

English in **20** minutes a day

Audio

Book 1



Reader's
Digest

• **RD**English

English in 20 minutes a day

Audio Scripts

Stages 1–6

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STAGE 1: LESSON 1

TRACK 1

One

A: How do you do? I'm Hilary Raisbeck.
B: And I'm David Kennett. How do you do?

Two

A: Good morning. My name's Yang Chong.
B: Pleased to meet you, Yang Chong.

Three

A: Hello, I'm Anna Polsky.
B: How do you do? My name's Harold Brown.

Four

A: Excuse me, are you Dr Brown?
B: Yes, I am.
A: I'm Sharon Ward. Nice to meet you.

TRACK 2

One

A: Hello, darling. How are you?
B: I'm fine, Mum. How are you?

Two

A: Good afternoon, David. How are things?
B: Fine, thanks. And you?

Three

A: Hi, Sharon. How are you?
B: Very well, thank you, Dr Brown.

Four

A: Anna! Nice to see you!
B: Hello, Harry. Nice to see you, too.

Five

A: Hello?
B: Is that you, David?
A: Yes. Hello, Hilary.

TRACK 3

One

A: Excuse me, are you Professor Polsky?
B: Yes, I am. How do you do?

Two

C: Hello, Sharon. How are you?
D: Fine thanks, and you?

Three

E: Nice to see you, David!
F: And you!

STAGE 1: LESSON 2

TRACK 4

I come from a small town in Minnesota, but I live in Hollywood now, and it's very different. In my home town people are very friendly. They walk down the street and they speak to you. They say 'Hi

there!' and 'How are you?' Here in Hollywood people don't walk. They drive everywhere. I live in this big house on Santa Monica and sometimes I don't see anyone all day.

STAGE 1: LESSON 3

TRACK 5

I do the same things every day. I wake up at seven, but I stay in bed until seven fifteen. Then I get up and have a shower. That really wakes me up! I get dressed and then I have breakfast – some toast and a cup of coffee. I leave the house at eight thirty and walk to the bus stop. I go to work by bus. I start work at about nine, and I finish work at five or six. In the evening, I have dinner and watch television or play on the computer. I am usually in bed by eleven!

STAGE 1: LESSON 4

TRACK 6

I live with my mother and my father and my two brothers. They are called Owen and David. Owen is twenty and he's at university. David is sixteen and he's at school, like me. I have two grandmothers and one grandfather. My other grandfather is dead. I have one uncle and one aunt. My aunt Janet is my mother's sister. They have two daughters. Rosa is ten and Gemma is fourteen, like me. They are my cousins.

BREAKTHROUGH 1

TRACK 7

A: I live in a flat with a nice, sunny balcony.
B: We live in a detached house with a big garden.
C: I live in a bungalow beside the sea.

TRACK 8

DAVID: Brian, Susan! Hi there, welcome! How are you?
BRIAN: We're fine, David. Our car is in the drive. Is that OK?
DAVID: Of course. Come in.
BRIAN: Sure.
SUSAN: Thanks.
DAVID: I'll get the drinks. Beer OK for you Brian?
BRIAN: Great.
SUSAN: Oh Marie, these flowers are for you.
MARIE: They're lovely – thanks, Susan. How's baby Rosa?
SUSAN: She's fine. A bit tired though.
MARIE: Yes, of course. It's a long journey.

Come and sit down.

SUSAN: Thanks. How are the children?
MARIE: Very well. They're playing in the garden... Oh no, I can hear them now. They want to see the baby!

STAGE 1: LESSON 5

TRACK 9

One

HILARY: Hello, David. Nice to see you again. How are you?
DAVID: I'm fine, thanks. And you?
HILARY: Very well, thanks. David, do you know Yang Chong? Yang Chong, this is David Kennett. He's our project director in Vietnam.
DAVID: Pleased to meet you, Yang Chong.
YANG CHONG: How do you do, Mr Kennett?

Two

SHARON: Excuse me, Dr Brown. Can I introduce you to Professor Polsky from Macedonia? Anna, this is Dr Harold Brown. He works in Rwanda.
DR BROWN: How do you do?
PROF. POLSKY: How do you do, Dr Brown?

Three

HILARY: Hello, Sharon. How are things with you?
SHARON: OK thanks, Hilary. Oh, this is Martin. He's my son. Martin, this is Hilary, my friend from Manchester.
Martin: Hi.
HILARY: Hello, Martin.

TRACK 10

Mr Kennet; Mrs Ward; Miss Barton; Ms Raisbeck; Dr Brown; Professor Polsky.

STAGE 1: LESSON 6

TRACK 11

One

I like my job because I talk to people while I cut their hair. I ask them about their holidays and their families. It's hard work as I have to stand all day.

Two

I like staying in bed in the morning. Some people say I don't work hard because they think I'm always in bed. But when they are in bed I am at work. I have to study and read lots of books, but it's what I want to do.

Three

I work for a large department store. I sell women's clothes and shoes. It's a good job because I like the other people who work here and the hours are good. Of course, I have to be polite to customers.

Four

I have to be very fit to do this job. It takes twelve hours to fly to Singapore and I do that twice a week. It's a great job because I see so many different countries.

Five

I like it because I don't have to work for anybody. I decide where to go and what hours I work. I usually drive my cab at night, because the streets are quiet and I can stop and have a cup of coffee and a sandwich when I want.

STAGE 1: LESSON 7

TRACK 12

- A: Hello, Global Insurance Services, Anna speaking. How can I help you?
 B: Hi there. Yes. I'm going on holiday and I want to buy some insurance.
 A: Yes, madam. Can I take some details and then I can give you a quote.
 B: Great. What do you need to know?
 A: Is it just for yourself?
 B: Yes. I'm going to Australia for six months.
 A: Wonderful! Now could I have your title...is it Miss, Ms.....?
 B: Oh, it's Miss. Miss Emily Parrish.
 A: Right then. So your first name is Emily and your surname is Parrish. How do you spell that?
 B: It's P-A-R-R-I-S-H. Parrish.
 A: And what's your address?
 B: Seventeen Orchard Street, Ipswich.
 A: And that's in what county?
 B: Suffolk.
 A: Of course, Suffolk. And your post code, please.
 B: I-P-7, 3-B-H.
 A: And telephone number?
 B: It's 01473 453427.
 A: Do you have an email address?
 B: No, I don't.
 A: Fine. Now when do you want the insurance to start?
 B: Well, I leave on the fifteenth of October.
 A: So that's the fifteenth of the tenth, two thousand and three. And when do you get back?
 B: Let me see. The flight back arrives on the fifth of May, two thousand and four.
 A: Right then. And you are going to Australia. Will you be going anywhere else?
 B: Sure. I go via New York and come

back via Hong Kong.

- A: In that case we can insure you for Australia and the rest of the world. Do you want any other type of insurance? We offer extra cover for extreme sports such as hang-gliding –
 B: No, no! Just the basic insurance is fine.
 A: OK, then I just need to know your date of birth.
 B: Tenth of June, nineteen eighty-four.
 A: Tenth of the sixth, eighty-four... Fine. Could you just wait a minute and I'll give you an idea of what that will come to...

STAGE 1: LESSON 8

TRACK 13

One

- A: What do you do?
 B: I'm a maths teacher.
 A: Have you got a university degree?
 B: Yes. I've got a degree in maths and a PGCE.
 A: A PGCE? What's that?
 B: It's a Post Graduate Certificate in Education. It means I can teach.
 A: So you teach maths?
 B: Yes. I teach maths in a secondary school.

Two

- A: What skills have you got?
 B: Well, I can drive. I've got a PSV licence.
 A: What's that?
 B: It's a Public Service Vehicle licence. It means I can drive big vehicles with passengers. You have to take a special test to get the licence.
 A: So what do you do for a living?
 B: I'm a bus driver.

Three

- A: What do you do?
 B: I work in the tourist industry. I'm a travel representative.
 A: Do you need paper qualifications for that?
 B: No, but it helps if you can speak a foreign language.
 A: Can you?
 B: Yes. I can speak Spanish and Italian.
 A: And English!
 B: Of course.

Four

- A: What's your job in this company?
 B: I'm a personal secretary, I work for one of the directors.

A: What do you do?

- B: Oh, I answer the telephone, make appointments for my boss, write letters and prepare reports.
 A: Can you use a computer?
 B: Of course! I've also got an advanced certificate in office management.

Five

- A: What skills have you got?
 B: I can design and make beautiful clothes. I'm a fashion designer.
 A: Do you need any qualifications for that?
 B: Well, I've got a diploma from the London College of Fashion. But experience is very important in the fashion business. You learn on the job really.

STAGE 1: LESSON 9

TRACK 14

ALAN WHITE: Hello everybody, hello. I just want to say a few words of welcome to you today before you start to enjoy yourselves. As many of you know already, I am Alan White and I am the director of the Greenwood language school here in Brighton. I'm happy to see that so many of you are here today. I know that some of you have come a long way: I believe we have some new students from Brazil and Japan. Welcome to you all. I hope you enjoy your stay in England and that you find this beautiful seaside town a good place to learn English. I think it's a good idea if you begin by getting to know each other. So now I have a small task for you. I want you to speak to as many people as possible in the room and find out who they are, where they come from and what they do. OK? Is that clear? Off you go.

YOSHIKO: Hello. My name's Yoshiko. And you?

PETER: Nice to meet you, Yoshiko. I'm Peter. Peter Lieb. You are from Japan, I think?

YOSHIKO: Yes. That's easy because I look Japanese. How about you? Are you from Spain?

PETER: No. I'm from Germany. I come from a small town called Husum. It's in the north of Germany. Yoshiko, this is my friend Carlos. He's from Spain. Carlos, this is Yoshiko.

YOSHIKO: How do you do, Carlos?

CARLOS: How do you do?

YOSHIKO: Do you like it in England, Carlos?

CARLOS: It's great, and the school is very good.

PETER: Yoshiko – Carlos and I like going to the beach after school. Do you want to come?

YOSHIKO: Today?

CARLOS: Why not? What do you think, Peter?

PETER: Yes. It's warm enough today. What do you say, Yoshiko?

YOSHIKO: It's a bit difficult for me. You see my landlady, she says she wants me home at six o'clock tonight.

CARLOS: That's very early. Why don't you phone her and say you can't get home at that time?

PETER: Yes, just say you are busy here at the school.

YOSHIKO: No, I can't do that. She's a very nice lady.

CARLOS: If she is a nice lady then she won't mind.

YOSHIKO: OK, then. I have my mobile with me... Hello, hello Mrs King?

MRS KING: Hello. Is that you, Yoshiko?

YOSHIKO: Yes, Mrs King. I am still at the school. Can I come home at eight o'clock? Is that OK?

MRS KING: No, Yoshiko. I need you home by six.

YOSHIKO: Oh, I am sorry. Yes, Mrs King... Yes, of course. See you at six. Goodbye. Carlos, Peter, I'm sorry. You see she needs me at home.

CARLOS: I see. Well she's not a very nice woman, I think. Come on, Peter. Let's go to the beach.

PETER: Poor Yoshiko. I think your landlady is a very difficult woman.

YOSHIKO: I don't think so. You are wrong. She is a very nice lady. Still, I am sorry I can't come with you. Maybe tomorrow?

PETER: Yes, of course, don't worry. Perhaps if we talk to Mrs King...

YOSHIKO: Yes, perhaps. Anyway, goodbye now.

CARLOS: 'Bye, Yoshiko. See you in school tomorrow.

PETER: 'Bye.

STAGE 1: LESSON 11

TRACK 15

INTERVIEWER: How do you do, Thomas? Do sit down.

THOMAS: Thanks.

INTERVIEWER: Just a few basic questions to start off with. Your full name is...

THOMAS: Thomas Guy Wood.

INTERVIEWER: Fine. And I see I have your address and telephone number. Your post code?

THOMAS: NE52 4EU.

INTERVIEWER: Thanks. And if there are no full-time jobs available, can you work part time until a full-time job comes up?

THOMAS: Yes, I think so.

INTERVIEWER: Good. Now when are you available to work? As you know, we are open seven days a week, twenty-four hours a day.

THOMAS: Any time really. I mean, I don't mind working nights.

INTERVIEWER: OK. That's great. And when can you start?

THOMAS: From the first of August. I'm on holiday in July.

INTERVIEWER: And are you still at school or college?

THOMAS: I'm at school. I finish school in July and then I start college next year in October.

INTERVIEWER: I see – your gap year then.

THOMAS: Yes, that's right.

INTERVIEWER: And are you available for the whole of your gap year?

THOMAS: Yes. I want to work and save money for college.

INTERVIEWER: I see. Now, do you have any work experience?

THOMAS: Yes. I work on Saturdays for my father.

INTERVIEWER: Oh, yes. What does he do?

THOMAS: He is the manager of a boat hire company. I help look after the boats – clean them and so on. I also look after the customers sometimes if my father is busy.

INTERVIEWER: I see. How do you do that?

THOMAS: Well sometimes I show them the different boats they can hire – for day trips and holidays and so on.

INTERVIEWER: Very interesting. And do you enjoy that?

THOMAS: Very much. It's better than cleaning the boats!

INTERVIEWER: Yes, I expect it is. Now why do you want to work for Freshco?...

STAGE 1 LESSON 12

TRACK 16

One

Hi there, David. It's Steve here. Can we talk about our plans for the weekend? I'm in all evening, so you can call me when you get home. Thanks.

Two

Oh, hello Susan, it's me, Mum. What time do you want me to come tonight? Anyway, see you tonight. Bye, my love.

Three

This is Andy's Garage with a message for Mr Wells. Your car is ready for you now. Can you collect it before half past five? We close at five thirty. Thanks. Goodbye.

Four

Hi Chris. Karen here. Just want to know if you're feeling better? I'm free today so if you want me to get anything for you, let me know. Speak to you later. Bye.

Five

PDQ delivery service here. We have a parcel for you but we can't find your house. Can you call the office, please? It's 01473 28895. Thank you.

Six

Hello. It's Fiona Woods speaking. I'm afraid I can't make my appointment with Dr Lewis today. Sorry.

BREAKTHROUGH 2

TRACK 17

BANK CLERK: Good morning. Can I help you?

MR BROWN: Yes. I'm going on holiday to Seattle next week. Seattle in the States, I mean. I need to buy some dollars.

BANK CLERK: Of course, sir. Do you want cash or traveller's cheques?

MR BROWN: Both, I think, yes. I want a thousand dollars in traveller's cheques and five hundred dollars in cash, please.

BANK CLERK: Right, sir. I can do the traveller's cheques right now. No problem. I'm afraid I'm a bit short of dollars at the moment. Can you come back for the cash later this afternoon?

MR BROWN: Not this afternoon. Never mind. I can come back tomorrow, though.

BANK CLERK: Fine. I'm not here tomorrow but my colleague can help you then.

MR BROWN: Right then.

BANK CLERK: Thank you very much, Mr Brown. Here are your cheques. Can you sign each one in the top left-hand corner?

MR BROWN: Right you are.

BANK CLERK: Thank you very much, Mr Brown... or should I say, 'Have a nice day!'

STAGE 1: LESSON 13

TRACK 18

One

A: You look tired. Can I help you with your bags?

B: That's very kind of you.

Two

A: Mmm. This is delicious!

B: I'm glad you like it. It's one of my new recipes.

Three

A: Happy birthday, Mum. Here's your present. I hope you like it.

B: It's beautiful. Thank you so much, darling.

Four

A: Thanks for helping me with my CV, Mr Carter.

B: You're welcome.

Five

A: Thank you for a wonderful evening. We really enjoyed it.

B: Thank you for coming. We must do it again sometime.

Six

A: Would you like to go to the cinema this evening?

B: Oh, yes. That would be lovely. There's a new film on at the Roxy tonight.

STAGE 1: LESSON 14

TRACK 19

A: What does your boss look like, Gloria?

B: Well, he's got brown eyes and grey hair. He's a big man but he's not fat. He's taller than my brother. I think he's quite good-looking, really.

STAGE 1: LESSON 15

TRACK 20

One

What do I like about my job? Well, I like the people I work with. They're good fun ... and the holidays! Yes, I get a lot of time off. This year I've got two weeks at Christmas and three weeks in the summer, so I can go snowboarding in the winter and somewhere hot in the summer. Fantastic!

Two

The most important thing for me is my children. I'm a secretary and I enjoy that but no, I don't work full time because I like spending time with them. They're only little. Hannah's four and Jamie's six so they need me. Anyway it's what I want

to do. I don't want to work full time at the moment.

Three

I don't like living here. This is a horrible area – the streets are dirty and it's quite dangerous, as well. I want to get a dog and the town is not a good place for a dog. It's OK for a cat or a small animal, but dogs need somewhere to run about, I think.

STAGE 1: LESSON 17

TRACK 21

INTERVIEWER: Well Thomas, it's good to know that you think our staff are happy. Now I see you have some ideas about what to do in difficult situations. What do you do if a customer is rude to you?

THOMAS: The best thing is to be polite and not to get angry. I talk to them and listen to what they say. I think it's important to understand what they think the problem is.

INTERVIEWER: Good. Good, but then what?

THOMAS: Then I ask them what they want me to do about it. I think if they can say what they want me to do and then I do it...well, then the problem is not there any more.

INTERVIEWER: I see. You may be right but it's not always easy, is it? What if you can't do what they want?

THOMAS: Then I find someone who can. Perhaps the manager.

INTERVIEWER: OK, that's fine. Let's move on. What do you do when you have a job to do but it's time to go home? You know the job takes an hour to finish and it is important to do it properly.

THOMAS: I tell the manager that I want to finish the job and how long I think it takes to do it. Then, if he agrees, I stay and finish it.

INTERVIEWER: Excellent answer, Thomas. Right, just a few more questions...

STAGE 1: LESSON 18

TRACK 22

My father is a doctor. He works in a hospital for children in Paris. He works very hard but he loves his job. He's a very kind person. I miss him a lot because I live in England, but when he comes home he always brings me something nice.

I love my grandmother very much. She doesn't get angry with me like my parents do sometimes, and she always

wants to listen to what I say. She is seventy-four years old and lives with my aunt and uncle in the same town as me. I see her every weekend.

My brother is four years younger than me, but he goes to the same school as me. He has blond hair and is quite small for his age. I have a notice on my door at home that says PRIVATE, but he comes in without knocking. So annoying! But he is very funny sometimes, too.

Uncle Harry is an actor. He's often on TV. He lives in London but he often comes to see us. He's my mother's brother, and he's an interesting person. I like to talk to him about films and TV programmes. He's a wonderful storyteller!

STAGE 1 LESSON 19

TRACK 23

PETER: Hurry up, Carlos. You can phone later, when we're on the beach.

CARLOS: Just a minute, Peter. I want to speak to my girlfriend.

PETER: Your girlfriend? I didn't know about your girlfriend. Is she English?

CARLOS: No, she's Spanish..

PETER: Lucky guy.

CARLOS: Oh dear, she isn't there at the moment.

PETER: You know, I like Yoshiko.

CARLOS: Do you? Why don't we go to her house and talk to her landlady? Maybe then we can go to the beach together. Do you know where she lives?

PETER: I think so. Let's go.
(A few minutes later.)

CARLOS: Is this the house?

PETER: I'm not sure.

CARLOS: Come on then. Knock on the door.

PETER: Oh, all right. (He knocks, the door opens.)

MRS KING: Hello. Can I help you?

CARLOS: I hope so. Does Yoshiko live here? We are from the language school.

MRS KING: Yes she does, but she is busy at the moment.

PETER: Can we speak to her, please?

MRS KING: Now is not a good time. I'm sorry. You can see her at school tomorrow.

PETER: Are you Mrs King?

MRS KING: Yes. I am Yoshiko's landlady.

PETER: It's nice to meet you, Mrs King. I am Peter Lieb and this is Carlos Sanchez. I'm from Germany and he is from Spain.

MALE VOICE: (*calling from inside the house*)
Who is it? Hurry up!

MRS KING: Well, it is nice to meet you, too, but I am very busy. You see I have to make dinner.

CARLOS: We understand. Please could you tell Yoshiko we are at the beach if she wants to come down later?

MRS KING: Of course. Goodbye. (*door closes*)

PETER: Carlos, I don't think I like Mrs King very much. I think she is very rude.

CARLOS: No, you are wrong, Peter. Perhaps it's her husband – telling her to hurry up like that...

PETER: Carlos, look! Look up at the window! It's Yoshiko.

CARLOS: Where? Oh yes. (*calling out*). Hi there, Yoshiko! (*his mobile phone rings*) Oh great, it's a message from Maria.

PETER: Carlos, Carlos! Where is Yoshiko? She's gone.

CARLOS: Just a minute... What is it, Peter?

PETER: It's Yoshiko. One minute she is at the window and now... Nothing.

CARLOS: Of course. She has to have her dinner. Come on, Peter. Are you in love?

PETER: It's not that. I like Yoshiko very much, but I think maybe she has a problem with her landlady.

CARLOS: I don't think so, Peter. It's just that you want to see her. (*laughing*) Mrs King is very nice. I don't think she's rude, just busy. She wants to get the dinner ready for everybody.

PETER: I don't think so, Carlos. I am worried about it.

CARLOS: Look, Peter. Let's go to the beach now. Tomorrow you can talk to Yoshiko about it. I am sure everything is OK.

PETER: All right, Carlos. I agree.

CARLOS: Now let me tell you about my girlfriend. She is very pretty with long, dark hair.

PETER: Too pretty for you then...

STAGE 2: LESSON 1

TRACK 1

One

A: Excuse me. Where's the post office?

B: Oh. It's in the shopping centre.

A: Ah, thank you very much.

Two

A: Can I help you?

B: Yes, please. Where are the toilets?

A: Oh, they're upstairs.

B: Thank you.

Three

A: Excuse me. Do you know where the station is?

B: Yes. It's in the centre of town.

A: Oh, thank you.

Four

A: Excuse me. Where's the tourist information office?

B: Ah. It's in the main square, next to the bank.

