.3** Complete the dialogues.

- 1 A: Does your finger hurt?  
B: Yes, it's very painful .....
- 2 A: What's wrong with Musa?  
B: He feels ..... I think it's something he ate.
- 3 A: Did you hit your foot?  
B: Yes, and it really .....
- 4 A: My hand's bleeding quite badly.  
B: Well, put a ..... round it.
- 5 A: Your finger's .....  
B: I know. I cut it using that knife.
- 6 A: Does Tanya still ..... from bad headaches?  
B: Yes, she gets them all the time.
- 7 A: What's the matter?  
B: My back ..... from sitting at that computer all day.
- 8 A: I understand Laura has had quite a ..... illness.  
B: Yeah. She was in hospital for over a week.

**21.4** Find five more pairs of words. Why are they pairs?

lung heart surgeon tablets/pills attack liver  
operation ~~cancer~~ hepatitis sore medicine throat

lung and cancer - because you can get lung cancer.  
.....  
.....  
.....  
.....

**21.5**

**Over to you**

Answer the questions. If possible, compare your answers with someone else.

- 1 What do you usually do if you get a headache?
- 2 How often do you get a cough or a sore throat?
- 3 Have you ever been a patient in hospital? If so, what was it like?
- 4 Have you ever had surgery?
- 5 Are there some medicines you always keep in your home? What are they?

## A Newspapers

Most papers [newspapers] are daily, which means that they come out [appear in shops; *syn* are published] every day. Some are national [for the whole country], others are regional [for a part of the country]. Some newspapers are published online; these are called e-papers. You can also get mobile editions [you read a newspaper on your phone]. Magazines are usually weekly or monthly.



## B Contents of newspapers

**Reports** [pieces of writing about news items, written by reporters/journalists, e.g. a report in *The Times* on/about a crime]

**Articles** [pieces of writing about an important subject, e.g. an article on/about drugs]

**Headlines** [titles written in large letters above reports/articles, e.g. GOVERNMENT LOSES VOTE]

**Reviews** [pieces of writing giving an opinion, e.g. a review of a new book]

**Advertisements or adverts** [words and pictures about a product, to make people buy it, e.g. an advert for shampoo]

\*information in

## C Television

If you broadcast something, you send it out on TV, radio or the Internet. There are now many broadcasting companies and many programmes. People watch:

- the news [information about world events]
- the weather forecast [a description of what the weather will be like in the next few days]
- documentaries [programmes that give facts about real situations and real people]
- chat shows [programmes where famous people are asked questions about themselves]
- a series [a number of programmes that have the same characters or deal with the same subject]
- soap operas [a regular series of programmes, often two or three times a week, about a group of characters who live in the same area]
- reality TV shows [programmes which follow ordinary people or celebrities [famous people] through a number of situations or challenges. Well-known [famous] examples include: *Pop Idol*, *The X Factor* and *Strictly Come Dancing*].

## Language help

We usually use **channel** to talk about television broadcasting, e.g. *The news is on Channel 4*; and **station** to talk about radio broadcasting, e.g. *A: What station are you listening to? B: Radio 1 – it's mostly pop music.*

## D Media reporting\*

Many newspapers also have online forums where people can leave messages and discuss topics. News is also reported online through podcasts [a radio programme that you download from the Internet and play on your computer or MP3 player], e.g. Have you heard the latest business podcast on the CNN website?

When we refer to something that someone has said or written, we do it in these ways:

It said in *The Times* that the plane crashed in the sea.

According to the news on TV last night, the plane crashed in the sea.

\*reporting in newspapers, on TV or the Internet

## Common mistakes

It says in the paper / According to the paper ... (NOT *it's written in the paper* ...)