A: Thanks.

Five

A: Can you tell me where the cinema is, please?

B: There's one in Castle Street.

A: Oh, thanks very much.

Six

A: Excuse me. Do you know where the Blue Parrot café is?

B: Yes, it's in town, next to the post office.

A: Oh, I see. Thanks for your help.

TRACK 2

One

A: Excuse me. Where's the post office?

B: Ah, it's in the shopping centre.

A: Thanks.

Two

A: Can I help you?

B: Yes, please. Where's the nearest phone box?

A: I think there's one at the end of this street.

B: Ah, thank you.

Three

A: Where's the pharmacy?

B: It's over there, next to the bank.

A: I see. Thank you.

Four

A: Excuse me. Do you know where the Red Rock café is?

B: Yes. It's in the centre of town.

A: Great. Thanks.

Five

A: Excuse me, is there a bread shop near here?

B: Yes, there's a baker's next to the post office.

A: Ah yes. Thank you.

Six

A: Do you know where the butcher's is?

B: Yes. It's in the main square.

A: Oh, thanks.

Seven

A: Excuse me. Can you tell me where the newsagent's is?

B: Yes. It's over there, next to the cinema.

A: I see. Thanks.

STAGE 2: LESSON 2

TRACK 3

One

A: Excuse me. Where are the toilets?

B: Oh, they're over there on the right.

A: I see. Thank you.

Two

A: Can you tell me where the cinema is, please?

B: Yes, it's in the square. Just go straight on for about 200 metres and you'll see it in front of you.

Three

A: Excuse me. Can you tell me where East Street is?

B: Of course. Just turn left at the next set of traffic lights. That's East Street.

A: Oh, thank you.

Four

A: Excuse me. Where's the tourist information office?

B: Let me see. Ah yes, go straight on at the traffic lights. You can't miss it.

A: Thanks.

Five

A: Excuse me. Where's the nearest public telephone?

B: Ah, it's in the post office. It's on your left as you go in.

A: Ah, thanks.

Six

A: Excuse me. Do you know where the Blue Parrot café is?

B: Yes. Turn right at the next corner and you'll see the sign.

A: Great. Thanks.

TRACK 4

I Take the first on the left, then it's at the end of the street on your left.

- 2 Take the second right. Go straight on and it's at the end of the road.
- 3 Take the second on the left. Then it's on your right on the other side of the road.
- 4 Take the first left. Then take the third right. Go straight ahead and you'll see it in front of you.
- 5 Go straight ahead. Turn right at the end of the road. Keep going straight and you'll see it on the left hand side.
- 6 Take the first road on the right. Then take the first left. It's just round the corner on the right.

STAGE 2: LESSON 3

TRACK 5

- 1 Let's stop at this garage. We need more petrol.
- 2 I'm sorry sir. You can't take photographs in the museum.
- 3 Look, we can get something to eat over there.
- 4 Excuse me, this is a no smoking office. You have to go outside if you want a cigarette.
- 5 Hannah! Get off the grass. You can't walk on it.
- 6 Let's buy the food now, the shop will be closed tomorrow.
- 7 Good – it's only another forty-eight miles to Bristol.

TRACK 6

- 1 You can't park here. It's against the law.
- 2 You shouldn't drop litter in the street.
- 3 The toilets are straight ahead.
- 4 In some countries, you mustn't smoke in public places.
- 5 He wants to have lunch in that restaurant.

TRACK 7

One

A: You can't use this road on Monday. It's closed for road works. You can use the A14 instead.

B: Oh, thanks for telling me.

A: No problem.

Two

A: Hello, is that Carlito's?

B: Yes, Carlito's Store here.

A: When are you open, please?

B: From Mondays to Fridays we open at eight in the morning and close at six p.m.

A: Are you open at weekends?

B: Well, on Saturdays we close at two p.m. and we are closed all day on Sunday.

Three

A: Good morning, East Vale Swimming Pool.

B: Good morning. Can you tell me how much it is to swim?

A: Certainly. The adult ticket is five pounds and a child's ticket is two pounds. Oh, and child means under sixteen.

B: Under sixteen. OK. Thank you.

A: OK. Goodbye.

STAGE 2: LESSON 4

TRACK 8

One

A: What's the time, Andy?

B: It's nine o'clock.

A: Thanks.

Two

A: Maria, when does this shop close?

B: At six o'clock.

A: Oh, thanks.

Three

A: Jenny, when is the meeting with Bob?

B: It's tomorrow morning at half past ten.

A: Ten thirty – thanks Jenny.

Four

A: Let's meet at quarter past five.

B: OK – quarter past five it is.

Five

A: What time does the film start?

B: It starts at quarter to seven so don't be late.

A: Quarter to seven. OK.

TRACK 9

One

A: Excuse me. What time is the bus to Oxford?

B: The next one leaves at nine o'clock.

A: And when does it get there?

B: It arrives at half past ten.

A: That's great – thank you.

Two

A: Good morning. Can I help you?

B: Yes please. When does the train for Paris leave?

A: It departs from platform 6 at half past eleven.

B: And when does it arrive?

A: Four o'clock in the afternoon.

B: OK – thank you.

Three

A: Excuse me. What time is the next flight to Amsterdam?

B: The next one is at 12.30 and it arrives in Amsterdam at quarter to two.

A: That sounds fine. Thank you.

BREAKTHROUGH 3

TRACK 10

One

Excuse me, I wonder if you can help me? I've got two hours before my train leaves. Is there somewhere I can leave my suitcase? I want to go shopping, you see and it's just too heavy to take with me. Over there? Oh, I can see the sign now. Thanks a lot.

Two

Could you tell me what time the next train to Heathrow leaves, please? Fine. Is that from platform 6? The airport trains all seem to go from platform 6, don't they? Thanks. No, I've got a ticket already. I was just checking.

Three

Good morning, sir. Could I just have a look at your ticket, please? Thank you. I see, you have a reserved seat. That's in carriage 4. Just walk down the platform to carriage 4. Looks like you need a trolley with all that luggage. Here you are, sir. No problem.

Four

Hello, there. Yes, I left my laptop on the train this morning. It was the nine o'clock train from Oxford. I can't remember where I was sitting exactly but we came in at platform 14. Any chance of finding it? It's in a black case.

Five

A single to Cheltenham, please. Did you say £23.40? Right. Can I pay by credit card? Great. Can you tell me which platform it goes from? Platform 14? Thanks. It's on time is it? Good!

Six

Can I have a copy of *The Daily News* please? Oh, and I'd like a magazine too. Yes, this week's copy of *Autosport* looks interesting. How much is that? Fine, here you are.

STAGE 2: LESSON 5

TRACK 11

- 1 That's sixteen pounds fifty.
- 2 That's two euros and twenty cents.
- 3 That's thirty-two pounds fifty.
- 4 That's three euros eighty-five.
- 5 That's a hundred dollars.
- 6 That's ninety-two pence.

TRACK 12

One

- A: Good morning. Can I help you?
 B: Yes please. I want a day return ticket to Brighton.
 A: Certainly. That will be twenty-eight pounds exactly.
 B: Here you are. Twenty-eight pounds.
 A: Thank you. And here's your ticket.
 B: Thank you.

Two

- A: Morning. Just Go Jets. Chris speaking. How can I help you?
 B: I want to fly from Sydney to Perth tomorrow. How much is a one-way ticket?
 A: Let me see... a one-way economy class ticket is a hundred and forty-five dollars.
 B: A hundred and forty-five dollars? OK, I'll think about it.
 A: No problem.
 B: Thank you.

Three

- A: Excuse me. I want to buy a coach ticket to Paris.
 B: OK. Is that a return?
 A: No – just a single.
 B: And are you a student?
 A: Yes – here's my student card.
 B: OK – then the ticket is thirty two euros fifty.
 A: Thirty-two fifty. Here you are.
 B: Thank you. Here's your ticket. Have a good trip.
 A: Thank you.

Four

- A: Superlink information service. How can I help?
 B: Can you tell me the fare from Hampton to New York, please?
 A: Is that one way or round trip?
 B: Just one way.
 A: That's eighty-four dollars.
 B: Hmm, eighty-four dollars is a lot. I think I'll go by bus.
 A: OK – thank you for calling.
 B: 'Bye.

TRACK 13

- A: Good morning. Can I help?
 B: Yes please. I want a ticket to Rome.
 A: Certainly sir. What is your name?
 B: John Green, G-R-E-E-N.
 A: OK Mr Green. When do you want to fly?
 B: On Monday, June the tenth.

- A: Do you want a return ticket?
 B: No, just one way please.
 A: Ah, OK now, the price is one hundred and twenty-five pounds.
 B: One hundred and twenty-five? Is that the best price?
 A: Yes, I'm afraid so.
 B: OK, I'll take it.
 A: Thank you, sir. Let me just check the details.

STAGE 2: LESSON 6

TRACK 14

- 1 There's Sarah. She's making a phone call. I think she's phoning the hotel.
- 2 Lucy is listening to her new CD while she's waiting for her plane.
- 3 Tony is changing £200 into dollars. I'm waiting until we get to New York.
- 4 The children are waiting for us. They're sitting on the luggage over there.

STAGE 2: LESSON 7

TRACK 15

- 1 Would all passengers on flight LH2732 to Munich please go to gate 14 where your plane is now ready for boarding. Thank you.
- 2 Will passenger Andy Taylor, arriving from Miami, please go to the meeting point in the Arrivals Hall?
- 3 Ah look. We're travelling from Portugal so we can go through the blue customs channel over there.
- 4 I'm sorry sir, you can't use your cell phone in this area. You must switch it off.
- 5 Welcome to Florida. Our Inter Sun representative is waiting for you in the bus station, and she will take you to your hotel. Just follow the blue sign.
- 6 Good morning everyone. We are sorry for the delay but we are now ready to board flight OS 1418 to Vienna. Please go to gate 10, and have your passport and boarding pass ready. Thank you.

TRACK 16

- 1 Flight BA 2602 to Florence is now ready for boarding at gate A19.
- 2 Flight LH 3367 to Frankfurt is now ready for boarding. Passengers should go to gate B25 immediately.
- 3 Flight OS 3117 – we regret to announce that this flight to Vienna is delayed. The new departure time is 16.30.
- 4 Flight AF 1664 to Paris is closing. The last remaining passengers should go

- to gate A37 immediately.
 5 Passengers on KL 3914 to Amsterdam should go to gate A22 where the flight is ready for boarding.
 6 Flight QA 3031 to Sydney has a change of gate number. The new departure gate for this flight is B17. Thank you.

STAGE 2: LESSON 8

TRACK 17

- TIM: Hi Rebecca.
 REBECCA: Hi Tim. Are you going to Anita's party on Friday?
 TIM: Of course. All the people from work are going.
 REBECCA: Great – I'm going too.
 TIM: What about Saturday? Do you want to play tennis?
 REBECCA: No, sorry, I'm taking the cat to the vet in the morning. What about the afternoon?
 TIM: No – I'm going to town to buy some clothes. Sunday?
 REBECCA: Sunday is fine.
 TIM: Great, is three o'clock OK?
 REBECCA: Three is perfect.
 TIM: OK. I must go now. 'Bye.
 REBECCA: 'Bye Tim.

TRACK 18

- 1 I'm going to a concert next week. There's a wonderful programme with songs from my favourite operas.
- 2 We are going to Australia next month. We are visiting my son. He lives in Sydney.
- 3 We are going to the art gallery this morning and in the afternoon we are shopping.
- 4 He is playing in a tennis tournament all day tomorrow.
- 5 They are travelling to Bangkok on Sunday. We are seeing them off. Their flight leaves at six o'clock.

STAGE 2: LESSON 9

TRACK 19

- PETER: Hi there, Carlos. How are you?
 CARLOS: Fine, thanks. Where is Yoshiko?
 PETER: I don't know, she's not here yet.
 CARLOS: Perhaps she's still asleep?
 PETER: Yoshiko is never late for class. She is a very good student.
 CARLOS: Yes, but don't worry now, Peter. Look, the teacher is coming.
 MR MCCABE: Good morning everybody. I am Mr McCabe and I am teaching you this term. Good to see you all. Well, I

don't know if you know already but this is the intermediate class. I hope you are all feeling full of energy and ready to work!

STUDENTS: Yes of course!

MCCABE: What I want you to do this morning is practise asking questions about each other. You can do this in pairs or, if you prefer, in a three. Is that clear? Good. Ah! I see another student is arriving. It's Yoshiko, isn't it?

YOSHIKO: Yes. I'm sorry I'm late. I...

MCCABE: Don't worry, Yoshiko. Please, sit down. We are working in pairs or threes this morning, practising asking questions about each other. OK then, everybody. Off you go.

CARLOS: Yoshiko! Come over here. You can work with us.

YOSHIKO: Thank you.

PETER: Are you all right, Yoshiko?

YOSHIKO: Yes, I'm fine. I'm a bit tired, that's all.

CARLOS: Never mind. Let's go to the beach at lunch time. It's a beautiful day. Do you like swimming?

YOSHIKO: Yes, I do, but I think the sea is too cold for swimming in England. I like warm water.

PETER: Well, we can buy some lunch and eat it on the beach. What do you think?

CARLOS: Great idea.

MR MCCABE: Right then. How are you getting on over there, Carlos?

CARLOS: Very well, Mr McCabe. We know that Yoshiko likes swimming, but not in England because the water is too cold.

PETER: And we all like sitting on the beach when the weather is good.

MR MCCABE: I expect you do! Never mind, only two hours until lunch time. Perhaps you can find out some more about the country where your friend comes from...

(Later, on the beach.)

PETER: Well, this is better than sitting in a hot classroom, isn't it?

YOSHIKO: Yes, but I think Mr McCabe is a good teacher.

CARLOS: Yes, anyway he makes me laugh!

PETER: So Yoshiko, how is your landlady today?

YOSHIKO: I don't know. Look, this is a note from her.

PETER: Let's have a look. (reading) 'Dear Yoshiko, I am sorry I am not here to make your breakfast. Please have what

you want. There is bread in the cupboard and milk and eggs in the fridge. See you tonight. Best wishes, Janet.'

CARLOS: Janet?

YOSHIKO: That's her name: Janet King. What do you think, Peter?

PETER: About this note? I think it's a bit rude of her not to make your breakfast.

YOSHIKO: No, I don't mind about that. It's just that I don't know where she is.

CARLOS: No. She doesn't say, does she?

PETER: Perhaps you need to tell the school.

YOSHIKO: Why?

PETER: They could find you somewhere else to live.

YOSHIKO: But I don't want to leave Mrs King. She is a nice woman, you know.

CARLOS: She does say 'See you tonight', doesn't she?

YOSHIKO: That's true.

CARLOS: Come on. Let's eat our sandwiches. What time does afternoon school begin?

YOSHIKO: Two o'clock. Oh!

CARLOS: What is it, Yoshiko?

YOSHIKO: That woman over there. I think it's Mrs King.

CARLOS: Where?

YOSHIKO: Over there by the sea with a man.

PETER: That's Mrs King? Yes, it is, isn't it?

CARLOS: Who is the man with her?

YOSHIKO: I don't know.

CARLOS: Is it Mr King?

YOSHIKO: There is no Mr King. I mean, Mrs King lives alone.

PETER: What's the matter, Yoshiko?

YOSHIKO: It's just strange, that's all. Why is she on the beach with that man? Well, it's nothing to do with me. Come on, let's go back to school. It's nearly two o'clock.

STAGE 2: LESSON 10

TRACK 20

One

A: Helen, can you tell me where the Orange Tree restaurant is? I'm meeting Paul there at seven o'clock.

B: Yes – it's in East Street. As you walk towards the cinema, it's on your right.

A: Thanks Helen.

B: Have a good time.

A: Thanks.

Two

A: Excuse me. Do you know where the Blue Parrot Café is?

B: Yes. Go straight on and turn left at the post office. After 100 metres, turn left again. It's next to the bookshop.

A: Oh, I know. Thanks.

Three

A: Maria, when do the shops close? I'm going to buy some new shoes and a coat.

B: I think it's six o'clock. No wait – they close at five thirty.

A: Yes, you're right. Thanks.

Four

A: Excuse me. When is the next train to Amsterdam?

B: Oh, the next one's at quarter to two.

A: Quarter to two? OK, can I have a one-way ticket please?

B: A single ticket – certainly. Here you are. That will be twelve euros.

A: Thank you.

STAGE 2: LESSON 11

TRACK 21

- I really like animals and so does my son, Jamie, so we're going to the zoo tomorrow.
- I like to find a quiet place with trees and flowers, so I'm going to the botanical gardens tomorrow.
- I'm going to the art gallery tomorrow. They've got a special exhibition of paintings by Picasso.
- You must go to the museum. It has some great dinosaur skeletons.
- We're going to the cathedral this afternoon. I love old buildings so I always visit mosques and cathedrals when I'm in a new city.
- There's a market in town tomorrow. I'm going to buy presents to take home to my friends and family.

TRACK 22

One

A: Excuse me? Where's the science museum?

B: Oh. Take the second turning on your left and it's about 200 metres ahead – on the right-hand side of the street.

A: Thank you.

Two

A: When does the museum open?

B: We open at ten from Monday to Saturday but on Sunday we don't open until two o'clock.

A: So it's ten o'clock today?

B: Yes, that's right.

A: Ah, thank you.

Three

A: How much does it cost to get into the gallery?

B: Oh, it's free.

A: Free?

B: Yes, you don't have to pay to get in.

A: Great! Thanks.

Four

A: Excuse me. When does the concert start?

B: The doors open at seven o'clock. You must be in your seat by 7.25 because the concert starts at 7.30.

A: Oh, thank you.

Five

A: Can you tell me how to get to the antiques market?

B: Yes. It's in the centre of town. Take a number 22 bus and get off at the Town Hall.

A: OK, thank you.

Six

A: How much are tickets for the tour of the castle?

B: They are four pounds for adults and two pounds for children under fourteen.

A: And for students?

B: Student tickets are half price: two pounds.

A: Thanks.

STAGE 2: LESSON 12

TRACK 23

A - B - C - D - E - F - G - H - I - J - K -
L - M - N - O - P - Q - R - S - T - U - V
- W - X - Y - Z

TRACK 24

PETER: I come from Germany and my name is Peter Lieb. That's P-E-T-E-R L-I-E-B.

CARLOS: I'm Carlos Sanchez and I come from Spain. My name's spelt C-A-R-L-O-S S-A-N-C-H-E-Z.

YOSHIKO: I live in Japan and I'm called Yoshiko. That's Y-O-S-H-I-K-O.

TRACK 25

Across

- 1 Crete C-R-E-T-E
- 5 New York N-E-W- Y-O-R-K
- 6 Spain S-P-A-I-N
- 8 Australia A-U-S-T-R-A-L-I-A

Down

- 1 China C-H-I-N-A.

- 2 Tokyo T-O-K-Y-O
- 3 London L-O-N-D-O-N
- 4 Paris P-A-R-I-S
- 7 Italy I-T-A-L-Y

TRACK 26

CARLOS: Yoshiko, how do you spell your family name?

YOSHIKO: It's spelt M-I-Y-A-M-A-T-S-U. Easy, isn't it?

CARLOS: I don't think so. But can you spell the town where I live?

YOSHIKO: Of course. It's G-I-J-O-N.

CARLOS: That's right! And I can spell the name of the town where you live. It's K-Y-O-T-O.

YOSHIKO: Very clever. But this is a hard one. Can you spell the name of the capital of Scotland?

CARLOS: I think so. It's E-D-I-N-B-U-R-G-H, isn't it?

YOSHIKO: Well done. I think that's really hard because it's got letters in it that you don't say.

CARLOS: Yes it has. So has the thing you cut food with.

YOSHIKO: Oh, you mean a knife - K-N-I-F-E. There are lots of words with silent letters in English, aren't there? What about the name of the fish that you can get in Scotland?

CARLOS: It's a haggis, that's H-A-double G-I-S.

YOSHIKO: Don't be silly, Carlos. A haggis isn't a fish. I mean a salmon - S-A-L-M-O-N!

TRACK 27

island, silver, hour, light, knife, friend, some, straight, comb, love, Brighton, chalk, walk, castle, sign, know

BREAKTHROUGH 4

TRACK 28

One

This is the last call for flight number 657 to Malaga. Passengers for flight number 657 to Malaga should go immediately to gate number 15 as the flight is about to close.

Two

Here is an announcement for passenger Michelle Perreira, recently arrived from Genoa. Would Miss Michelle Perreira please come to the airport information desk which is situated next to Gate 12.

Three

A passport has been found in the duty free shopping area. Could the owner of this passport please return to the check-in desk before proceeding to departure.

Four

This is an announcement for flight 231 to Chicago. This flight is now boarding at gate 23. Please proceed to the departure gate as quickly as possible.

Five

We apologise for the technical difficulties we are currently experiencing. Will passengers for flights to all European destinations please go to check-in desks 12 to 24.

TRACK 29

CHECK-IN CLERK: Good afternoon. Could I have your tickets and passports please?

MAN: Here you are.

CHECK-IN CLERK: Thank you, sir. There are four of you travelling to Malaga today?

MAN: That's right.

CHECK-IN CLERK: I need one more passport. Yours sir, I think.

MAN: Oh dear.

WOMAN: Oh no, you've forgotten your passport! What are we going to do now?

MAN: Calm down, Mo. Just kidding. Here it is.

CHECK-IN CLERK: Thank you sir. And how many pieces of luggage?

MAN: Four suitcases and two children.

CHECK-IN CLERK: I'm afraid you are five kilos over.

MAN: Don't worry. The wife will take her make-up out. Then it'll be fine.

WOMAN: Never mind him. This bag is hand luggage.

CHECK-IN CLERK: Fine. It's OK now. Here are your boarding passes. It's gate number 15.

STAGE 2: LESSON 13

TRACK 30

HANS: My name is Hans and I live in Amsterdam. Amsterdam is the capital city of the Netherlands. I think it is a beautiful city. It is not very big. The population is only about 700,000. But there is a lot to see. If you come to Amsterdam, you must go to the museums. My favourite is the van Gogh museum. It has a fantastic collection of van Gogh's paintings. If you want to see the city, take a guided tour in a boat on the canals. The boats go past all the oldest houses and churches in Amsterdam and the guide tells you about them in four languages - including English!

MARTHA: My name is Martha and I live in

Cape Town. I love Cape Town – it's a really relaxed and friendly city. It's South Africa's second biggest city, with a population of about three million. There's a lot to see and do in Cape Town. The old part of the city is quite small so the best way to see it is on foot. Make sure you visit the market stalls in Greenmarket Square and perhaps take a guided tour of the old castle. If you have time, you can take a short drive out of Cape Town to the famous Table Mountain. From the top you have a wonderful view of the whole city, the harbour, and, of course, the sea.

TRACK 31

- A: Excuse me. Can I ask you where you are from?
 B: Of course. I'm from Edinburgh.
 A: Can you spell that for me, please?
 B: Yes, it's E-D-I-N-B-U-R-G-H.
 A: Thank you. And where is Edinburgh?
 B: It's in Scotland. It's the capital.
 A: Scotland? That's to the north of England, isn't it?
 B: Yes, Edinburgh is about 400 miles to the north of London.
 A: And is Edinburgh very big?
 B: Quite big – it has a population of about 500,000.
 A: I see, 500,000! I think that's a lot. Are there lots of tourists in Edinburgh?
 B: Oh yes. It's a great city for tourists. It's very beautiful. The castle is our most famous tourist attraction. And, of course there's the festival.
 A: The festival?
 B: Yes, every summer there is a festival of art, music, theatre – everything. Thousands of tourists come to see that.
 A: I must visit. How can I get there from London?
 B: Well, you can fly to Edinburgh airport. Or you can drive, but it's a long way and it takes a long time. My favourite is to go by train. It's relaxing and you see the whole country.
 A: That's great. Thank you very much.
 B: It's a pleasure.

STAGE 2: LESSON 14

TRACK 32

- 1 Can you repeat that, please?
- 2 How do you spell that, please?
- 3 Can you say that again, please?
- 4 Can you spell that, please?

TRACK 33

- TRACY: Alliance Travel. Tracy speaking. Can I help you?
 MAN: Erm... May I speak to Mr Newbold, please?
 TRACY: Mr Newton. Hold on. I'm putting you through.
 MR NEWTON: Hello. Caretaker here.
 MAN: Is that Mr Newbold in the travel insurance department?
 MR NEWTON: Sorry? What...? Oh no, I'm Terry Newton. I'm the caretaker. I'll put you back to switchboard.
 TRACY: Switchboard.
 MAN: Sorry, but that was the caretaker.
 TRACY: You want to speak to the caretaker? Right I'll just see if he's in.
 MAN (*exasperated*): No, no, no! I want to speak to Mr Newbold in the travel insurance department.
 TRACY: Travel insurance? Oh, you mean Mr Newbold! Putting you through.

TRACK 34

- MANDY: Good afternoon. Far East Holidays. Mandy speaking. How can I help?
 MR HADLEY: Good afternoon. Could I speak to someone about a letter I got from you today?
 MANDY: Yes, of course, sir. May I have your name?
 MR HADLEY: Yes. It's Graham Hadley. The letter says the holiday I want is not available.
 MANDY: Oh I see, Mr Hadley. Have you got your letter there?
 MR HADLEY: Yes, I have.
 MANDY: Could you give me the reference number?
 MR HADLEY: Oh, yes. It's AL 4567 TS.
 MANDY: Could you repeat that, please?
 MR HADLEY: AL 4567 TS.
 MANDY: AL 4567 TS? And you are Mr Graham Hadley. Is that with an 'e'?
 MR HADLEY: Yes. It's H-A-D-L-E-Y.
 MANDY: Fine. Now I think you need to speak to someone who is dealing with your arrangements. If you can just hold the line, Mr Hadley, I'm putting you through to Nigel.
 MR HADLEY: Thanks for your help.
 MANDY: No problem.

STAGE 2: LESSON 15

TRACK 35

- 1 Where's the post office?
- 2 Can I help you?

- 3 He's flying to Paris tomorrow.
- 4 How much is a return ticket?
- 5 That's Tom's mobile phone, isn't it?
- 6 That sign says: Danger!
- 7 It's only another forty-eight miles to Bristol.
- 8 Do you want an ice cream? I do.

TRACK 36

- 1 Do you know what your weight is?
- 2 I want to buy some flowers for my mother.
- 3 They are going to write to me about the job.
- 4 Please stay here while I look for him.
- 5 He's my son and I love him very much.
- 6 The post office is over there.

STAGE 2: LESSON 16

TRACK 37

One

- A: Excuse me. What country are you from?
 B: Oh, I live in Canada. I'm Canadian.
 A: Is Canada a big country?
 B: Yes – it's very big.
 A: And what is the capital?
 B: The capital city is Ottawa.
 A: Oh, how do you spell that?
 B: O-T-T-A-W-A.
 A: What countries border on Canada?
 B: Oh, we are next to the USA.
 A: And is the national language English?
 B: We have two national languages – English and French. Canadians from Quebec speak French.
 A: That's very interesting, thank you.
 B: You're welcome.

Two

- A: Excuse me. Can I ask where you are from?
 B: Oh, I'm from Singapore.
 A: Can you spell that for me?
 B: Yes, it's S-I-N-G-A-P-O-R-E.
 A: Is Singapore a big country?
 B: No – it's a small island.
 A: And what is the capital city?
 B: Oh that's easy to remember – it's Singapore!
 A: And what countries are near Singapore?
 B: Our nearest neighbour is Malaysia. That's M-A-L-A-Y-S-I-A.
 A: And what languages do you speak in Singapore?

- B: We speak English and Chinese.
 A: Oh, that's great – thank you.
 B: It's a pleasure. 'Bye.

TRACK 38

Iceland is a beautiful country in the North Atlantic Ocean. It is larger than Portugal – its size is 103,000 square kilometres, but it has a small population: 289,000 people. About half the population lives in and around the capital city – Reykjavik. They speak Icelandic – it is a very old language. Iceland has its own currency: the krona, which means crown in English.

TRACK 39

- A: What's your nationality?
 B: I'm Belgian.
 A: Is your country as big as England?
 B: No, it's only 30,000 square kilometres.
 A: What is the population?
 B: About 10 million.
 A: What is the capital?
 B: Brussels.
 A: What currency do you use?
 B: The euro, of course.
 A: What countries are your neighbours?
 B: We have borders with France, Germany, The Netherlands and Luxembourg.
 A: What languages do people speak in your country?
 B: French, German and Dutch.

STAGE 2: LESSON 17

TRACK 40

One

- A: Is the 15.30 to Buffalo running?
 B: Let me see. Yes, but there's a forty-five minute delay.
 A: What time does it get to Buffalo?
 B: It's due in Buffalo at 17.10.
 A: Thank you.

Two

- A: Excuse me. Can you help me please?
 B: Yes, sir. What can I do for you?
 A: I want a hotel in central London.
 B: Is that just for one night?
 A: Yes, it is.
 B: Let's have a look. The Cavendish in Bryanston Square has a double room available at £95.00 a night.
 A: Well, that sounds OK. Where is Bryanston Square?

Three

- A: Hello. Is that the Belmont conference centre?

- B: Yes. How can I help?
 A: I have a meeting in room 112 with Mr Curtis. Unfortunately my train is delayed so I'm going to be late.
 B: Room 112? Hold on a moment. I'm putting you through.
 A: Thanks.

Four

- A: Where to, madam?
 B: The airport, please. I'm running a bit late.
 A: Now, then, what time's your flight?
 B: Half past eleven. I'm sure I'm going to miss it.
 A: Don't worry. Plenty of time. Leave it to me.
 B: Great!

Five

- A: Good morning. Is it just for the two of you?
 B: Yes, can we sit over there by the window?
 A: Just a second, yes, that table's free.
 B: Is that a no-smoking area?
 A: Yes, we only allow smoking at the bar.
 B: Oh, good.

STAGE 2: LESSON 18

TRACK 41

One

Well, it's the quickest way to get anywhere. I don't enjoy long journeys. I want to sit in my seat and get up a few hours later in a completely new place. I know there are often delays and it can be boring waiting for your flight but it's easy and you don't have to think too much. I'm rather a lazy traveller.

Two

I enjoy travelling this way. It's quiet and I have time to look at everything around me. It's the cheapest way to travel, although you have to buy strong shoes! And you can meet some very interesting people, too.

Three

What I like about travelling in this way is that I can choose when I go and when I come back. I never have to get to an airport or a station at a particular time and of course there are no baggage restrictions. I can take anything I want.

Four

I think it's the best way to travel. Once you are on board you are looked after completely. There's everything you could possibly need: restaurants, cinemas, night-life and even hairdressers and beauty salons! I know you don't move

very fast but I always find I feel completely relaxed when we get there.

Five

We like to get around like this. It's good exercise and we're in the fresh air. We can stop whenever we want to and although we sometimes get very wet we never feel cold! Downhill is best of course!

STAGE 2: LESSON 19

TRACK 42

- MAN: Hello.
 YOSHIKO: Oh, hello. Could I speak to Peter Lieb, please?
 MAN: Yes, I'll just get him for you. Who's speaking, please?
 YOSHIKO: It's Yoshiko. I'm a friend of his from the school.
 MAN: He's just coming.
 PETER: Hi there, Yoshiko.
 YOSHIKO: Peter, I am sorry but I need to talk to you. Something strange is happening and I don't understand it.
 PETER: What's the matter?
 YOSHIKO: It's Mrs King, you know, my landlady. Last night she was crying. I don't know why. She doesn't want my help and she doesn't want to talk about it.
 PETER: Oh dear. Still it isn't anything to do with you. Don't worry about it.
 YOSHIKO: Oh no. That's not it. This morning there was this letter for me on the breakfast table. It's from Mrs King.
 PETER: What does it say?
 YOSHIKO: It says she is very sorry but I must find a new family to stay with.
 PETER: That's bad news. You really like her, don't you?
 YOSHIKO: Yes, Mrs King is so kind to me. I don't understand why she wants me to go.
 PETER: Maybe it's a problem with her family.
 YOSHIKO: There is one more thing, Peter.
 PETER: What is it?
 YOSHIKO: I feel bad telling you this but someone is taking money from my room.
 PETER: Do you think it's Mrs King?
 YOSHIKO: I hope not. But she has a key to my room and there is nobody else in the house.
 PETER: What about Mr King?
 YOSHIKO: There is no Mr King. I think he's dead. Mrs King has a son but he lives in Australia. I feel terrible about this. I

don't know why, but I am worried about her.

PETER: There is probably a very simple reason for all of this. Maybe you have made some mistake about the money.

YOSHIKO: I don't think so. Oh dear, I just don't know what to do.

PETER: Look, Yoshiko, let's meet in the park. I can meet you in about twenty minutes. OK?

YOSHIKO: Thank you, Peter. Where do you want to meet?

PETER: What about the lake? I'll meet you near the little lake ... the one with the toy boats on.

YOSHIKO: I know where it is.

PETER: And don't worry. Everything is going to be fine.

YOSHIKO: I hope so, Peter, I hope so.

(Later, in the park.)

YOSHIKO: Peter! Over here.

PETER: Hi there, Yoshiko. Are you OK?

YOSHIKO: Yes, I'm OK.

PETER: (his mobile rings) It's Carlos. Hello, Carlos. I'm in the park with Yoshiko. She has a problem.

CARLOS: Yes, I know. I'm at the station. It's not far from the park. Come here immediately with Yoshiko. Mrs King is here with a man. He is shouting at her.

PETER: Oh dear. Yes, we're coming now. Come on, Yoshiko, quickly!

YOSHIKO: What is it? What's the matter?

(A few minutes later.)

PETER: Look over there! It's Carlos!

YOSHIKO: And Mrs King. He's talking to Mrs King. She's crying.

CARLOS: Yoshiko, Mrs King is very upset. Her son is in trouble. I think she needs our help.

MRS KING: Oh, Yoshiko, I am sorry. It's my son, Harry. He's in trouble. He says he needs a lot of money.

YOSHIKO: But Mrs King, your son is in Australia.

MRS KING: No, he isn't. Not now. He's here in England. He's running away from people who want to kill him.

YOSHIKO: That's terrible. Why do they want to kill him?

MRS KING: I don't know but yesterday, on the beach, he showed me a gun. So I know he's in danger. I don't want my son to have a gun. I don't want him to use a gun – but I don't know how to help him.

PETER: Where is he now?

MRS KING: On a train. Going to London, I think.

YOSHIKO: I think you need to come home now, Mrs King.

MRS KING: Yes, you're right. I feel very tired.

PETER: That's a good idea. Carlos and I need to talk, so see you later, Yoshiko.

YOSHIKO: Yes, please call me later, Peter.

PETER: Of course, 'bye.

CARLOS: 'Bye.

PETER: What do you think, Carlos? Why has Mrs King's son got a gun?

CARLOS: I don't know. But we know one thing. That man on the beach yesterday is her son. What do we do now?

PETER: Go to the police.

CARLOS: What can we say to the police? We have to find out more first.

PETER: Yes, but how?

CARLOS: We can ask her son what is going on. What's his name – Harry?

PETER: But we don't know where he is. London is a big city.

CARLOS: He's not in London.

PETER: How do you know? He's on a train, Mrs King said.

CARLOS: I was watching them, remember, when I called you? I saw Harry crossing the bridge and going back into the town centre.

PETER: Then we must find him.

CARLOS: Yes, let's go.

STAGE 3: LESSON 1

TRACK 1

A: Can I help you?

B: Yes, please. How much are the apples?

A: They're £2.10 a kilo, madam.

B: Two kilos, please.

A: Anything else?

B: What about the grapes? How much are they?

A: The black ones are £2.25 a kilo and the white are £1.75. Very sweet, they are. From South Africa.

B: Yes, a kilo of black grapes then, and four large oranges.

A: Right you are. The large oranges are 40 pence each. Is that OK?

B: Fine, thanks. Now I just want some flowers. Roses, I think. Yes, a bunch of roses, please.

A: The red or the yellow?

B: Oh, red, please. They're lovely.

A: Right, twelve beautiful, red roses for the lady at £4.50. Is that everything?

B: Yes, that's all, thanks.

A: That's £12.55, madam. Twenty pounds, thanks and £7.45 change.

B: Thanks.

A: Have a nice day!

STAGE 3: LESSON 3

TRACK 2

One

A: Golden Dragon. Good evening.

B: Hi there. I want to order a takeaway.

A: Yes, sir. Do you want to pick it up or do you want the delivery service?

B: Delivery service, please.

A: And your address?

B: Twenty-three The High Street. You know, it's opposite the pub.

A: Yes, sir. And what do you want to order?

B: A number 43. That's chicken with black bean sauce and a number 68 – special fried rice.

A: Is that all, sir?

B: No. And a number 21, sweet and sour pork with noodles.

A: Yes, sir. So it's one number 43, chicken with black bean sauce, one number 21, sweet and sour pork with noodles and one special fried rice.

B: That's right. How long do you think?

A: About fifteen minutes, sir.

B: Great! Thanks. 'Bye.

A: Goodbye, sir.

Two

A: Hello, is that Pizza-to-go?

B: Yes, madam. Can I help you?

A: Yes. I want to order some pizzas.

B: Do you have our menu?

A: Yes. I want one with ham and pineapple. That's the Hawaiian, isn't it? And one with just cheese and tomato – the Marguerita.

B: Do you want thin and crispy or deep pan crust?

A: Thin and crispy, please.

B: So that's one thin and crispy Hawaiian and one thin and crispy Marguerita. Anything else?

A: No, that's all.

B: OK then, your address please.

A: It's 56 Orchard Avenue, SE 21.

B: Thank you, madam. About twenty minutes for delivery and the price is £17.00 including delivery.

A: Thanks.

STAGE 3: LESSON 4

TRACK 3

One

A: Excuse me.

B: Yes?

A: Have you got any soft drinks?

B: Yes, on the top shelf, up there.

Two

A: Could I have a newspaper, please?

B: Here you are. Sixty-five pence, please.

A: Thanks a lot.

B: You're welcome.

Three

B: Can I help you?

A: Yes. Have you got any toothpaste?

B: The toothpaste is down there, I think.

A: I can't see it.

B: Sorry, we haven't got any then.

Four

A: Do you sell wine?

B: No, sorry. We don't sell alcohol.

A: Do you know where I can buy a bottle of wine?

B: Yes. There's an off-licence over the road.

BREAKTHROUGH 5

TRACK 4

WAITER: Are you ready to order?

WOMAN: Yes, please.

WAITER: Would you like to have a starter?

MAN: Yes. I'll have the soup.

WAITER: And madam?

WOMAN: The pâté, I think.

WAITER: Fine. That comes with toast.

WOMAN: Lovely.

WAITER: And for the main course?

MAN: Roast beef for me, please.

WOMAN: I'll have the onion tart – with salad.

WAITER: And would you like vegetables with your roast beef, sir?

MAN: Of course. What are they?

WAITER: Today we have potatoes, green beans and carrots.

MAN: Excellent.

WAITER: And something to drink?

MAN: Yes, er... would you like red or white wine, darling?

WOMAN: Oh, red, I think.

MAN: Then we'll have a bottle of your house red, please.

WOMAN: And some mineral water.

WAITER: Yes, of course.

WOMAN: Oh, and could you bring me another glass? This one is dirty.

WAITER: I'm sorry. Yes, certainly, madam.

STAGE 3: LESSON 6

TRACK 5

ALEX: What do you think of this one, Matteo? There's a lovely view out of that window.

MATTEO: Lovely view of the train station, you mean. It's noisy in here, isn't it?

ALEX: No, not really. I quite like the sound of trains.

MATTEO: Not all night, though.

ALEX: I suppose so. However, it is cheap. That's important for us, isn't it?

MATTEO: That's true. But do you think it's big enough for both of us? It's only a bed-sit, isn't it? There isn't a separate sitting room. And we have to share the kitchen and bathroom. Come on. We have to look at other rooms before we decide.

ALEX: Not a bad bathroom. There's a shower and a bath.

MATTEO: Don't you think it looks a bit dirty?

ALEX: Well, it's all the other lodgers who make it dirty. What can you expect?

MATTEO: I know, but who cleans it? The landlord?

ALEX: Us of course! Now here's the kitchen. Oh dear.

MATTEO: What's the matter, Alex?

ALEX: It's very small.

MATTEO: Don't be silly. We don't want a big kitchen. We can't cook!

ALEX: But I like a big kitchen. Still, you're right. We usually eat in the college restaurant, don't we?

MATTEO: We don't have time to cook, anyway.

ALEX: Too busy working!

MATTEO: No. Too busy eating in the restaurant and having a good time!

ALEX: Anyway. I think it's OK. We have enough money for the deposit, don't we?

MATTEO: I don't know. The deposit is the same as a month's rent so about £400.

ALEX: Wow! I think I need to call my parents.

MATTEO: Oh, Alex. You're impossible!

STAGE 3: LESSON 7

TRACK 6

A: I want to hire a car for a couple of days. Have you got anything available?

B: Yes, sir. When is it for?

A: Today. Now, if possible.

B: And for how long?

A: Two days. I want it until Saturday.

B: Fine. Can you return the car here?

A: Yes, I can. What time do you close?

B: About six, but you can leave the keys with security.

A: Great.

B: Now, what sort of car, sir?

A: Anything, really.

B: We have a Ford Fiesta or a Volkswagen Polo at the moment.

A: Fine, either.

B: Right, sir. We just need to do the paperwork. Could I see your driving licence?

A: Yes, of course. Here it is.

B: I'm sorry, sir, but this is your passport.

A: Oh yes. How stupid of me. Oh dear, I... I don't seem to have my driving licence with me. Must you have it?

B: Yes, sir. I need to see it before I can let you have the car.

A: Of course. May I use your phone? I want to phone my wife to see if my licence is at home.

B: Yes, sir. Here you are.

STAGE 3: LESSON 8

TRACK 7

One

Hello, there. It's HK Sports here. Could I place an order, please? How many tennis rackets have you got? Good, I want twenty tennis rackets, please. Yes, the same as last time. Good. When can you deliver? OK. You've got my address? Great. Thanks a lot, 'bye.

Two

We are very low on all fresh vegetables. Yes, the weather's terrible, isn't it? I understand but I want to know when I can expect a delivery. Not until then? Bad news.

What have you got left? Oh dear. Can you give me three boxes of carrots then? OK. And six bags of cabbages? Good. No, that's all for now. Thanks. 'Bye.

Three

Excuse me but I'm looking for this book. I don't think you've got it. It's about a family who are living in Spain and I want my wife to read it. Now what is the name of the author? Sorry, can't remember that, either. Perhaps you can order it for me?

Four

It's for a wedding bouquet, actually, for my daughter. You've got some lovely flowers in at the moment. How many white roses do you have? What do you think about white roses and lilies? They're very pretty together, aren't they? Or perhaps you could do something in pink? These pink roses smell wonderful, don't they? How much are they?

TRACK 8

- 1 How much are those flowers?
- 2 Does he eat meat?
- 3 I want a new pair of shoes.
- 4 He can drive a car now.
- 5 Hurry up! It's time to go.
- 6 Were you in school today?
- 7 What's the matter with you?
- 8 I was ill last week.

STAGE 3: LESSON 9

TRACK 9

PETER: Isn't that him over there?

CARLOS: Where?

PETER: There – going into the shopping centre.

CARLOS: How do you know it's him?

PETER: Well, he's running and the only other people who are running are you and me.

CARLOS: That's true. Come on!

PETER: Look over there, Carlos. That man going into the department store. He's got a bag.

CARLOS: You're right. It's him. Perhaps his gun is in the bag.

PETER: Carlos, quick! He's there by the lifts. I think he can see us.