# Exercises

## 51.1 Tick (✓) the words which describe a type of TV programme.

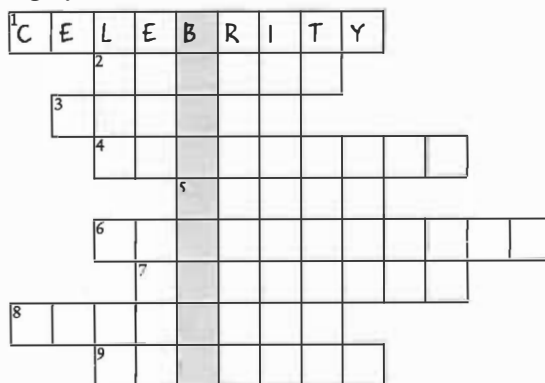
the news ✓      documentary      headline      soap opera  
chat show      review      article      series

## 51.2 Complete the dialogues.

- 1 A: Have you heard of 'Radio Five Live'?  
B: Yes, it's a very popular station.
- 2 A: Is the magazine published every day?  
B: No, it ..... monthly.
- 3 A: Is it a national paper?  
B: No, it's a ..... paper for the south-west.
- 4 A: Can we watch the news now?  
B: Yes, it's on ..... Four.
- 5 A: Are they mostly famous people?  
B: Yes, they're all .....

## 51.3 Complete the crossword. What is the vertical word in grey?

- 1 a famous person
- 2 a number of programmes with the same characters
- 3 a piece of writing about a news item
- 4 programmes several times a week about the same people
- 5 happening every day
- 6 a factual programme about real people and situations
- 7 relating to the whole country
- 8 a programme that interviews famous people
- 9 a piece of writing about an important subject



## 51.4 Complete the sentences.

- 1 Did you read that article ..... in the paper yesterday about space?
- 2 The manager was interviewed for the paper by one of their well-known .....
- 3 Do you understand this ..... ? '200 WOMEN GIVEN WRONG DIAGNOSIS'
- 4 Rock FM is the name of a radio .....
- 5 It ..... in the paper that the interest rate is likely to go up soon.
- 6 I read a ..... of his latest film. It doesn't sound very good.
- 7 You often see ..... in the paper which promise that you can learn a language in ten hours with this method. It isn't true.
- 8 ..... to the weather ..... last night, it's going to rain today.
- 9 I never watch ..... operas.
- 10 I love *The X Factor*; in fact, I love all ..... TV shows!

## 51.5

### Over to you

Answer the questions. If possible, compare your answers with someone else.

- 1 How many daily national newspapers are there?
- 2 How many newspapers only come out on Sunday in your country?
- 3 What parts of the newspaper do you read?
- 4 What types of TV programme do you watch?

## A Starting a phone conversation

The call on the left is between two friends: Joe and Rosie. When British people answer the phone at home, they usually just say 'hello'. The call on the right is a more formal business call.

JOE: Hello?  
 ROSIE: Is that Joe?  
 JOE: Yeah.  
 ROSIE: Hi. It's Rosie.

RECEPTIONIST: Good morning. Chalfont Electronics.  
 PAUL SHARP: Oh, could I speak to Jane Gordon, please?  
 RECEPTIONIST: Yes. Who's calling, please?  
 PAUL SHARP: My name is Paul Sharp from Bexel Plastics.  
 RECEPTIONIST: Right, Mr Sharp. I'm putting you through [I'm connecting you] ... (pause) ...  
 JANE GORDON: Hello?  
 PAUL SHARP: Mrs Gordon?  
 JANE GORDON: Speaking. [Yes, this is Mrs Gordon.]

## Common mistakes

We say: Is that Joe? (NOT Are you Joe? or Is it Joe?)

And we say: It's Rosie. (NOT I am Rosie or Here is Rosie.)

## B Problems on the phone

I tried to ring you this morning [phone you] but I think you were on the phone to your mother [using the phone].

I gave her a ring this morning [phoned her], but I couldn't get through [make contact / speak to her]; the line was engaged [being used, someone was on the phone].

I think I dialled [made a phone call to a particular number] the wrong number (e.g. 451 and not 351) this morning – I got a very angry person on the phone!

I left a message (e.g. Please ring me) on Dan's answerphone as he was out [not there; *syn* not in], but he never phoned me back [returned my phone call], so I don't know if he got my message.

## C Phone numbers

Q: What's your home phone number? (also landline) A: 603 884  
 Q: What's your mobile number? A: 07723 259369  
 Q: What's the emergency number for the police, fire or ambulance? A: 999  
 Q: What's the dialling code for the UK when you are phoning from Hungary? A: 0044

## D Mobile phones and texting

Many people use their mobile mostly/mainly [most of the time] for texting [sending short written messages from one phone to another]. Do you text your friends and family all the time?