CARLOS: He's getting into the lift! Quick! Into the other one.

PETER: Carlos, we are stupid! We don't know which floor he's going to.

CARLOS: He'll get out at the first floor, I'm sure!

PETER: OK. Here we are. Can you see him?

CARLOS: No... I don't think so. Never mind, perhaps if we go back to the ground floor?

PETER: Look, Carlos. That's him. He's talking to a sales assistant. He's giving her something in a bag. He's gone!

CARLOS: Excuse me, madam...do you know that man?

ASSISTANT: No. He said he found this bag. I work here, you see. A lot of people leave bags in here when they are shopping. It happens every day.

PETER: Can you look inside, please?

CARLOS: Yes. Do you know what's in it?

PETER: Please look inside. We think it's a gun.

ASSISTANT: A gun! Oh no!

CARLOS: Pick it up, Peter. Look inside it.

PETER: OK. Oh no, it's just a newspaper and a bottle of mineral water.

ASSISTANT: So what's all this about a gun? Is this some kind of joke?

PETER: I'm sorry. We were wrong. It's all a mistake.

ASSISTANT: I see. Well, please go away then. I have customers and a job to do.

CARLOS: Peter, this is very strange. I don't understand what is going on, do you?

PETER: No, I don't. But I know this: Harry King doesn't want to talk to us. So what does he do? He leaves a bag with the sales assistant. We stop to find out what's in the bag, and he gets away.

CARLOS: You're right. That's exactly what happened. I think we must go and talk to Mrs King. She knows more about this than we do. And Yoshiko is there, with her.

PETER: Yes. I want to see if she is OK.

CARLOS: Do you think she is in danger?

PETER: I hope not, but if those men come back...

CARLOS: Which men?

PETER: The ones who are trying to kill Harry King.

CARLOS: But they don't want to hurt Mrs King or Yoshiko.

PETER: No, but if the son is there, do you think they mind who gets hurt?

CARLOS: I suppose you're right. Let's go back to Yoshiko's place then.

PETER: Have you got your mobile? I can call her first and tell her we are coming.

CARLOS: Sure. Here it is.

YOSHIKO: Hello? Is that you, Carlos?

PETER: No, it's me. Peter. Are you OK?

YOSHIKO: (*upset*) I can't speak to you at the moment. Mrs King is here. She doesn't want me to talk to you.

PETER: I don't understand, Yoshiko. What is going on?

YOSHIKO: I don't understand it either, Peter. Please come and get me. I don't want to stay here. I don't feel safe.

PETER: Of course. I'm coming now. Carlos is here, too. Don't worry, we're coming now!

CARLOS: What is she saying?

PETER: Come on, Carlos. She needs us. She says she doesn't feel safe.

CARLOS: OK, let's go.

(*Ten minutes later.*)

PETER: It's just up here on the left.

CARLOS: Isn't that Yoshiko? Where's she going?

PETER: Yoshiko! Yoshiko!

YOSHIKO: Peter. It's you! Thank goodness! It's Mrs King. She had a phone call and now she's gone. I can't find her anywhere.

CARLOS: Let's go in the house and look.

PETER: Come on, Yoshiko. You are safe now.

YOSHIKO: I'm safe but what about Mrs King? I don't know who called her but I don't think it was her son. What if it's those men who want to kill her son?

CARLOS: We don't know that.

PETER: It is possible, Carlos.

CARLOS: But why do they want Mrs King?

PETER: Because if they have Mrs King, then her son...

CARLOS: Of course! You are clever, Peter. They want the son, and if they have Mrs King and he tries to find her, they can kill him.

YOSHIKO: This is terrible. We must go to the police.

PETER: Yes, but let's talk about it first. There's a lot to talk about.

YOSHIKO: OK. Come into the kitchen.

STAGE 3: LESSON 11

TRACK 10

One

A: Two kilos of apples, please.

B: The big ones or the small ones, pet?

A: How much are the big ones?

B: Seventy-five pence a kilo so that's £1.50 to you, OK?

A: Thanks. And the bananas, how much are they?

Two

A: This model has got a wide screen, teletext, remote control. And, as you can see, a very good picture..

B: And what does it cost?

A: To rent or buy, madam?

B: Oh, I don't know...

A: Well, you can rent it for £17.50 a month or you can buy it for £765. Of course, if you rent it from us we will come and repair it for you or replace it if anything goes wrong.

B: I see. Well, I was going to buy it but perhaps... Mmm, it's a lot of money, so yes. I think I will rent it.

A: Very good, madam. Let me explain the procedure then...

Three

A: Scotsdales. Julie speaking. How can I help you?

B: Hello, yes, I want to order some things from your catalogue.

A: Could I have your customer reference number, please? It's on the first page of your catalogue.

B: I see. It's 4782XR.

A: Thank you. That's Paul Gallagher of Lea Farm, Newmarket, is it?

B: That's right.

A: And what is your first item?

B: It's number 31LR.

A: The table and matching set of four chairs.

B: Yes.

A: And the cost is £450 including special delivery.

B: OK.

A: And your next item?

B: No, no. That's all.

A: Thank you, sir. Can I have your credit card details, please?

B: Yes, the number is 4763...

Four

A: Can I help you?

B: Yes, I want to book a flight to Amsterdam.

A: When do you want to fly?

B: Next Monday, if possible.

A: Let me see... There are seats available on the 7.50 a.m., 9.40 a.m. and 3.15 p.m. from Heathrow.

B: How much?

A: £139 return if you stay Friday and Saturday night.

B: Oh no. I have to be back on Wednesday.

A: That'll be £189 return then.

B: Ouch! That sounds a lot.

A: I'm afraid that's the cheapest I can do for you next week.

B: OK, I'll go on the early one, then. The 7.50.

A: How will you be paying?

B: Plastic, of course.

A: Your credit card details then, please.

STAGE 3: LESSON 12

TRACK 11

One

Yes, madam, we have a double room available for the 24th and 25th of September. We have forty rooms altogether, all en suite. We have an excellent restaurant and there is room service between eight in the morning and ten at night. Yes, there is a golf course and we also have a heated swimming pool and sauna. Would you like to make a reservation?

Two

No problem, sir. We can do that. Yes, we are a large hotel. There are 600 double rooms and four restaurants. We have three swimming pools and our own private beach. Of course, sir. There are lifts to all floors. Your room is on the fourth floor with a sea view.

Three

We are a family hotel on the edge of town, very close to the mountains. We have twelve double rooms. There is a small terrace bar where you can have breakfast. No, I'm sorry, we don't do dinner, but there are lots of good restaurants nearby. Yes, there is a small car park behind the hotel.

Four

Hello there. Yes, we do have a single room available for tonight. We have three rooms for rent. You can park your car in front of the house. The nearest

restaurant is in town. That's about three miles from here. The room rate is 38 euros a night for bed and breakfast. Thank you. See you soon.

BREAKTHROUGH 6

TRACK 12

GUEST: Have you got a single room for two nights, please?

RECEPTIONIST: Yes, sir, we have a room with a balcony on the second floor.

GUEST: That sounds fine. Is breakfast included in the price?

RECEPTIONIST: No, sir, the menu and price list is in your room.

GUEST: I see. Well, that's OK. Now do you need to see my passport?

RECEPTIONIST: No, that isn't necessary, just fill in this registration card.

GUEST: Right... One more thing. I have to go out to a meeting, so will it be possible to get something to eat later tonight?

RECEPTIONIST: Certainly, sir. We have 24-hour room service, so that will be no problem.

GUEST: Excellent. Could you order me a taxi to the town centre?

RECEPTIONIST: No problem. Do you want it immediately?

GUEST: No thanks, in about half an hour would be fine. I'd like to go up to the room now, please.

RECEPTIONIST: Of course, sir. Here's the key, and the porter will take your bags.

STAGE 3: LESSON 13

TRACK 13

RECEPTIONIST: Good evening, sir. Can I help you?

FRANCOIS: Yes, I have a reservation for tonight.

RECEPTIONIST: Could I have your name, please?

FRANCOIS: Francois Menton

RECEPTIONIST: Is that M-E-N-T-O-N?

FRANCOIS: Yes, that's right.

RECEPTIONIST: Ah yes, Mr Francois Menton? From Canada?

FRANCOIS: Yes, I arrived this afternoon.

RECEPTIONIST: Welcome to Edinburgh! You're here just for the one night, I see.

FRANCOIS: Yes, I'm going to visit my daughter in Aberdeen tomorrow. She's at the university there.

RECEPTIONIST: Aberdeen? That's a fine place, but not as grand as Edinburgh!

Could I just take your details for the guest registration form? Can I have your address in Canada?

FRANCOIS: It's 1677 Wilson Avenue, Toronto, Ontario, T3L 1A5.

RECEPTIONIST: And your telephone number?

FRANCOIS: That's 866 833 9876.

RECEPTIONIST: So you're Canadian. May I see your passport?

FRANCOIS: Here's my passport.

RECEPTIONIST: Thank you. And do you have a car with you?

FRANCOIS: No, I don't.

RECEPTIONIST: Thank you. That's all we need. Here's your room key. You're in room 304, on the third floor. Enjoy your stay!

TRACK 14

RECEPTIONIST: Good evening, Can I help you?

GUEST: My name's Carla Perrera. I have a reservation for three nights.

RECEPTIONIST: Miss Perrera? Yes, you are in Room 405. On the fourth floor.

GUEST: Thank you. Do you need my passport?

RECEPTIONIST: No, that's not necessary. If you could just fill in the guest registration form.

GUEST: Yes, of course.

RECEPTIONIST: Thank you, Miss Perrera. Here's your room key. I hope you enjoy your stay!

STAGE 3: LESSON 14

TRACK 15

- 1 Hello, is that reception? This is Nicky Bartlett in room 34. I can't open the mini-bar.
- 2 Excuse me, I'm in room 506 and the phone isn't working for international calls.
- 3 Hello. It's room 208. I'm afraid there are no towels in the bathroom.
- 4 Reception? This is Ken Summers in room 489. I was having a shower and the water went cold. What's going on?
- 5 Dawn Ellis speaking in room 303. I have just got back to my room and it's not ready. Even the bed isn't made!

TRACK 16

One

GUEST: Hello, is that reception? This is Nicky Bartlett in room 34. I can't open the mini-bar.

RECEPTIONIST: Yes, sir. You will need a special key from reception. There is a small charge for that.

Two

GUEST: Excuse me, I'm in room 506 and the phone isn't working for international calls.

RECEPTIONIST: Oh dear. I'll check that for you. What number do you want to phone?

Three

GUEST: Hello. It's room 208. I'm afraid there are no towels in the bathroom.

RECEPTIONIST: Sorry about that. Someone will bring some immediately.

Four

GUEST: Reception? This is Ken Summers in room 489. I was having a shower and the water went cold. What's going on?

RECEPTIONIST: Room 489? I'll send someone to fix it right away.

Five

GUEST: Dawn Ellis speaking in room 303. I have just got back to my room and it's not ready. Even the bed isn't made!

RECEPTIONIST: I'm very sorry. We don't usually make up the rooms until after breakfast.

STAGE 3: LESSON 15

TRACK 17

RECEPTIONIST: Good morning. May I help you?

GUEST: I'd like to check out, please. Do you have my bill? It's room 405.

RECEPTIONIST: Here you are. Could you check it, please?

GUEST: This seems OK. Just a minute. It says I had a double room, but I booked a single.

RECEPTIONIST: Let's have a look. Ah yes. We didn't have a single room. So we gave you a double although we only charged you the single rate.

GUEST: Oh good, thank you. Oh and it says I made three telephone calls at 35 euros each. That's not right because I only made one international call and that was on the first evening.

RECEPTIONIST: Don't worry, I'll check that for you. Is there anything else?

GUEST: Well it doesn't say I used anything from the mini-bar although I had three bottles of water. You know, the small size.

RECEPTIONIST: Oh, we don't charge for water.

GUEST: Great. Well, apart from the calls I think it's OK.

RECEPTIONIST: Good. Could you wait while I check with the manager about

the call charges or do you want to sit in the bar?

GUEST: I'll wait here. Oh, and could you order me a taxi to the airport, please?

RECEPTIONIST: Yes, of course, Miss Perrera. Do you need someone to get your bags?

GUEST: That's all right. I brought them down myself.

RECEPTIONIST: Well, I hope you've enjoyed your stay with us.

GUEST: I have very much, thank you.

RECEPTIONIST: Perhaps you'll come back another time?

GUEST: I'd love to. Actually, this is one of the best hotels I've stayed in.

RECEPTIONIST: Thank you. Right. I won't be a moment.

STAGE 3: LESSON 16

TRACK 18

One

A: Good morning. Can I help you?

B: I hope so. Could you clean this suit for me very quickly?

A: Well, we could do that in four hours with our express service.

B: Great. Thank you very much.

Two

A: Would you like some help or are you just looking?

B: Just looking. But... Do you have this in any other colours?

A: I think so. Let's have a look. Yes, we've got it in a nice blue and... yes, in green as well. It's a lovely sweater, isn't it?

B: Yes, I really like it. I think I want to try it on.

A: Of course, madam. The changing rooms are over there.

Three

A: Yes?

B: A cup of coffee and a baguette, please.

A: Is that a regular coffee?

B: Yes, please.

A: And what sort of baguette?

B: Cheese and onion.

A: Anything else?

B: No, that's all.

A: That's £4.20, please.

B: Thank you.

Four

B: Excuse me, where are the lifts?

A: Over there, behind the perfume counter.

B: Oh, I see. Can you tell me where the menswear department is?

A: It's on the fourth floor, madam.

B: Thank you very much.

Five

B: Can you tell me where the biscuits are?

A: In aisle six. Just over there. Are you looking for something in particular?

B: Well, chocolate biscuits.

A: Chocolate biscuits are at the far end of the aisle, next to the sweets.

B: Thanks for your help.

STAGE 3: LESSON 17

TRACK 19

SALES ASSISTANT: Do you need any help?

CUSTOMER: Yes, actually. I bought these jeans last week and they're too small.

SALES ASSISTANT: Oh, that's a pity. Do you want to exchange them or do you want a refund?

CUSTOMER: Have you got a size twelve?

SALES ASSISTANT: I think so. Let me see. Yes. Here we are. Would you like to try them on?

CUSTOMER: Yes, please.

SALES ASSISTANT: The changing rooms are over there.

CUSTOMER: Thank you.

(A few minutes later.)

SALES ASSISTANT: How are the jeans?

CUSTOMER: Fine. They fit really well.

SALES ASSISTANT: Good. Yes, they look very nice on you. So that's just a straight exchange then. Have you got the receipt?

CUSTOMER: Here it is.

SALES ASSISTANT: Thank you. Now let me put them in a bag for you.

CUSTOMER: Thanks.

STAGE 3: LESSON 18

TRACK 20

A: Can I help you?

B: Yes, please. I want to send this parcel.

A: I see. Inland or overseas?

B: Oh, overseas. To Australia.

A: I need to weigh it.

B: Here you are.

A: That's 400 grammes. And you need to fill in this customs declaration.

B: What do I put here?

A: Well, what's in the parcel?

B: It's a gift for my mother. Just some perfume and other things.

A: So it's a gift. Tick the box next to 'gift'.

B: I see.

A: And then just say what's in the parcel.

B: So I write 'perfume and a sweater' in here.

A: Yes. That's right.

B: And the value?

A: Well, what do you think it's worth? How much did it all cost?

B: Oh, about £35.

A: OK. Put £35 in there then.

B: Is that all?

A: Well, you need stamps.

B: Oh, of course! How much are they?

A: Five pounds and fifty pence.

B: Right.

A: Now stick the stamps on the parcel and leave it with me.

B: Thanks very much.

TRACK 21

1 Hello, Jane. How are you?

2 Mr Dowling is my uncle.

3 He's taking his sweater off because it is hot.

4 Why is the key in the door?

5 Why are you crying?

6 We know it's a long way to go.

STAGE 3: LESSON 19

TRACK 22

YOSHIKO: Do you take sugar, Carlos?

CARLOS: No thanks, Yoshiko. This is lovely cake.

YOSHIKO: Yes, it is. Mrs King made it. She is a good cook. Oh dear, I do hope she is OK.

PETER: We must decide what to do.

YOSHIKO: I want to go to the police.

PETER: But what can you say to them? What happens if you tell them about Harry King? Maybe Mrs King is looking for her son now. We know she doesn't want you to talk to us. Perhaps she doesn't want you to go to the police?

YOSHIKO: I don't know, Peter. I don't know what to do.

CARLOS: I think we must go to the police and tell them what we know. We know about the gun and Mrs King's son. We don't know much, but it looks bad, doesn't it? Bad for her son, I mean, and also for Mrs King.

YOSHIKO: Yes, I see. This is very difficult for me.

PETER: Difficult for all of us, but we must do something. Mrs King may be in trouble.

YOSHIKO: Yes. That's true, so we must tell the police about that. *(the phone rings)* The phone! Hello. Mrs King's house.

MALE VOICE: Could I speak to Mrs King, please?

YOSHIKO: She's not here. Who is that?

MALE VOICE: Where is she?

YOSHIKO: I don't know. Who is speaking, please?

MALE VOICE: It doesn't matter who's speaking.

YOSHIKO: Are you her son?

MALE VOICE: I must speak to her now.

YOSHIKO: Your mother isn't here. I don't know where she is.

MALE VOICE: Sorry? Where is she?

YOSHIKO: I don't know. I am worried about her. I am Yoshiko. Mrs King is my landlady. I came home from the station with her this afternoon and now she's gone.

MALE VOICE: Sorry. I don't know what you are talking about.

YOSHIKO: Yes, she said you are her son.

MALE VOICE: Look. I'm phoning from Australia. I'm Mr King.

YOSHIKO: Australia! Are you Harry, her son?

MALE VOICE: Yes, Harry. That's right. I'm Harry King. I live in Australia. Tell me, why are you worried about her?

YOSHIKO: Sorry, my English! It is difficult to explain.

CARLOS: Peter, help her.

YOSHIKO: Yes please, Peter. Here...

PETER: Hello. This is Peter Lieb speaking. I am a friend. You want to speak to your mother, yes? You are her son?

MALE VOICE: Sure. I'm Harry King, phoning from Australia. What's going on?

PETER: It's a long story but your mother isn't here. We think she is in some danger. We are going to tell the police about it.

MALE VOICE: *(worried)* The police! No, don't do that. There is some simple explanation here, I'm sure. Please don't go to the police.

PETER: Mr King, your mother is very upset. She thinks someone is going to kill you. She's not here now. We don't know where she is. We are worried. Aren't you worried? Hello? Hello, Mr King? Are you there? He's put the phone down!

CARLOS: What did he say, Peter?

PETER: I think he doesn't want us to go to the police. I don't know why but this is very strange, don't you think?

YOSHIKO: Very strange! When I arrived here from Japan Mrs King told me her son was in Australia. Now she says he was on the beach with her yesterday.

CARLOS: Yes, who is Harry King? Is he the man with the gun or the man in Australia?

PETER: And what exactly do we tell the police now?

CARLOS: I think the only thing we can do is wait and see what happens.

PETER: Perhaps you're right, Carlos. The police won't believe us, anyway.

YOSHIKO: You know, I'm not sure about that man on the phone.

PETER: What do you mean?

YOSHIKO: I'm not sure it was Harry King.

CARLOS: Why do you think that?

YOSHIKO: He didn't answer my questions. I asked him three times if he was Mrs King's son.

PETER: Yes, I agree. I think he's lying. What can this mean?

YOSHIKO: I think it means the man on the phone isn't her son. It also means he doesn't know where Mrs King is.

PETER: Is that your mobile, Yoshiko?

YOSHIKO: Yes it is. Hello?

MRS KING: (*frightened*) Yoshiko? Is that you?

YOSHIKO: Mrs King? Where are you? Are you OK?

MRS KING: No. I need help. Can you come? Can you bring some money?

YOSHIKO: Of course. Where are you?

MRS KING: I'm at the station. Please come now. Bring as much money as you can. Please, please! I really need your help.

YOSHIKO: Hello? Hello? Are you there, Mrs King? She's gone.

PETER: What did she say?

YOSHIKO: She wants me to take her some money. She's at the station. She was crying, I think.

CARLOS: This is bad, isn't it, Peter? This could be very dangerous.

PETER: Perhaps.

YOSHIKO: Yes, but Mrs King is in trouble. She needs our help. We must go.

STAGE 4: LESSON 1

TRACK 1

One

A: Who's that woman standing by the door?

B: That's Bernadette Jackson. She's my best friend. She works at Brightwell's Bank in the city.

A: Ah yes, of course.

Two

A: Who are those people by the window?

B: They're my uncle and aunt from Canada. They'd love to hear about your visit to Toronto. Why don't you come and meet them?

A: Sure. Thanks.

Three

A: Oh, hello Charles. Tell me, who's that boy over there?

B: The tall boy with the long, dark hair? That's my nephew, Stuart.

Four

A: Sarah, hi, and...?

B: Oh, Ron, hello. This is Rita Olsen, from Norway. She's a teacher at the academy and she's staying with us for the summer. Rita, this is my neighbour, Ron.

Five

A: Who's that over there, talking to Samantha?

B: The short woman with red hair? That's my boss, Claire Watkins.

Six

A: This is a lovely photo. Are these your grandchildren, Imogen?

B: No, they're my sister's children. This bigger one is Simon, and the little one with curly hair is Richard.

TRACK 2

1 That does it! I'm never going to talk to you again!

2 A: What did you do on Saturday?

B: Oh, this and that. Nothing special, really.

3 Well this is it, everyone. Good luck!

4 A: I see Ron's late again.

B: Well, that's Ron for you!

STAGE 4: LESSON 2

TRACK 3

MUM: Right, let's see what we've got. Well, this tie has seen better days. Whose is it? John, is it yours?

JOHN: Er, no. It's not my tie. It must be Dad's.

SALLY: Yes, it's definitely *his*. It's one of his horrible ties. And so are those old jeans.

JOHN: No, those are my jeans. They're *mine*! I don't want to give them away!

MUM: Bad luck, they're going. Next! Mm, whose are these old trainers?

JOHN and SALLY: Dad's!

SALLY: Make sure you wash your hands after touching those, Mum!

MUM: Are you sure they're his? They're very big.

JOHN: Yeah, definitely!

MUM: Now, these T-shirts.

JOHN: They're ours.

SALLY: Yeah, they're our T-shirts.

JOHN: Mine's the dark blue one, and Sally's is the light blue one.

MUM: Right, they can go. What about this skirt? Is it yours, Sally?

SALLY: No, it's not my skirt.

MUM: Are you sure?

SALLY: Yes, it's definitely not mine. I don't wear skirts like that. It must be yours. Yes Mum, it's definitely your skirt.

MUM: Oh, right. I remember now. And this jacket. John, is it yours?

JOHN: My jacket? Certainly not! That's a girl's jacket.

MUM: Really?

JOHN: Yes, it's hers. It's definitely Sally's jacket.

TRACK 4

ANN: Is this your book, David?

DAVID: No, it isn't. Why don't you ask Ivan? Perhaps it's his.

ANN: OK... Hey, Ivan, is this book yours?

IVAN: No, it's definitely not mine.

ANN: Well, whose is it then?

IVAN: Look, it belongs to Janet – it's got her name in it.

ANN: Oh yes, so it has!

STAGE 4: LESSON 3

TRACK 5

One

We're both outdoor types and we love fresh air, so we'd love a little sports car. We could put the roof down in nice weather, and drive around the country roads. It would just need to be big enough for the two of us.

Two

Well, I don't do a lot of driving, so I don't want to buy anything too big or, well, complicated. Anyway, I would like a little hatchback. It should be easy to drive,

economical and there would have to be enough room for four people. And Rover, of course. Isn't that right, Rover?

Three

There are five of us altogether, so a people carrier would be the best solution. There would have to be quite a lot of room inside, and I think it should be comfortable on long journeys. When we go on holiday, there would have to be enough room for all our luggage.

Four

I'm a builder, and I need space for all my tools, so of course a van is the obvious vehicle for me. It would probably be fairly basic, and you could only get two people in the front, but there would be lots of room in the back.

TRACK 6

ROB: I would love the Ferghini Python. What a fantastic-sounding car.

SANDRA: I don't know. It's eight years old, so it's probably not in very good condition. I think the Skowdy Sunset would be the perfect car for us.

ROB: But it's probably really slow. The Python can go from nought to sixty in six seconds. That's what I call fast!

SANDRA: Yes, but it probably uses a lot of petrol, and we can't afford that. And look at the price. £12000 for a second-hand car? No way!

ROB: What's the problem? We can always sell the house or something!

SANDRA: Be sensible, Rob! Look, the Sunset has got a full service history, so it won't break down all the time.

ROB: Well, I can fix the Python if it breaks down.

SANDRA: Mmm. It says that the Sunset is an ideal family car.

ROB: Yes, but it's probably really boring to drive. In the Python – can you imagine it: roof down, on the motorway at top speed. Brilliant!

SANDRA: It's cars like the Python that cause pollution, you know.

STAGE 4: LESSON 4

TRACK 7

One

Hello. My name's Robert Tephany. I was born on the 1st of April, 1963. I can speak four languages: French, Italian, Portuguese and Greek. I've been working since 1988, and started my most recent job in 1997. I have a BA in French, and an RSA Diploma in Computer Studies.

Two

Hello. My name's James Hanley. I was born on the 13th of June, 1975. I can

speaking two languages, French and Turkish. I've worked for two companies. I started my first job in 1996. I have a City and Guilds in Business Management.

Three

My name's Jennifer Lee, and I was born on the 18th of September, 1975. I speak three languages: Japanese, French and Mandarin. I started my most recent job in 2002. My qualifications include a BA in Oriental languages, and an RSA Diploma in International Communication.

TRACK 8

A: All right, we've interviewed all three candidates. Who do we think is the best person for the job?

B: They were all good, weren't they?

A: Yes, but I thought that Ms Lee was more interested in the job than Mr Tephany.

B: I agree. And Mr Hanley was more interested than Ms Lee.

A: Hmm. What about their experience?

B: Well, Mr Tephany has more experience than Mr Hanley.

A: And experience is very important. Qualifications?

B: They are all really well qualified for the job. Both Mr Tephany and Mr Hanley have all the right qualifications, but not as many as Ms Lee.

A: Mr Tephany is a bit older than the others, isn't he?

B: Yes, but I don't think that age is too important.

A: No, experience and qualifications are more important.

B: And languages, of course. Who do you think speaks the best French?

A: Mmm. Mr Tephany doesn't speak it as well as Mr Hanley.

B: But Mr Tephany speaks more languages, doesn't he?

A: Oh yes. Mr Hanley and Ms Lee don't speak as many languages, but I think quality is more important than quantity.

B: Hmm, possibly. OK, so who do you think is the best person for the job?

A: In my opinion...

TRACK 9

- 1 I've heard that story many times. It's as old as the hills.
- 2 Your children are really well-behaved. They're as good as gold.
- 3 What's the matter? You look terrible! You're as white as a sheet.
- 4 He's not at all worried about his interview. He's as cool as a cucumber.

5 In her new dress, she looks as pretty as a picture.

6 I'm sitting by the fire now and I'm as warm as toast.

BREAKTHROUGH 7

TRACK 10

One

What a fantastic game! Look at Barlow jump! And he's got a basket! Nobody can stop him now – the crowd is going mad! The Golden Giants are a winning team – they are unbeatable with a score of 15:3!

Two

Speedy Sue is in the lead, she's getting ahead, and now she's safely over the last jump. With that excellent jump she is sure to win this race, the other horses are way behind.

Three

Welcome to the one hundred metres sprint, and we are expecting an exciting race today between eight very experienced runners. They are getting ready now, warming themselves up by the starting line, ready for the start. But we know there is only one winner out there.

Four

I cannot believe the speed of this race! And Peters is overtaking now on the inside and he is in the lead. Can he win now with all the other riders coming up close behind him?

Five

Well, this is a very rough game, and the fact that it is raining makes it more difficult. The goalkeeper is doing a wonderful job keeping out the goals, but the home team are determined to score again and get the lead. And here comes the forward with her stick ready to have another shot at goal!

Six

There's a huge crowd today watching the players at the fifteenth hole. It's very warm and sunny with no wind, perfect for the players. Johnson is taking his time and preparing very carefully. The crowd is silent as he gets ready for this putt.

STAGE 4: LESSON 5

TRACK 11

Brian is about twenty years old. He's got long hair and he's wearing a pair of shorts, a shirt and sandals. He's carrying his things in a cheap plastic bag.

Tony is about thirty-five years old. He's got short hair and is wearing jeans, a warm, brown jacket and a pair of trainers. He's carrying a backpack.

Matt is in his fifties. He's got short hair and is wearing a suit, a tie and a pair of smart, very well-polished shoes. He's got an expensive leather briefcase.

STAGE 4: LESSON 6

TRACK 12

- A: What time do you get up?
 B: At about half past six. What about you?
 A: Oh, a bit later than that. About seven o'clock. Do you always have breakfast?
 B: Well, I usually just have a coffee. And you?
 A: Oh, I need a big breakfast to get me going in the morning. Don't you?
 B: No, I never feel like eating in the morning. But I always have a big lunch. How about you?
 A: Oh no. I just have a sandwich or a bowl of soup. Something quite simple. But I *do* think that the evening meal should be the main meal of the day. Don't you agree?
 B: Absolutely.

TRACK 13

- 1 What time do you get up?
- 2 How do you travel to work?
- 3 How long does it take you to get to work?
- 4 What do you usually have for lunch?
- 5 What do you usually do in the evening?

STAGE 4: LESSON 7

TRACK 14

- MR MELLOR: Ah, Doreen. I need some help with these invoices. Can you help?
 DOREEN: Sorry, Mr Mellor. I'm typing some letters for Mr Willis.
 MR MELLOR: Where's Simon, then?
 DOREEN: Um, he's on the phone. He's talking to the Singapore office.
 MR MELLOR: Never mind. What about Janet?
 DOREEN: She's having a meeting with the catering staff.
 MR MELLOR: Oh dear. Is Polly around then?
 DOREEN: I'm afraid not. She's working at home today. She should be back tomorrow.
 MR MELLOR: It's not my lucky day today. Ian?
 DOREEN: He's doing some shopping – You know – buying things for the office.

- MR MELLOR: Rob?
 DOREEN: He's showing Helen how to use the new computer.
 MR MELLOR: Hm. Rick?
 DOREEN: He's fixing his car. A small problem with the exhaust pipe.
 MR MELLOR: Joanne?
 DOREEN: It's her break. She's eating her lunch in the park.
 MR MELLOR: But it's raining!
 DOREEN: Is it? Oh yes, so it is.
 MR MELLOR: Never mind. I'll come back later.
 DOREEN: All right, Mr Mellor.
(Sound of door opening and closing)
 DOREEN: OK everybody. He's gone. You can come out of the stock room now.
 CROWD: Thanks Doreen. Phew! Thanks a lot. Thought he'd never go...

TRACK 15

- MR MELLOR: All right, everyone, let's get started. Um, Polly, are you listening?
 POLLY: Yes, Mr Mellor.
 MR MELLOR: Then stop talking to Doreen, please. Now, the first thing we need to... Simon, where are you going?
 SIMON: Sorry, Mr Mellor. I've just remembered I've left my phone in my office.
 MR MELLOR: Well, get it later. Now, as I was saying, we really need to... Rob, what are you reading?
 ROB: Oh, sorry. It's an email from my wife. She wants me to buy some bread on my way home.
 MR MELLOR: I'm really not interested in your shopping list, Rob. Pay attention please. Now, the first thing we need... um, Rick, why are you looking out of the window?
 RICK: Oh, no reason, Mr Mellor.
 MR MELLOR: No, come on, Rick. What are you looking at?
 RICK: There are some teenagers outside in the car park.
 MR MELLOR: Come on then, Rick, what are they doing?
 RICK: They're trying to steal your car.
 MR MELLOR: What?!

STAGE 4: LESSON 8

TRACK 16

What's my brother like? Well, he's in his late forties. He's short and he's a bit overweight. He's got short, dark hair and a nice, friendly smile. He likes to wear smart clothes and he loves eating out at restaurants. He's definitely middle-aged,

but his wife says he's still the same handsome man she married twenty years ago!

TRACK 17

There are four people in my office, apart from me. First of all there's Pat, the secretary. She's in her late twenties, but she looks really young, almost like a teenager. She's tall, and she's got long, blond hair. Then there's Geoff, our accounts manager. He's in his late thirties, thin with medium-length hair and he always looks worried. There's also Anita. She's the sales manager – very ambitious. She's slim and has got curly black hair. Last but not least, there's Jan, the boss. She's in her forties and she's quite a character. She's got this amazing red hair that comes over her eyes. She's always very casually dressed, which is quite unusual for a boss, I suppose.

STAGE 4: LESSON 9

TRACK 18

- YOSHIKO: Let's go to the cash-point. I've got my card. I can get some money out for Mrs King.
 CARLOS: You know, I don't think we should take any money with us.
 YOSHIKO: Why not? Mrs King needs the money. She is in trouble. I am sure she will give it back to us as soon as she can.
 PETER: I think you're right, Carlos. We don't know what is going on. We don't know if Mrs King is waiting for us or not.
 CARLOS: Look, there's the entrance to the station. Can you see Mrs King?
 YOSHIKO: No, I can't. Maybe she is inside.
 PETER: Perhaps. Look, do you see that black car over there? I saw that car in the street as we left Mrs King's. I think that car is following us.
 YOSHIKO: Which car? Oh, I see it now. Look, there are two men getting out.
 CARLOS: They're coming over here.
 1ST MAN: Hey! You lot! Are you looking for somebody?
 PETER: What do you mean?
 1ST MAN: This is what I mean. I've got a gun in my jacket so don't do anything stupid. Where's the money?
 2ND MAN: Reg, don't hurt anyone.
 PETER: We haven't got any money. We're only students.
 1ST MAN: You don't expect me to believe that! Look, there's a cash-point over there. Let's go!
 2ND MAN: Reg, please...

IST MAN: You stay out of it, John.

YOSHIKO: Do as he says, Peter. I think he means it. I don't want you to get hurt.

CARLOS: She's right, go on Peter.

IST MAN: Right. Who's got a card?

YOSHIKO: I have. How much do you want?

IST MAN: How much have you got, little lady?

YOSHIKO: (*frightened*) I can only take out £300 in one day, you know.

PETER: Look here, where's Mrs King? Is she safe? You can't have any money until you tell us.

IST MAN: Oh yeah? And who's going to stop me? Anyway, £300 is not enough. If you want to see this Mrs King again, I need more than that.

YOSHIKO: Oh dear, Peter, Carlos... have you got any more?

PETER: I haven't got a card.

CARLOS: I haven't got one, either. I've got some traveller's cheques.

IST MAN: Is this a joke, or something? If you three idiots don't get me some more cash quick, I'll have to...

PETER: OK. There's no need to speak like that. We'll get you some more money. Just tell us how much and where to take it.

IST MAN: And what's to stop you going to the police?

PETER: We won't, I promise. How much?

IST MAN: Five thousand pounds should do it.

CARLOS: Impossible!

PETER: OK, OK. Where do we take it?

IST MAN: You know the café on the beach?

PETER: Yes. Near the pier, you mean?

IST MAN: Leave it in the rubbish bin near the door. Put it in a plastic bag.

PETER: OK. Tomorrow, then.

IST MAN: Tomorrow. And if it's not there, it's curtains for Mrs King.

CARLOS: Curtains?

IST MAN: I mean you won't see her again, Understand?

CARLOS: Sure, we understand.
(*A few minutes later.*)

YOSHIKO: Have they gone?

PETER: Yes. Are you all right, Yoshiko?

YOSHIKO: I think so. That was horrible, wasn't it? He was not a nice man. You are very brave, Peter.

CARLOS: I was frightened. I thought he was going to kill us if we didn't have the money. Still, we have a big problem now. Where are we going to

get £5000 from? I don't have that amount of money in my bank account. Do you, Peter?

PETER: No, of course not. I'm a student, remember, just like you. I had to say that, didn't I? It's very strange, but the second man, John ... I think I recognised his voice.

YOSHIKO: Me too, Peter. He was the man on the phone. The man we thought was Harry.

PETER: Yes, you're right, Yoshiko. Another strange thing: I don't think he wanted to hurt us.

YOSHIKO: But what are we going to do now? Go to the police?

PETER: I think we have to go to the police and tell them this man made you go to the cash-point and take your money out. We can say we think the man had a gun.

CARLOS: But we don't need to say anything else.

PETER: That's right. We don't need to tell the police about Mrs King or her son.

YOSHIKO: But why not? That man said he might kill her! He said that, didn't he?

PETER: I'm not sure about that. I mean I'm not sure that he has got Mrs King.

YOSHIKO: I hope you're right, Peter.

PETER: Look, you and Carlos go to the police station and explain what has happened. I have a plan.

CARLOS: Come on, Peter. Tell us.

PETER: I am going to go back to my house. I am going to make a big parcel and put it in a black plastic bag, and tomorrow morning I will take it to the café by the pier. I want you and Carlos to go to the beach near the café with your swimming things and lie on the beach like tourists. Put your sunglasses on and lie down on your towels and wait for me. Watch where I put the parcel and see if anyone comes to get it.

YOSHIKO: And then what do we do?

PETER: I don't know yet. Tell you tomorrow. Now I must go. I have some thinking to do.

CARLOS: See you tomorrow, Peter. Look after yourself.

PETER: Of course, don't worry.

CARLOS: Come with me, Yoshiko. We can go to the police station and then you can come back to my house.

YOSHIKO: OK, Carlos, but I must go and get some things from my house first. See you tomorrow, Peter.

PETER: Can you go with her, Carlos? See you both tomorrow. Don't worry. Everything is going to be all right.

STAGE 4: LESSON 11

TRACK 19

A: Ben's the early bird in our flat. He gets up at 6 a.m. even at weekends, and he always goes running in the park before breakfast.

B: What about Danny?

A: Danny's just the opposite. He's rather lazy and spends most of his time in front of the TV. He doesn't go out much.

B: A bit of a couch potato, then?

A: Yes, exactly. And then there's Frank. He just loves meeting people. He's very talkative and he's out almost every night – a real party animal.

TRACK 20

- 1 He's really ambitious. He wants to be President one day!
- 2 She's quite adventurous. She likes travelling to faraway places.
- 3 She's so polite – she always says 'Please' and 'Thank you'.
- 4 They're very cheerful. I don't think I've ever seen them look unhappy or bad-tempered.
- 5 My nephew is a bit spoilt. His parents buy him too many toys.
- 6 My sister is so talkative, it's very difficult to have a short conversation with her.
- 7 My father is very impatient; he hates waiting!
- 8 I remember Sharon. She was very popular at school. Everyone wanted to be her friend.

STAGE 4: LESSON 12

TRACK 21

One

Well, I usually go about two or three times a week. It's a good way of keeping fit, and a great way of keeping cool on a hot day. I usually do about 50 lengths of the pool, more if I'm feeling strong enough.

Two

I've got about 2,000 from around the world, and I keep them all in an album. Some of them are worth quite a lot of money. My friends sometimes send me some if they go travelling. This one's very rare – it comes from Japan.

Three

I started playing when I was at school and I still enjoy kicking a ball around. Every Friday I get together with a group of friends after work and we play for a couple of hours in the local park. It's just

fun really, but we do play in a local tournament and last year we did quite well.

Four

I prefer to do it in the daytime when the light is better. The weekends are best because I have more time to get a piece finished. It takes me quite a long time to finish a piece of work, because I'm very careful about getting the right colours. I like working outside, even when it's cold, because the landscape looks so beautiful in the winter.

BREAKTHROUGH 8

TRACK 22

- 1 When I get home in the evening, I go straight upstairs and take a long, hot bath.
- 2 There's no time for me to relax tonight. When I get home, I have to start cooking a meal for six people.
- 3 Oh, it's good to be home, in front of a nice, warm fire. Let's watch that new travel programme on TV.
- 4 I'm really tired tonight, so I'm going to bed early, with a good book.
- 5 We keep the children's favourite old toys up there. One day, I hope our grandchildren can play with them.
- 6 My son is learning to play the drums. It's good that we have a place in the house where he can practise, and we don't get too much noise!

STAGE 4: LESSON 13

TRACK 23

SAM: So, Brian, what did you do at the weekend?

BRIAN: I went to the theatre to see that new play. It was fantastic! The story was great, the actors were perfect and it was very, very funny. What about you, Sam, how was your football match?

SAM: We did really well, thanks. We won, of course! I thought the other team performed well, but not as well as us. We scored two goals in the first twenty minutes, and the final score was five-two to us.

JOANNE: What did you do this weekend, Clare?

CLARE: I finished decorating the bedroom. We painted it light green and we put up some shelves and a new mirror.

JOANNE: What about you, Liz?

LIZ: I had a terrible time: the car broke down. It took me four hours to get it working again.

BRIAN: What did you do this weekend then, Joanne?

JOANNE: Oh, I had a boring weekend, I stayed at home and cleaned up. The whole house needed cleaning. I started in the kitchen, then I did the living room and the bathroom. Everything looked wonderful when I finished! What about you, Boris?

BORIS: I did a lot of work for my computer exam next week. I looked at the notes I'd made during the week, then I learnt about some new software and did some programming.

STAGE 4: LESSON 14

TRACK 24

ALAN: Hi Janice! Robert! Great to see you.

JANICE: Hi, Alan.

ROBERT: Alan, hello.

ALAN: How was your holiday?

JANICE and ROBERT: Terrible!

ALAN: Oh dear. Sorry to hear that. What happened?

JANICE: Well, remember we told you that we were going to the Royal Palms Hotel in Varatoga?

ALAN: Uh-huh. It looked really nice in the advertisement.

JANICE: That's what we thought.

ROBERT: Until we got there.

ALAN: And wasn't it?

ROBERT: It certainly was not.

JANICE: Take the bedrooms for a start. The advertisement said that they were huge.

ROBERT: And luxurious. What a joke!

JANICE: Our's was *tiny*. There was just enough room for a bed.

ROBERT: And the beds were too hard. We slept really badly every night.

JANICE: And then there was the restaurant.

ALAN: Not good?

JANICE: Not good? It was terrible!

ROBERT: The service was OK, but the food tasted disgusting.

JANICE: And it was the same thing every day: chicken, potatoes, peas; chicken, potatoes, peas.

ALAN: Well, at least you had a nice beach to relax on.

ROBERT: Oh no, we didn't.

JANICE: We certainly did *not*!

ALAN: What do you mean?

JANICE: The beach was disgusting. It was really dirty. Rubbish all over the place. Dead fish...

ALAN: Ugh!

JANICE: And even if we wanted to sit on it, we couldn't.

ALAN: Why not?

ROBERT: Because it rained every day. The hotel didn't tell us it was the rainy season before we went.

JANICE: And don't get me started on the pool.

ALAN: Olympic-sized, wasn't it?

JANICE: Olympic-sized? Ha!

ROBERT: Bath-sized, more like. If there were more than three people in it, you couldn't move.

JANICE: And then, of course, there were the 'friendly' staff.

ROBERT: They were so rude. They treated us like we were in prison. One of them even shouted at us when we left our bedroom lights on one evening.

JANICE: Whatever you do, Alan, don't go there.

ALAN: Hm. Sounds terrible. Think I'll give it a miss. Are you going to complain?

JANICE: We certainly are. And we want our money back.

STAGE 4: LESSON 15

TRACK 25

INTERVIEWER: I have with me in the studio Charlie Rickman, the man who made, and then lost, over 65 million pounds. Charlie, hello.

CHARLIE: Hello there.

INTERVIEWER: Sixty-five million pounds: that's quite a loss. How did it all go so wrong?