These are common text abbreviations [letters which represent words].

ASAP = as soon as possible

CUL8R = see you later

BF = boyfriend (GF = girlfriend)

IMO = in my opinion [this is what I think]

B4 = before

OIC = Oh, I see [I understand]

2DAY = today

B4N = bye for now [goodbye for now]

2MORO = tomorrow

FYI = for your information

Y = why

U = you

PLS = please

THX = thanks

X = kiss

LOL = laughing out loud

# Exercises

## 52.1 Answer the questions.

- 1 What are two more ways of saying *I called him*?  
I phoned him .....
- 2 You phoned Tom but weren't able to speak to him. What are three possible reasons for this?  
.....  
.....  
.....
- 3 You can ring a phone number. What are three other numbers you can ring?  
..... number ..... number ..... number

## 52.2 Complete the phone conversations.

- A: Hello?  
B: Good morning. Could I <sup>1</sup> speak to ..... Colin James?  
A: Who's <sup>2</sup> ..... , please?  
B: <sup>3</sup> ..... Paul Matthews.  
A: One moment, please. I'm <sup>4</sup> ..... you through.  
C: Hello?  
B: <sup>5</sup> ..... Mr James?  
C: <sup>6</sup> .....
- A: Good morning. Boulding Limited. Can I help you?  
B: Yes. I'm trying to contact Simon Fallow. He left a <sup>7</sup> ..... on my <sup>8</sup> .....  
A: I see. Well, I'm afraid Mr Fallow's <sup>9</sup> ..... at the moment. Can I ask him to  
<sup>10</sup> ..... you ..... later?
- A: Hello.  
B: Hi. <sup>11</sup> ..... Carlos?  
A: Yeah, speaking.  
B: Hi Carlos. <sup>12</sup> ..... Serena.  
A: Oh hello. I was expecting you to ring last night.  
B: I did, but I couldn't get <sup>13</sup> ..... ; the line was <sup>14</sup> .....  
A: Oh yes, I'm sorry about that. I was <sup>15</sup> ..... the phone to my brother for about an hour.

## 52.3 What do these text abbreviations mean?

- |                            |                |
|----------------------------|----------------|
| 1 GRT = <u>great</u> ..... | 7 ASAP = ..... |
| 2 X = .....                | 8 FYI = .....  |
| 3 CUL8R = .....            | 9 LOL = .....  |
| 4 OIC = .....              | 10 THX = ..... |
| 5 BAN = .....              | 11 BF = .....  |
| 6 IMO = .....              | 12 U = .....   |

## 52.4

### Over to you

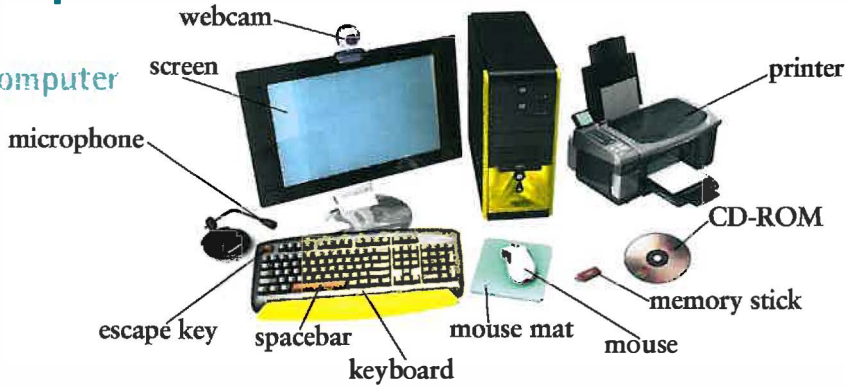
Answer the questions. If possible, compare your answers with someone else.

- 1 How often do you use a mobile phone? What do you use it for? How often do you text people? Who do you text?
- 2 In your country, what is the emergency number for the police, fire brigade or ambulance?
- 3 From your country, what's the international dialling code for the United Kingdom?
- 4 How do you feel about people who use their mobile phone on a train?