CHARLIE: Well, my internet company, Rickman Dotcom Ltd, was doing well, sales were good and I was making more money than I could spend. By the time I was twenty-one, I was already a millionaire. Five years later, I decided to hand over the running of the company to my brother.

INTERVIEWER: Raymond?

CHARLIE: Right. That was a big mistake. He managed everything very badly, we had lots of competition from other companies and, well, that was it.

INTERVIEWER: And now you're working twelve hours a day in a supermarket, filling shelves and helping customers. You must have had quite a change of lifestyle. Your house, for example?

CHARLIE: Right. I used to live in a huge house – sixteen bedrooms, swimming

pool, tennis courts and so on. Now I live in a caravan in my mother's garden.

INTERVIEWER: And presumably you don't get out much?

CHARLIE: Unfortunately, no. I used to enjoy eating in restaurants almost every night, but now I cook my own meals. And nothing fancy either. When things were going well, I used to eat lobster, and drink champagne. Not any more. Now it's toast and a cup of tea. If I'm lucky.

INTERVIEWER: Ouch. Well, welcome back to the real world. What about your free time?

CHARLIE: Well, to be honest, I don't get much free time. In the past, I used to watch a lot of television, but now I can't even afford the television licence. These days, I read a lot instead. I can get books free from the library. And of course I used to spend hours every day talking to my friends on the phone. Now I can't afford the phone bills, so I write to them instead. Mind you, I don't seem to have many friends left. Nobody wants to know you when you don't have any money!

INTERVIEWER: Did you find it difficult starting work again?

CHARLIE: Oh yes. I used to take it easy and relax as much as possible. Now I work up to twelve hours a day.

INTERVIEWER: Well, thank you for coming to talk to us, Charlie.

CHARLIE: You're welcome. Eh, any chance of 50 pence for a cup of tea?

STAGE 4: LESSON 16

TRACK 26

One

Oh yes, I've been many times, I love dancing and I love watching experts performing on stage – they are so beautiful and graceful.

Two

Yes, I've travelled there twice. It's a wonderful place. The fashion capital of the world, people say!

Three

Of course I have! Where do you think I've been – on the moon?

Four

I've been a few times, but I wasn't very good. I kept falling over, and spent most of the time lying face down in the snow.

Five

I've listened to it a couple of times. It's all right, I suppose, but to be honest I prefer classical music to rock.

Six

I've never played it before. I'm not very keen on sports, and I find the idea of hitting a ball backwards and forwards really boring!

Seven

Yes, isn't it fantastic, but where are all his children going to sit?

Eight

I certainly have. I saw it last year when we went to Paris. We spent one whole day in the Louvre.

STAGE 4: LESSON 17

TRACK 27

One

A: Single to Summertown, please.

B: Single to Summertown. £1.20 please.

A: Thanks. Could you tell me where to get off, please?

B: Sure. I'll let you know.

Two

A: Brian, this is Tim Black. Tim, this is Brian Hurst.

B: Hello, Tim. Nice to meet you.

C: Nice to meet you, too.

A: Tim is going to take over this department at the end of the month.

Three

A: Could you tell me something about Hamworth International?

B: Certainly. The company was set up in 1991, and since then we've opened offices all around the world, most recently in Hong Kong and Perth.

Four

A: Oh, Bob, are you busy? I'd like to have a quick word, if possible.

B: No, I'm not busy right now. Come in.

Five

A: Roger says the company is going to close down at the end of the month.

B: Oh no, that's not true.

Six

A: I still can't find them. I won't be able to get home without them.

B: Did you check your pockets?

A: Of course I did. And my desk, and the office floor.

B: All right, give me a couple of minutes and I'll help you look for them.

Seven

A: How's the new job?

B: Fine, but there's one problem. It's the supervisor – I can't stand her.

A: Oh dear. What's wrong with her?

B: She's so rude and unhelpful, I can't get on with her at all.

TRACK 28

Dear Amy

I'm really pleased that you're coming to work for ITCP. It's a great company to work for and I really enjoy my work. I'm sure you'll get on with everyone extremely well. I've been promoted to the management division, so you'll probably take over my old job!

The ITCP office is quite an easy place to find. If you take the underground from Jurong, you have to get off the train at the Clementi stop and look for Holland Village Avenue. The office is the first building you come to. Come in through the side entrance and ask the receptionist for me – I'll come and meet you.

So, see you next week,

Love

Polly

STAGE 4: LESSON 18

TRACK 29

PETER: Would you like a cigarette?

KAREN: Not for me, thanks. I used to smoke but I gave up last year.

PETER: What about a glass of wine?

KAREN: No thanks, I used to drink but my doctor told me to stop.

PETER: Perhaps a cup of coffee instead.

KAREN: No, thank you. I used to drink coffee, but it stops me sleeping.

PETER: Well, would you like to try one of these chicken pieces?

KAREN: Er, no, I used to eat meat, but now I'm a vegetarian.

PETER: Um, I see. Would you like to dance, then?

KAREN: No, thank you. I used to dance, but I hurt my leg in a skiing accident.

PETER: Uh huh, what about singing some karaoke?

KAREN: Yes, great idea! I used to be very shy, but now I love singing in public!

TRACK 30

JAMES: Who's that over there? By the door.

BECKY: Brian Clack. He's my cousin. Why do you ask?

JAMES: Well, I just found these keys on the floor. I think he dropped them... Did you prepare all this food yourself?

BECKY: Most of it, yes. But I bought quite a lot ready-prepared from that new supermarket that has just opened down the road.

JAMES: Mm. Well, you've done a great job.
 BECKY: Thanks. These little pastries are delicious. Have you tried one?
 JAMES: Not yet. Mm, you're right. They aren't bad, are they? Well, I'd better give these keys back to Brian. See you later!

TRACK 31

JENNY: Hi. What's your name?
 STEVE: Oh, hi. My name's Steve. What's your name?
 JENNY: I'm Jenny. Have you come to England for a holiday?
 STEVE: No, I'm here on business. My company has an office not far from here.
 JENNY: Are you on your own?
 STEVE: No, I'm with my wife. She's over there.
 JENNY: Is she the tall woman with the long hair?
 STEVE: That's her. Are you here on your own?
 JENNY: No, I'm with my husband. He's that man with the blue jacket over there. When did you arrive in England?
 STEVE: We arrived two days ago.
 JENNY: I see, and how long are you here altogether?
 STEVE: Just a week.
 JENNY: I hope you have a great time.

STAGE 4: LESSON 19

TRACK 32

CARLOS: Well, that wasn't too bad, was it Yoshiko?
 YOSHIKO: No, the police were very kind but I don't think they can help us very much.
 CARLOS: No, not at the moment.
 YOSHIKO: They think the men who took my money were just thieves, don't they?
 CARLOS: Yes, but that is what we wanted them to think. This is the best way. I'm sure Peter is right.
 YOSHIKO: I hope so, but I am very worried about Mrs King.
 CARLOS: I know you are, but perhaps she knows more about all this than you think.
 YOSHIKO: You don't think she is part of it, do you? I don't believe it. She really is a nice, kind woman.
 CARLOS: Well, it is a bit strange to find that man waiting for us, don't you think?

YOSHIKO: I don't know. I wish that I could understand what is going on.
 CARLOS: Of course. We all do. Anyway, here's your house. Will you be long? Do you want me to come in with you?
 YOSHIKO: Yes, please, Carlos. I feel a bit frightened.
 CARLOS: Come on then.
 YOSHIKO: That's funny...
 CARLOS: What?
 YOSHIKO: The door is open. I'm sure I closed it when we left.
 CARLOS: Oh dear.
 YOSHIKO: Oh no! Someone has been here. What a mess! Oh look! All the cupboards are open and there is stuff all over the floor. Oh, poor Mrs King!
 CARLOS: What about your room, Yoshiko?
 YOSHIKO: Oh dear. I don't want to look.
 CARLOS: Come on, Yoshiko. We need to see what has happened. Where's your room?
 YOSHIKO: Up here. At the top of the stairs. I locked it, I know I did.
 CARLOS: Yes, your door is still locked.
 YOSHIKO: Let's just look inside. (*She unlocks the door.*) Thank goodness! Everything's OK in here.
 CARLOS: What's that? I heard something.
 YOSHIKO: There's somebody running down the stairs. Quick!
 CARLOS: Don't go, Yoshiko. Look out of the window. See who it is!
 YOSHIKO: It's a man... I'm not sure but I think it could be Harry King. He looks like the man I saw at the beach.
 CARLOS: Mrs King's son? Are you sure? Why has he done this to his mother's house?
 YOSHIKO: I think he was looking for something. All the drawers are open but I don't think he has taken anything. What can he be looking for?
 CARLOS: Money, I expect.
 YOSHIKO: Yes, I suppose so, but Mrs King doesn't have any money. That is why she asked us to bring her some.
 CARLOS: You're right. It's very strange. I'll call Peter and tell him, and see what he thinks.
 YOSHIKO: I don't want to stay here, Carlos. I want to go now.
 CARLOS: OK. Get your things, then. And don't forget your swimming costume and your sunglasses for tomorrow.
 YOSHIKO: All right. Oh there's the phone! Shall I answer it?
 CARLOS: Let me. Where is it?
 YOSHIKO: In the living room.

CARLOS: Wait here.
 YOSHIKO: No, I'm coming with you!
 CARLOS: Hello. Who is that?
 YOSHIKO: Who was it?
 CARLOS: I don't know. They heard my voice and put the phone down.
 YOSHIKO: Dial ring-back and see if there's a number.
 CARLOS: 1471? OK. It says 0208 987 7654. That's a London number, isn't it?
 YOSHIKO: Press 3 and then it will ring the number.
 CARLOS: It's ringing.
 VOICE: Hello, Garden Hotel. Can I help you?
 CARLOS: Excuse me but did you just ring...
 VOICE: This is hotel reception here. I'm afraid I can't help you. We have 160 guests staying with us at the moment.
 CARLOS: Sorry. Thanks. That's not much help. It was a hotel in London, I think.
 YOSHIKO: Come on. Let's go to your place and phone Peter from there. I don't want to stay here any longer.
 CARLOS: You're right. I don't feel safe, either. Let's go.

STAGE 5: LESSON 1

TRACK 1

One

It's time to go home now. Hurry up, dear.

Two

Come in.

Three

Barry, wake up! It's half past eight!

Four

Hi, Sarah. Nice to see you. Take a seat.

Five

A: Pass the salt, love.

B: Here you are.

A: Thanks.

Six

Ann, I'm glad you could stop by. Have a biscuit. I'll just get the tea.

TRACK 2

A: Good morning, sir. Could you show me your ticket and boarding pass please?

B: Here you are.

A: Thank you. Please put your bag on the table. Have you just got one piece of hand baggage?

B: Yes.

A: Fine. Would you mind opening the bag for me?

B: Of course.

A: Right. This camera. Is it yours?

B: Yes, it is.

A: Is there any film in it at the moment?

B: Uh, no.

A: Good. Would you open the back for me please?

B: OK. See? Empty.

A: That's fine, sir. Thank you. Are you carrying any metal objects on you?

B: Yes, my keys and a lighter. They're in my jacket pocket.

A: Would you mind putting them in the tray please, and then walk through the metal detector.

B: There you go.

A: Thank you. Everything seems fine. Thank you for your time, sir. Have a nice flight.

STAGE 5: LESSON 2

TRACK 3

BRIAN: Hi, Jemma. You look worried. What's the matter?

JEMMA: Oh, hi, Brian. I'm taking my driving test soon. This book shows all the different road signs, and I'm trying

to remember what they all mean. There are so many of them.

BRIAN: Would you like me to test you? It might help.

JEMMA: OK, thanks. Why don't you show me the signs, and I'll try to remember what they mean?

BRIAN: All right. Well, let's start with this one.

JEMMA: Oh, that's easy. It's a no parking sign. It means 'Don't park your car here'.

BRIAN: All right. What about this one?

JEMMA: Um, beware of bicycles? No, wait! Don't tell me. It means that you can't ride a bicycle here.

BRIAN: Right. Don't use your bicycle on this road. OK, how about this one?

JEMMA: I think it means 'Don't drive your car down this road'.

BRIAN: Wrong, I'm afraid. It means 'Never overtake here'. Probably because the road is very narrow or something.

JEMMA: Of course. So which sign means 'Don't drive your car down this road'?

BRIAN: The no entry sign. This red one with the white line across it.

JEMMA: Of course! And what does this one mean? Don't turn left?

BRIAN: No, look, the arrow's pointing to the right, so it means 'Don't turn right'. I think you need a bit more practice, don't you?

JEMMA: I think you're right. Give me another ten minutes, then test me again.

BRIAN: OK. Good luck!

TRACK 4

- 1 Don't feed the animals.
- 2 Don't cross the road here.
- 3 Don't smoke in here.
- 4 Don't touch the paintings.
- 5 Do not go into this room.
- 6 Never pull out into the road without checking your mirror first.

STAGE 5: LESSON 3

TRACK 5

TOM: Oh, hi, Judy. Can I ask you for a favour?

JUDY: What's that, Tom?

TOM: I need to give a presentation to the directors tomorrow, and I need a CD player. I don't suppose I could borrow yours, could I?

JUDY: Well, all right. I keep it under my desk. Here you are.

TOM: Great. Thanks a lot. Er, how do I use it?

JUDY: You don't know how to use a CD player?

TOM: Um, well, you know, er...

JUDY: OK. It's really quite easy. First of all, you plug it in. Put the plug in the socket. There's one next to my computer.

TOM: OK, done it. Now what?

JUDY: You turn it on, of course.

TOM: How do I do that?

JUDY: Press the power button on the top of the machine. This one here on the left.

TOM: Right. And then?

JUDY: Open the CD tray.

TOM: How do I do that?

JUDY: Press the lid gently and it opens, see?

TOM: Yes, OK.

JUDY: Right. When you've done that, put your CD in. Have you got it with you?

TOM: Yeah, here it is.

JUDY: All right, put the CD in, then close the tray. Just push the lid down gently.

TOM: All right. And how do I play it?

JUDY: Press the play button. The one on the right.

TOM: Like this?

JUDY: Uh-huh.

TOM: Oh, I can't hear anything.

JUDY: You need to adjust the volume. Turn the volume control to the right. To stop the CD, press the stop button. That's this one.

TOM: Easy. Thanks a lot, Judy. I'll return it tomorrow.

JUDY: No problem. Just be careful with it, that's all.

STAGE 5: LESSON 4

TRACK 6

JAMIE: So, Ron, off on holiday tomorrow? You must be excited.

RON: Well, nervous really. I've never been on an aeroplane before. It's a whole new experience for me.

JAMIE: Well, I wouldn't worry about it. Flying's supposed to be one of the safest forms of travel. But let me give you a bit of advice.

RON: OK.

JAMIE: First of all, wear loose, comfortable clothing, especially if it's a long flight. Your body gets bigger in an aircraft, so you need a bit of room to expand!

RON: You're joking.

JAMIE: No, I'm quite serious. Secondly,

take a good book to read. Flying can be very boring, and the films they show on aircraft are usually rubbish.

RON: Good book. OK.

JAMIE: Arrive at the airport early and check in as soon as you get there. That way you can choose a good seat, and then have some time to relax. Ask for a seat near the front of the aircraft.

RON: Why?

JAMIE: Because it's quieter there. You're not so close to the engines. Now, before you get on the aircraft, eat a light meal. A sandwich or something. Airline food is usually pretty bad.

RON: OK.

JAMIE: During the flight itself, drink plenty of water and avoid alcohol. Your body loses water in an aircraft, so you need to replace it. Oh, and if it's possible, walk around the cabin occasionally. Stretch your legs.

RON: Great. Well, thanks a lot...

TRACK 7

PRESENTER: On today's edition of *Mother Tongue*, I have language teacher, Anne Smithson. Hello, Anne.

GUEST: Hello, Chris.

PRESENTER: Now Anne, a lot of people are leaving the country for their annual holiday soon, and from the letters we receive, it would seem that a lot of them want to improve their foreign languages while abroad. Encouraging?

GUEST: Oh, very much so, and of course there are lots of ways they can do this.

PRESENTER: For example?

GUEST: Well, before you go, buy a good dictionary. When you hear a new word, you can look it up. Also, of course, repeat new words when you hear them.

PRESENTER: Any recommendations for learning new words and expressions?

GUEST: Absolutely. Read a local newspaper, for a start. They're the best place to look for everyday language. Also, listen to the radio and watch television. That will help you to develop an ear for the language.

PRESENTER: Anything else?

GUEST: Yes. Eat in restaurants where local people eat, and not where the tourists eat. The food will be better and you have a better chance of meeting people. Talk to local people whenever possible. You'll be surprised how easy it is to start a conversation.

PRESENTER: Well, useful advice. Thank you Anne. Now we turn to the age-old problem...

BREAKTHROUGH 9

MRS HARRIS: Morning Helen. Did you have a nice weekend?

HELEN: Very nice, Mrs Harris, thank you. And you?

MRS HARRIS: Not bad, thanks. Now we've got a lot to do today. I'm going to be in a meeting all morning, so I need you to do a few things.

HELEN: Right.

MRS HARRIS: First of all, could you file the notes that we made on Friday? They're on my desk.

HELEN: Of course. Do you want me to dictate the main points before I file them, so that I can type them later?

MRS HARRIS: Oh, I've already done that. Then, could you ask Mr Searle in Accounts to sign this cheque for Anvil plc?

HELEN: Right. Do you want me to photocopy it before I send it?

MRS HARRIS: Photocopy it, yes. But don't post it just yet. Ring Anvil to let them know that they will get the cheque by the end of the week.

HELEN: All right.

MRS HARRIS: Could you then email our New York office with the sales figures for this month?

HELEN: OK. Should I also send them a fax of the computer printout for those figures?

MRS HARRIS: No, that isn't necessary. Just the email will do.

HELEN: Do you want any letters typed?

MRS HARRIS: Not today, thanks. But could you fill out the application form for the new bank account. You'll find the address to send it to in my diary.

HELEN: Fine, I'll get all that done straight away. Anything else?

MRS HARRIS: Not just now. Thanks, Helen.

TRACK 9

I work in an open-plan office. I like it, because it's easy to talk to people and you don't sit on your own behind a closed door. It helps me to work harder, too. My workstation is in the centre of the office, next to the water cooler. I have a comfortable office chair – that's important when you look at a computer screen for most of the day!

There are three other people who have desks near me, and behind me there is a meeting area with a table and a few chairs, which we can all use if we want to. I use my bulletin board for notes to

TRACK 8

remind me about dates and things to do, and for a few of my favourite photos. I have a filing drawer in my desk, but the office filing cabinet is nearby. I try to put everything away at the end of the day, so I have a neat desk in the morning. I take work home in my briefcase some evenings, usually reports and stuff like that.

STAGE 5: LESSON 5

TRACK 10

One

A: This jacket is really old.

B: That's true. You should get a new one.

Two

A: I've got a terrible headache.

B: I'm not surprised! You spend too long on your computer.

Three

A: I'm tired all the time.

B: Of course you are. You work too hard!

Four

A: Call the police! Someone's stolen my wallet!

B: Calm down. Maybe you left it in the restaurant. Why don't you call them first?

Five

A: I think it might rain.

B: It is getting very cloudy. You should take an umbrella with you.

Six

A: I never seem to have any money.

B: Is it any wonder? You spend it all on CDs.

Seven

A: What time do trains for Boston leave?

B: I've no idea. How about calling the station to find out?

Eight

A: I hate this terrible weather.

B: In that case, how about moving to a warmer country?

STAGE 5: LESSON 6

TRACK 11

SALES ASSISTANT: This is our latest mobile phone. It's a great little phone, but you need to look after it.

CUSTOMER: I see...

SALES ASSISTANT: First of all, you mustn't use it in petrol stations or on aeroplanes. Apparently, it can be quite dangerous. You mustn't drop it, as it will break quite easily, and you mustn't use it in a wet or very hot

environment – on the beach, for example, or in the bath!

CUSTOMER: Mmm...

SALES ASSISTANT: You must keep it in its cover at all times. That stops it from getting dirty. And you must charge it up every day, otherwise you might be cut off in the middle of a conversation! The good news is that it has its own internal power source, so you don't have to buy new batteries for it. Oh, and the mouthpiece is very sensitive, so you don't have to talk too loudly into it. You must turn it off after you've used it – this model emits a lot of radiation, which can be dangerous if you carry it around switched on all day. Oh, and one final thing. For the same reason, you mustn't use it for more than ten minutes at a time.

CUSTOMER: Oh dear. Have you got anything safer? Like a carrier pigeon, for example?

TRACK 12

A: Good to see you, Peter. Welcome to MultiTech Systems.

B: Thank you.

A: Now, before you get started and meet the others here, I must tell you about a few company rules, OK?

B: OK.

A: First of all, we begin work at nine o'clock every day, but you have to be here at half past eight on Monday mornings because we have a meeting to talk about the week ahead.

B: All right. Do I have to come early on any other days?

A: No, just Monday. The working day ends at five o'clock. You mustn't leave earlier than that without asking me first. Is that clear?

B: Uh-huh.

A: You have one hour for lunch and there's a restaurant on the second floor, although of course you don't have to eat there if you don't want to. In fact, many of our employees go out for lunch, but you must make sure you're back in the office by two o'clock.

B: All right.

A: Now, the office equipment. There's a photocopier which everybody can use, but you have to have a special code number to operate it. Yours is 3865. All right?

B: Three, eight, six, five. Right.

A: If you have any problems with the machine, see me. You mustn't try to fix it on your own.

B: I wouldn't dream of it. Is there

anywhere I can get a coffee?

A: Yes, there's a coffee machine in the hall.

B: Do I have to pay for it?

A: No, it's free. You don't have to pay anything for hot drinks. There's also...

STAGE 5: LESSON 7

TRACK 13

PRESENTER: Hello, and welcome to today's edition of *Move on, Move up*. Now, interviews – love them or hate them, you can't avoid them, and to point you in the right direction I have in the studio Mark Alton, manager of Allsell Estates. Hello, Mark.

MARK: Hello, Sandy.

PRESENTER: Now Mark, I understand that over the last five years you have interviewed more than two hundred people for positions in your company.

MARK: That's right. Some good. Some, well, not so good.

PRESENTER: So, what in your opinion is the secret of a successful job interview?

MARK: It's nothing complicated, really. First of all, dress well. Put on the smartest clothes you have. Secondly, be prepared. Think carefully about what you're going to say before the interview. Find out as much as possible about the company and make a list of questions you want to ask.

PRESENTER: And on the big day, make sure you arrive on time.

MARK: Of course. It's fine to arrive on time or even to arrive a little early, but whatever you do don't arrive late. You don't want to seem unreliable.

PRESENTER: What about during the interview itself?

MARK: Don't speak too slowly or too quickly. Take your time, but don't send the interviewer to sleep! Speak clearly. Don't mumble or cover your mouth. And don't try too hard to impress the interviewer. This can create a negative impression.

PRESENTER: But what if things don't go your way?

MARK: Well, if you think things are going badly, don't panic. Act calmly and continue to answer any questions to the best of your ability. Try to stay in control. Sometimes things aren't as bad as they seem.

PRESENTER: Mark Alton, thank you for coming on the show.

MARK: You're welcome.

PRESENTER: Now to that essential question that everybody...

STAGE 5: LESSON 8

TRACK 14

MIKE: Well, we've booked the holiday. I suppose we should make a list of what we need.

AMY: OK, well, we've got some sun cream, so we don't need to buy any of that.

MIKE: Great. What about traveller's cheques? We haven't got any, have we?

AMY: No. I'll go to the bank tomorrow.

MIKE: Are you taking your camera?

AMY: Yes. We've got some rolls of film I bought last year, but I think we should buy some more.

MIKE: I'll sort that out. Are you taking your Walkman with you?

AMY: Of course.

MIKE: Well, in that case we'll need some batteries for it. Have you got any?

AMY: I don't think so. Could you buy me some of those when you get the film?

MIKE: No problem. Money?

AMY: Well, we're taking traveller's cheques, but we should take some cash with us as well.

MIKE: Have you got any cash?

AMY: No. I'll get some from the bank when I collect the traveller's cheques.

MIKE: Great. Would you like me to buy you some books to read?

AMY: That's really kind of you, Mike. Thanks.

TRACK 15

- 1 Could you lend me some money?
- 2 Have we got any eggs?
- 3 Could you get me some paper?
- 4 I can't post this. I haven't got any stamps.
- 5 Would you like some water with your meal?

STAGE 5: LESSON 9

TRACK 16

YOSHIKO: I'm glad you live on this side of town, Carlos.

CARLOS: Yes. It's a long way from the school and the beach, but at the moment I prefer that.

YOSHIKO: Me too.

CARLOS: Right. Come in. My landlady is usually out all day but she won't mind, I'm sure.

YOSHIKO: Good, because there is no way I can go back to Mrs King's house now.

CARLOS: Of course not. I'll make some coffee, and then I'll phone Peter.

YOSHIKO: Where's the kitchen? I'll make the coffee while you phone Peter.

CARLOS: OK... Hi there. Is that you, Peter?

PETER: Yes. What's the matter?

CARLOS: Well, we went to the police and that was all right. They think Yoshiko was robbed in the street but we didn't tell them anything else. Then we went back to Yoshiko's place to get the stuff for tomorrow. You know, swimming costume and towels and so on. And then, you're not going to believe this, Peter.

PETER: Come on, Carlos...

CARLOS: Well, the front door was open and someone had been in and made such a mess. You know, the drawers were open and there was stuff all over the floor.

PETER: Oh dear...

CARLOS: And then we went to see if Yoshiko's room was all right and this man suddenly ran down the stairs and out of the house. Yoshiko thinks it was Harry King. I don't know if it was him or not but it was all really frightening.

PETER: It sounds it. Where are you now?

CARLOS: Back at my place. Yoshiko doesn't want to stay at Mrs King's, of course. Anyway, what do you think? Do we go back to the police and tell them everything?

PETER: Everything? We don't know everything.

CARLOS: I know that but it seems things are getting quite serious.

PETER: I think we do nothing until tomorrow.

CARLOS: I knew you were going to say that. Oh, and there's one more thing.

PETER: Yes?

CARLOS: Just as we were leaving, there was a phone call. A phone call to the house, I mean.

PETER: Who was it?

CARLOS: I don't know. It was somebody phoning from a hotel in London. The Garden Hotel, I think it was.

PETER: Interesting. London, eh?

CARLOS: Look Peter, I don't understand what is going on, but if we do what you want tomorrow and you leave this parcel at the café...

PETER: Yes?

CARLOS: Then I want to go to the police and tell them. This is getting too dangerous for me, and I think Yoshiko feels the same.

PETER: OK, then.

CARLOS: You agree with me, then?

PETER: I always agree with you, Carlos. OK, see you on the beach. Hope the sun shines!

CARLOS: Me too, Peter. Goodbye.

YOSHIKO: I agree with you, Carlos. This is very dangerous and I feel frightened.

CARLOS: If you like you can stay here tomorrow. I'll go to the beach and watch the café.

YOSHIKO: No, no Carlos, I'll come. I just don't know if this is helping to find Mrs King.

CARLOS: OK, let's go and get something to eat and relax for a bit.

YOSHIKO: That's a good idea, Carlos.

(Next day.)

YOSHIKO: Morning, Carlos. It's a beautiful day.

CARLOS: Morning, Yoshiko. Are you ready?

YOSHIKO: Yes. Your landlady is very sweet. She made me a lovely breakfast and says I can stay here if I want.

CARLOS: I know. Come on, then. Let's get down to the beach. Peter said he will be there at ten. We need to catch a bus.

YOSHIKO: I hope it will be a good day for all of us.

(On the beach.)

CARLOS: If we lie down here, we can see the café over there.

YOSHIKO: Yes, this is a good place. I hope Peter can find us. There are a lot of people here already.

CARLOS: Don't worry. I've got my mobile.

YOSHIKO: Look! There's Peter. He's walking towards the café.

CARLOS: Yes and he's got a bag with him. I see. He's putting it in the rubbish bin. Now what's he doing?

YOSHIKO: I don't know.

CARLOS: He's going into the café. Hello? Is that you, Peter?

PETER: I'm in the café.

CARLOS: I know. We saw you go in. What do you want us to do?

PETER: Stay where you are until someone comes to get the money, of course!

CARLOS: And then what?

PETER: Call me and when I think it's safe I'll come to you.

CARLOS: Hey! There's a man looking in the bin. He's got the bag.

PETER: Where is he now?

CARLOS: He's walking away. He's getting into the black car. I think there's another man with him, driving the car. What shall we do now? Peter? Peter, are you there? He's gone. Quick, Yoshiko. We must follow him.

YOSHIKO: Who?

CARLOS: Peter, of course. He needs us.

STAGE 5: LESSON 11

TRACK 17

SALLY: So, what did you think of the conference, Joe?

JOE: I didn't think it was very good, to be honest.

SALLY: In what way?

JOE: Well, where do I start? There were six speakers in the morning, weren't there, and each one was expected to make a presentation for half an hour.

SALLY: Yes, I remember. What's your point?

JOE: Well, three of them had to start late, because the first speaker, Andrew Kelly, spoke for almost an hour. Thankfully, the third and fourth speakers kept their presentations short, so at least we could finish in time for lunch.

SALLY: But the presentations were quite good, weren't they?

JOE: Well, not really. Apart from the final speaker, Liz Thompson, they were really boring. I thought they were a waste of time.

SALLY: Liz Thompson's presentation was really good, though, wasn't it?

JOE: Oh, fantastic. She's got a lot of good ideas. We need more people like her.

SALLY: The lunch was good, wasn't it?

JOE: The lunch was excellent. I wish the canteen at work gave us such good food!

SALLY: What about the question and answer session with the directors in the afternoon?

JOE: Well, everybody had lots of questions about the future of the company, but the directors didn't really answer any of them. They talked a lot about how we all needed to work harder, take fewer holidays, etc, but they didn't tell us anything we really needed to know.

SALLY: And the final workshop was a complete disaster.

JOE: Of course. By that time, everybody was tired. There were only about ten delegates there. The other thirty or so all decided to go to the bar!

SALLY: Hm. Perhaps we ought to mention these problems in the weekly report to the manager.

JOE: You're right. I'll do it this afternoon.

STAGE 5: LESSON 12

TRACK 18

- 1 We'd love to help you, but unfortunately we haven't got much time before our train leaves.
- 2 You should visit London when you are in England. There are a lot of good museums that I would recommend.
- 3 I enjoy a good social life. I have some really good friends.
- 4 My social life isn't great. I don't have many friends.
- 5 We'll have to go to a restaurant for dinner. There's isn't much food in the house.
- 6 Let's eat at home tonight. There's lots of food in the house.

BREAKTHROUGH 10

TRACK 19

One

It usually takes me about twenty minutes to get to my office. Of course, if I'm a bit late I can do it in less time. I'm quite fit, and I walk fast, so sometimes it only takes me about fifteen minutes.

Two

I usually have to wait at the stop for at least ten minutes, and then two or three come along at the same time. I take the number 7 or the number 2, which both stop near my office.

Three

It's probably the quickest way of getting around the city, although of course you don't see much when you're way underground! There are twelve stops between my home and the office. If the escalator is broken, it's a long walk up to ground level, I can tell you.

Four

Our local platform is always full of commuters by 7.30 a.m. If it's raining, the waiting room also gets very crowded. The service is pretty good really – every fifteen minutes. Luckily, my office is right next to Victoria station, so when I get into town, that's it.

Five

It takes me about forty-five minutes, although in the morning there are often traffic jams, which means it takes longer. If there are road works, it's even worse! I could take the train I suppose, but I really hate using public transport. I listen

to the traffic reports on the radio, so I know where the trouble spots are.

Six

On a sunny day, it's really nice, but if it's raining or dark it can be terrible. The roads are really bad, and drivers never seem to see me. I've even been knocked off twice. Fortunately, because I wear a helmet and a thick coat, I've never been badly hurt.

Seven

It's expensive, of course, but it's convenient. I only have to visit our head office once a week anyway. I don't like driving in the city, and I prefer to let someone else do it. Sometimes the driver talks too much, but I don't mind. I pay the fare and leave the driver a large tip, and we're both happy.

Eight

I think it's the fastest way to get through the streets, especially when there's a lot of traffic. I like to get to work on time. I'm a courier, so I do about five hundred miles a week on this machine!

TRACK 20

A quick look at the roads this morning, and it's bad news for commuters, I'm afraid. An accident on Main Street has blocked both lanes and the police have closed the road to all traffic. The road works on North Street are still causing traffic jams in both directions and drivers should look for another route. A fire at Parktown station last night closed down Park Street but this is now open again and traffic is flowing freely. A bus has broken down on Bardwell Road and the road will remain closed until the bus has been moved. The traffic lights on New Road have stopped working and this is causing long queues which are moving very slowly. On Low Lane a new roundabout is being built which is also slowing down the traffic in that area...

STAGE 5: LESSON 13

TRACK 21

Hello everyone, and welcome to the College of International Management Training. My name is Nigel Boyd, and I'm the director. If you have any problems during your stay, talk to me.

In a minute, we're going to give you a little interview to find out a bit about you, and after that we'll give you your timetables. Your first session is this afternoon at two o'clock. If you can't find the room, look at the college floor plan in the reception area.

At times the course will be easy, and at other times, well, it might be a bit hard. If you don't understand something

during the lectures, ask your trainer for help. That's what they're here for.

Now, the college restaurant is open from 11 o'clock every day. We do a large variety of food, but if you have any special food requirements, ask the catering manager for a 'special needs' form, which you should fill out and return to him. If you can't find the catering manager, leave a note for him at reception and he'll contact you.

We want you to make maximum use of the college facilities while you're here. We've got an excellent library, with a large range of books and videos designed to help you maximise your management potential. If you need to borrow a book, write your name and today's date in the 'Books out' register. There's also a computer room where...

TRACK 22

A

PATIENT: I'm worried about my weight, doctor. I've put on a lot over the last few months.

DOCTOR: Tell me about your diet.

PATIENT: Well, I don't eat that much, and I eat reasonably healthy food. Lots of salad, not too much fat.

DOCTOR: Do you go jogging? Swimming?

PATIENT: Eh, no.

DOCTOR: Walking? Do you go to the gym?

PATIENT: No.

DOCTOR: Well, that's your problem, Mr Willis.

B

DOCTOR: I need to talk to you about your husband, Mrs Bright.

PATIENT: What's the problem, doctor?

DOCTOR: He's really very ill. He has to go to hospital as soon as possible.

PATIENT: Oh my word! Hospital? Why?

DOCTOR: He's got a serious heart problem. He must have an operation.

PATIENT: Is that really necessary?

DOCTOR: I'm afraid so, Mrs Bright.

C

PATIENT: I've had a sore eye for a few days. It really hurts.

DOCTOR: All right, let me see. Hmm. Yes. It looks like you've got an infection. Have you been swimming recently?

PATIENT: I went at the weekend.

DOCTOR: Well, it's not too serious. I'll give you a prescription for some tablets.

PATIENT: Will that cure the infection?

DOCTOR: Yes. ...

D

DOCTOR: Come in, Mrs Miggins.

PATIENT: (*shouting*) What's that doctor?

DOCTOR: I said come in.

PATIENT: Can I come in?

DOCTOR: (*also shouting*) Yes. What's the problem?

PATIENT: Yes!

DOCTOR: No, what's the problem?

PATIENT: I've got something stuck in my ear. It's difficult to make out what you're saying!

DOCTOR: Let me, uh, let me look. Ah yes. There is something stuck in your ear.

E

DOCTOR: How can I help you, Miss Rigiden?

PATIENT: I'm not sleeping very well at night, and I feel stressed all the time.

DOCTOR: I see. Are you eating enough?

PATIENT: Not really. I don't have much of an appetite.

DOCTOR: How many hours do you work?

PATIENT: Oh, about twelve a day, including Saturdays.

DOCTOR: Hmm, well, ...

F

DOCTOR: What's the problem, Mr Taylor?

PATIENT: I've got a terrible cough.

DOCTOR: Hmm. How long have you had it?

PATIENT: About three weeks. I've tried taking cough medicine, but it doesn't seem to help.

DOCTOR: Do you smoke, Mr Taylor?

PATIENT: Um, well, yes, I do.

DOCTOR: How many a day?

PATIENT: Let me see. About sixty a day.

DOCTOR: Sixty a day? In that case, it's time you smoked less. ...

TRACK 23

A

A: I'm late! I'm going to miss my bus.

B: If you run, you might catch it.

B

A: I've got a terrible headache

B: If you take a couple of aspirin, it should get better.

C

A: This plant doesn't look very healthy.

B: If you give it some water, it should revive.

D

A: The computer isn't working again.

B: If you call an engineer, he might fix it for you.

E

A: Poor Fido doesn't look very well.

B: If you take him to the vet, he should be all right.

STAGE 5: LESSON 15

TRACK 24

Today, I'm going to show you how to make simple French-bread pizzas. This is a very easy recipe. You will need a stick of French bread, a jar of tomato paste, some cheese, a red pepper, two cloves of garlic, fresh herbs and salt and pepper.

First of all, you peel and crush the garlic. Then you mix the tomato paste, garlic, salt and pepper together in a bowl. After this, slice the bread in half lengthways. Spoon the tomato mixture over the bread. Don't forget to spread the mixture evenly so it covers the bread. Next, grate the cheese, and sprinkle it on top of the tomato sauce. Rinse the herbs under a cold tap. Next, chop the herbs and the red pepper into small pieces and add to the cheese. Your pizza is now ready to cook. You bake it in a medium-hot oven for about twenty minutes.

STAGE 5: LESSON 16

TRACK 25

A: Morning, Dolores.

B: Oh good morning, Mr Mellor.

A: Is Ms Edwards in her office?

B: Yes, but you can't see her at the moment. She's being interviewed by someone from the local radio station.

A: Right. Well, when she's finished, could you ask her to come and see me in my office?

B: Oh, you can't use your office today, I'm afraid.

A: I can't? Why not?

B: Didn't anyone tell you? It's being decorated.

A: Oh great. Well, in that case, I'll be in room 17.

B: Sorry, Mr Mellor. Some new furniture is being put in.

A: All right. What about room 21?

B: It's being used by Mr Walton.

A: It's not my lucky day, is it? Room 28?

B: Eh, sorry. A new computer is being installed.

A: This isn't very good, is it? Room 35?

B: Um, not there, either. The windows are being cleaned. But they won't take long.

A: Oh well, in that case I might as well sit here with you and have a coffee.

B: Sorry, Mr Mellor. There's no coffee. The machine broke yesterday and it's being repaired.

A: All right, I'll go and sit in my car for half an hour.

B: Not possible either, I'm afraid.

A: Why on earth not?

B: From where I'm sitting, I can see your car.

A: So?

B: Like you said, it isn't your lucky day. You parked it on a double-yellow line. It's being removed by the police!

STAGE 5: LESSON 17

TRACK 26

HELEN: Cathy, is this a photo of your colleagues?

CATHY: Yes, we all work in the same office.

HELEN: So who are they all?

CATHY: Well, the man wearing the green shirt and the dark suit is John.

HELEN: He's good-looking, isn't he?

CATHY: And he knows it. Now, this is Susanna. She's the one wearing a red sweater and a pearl necklace.

HELEN: I love her hair. Does she colour it?

CATHY: I've never asked. I wouldn't dare!

HELEN: Mm. Looks like she's just eaten a lemon. Who's the man in glasses? What is he wearing?

CATHY: I know. Terrible fashion sense.

HELEN: A pink and blue checked shirt and a patterned red tie. Ugh!

CATHY: That's nothing. You should see what he wears some days.

HELEN: I'd rather not, thank you. And this young man in the leather jacket?

CATHY: Oh, that's Brendan. He's really nice. He'd do anything to help you.

HELEN: The woman in the white blouse and blue jacket. Who's she?

CATHY: That's Molly. She's nice, too, and she works extremely hard.

TRACK 27

HELEN: So what do they do, these people?

CATHY: Well, Susanna's the boss. To be honest, I'm a bit frightened of her.

HELEN: Frightened of her? Why?

CATHY: It's her whole manner, you know, the way she behaves. I mean, she's always satisfied with my work and everything, and we have a lot in common. But she's so serious about her job, and she's not very friendly.

HELEN: What about the others? Molly, for example?

CATHY: Molly is our personnel manager. She's responsible for taking on new employees. Or getting rid of those who aren't doing a very good job. She's never late for work and always notices if we are late. Now John...

HELEN: The good-looking one.

CATHY: Yes, the good-looking one. He's our sales manager. He's good at his job, but he's often absent from the office, because he travels a lot.

HELEN: And... Brendan, isn't it?

CATHY: I must admit, I'm quite fond of Brendan. He's our office messenger. He doesn't earn much, so he's always short of cash. He's also famous for falling asleep at his desk after lunch!

HELEN: What about Thomas?

CATHY: Our accountant. He's OK, I suppose. Totally different from everyone else in his approach to work. Gets in at seven o'clock, works for fourteen hours, sometimes even sleeps at the office.

HELEN: Sounds a bit sad.

CATHY: A bit mad, actually!

STAGE 5: LESSON 18

TRACK 28

One

MARTIN: Er, hello. Is that Apple's café? Right. Great. This is Martin from ABC Supplies. Er, I'd like to order some sandwiches, please. That's right, to be delivered. I'd like three smoked salmon and cream cheese on rye, four chicken salads, two of those on white, one in a baguette and one wrap, two cheese and pickle. ...

Two

SALLY: Hello. Mr Jenkins? Oh, hello, it's Sally Jeeter from Barnard and Jackson. You called earlier, but I was out. Right. Well, ...

Three

MR MELLOR: Well, Tony?

TONY: I am so sorry, Mr Mellor. I've had a terrible morning. I overslept, then I couldn't start the car, and then I got caught in the most terrible traffic on the M25, and then would you believe it, my car broke down and...

MR MELLOR: I've heard enough excuses, Tony. Make sure you're on time tomorrow, that's all.

Four

JIM: In the first quarter we made a profit of £2 million based largely on overseas sales.

TOM: That's great, Jim. What about the domestic market?

JIM: Well, it's beginning to pick up again after the recession, so with a bit of luck we'll see some improvement on that front and...

Five

MR MELLOR: Any messages, Dolores?

DOLORES: Yes, Mr Mellor. Rajiv called from Singapore this morning. Could you email him a current price list and let him know what sort of discount you can offer him on 200 units?

MR MELLOR: Thank you, Dolores. Was there anything else?

DOLORES: Well, we've got the latest report from Budapest, and they've highlighted...

Six

JOAN: I had it a few minutes ago, because I had to call my sister. Now, where could I have put it?

ANNA: Have you tried your handbag, Joan?

JOAN: Yes, it's not there. Maybe I left it on someone's desk.

Seven

HELENA: Hi, Frank. Anything for me today?

FRANK: Morning, Helena. Not much for you, but there's a lot for the sales department, as usual, and, oh, there's this package for Tim Wheatley in Marketing.

HELENA: Did you sign for it?

FRANK: Of course.

Eight

CHARLOTTE: Any holiday plans yet, Don?

DON: Hmm, where to go, that's the question. Somewhere warm and sunny, I think.

CHARLOTTE: What about Spain?

DON: Went there last year. I'm thinking of going somewhere a bit different. Morocco, perhaps, or Egypt.

CHARLOTTE: Everyone says that Oman is supposed to be really interesting.

DON: Hmm...

Nine

ADAM: The thing is, Mr Mellor, we're moving house next month, and it would be really good to have some time to do it up, decorate it first. The weekends just aren't long enough. The problem is, I don't have any holiday due.