## A

## The computer



## B

## Using a computer

After you have switched on [turned on] your computer, you may need to log in/on (*opp* log out/off) with your username and enter your password [put a special word into the computer that only you know]. If you then double-click on an icon [a small picture on the screen], you can open an application [email, Internet browser, etc.].

Computers can store [keep] large amounts of information, but when you're working it is important to back up the files you are working on [make an extra copy of the files; *syn* make a backup], so you don't lose the files if something goes wrong.



open a new document

open an existing document

save the data in this document

print

cut

copy

paste

To create [make or start] a new document, select NEW from the File menu.

You can copy and paste information from one file into another.

If you save the document, you can print it out later (OR you can get a hard copy / a printout later). It is also important to save the document in case the computer crashes [suddenly stops working]. Press the Escape key to exit [stop using an application].

## C

## FAQs\* about computers

example question	explanation
• Do you have a PC or a laptop?	PC is short for personal computer; a laptop is a small computer that you can carry around.
• What hard drive do you have?	the part inside the computer that stores large amounts of information (also hard disk)
• What operating system are you using?	computer software, e.g. Windows or Mac OS, that controls how the computer works
• Have you installed any new software?	put new programs onto your computer
• What software applications are you running?	What software applications are you using?
• Do you have anti-virus software?	A virus is a program put on a computer to destroy or steal the information on it. Anti-virus software is a program to stop a virus entering your computer.

\*frequently asked questions

# Exercises

## 53.1 Match the words on the left with the words on the right.

- |              |                                     |            |
|--------------|-------------------------------------|------------|
| 1 CD-        | <input checked="" type="checkbox"/> | a system   |
| 2 memory     | <input type="checkbox"/>            | b on       |
| 3 operating  | <input type="checkbox"/>            | c key      |
| 4 hard       | <input type="checkbox"/>            | d software |
| 5 log        | <input type="checkbox"/>            | e ROM      |
| 6 anti-virus | <input type="checkbox"/>            | f mat      |
| 7 mouse      | <input type="checkbox"/>            | g copy     |
| 8 escape     | <input type="checkbox"/>            | h stick    |

## 53.2 Complete these words.

- |                           |              |             |
|---------------------------|--------------|-------------|
| 1 soft. <u>ware</u> ..... | 3 key.....   | 5 user..... |
| 2 lap.....                | 4 space..... | 6 pass..... |

## 53.3 Test your knowledge. Can you remember what these icons mean without looking at the opposite page?



1 open a new document.....



2 .....



3 .....



4 .....



5 .....



6 .....



7 .....

## 53.4 Complete the definitions.

- Computer software that controls how different parts work together is the operating system.
- The part inside the computer that stores large amounts of information is the .....
- A program secretly put on a computer to destroy the information on it is a .....
- A small computer that you can carry round with you is a .....
- The special word you type into your computer that only you know is your .....

## 53.5 Complete the dialogues.

- A: What do I do when I finish?  
B: You can press the escape key to exit.
- A: How often do you ..... your files?  
B: At the end of every day if I can remember.
- A: Is the data ..... on the hard disk?  
B: Yes, but I always make a .....
- A: Did you ..... the software yourself?  
B: No, I don't understand anything about computers. My wife did it for me.
- A: How do I ..... a new document?  
B: Just select **NEW** from the File .....
- A: There was a warning on the news this morning about a new computer .....
- B: Well, I should be OK. I've got ..... software.

## 53.6

### Over to you

Do you have a computer? If so, can you answer all the questions in section C on the opposite page?

# 54 Email and the Internet

## A Using email

Think about the way you use email.

- How often do you **check your email**? [look to see if you have any messages]
- How many emails do you send a week? Are they all **essential**? [important / necessary]
- How many emails do you get every week? Do you read them **immediately**? [without waiting]
- How quickly do you **reply** to [answer] the emails you receive?
- Do you **delete** emails **regularly**? [remove them from your computer often]
- Do you get much **spam**? [emails that you do not want, usually adverts; also called **junk mail**]
- Have you got **anti-virus** software? [a program that stops a virus entering your computer]
- How often do you send or receive **attachments**?



### Language help

In English an email address may be written as `pd@freeserve.co.uk`, but we say it like this: `pd at freeserve dot co dot uk`.

## B Getting started on the Internet

To go on the **Internet**, you need an **ISP** (Internet service provider) that will **connect** [join or link] your computer to the Internet and give you **access to** [the ability to use] email and other services. When you **go online** [use the Internet], you can then send and receive emails, or you can **browse** the Internet [look at websites]; you do this using a **browser** such as Internet Explorer or Firefox. Many websites also have **links**: if you **click on** a link, it will take you to a different website, or move you from one part of the website to another.

## C Using the Internet

Many people now have internet access and internet use is changing all the time. These are common uses.

- Students **search** the Internet [look for information on the Internet; also **do an Internet search**] to help with their studies.
- People **download** [copy onto their computer; *opp* **upload**] information, pictures, music, **video clips** [small parts of a video recording], etc.
- People buy books, clothes and food online, book their holidays online, take out insurance online, etc. People go to a website, select the item [product, e.g. a book] they want and click **add to basket/bag**. When they have finished shopping they go to **checkout** and **pay** for their items, usually with a credit card.
- Some people have a personal website to provide news about a particular subject, or just write about events in their life. These are called **blogs**, and people who write them are **bloggers**.
- Some people just like to spend hours **surfing** the web. [looking at different websites]
- Some people spend a lot of time on **social networking sites** [places on the Internet where you can have a discussion with other people, e.g. Facebook, Twitter, etc.]. On these sites people **post** comments [leave messages] to their friends.
- Some people do a lot of **instant messaging**. [send and receive messages in real time]



# Exercises

## 54.1 Match the words on the left with the words on the right.

- |            |                            |                      |
|------------|----------------------------|----------------------|
| 1 go       | <input type="checkbox"/> b | a the web            |
| 2 do       | <input type="checkbox"/>   | b online             |
| 3 surf     | <input type="checkbox"/>   | c emails             |
| 4 delete   | <input type="checkbox"/>   | d on a link          |
| 5 download | <input type="checkbox"/>   | e an Internet search |
| 6 click    | <input type="checkbox"/>   | f music              |

## 54.2 Answer the questions.

- 1 What can you do when you go online? *Send emails and use the Internet*
- 2 What does ISP stand for? .....
- 3 What does an ISP give you? .....
- 4 What are Safari, Internet Explorer and Firefox? .....
- 5 What do bloggers write about? .....
- 6 What is spam? .....
- 7 How do you say this: Zac@hotmail.com? .....
- 8 What do people do on social networking sites? .....

## 54.3 Complete the dialogues. The first letter of each answer has been given to help you.

- 1 A: A friend of mine has got his own *blog*.....  
B: Oh yeah. What does he write about?
- 2 A: Do you always reply to emails *i*..... ?  
B: Yes. I think it's rude if you don't reply as soon as you receive an email. Don't you do that?  
A: No. I don't reply at once unless it's really *e*.....
- 3 A: How can I view information about the computers they sell?  
B: Just *c*..... on that *l*..... , and it will take you to the website which has the details.
- 4 A: Do you have internet *a*..... at your school?  
B: We do in school hours, but not before or after school.
- 5 A: I sent you an email earlier with an *a*..... . Did you get it?  
B: Oh, I'm afraid I haven't *c*..... my email today yet. I'll do it now.
- 6 A: Do you *d*..... much stuff from the Internet?  
B: Well, music naturally, and I also *d*..... a few video *c*..... .
- 7 A: I keep getting viruses on my computer.  
B: Ah, you will need to get some *a*..... - *v*..... software.
- 8 A: Do you delete emails *r*..... ?  
B: Yes, every day. I have to, because I receive so many, and most of them aren't important.

## 54.4

### Over to you

Answer the questions. If possible, ask someone else the same questions.

- 1 Do you go on the Internet? If so, what are your favourite websites?
- 2 Do you have a blog or read other people's? Whose blog do you read?
- 3 Do you download material from the Internet? What do you download?
- 4 Do you watch video clips on the Internet? What video clips do you watch?
- 5 Do you use social networking sites or instant messaging? Which websites do you use? Who do you talk to?