MR MELLOR: How long were you thinking of, Adam?

ADAM: Oh, just a week, maybe ten days. Two weeks at the most. Certainly no more than three. A month maximum.

MR MELLOR: Hmm.

Ten

JANE: I'm really grateful, Mark. I couldn't have done it without you.

MARK: You're welcome, Jane. Any time.

JANE: I must make it up to you.

MARK: Oh, don't worry about it. Just buy me a drink sometime.

STAGE 5: LESSON 19

TRACK 29

CARLOS: *There's Peter, over there by the café.*

YOSHIKO: Peter! Wait! It's us.

PETER: Did you see where they went?

CARLOS: I think they went towards town. They were in that black car again.

PETER: Yes. It was the same men as yesterday, I'm sure. I don't want to be there when they open that bag.

CARLOS: What did you put in it?

PETER: Newspapers and magazines.

CARLOS: Oh dear. They're going to be angry.

YOSHIKO: I hope it doesn't make them angry with Mrs King.

PETER: Somehow I don't think it will.

CARLOS: How do you know?

PETER: I don't for certain but I don't think they know where Mrs King is.

YOSHIKO: I don't understand.

CARLOS: Are you going to explain it to us?

PETER: Not yet. You see I'm not completely sure I know what is going on but I think those men have something to do with Mrs King's son, Harry, not Mrs King.

YOSHIKO: But where is Mrs King? I am so worried about her.

PETER: I'm not quite sure but I must go to her house again. I want to check a few things.

CARLOS: You can go back to my place if you want, Yoshiko.

YOSHIKO: No. I'm coming with you two.

PETER: Fine. I think we'll be OK.

(At Mrs King's house.)

YOSHIKO: Well, the door is still closed. That makes me feel better.

CARLOS: Yes. The house looks empty.

PETER: Let's go inside. Have you got your key, Yoshiko?

YOSHIKO: Yes. Here it is.

PETER: OK, in we go.

YOSHIKO: That's incredible. Someone has been here and tidied everything up.

CARLOS: Peter, you must believe us. Yesterday everything was in such a mess, and of course we saw a man in here. Harry. He must have been looking for something, money or whatever.

YOSHIKO: I don't understand. Who did this? What is going on? *(A door opens.)* Mrs King!

MRS KING: Hello my dear. I am so sorry. Are you all right?

YOSHIKO: I'm fine. We are all fine, but you ... are you well? I thought ... I don't know what I thought.

PETER: Mrs King, you don't look very well. Do you want to sit down?

MRS KING: Yes, I think I will.

PETER: Do you know where your son is?

MRS KING: No. I tried to help him but I didn't know how much trouble he was in. I only know some of it. I still don't know all of it.

CARLOS: Do you want to tell us? Perhaps we can help. You see yesterday two men made Yoshiko give them some money. One of them said he could hurt you if we didn't. We thought you were with him.

MRS KING: With a man? No, I was in London. I was trying to help my son. You see Harry got into trouble in Australia. He needed to pay someone a lot of money – I only know this man's name, Karl Kray. Harry couldn't get the money. He decided to come back to England. Harry came here and I gave him all the money I had. I took your money too, Yoshiko. I am very sorry about that. But it wasn't enough. Then Harry did something very wrong. When he got to London he met some men who wanted to rob a bank. Harry agreed to go with them. He then found they wanted to take guns with them and he didn't want to do that. He told them he didn't want to rob the bank with them if they used guns. They were very angry with him. They are still angry with him.

CARLOS: And the men who took the money from Yoshiko... are they the robbers? How did they know about us and where to find us?

MRS KING: A man phoned and I was frightened. I told him Harry's friends were going to get the money for Karl Kray. That's why I asked you to come to the station. I didn't want to say anything about Harry.

CARLOS: So who came to your house and made all that mess?

MRS KING: Harry, of course. He was looking for money. He thought I was not telling him the truth.

YOSHIKO: He must be very frightened.

PETER: He is not the only one. When those men open the bag they are going to be very angry with me.

MRS KING: What bag?

PETER: It's a long story but I think we must go to the police now.

(Loud knocking on the door.)

CARLOS: I think we are too late!

STAGE 6: LESSON 1

TRACK 1

One

A: Morning, Sam.

B: Morning, Ben. Sorry, but can you lend me some cash for my train ticket?

A: Did you spend all your money last night?

B: Yes, I did. I had to get a taxi home.

A: OK, then. Here you are.

B: Thanks. I can go to the bank at lunch time and pay you back tonight.

A: Fine – but don't forget!

Two

A: I've had a terrible day! The train was delayed and it was so full I had to stand all the way into town.

B: Oh dear, were you late for work?

A: No, I wasn't, but I wanted to get to the office early, to prepare for the sales meeting.

B: Did it go OK?

A: No, it was terrible! My computer didn't work properly, so my presentation was all mixed up, and I spilt coffee all over my notes.

B: Not your lucky day then.

A: No, it wasn't.

STAGE 6: LESSON 2

TRACK 2

- 1 What did you do last Saturday night?
- 2 Where were you at eight o'clock last night?
- 3 Who did you talk to yesterday?
- 4 When did you start learning English?
- 5 How did you feel yesterday?

STAGE 6: LESSON 3

TRACK 3

- 1 I was relaxing and watching TV.
- 2 I was enjoying a meal out with my girlfriend.
- 3 I was working on some sales figures for the sales conference.
- 4 I was listening to some great music. The band was terrific!
- 5 I was playing tennis with my friend, Anna.
- 6 I was driving home and listening to the radio.

TRACK 4

A: Right, madam, in your own words, tell me what happened.

B: OK, well, I was watching a man standing by the side of the road.

- A: Can you describe him?
 B: Yes, he was tall, with long, dark hair. He was wearing a jacket and a tie.
 A: Anything else?
 B: Yes, he was also wearing a pair of glasses.
 A: Sunglasses?
 B: No, ordinary glasses. Spectacles.
 A: And was he holding anything?
 B: Yes, he was holding a suitcase.
 A: Was he wearing a hat?
 B: No, he wasn't.
 A: Can you tell me anything else?
 B: He was looking at a map.
 A: What made you suspicious?
 B: Well, I thought it was a bit strange because he ...

STAGE 6: LESSON 4

TRACK 5

One

I asked the cashier what the rate was, and then gave her my dollars. Suddenly, a man came in, pointed a gun at her and demanded £5000. I just didn't know what to do!

Two

Before I was able to save everything to the disk, the screen went blank and then a box appeared saying I had performed an illegal operation. The whole thing then stopped working. Can you believe it?

Three

I was winning, I really was, but Jane said she didn't want to get wet, and decided to go inside. I think she's just a bad loser!

Four

I had just put the oven on, and was cutting up some tomatoes, when Tom called to say he was coming round. He chooses his moments, doesn't he?

Five

I came down the slope at about 50 kilometres an hour. Then I lost my balance, lost control and hit a tree. Ouch! I spent the next week in hospital.

Six

It was a beautiful old building. I had just pointed my camera at it, when a policeman walked up to me and told me to put it away. Apparently it was a military building.

TRACK 6

- A: Can I help you sir?
 B: Yes. I'm afraid I'm not really happy with this hotel.

- A: I'm sorry to hear that. Can I have your name and room number, please?
 B: Yes, of course. It's Charles Cook and I'm in room 406.
 A: Right, Mr Cook. Now, what's the problem, exactly?
 B: Where shall I start? Well, first of all, the service in your restaurant was slow and then while I was eating my dinner, one of your waiters spilt soup on my shirt. He didn't apologise, and the restaurant manager didn't seem to think it was important. One of my best shirts was ruined!
 A: That's not at all acceptable, sir. I'll have a word with the manager later. Anything else?
 B: Well, the food in the restaurant was very nice, you know. Nothing amazing, but I would certainly eat there again. However, an apology and an offer to clean my shirt would have been nice.

- A: Oh, I agree. I'll see what I can do.
 B: Thanks. Next, I was trying to sleep in the afternoon when the maid came in and started to clean my room!
 A: Did you ask her to leave?
 B: Of course I did, but she said she had to clean the room or she'd be in trouble. I mean, it was four o'clock in the afternoon! She also forgot to leave clean towels.
 A: Hmm. That's not good enough. How is your room?
 B: Oh, wonderful. One of the nicest rooms I've been in. But I'm not here to compliment you on your rooms.
 A: Of course not, sir. Anything else?
 B: Yes, I ordered a meal to be brought to my room. It took almost an hour to arrive, and when it did, it was cold. Also, the waiter brought it in while I was taking a shower. He actually came into the bathroom to tell me the food had arrived!
 A: Right. I'll look into that as well.
 B: One final thing, I was using one of the computers in your business centre when it crashed. I was in the middle of writing a report, and I lost everything! Also, the printer doesn't work and the internet connection is really slow. It took me ten minutes to get online.
 A: Yes, we have had a few complaints about that. I'll see what I can do, and get back to you.
 B: Thank you. You've been very helpful.

BREAKTHROUGH 11

TRACK 7

One

Why not take the children? There are lots of buttons to press, it's a great hands-on display. They can learn a lot and have fun at the same time.

Two

It cost me a lot of money to get in. What a waste of time! Ten pictures, that was all, and there were so many people there you could hardly see them. I should have asked for my money back!

Three

Well, I think it's an amazing collection. There are literally thousands of things to look at from all over the world. I could have spent hours in there – I'm going back again next week.

Four

I just wanted to have a look at this modern art that everyone's talking about. Well, it was all right, I suppose, but it didn't mean much to me – I had to go and get a cup of coffee to wake myself up!

TRACK 8

- A: What shall we do today?
 B: Well, we haven't been to the Theatre Museum. Would you like to go there?
 A: Sounds great. When is it open?
 B: Let me have a look at the leaflet... well, it opens at half past nine and closes at five. Oh no, wait a moment. It's Sunday today, isn't it? It doesn't open until ten thirty today and it closes at four thirty.
 A: Well, let's go this morning. How much is it?
 B: Er, admission for adults is four euros fifty. Have you got a student card?
 A: Yes, it's in my bag.
 B: That's good. Students pay only three euros. It's a pity you're not under sixteen!
 A: Why?
 B: It's free for children under sixteen.
 A: Hmm. I don't think I look that young. Can we have lunch there?
 B: Yes, it says there's a restaurant. Oh look, there's a museum shop too. We can buy a birthday present for Sam while we're there.
 A: How do we get there? Do we have to take the car?
 B: No, we can take the number 31 bus or the train. It's only five minutes from the station.

STAGE 6: LESSON 5

TRACK 9

Yesterday I had a really busy day. First of all, I walked to the supermarket to get some food. Then I went back home and phoned my friend, Bruce. After that I had some lunch. Next I drove to Bruce's house to pick him up. The traffic was bad, but we eventually got to the cinema. We saw the latest Matrix film, which was pretty good. Next, we went for a coffee and a chat. I finally got to bed at about midnight.

TRACK 10

JANE: How was your first day in the new job?

BILL: Oh it was fine.

JANE: So what happened?

BILL: Well, first of all I met the theatre manager, Mr Bryce.

JANE: Was he nice?

BILL: Yes, he seemed quite pleasant. We had a coffee and a chat, and then he told me what I had to do, you know, what my duties were and he showed me how to use the office facilities, the computer system, the fax machine and the photocopier. It all seemed fairly simple.

JANE: Did you meet the other employees?

BILL: Yes, after that I met the others in the theatre. They seem like a nice, friendly crowd. Next, we all went for lunch.

JANE: Did you actually do any work?

BILL: Yes, I eventually started work at about two o'clock. But I don't think I'll be able to do that every day!

TRACK 11

A: Hi, what's your name?

B: Robert, but my friends call me Rob.

A: Where do you live?

B: In Fairfax, a town just north of San Francisco.

A: Have you got any children?

B: Two. Jenny, who's six, and Andrew, who's four.

A: What does your wife do?

B: Oh, she's a doctor.

A: Have you got any hobbies?

B: Well, I like cooking and I'm quite interested in photography.

STAGE 6: LESSON 6

TRACK 12

What have I been doing? Well, let me see. I went to the cinema last week. But the film was terrible. What else? Um, I'm

mad about shopping! The last time I went shopping was two days ago. And yesterday morning I also did a bit of shopping on the internet. There are so many things to choose from. My poor credit card! Um, I met some friends last night. Sylvia and Janice. We all went out for a meal. Sylvia told us about a play she saw at the theatre. It was really boring and she hated it. Swimming? Well, I can't swim, unfortunately, but I love sport. I played squash with Janice this morning. She won, of course. She always does. I don't watch much television. I can't remember the last time I did. Ages ago, at any rate. Going to a sporting event? Rob and I saw a match last month. My favourite team are Manchester United and they won. Fantastic! Oh, I almost forgot. Two weeks ago I went to London. I guess I have been busy.

STAGE 6: LESSON 7

TRACK 13

LIZ: What's wrong, Jackie?

JACKIE: Bob's angry with me at the moment.

LIZ: Why? What's wrong?

JACKIE: You remember that on Monday I didn't have to go to work because it was a bank holiday?

LIZ: Yes?

JACKIE: Well, we had a lot of work to do on the Tuesday, so I had to stay late and work overtime.

LIZ: So what's that got to do with Bob?

JACKIE: Well, I forgot that I had already arranged to meet Bob for the gallery opening on Tuesday evening. I should have called him to let him know I was working late.

LIZ: And you missed your date with him?

JACKIE: Right. He was waiting for me at the gallery, and of course I didn't show up. Anyway, when I got home, there was an angry message from him on my answering machine. He said I was selfish and thoughtless.

LIZ: That wasn't very nice. He shouldn't have spoken to you like that.

JACKIE: I know.

LIZ: Well, send him a note and apologise, but make sure you tell him you're not happy with his attitude.

JACKIE: I might just do that.

TRACK 14

- 1 You shouldn't have eaten that chicken – it wasn't completely cooked!
- 2 We should have left earlier. Now we'll be late.

3 I didn't meet you yesterday because I had to work overtime.

4 We shouldn't have spent so much money in the restaurant! Now we can't afford to get a taxi home!

5 You didn't have to take a taxi to the city centre. There's a cheap, reliable bus service.

6 You should have told your boss you would be late. He's really angry!

STAGE 6: LESSON 8

TRACK 15

Right, Mr Brown. Start the car. Now check your rear-view mirror. OK, the road is clear, so you can pull out.

That was fine, well done. Now remember to keep your eye on the road ahead.

Always watch out for traffic. See that car in front of you? He's indicating, so he's going to turn left, which means he's going to slow down. You must do the same. Uh, Mr Brown, slow down! You're going to hit him! Phew, that was close! OK, now, there are some children ahead on the left. See them? They're going to cross the road and they're not looking out for cars, so slow right down. That's it. And there they go. Remember, always look out for children. Also, there's a car coming from the road on the right, and he's going to pull out in front of you, so keep going slowly. Perfect. OK, speed up a bit now. Check your rear-view mirror. See the car behind you? He's indicating, so it looks like he's going to overtake you. Keep to the left and give him room. Oh, it's all right. He's changed his mind. Er, perhaps you should slow down here. We're coming up to a sharp bend, that's why. Mr Brown, slow down! You're driving too fast. You're doing 50, and we're in a 30 limit. You're going to lose control of the car! Phew, that was very close! Perhaps I should take over from here.

TRACK 16

- 1 He's going to drop the books.
- 2 They're going to catch the bus.
- 3 She's going to make a phone call.
- 4 She's going to have a baby.
- 5 It's going to be a wet day.
- 6 They're going to eat dinner.

STAGE 6: LESSON 9

TRACK 17

PETER: Carlos, look out of the window! Who is it?

MRS KING: It's Harry. It's my son! Quick, let him in.

CARLOS: I'll go... Peter! Can you help me?

PETER: Oh goodness. Is he OK? I think we need a doctor.

HARRY: No. I'll be OK. I'll be OK.

PETER: What happened to you?

HARRY: They got me.

CARLOS: Let's put him on the sofa.

YOSHIKO: I'll get you some water.

MRS KING: Oh Harry! (*very upset*) What have they done to you? You are an idiot... oh my poor boy...

HARRY: I'm OK, Mum. I got away but they're after me.

PETER: Here's some water. Can you tell us what it's all about?

CARLOS: Leave it, Peter. I think he needs to sleep.

PETER: OK, but I want to know how safe we are. Who are these men? Will they come here next?

HARRY: I don't think so. They don't know about this house. At least, I don't think they do.

CARLOS: They may have followed you. I think we need to call the police.

HARRY: Please don't call the police. They won't believe what I have to say.

PETER: So what do you suggest? We wait until they find you? That doesn't seem very clever.

HARRY: No. I'll go. Let me stay the night and then I'll go.

MRS KING: I don't want you to go, Harry. You are all I have.

HARRY: I'll go back to Australia, I'll sort everything out. Don't worry about me, Mum. I'll be fine.

PETER: Carlos, Yoshiko... Let's leave them alone. We need to talk.

CARLOS: What are we going to do? I don't want to stay here. Do you?

PETER: No, but what about Mrs King? She's not safe if she stays here with Harry.

YOSHIKO: We can't leave her with him in this house. If those men come they will kill them both.

PETER: Maybe, maybe not. I suggest that we try to stop them getting in. Make sure all the windows and doors are locked. Close the curtains, too. Perhaps they will think there is nobody here.

YOSHIKO: I don't think that will help but it's the best we can do. Come on Carlos, you check the front and I'll check the back. It's better to do something than just sit here waiting for something to happen.

(*She leaves the room, then cries out.*)

CARLOS: Quick! That's Yoshiko. She's at the back of the house. (*They run to the back of the house.*) What is it, Yoshiko? Are you all right?

YOSHIKO: I saw someone out there. I'm sure I did.

PETER: Open the door, Carlos. Let's go and look.

YOSHIKO: Be careful! He may have a gun!

PETER: Can you see anybody, Carlos?

CARLOS: No. (*shouting*) Is there anybody there?

MAN: Yes. I haven't got a gun. I just want to speak to Harry. I know he's here. I followed him.

PETER: What do you want to speak to him about? Come over here where we can see you. Carlos, help me. Get hold of his arms.

CARLOS: I've got him.

MAN: Get off me! I'm not going to run away. I saw some men run after Harry. I think they hurt him.

PETER: But you're one of them.

CARLOS: Yes, you're one of the men who took Yoshiko's money.

MAN: I know. I can explain.

PETER: Yes, I think you have a lot of explaining to do.

MAN: I know. I just want to know if Harry is OK.

CARLOS: He's hurt. Did you hurt him?

MAN: No, of course I didn't. I need to speak to him about those men.

PETER: Carlos, let's take him inside. Have you got his arms?

MAN: It's OK. I'm not going to run anywhere. I just want to talk to Harry.

PETER: OK then. Come inside.

YOSHIKO: Harry says it's OK. He wants to speak to him, too.

PETER: All right then. You can come in. But we don't want any trouble.

MAN: No trouble, I promise. (*They enter the house.*) Where is he?

YOSHIKO: In the living room. He's with his mother.

MAN: His mother? Oh no!

HARRY: Hello, dad. I'm sorry about all this.

MRS KING: John! What are you doing here? I thought you were dead!

STAGE 6: LESSON 11

TRACK 18

WOMAN: I'm so glad it's Friday. I'm exhausted!

MAN: Me too. What are you going to do this weekend?

WOMAN: Oh, not much. Tomorrow morning I'm going to do some shopping at the garden centre.

MAN: Are you buying anything special?

WOMAN: Not really. Just a few plants for the garden. Then I'm going to meet Jackie and Bernard and we're going to see a film.

MAN: Which one?

WOMAN: We haven't decided yet. After that, we're going to go to Club 9.

MAN: What's that?

WOMAN: It's a nightclub on the High Street. It's fantastic. You should go there some time.

MAN: I might just do that. What about Sunday?

WOMAN: I'm going to watch the big match. Liverpool against Manchester United. It's on at two o'clock.

MAN: Oh right, I forgot about that. What channel is it on?

WOMAN: BBC1, I think. Anyway, what about you?

MAN: Nothing at all!

WOMAN: Really?

MAN: Really. I'm going to relax, take it easy and just forget about work for a couple of days. You know the sort of thing; a takeaway pizza, a good book, a decent lie-in on Sunday morning.

WOMAN: Really Steve! Get a life!

TRACK 19

A: What are you going to do on Saturday?

B: Oh, there's a good film I want to see.

A: Which one are you going to see?

B: *New York Detectives*. It's a thriller.

A: Why are you going to see it?

B: Because I love films like that.

A: Who are you going to see it with?

B: My friend, Penny.

A: Where are you going to meet her?

B: Outside the Odeon cinema.

A: When are you going to meet her?

B: At half past seven.

A: Are you going to invite me?

B: Sorry, no. Two's company, three's a crowd!

STAGE 6: LESSON 12

TRACK 20

- MS STARK: Maggie, I need to sort out my diary for the next few weeks.
- SECRETARY: Right. Where are we today? It's Wednesday the 3rd. OK, well, you're meeting Mr Hamilton at two o'clock.
- MS STARK: I thought I was meeting him on the 5th.
- SECRETARY: No, you're having a day off then, remember? It's your son James's birthday and you're taking him out.
- MS STARK: Of course. Thanks for reminding me. I must get him a present. Did I have anything planned for tomorrow, the 4th?
- SECRETARY: Um, yes, you're going to London to finalise the contract with Target Books. Then, on the 6th you're flying to Athens. Oh no, sorry, you're flying to Athens on the 7th.
- MS STARK: All right, I've got my itinerary for that week. Oh, except for the 10th. Am I still making a presentation to Sophos Education then?
- SECRETARY: Yes, the 10th, at half past three.
- MS STARK: And I'm flying back on the 11th of June?
- SECRETARY: That's correct. There are no other major events until the 17th.
- MS STARK: What's happening then?
- SECRETARY: It's the office party. Our tenth anniversary? You're going to make a speech.
- MS STARK: Are you sure that's the 17th and not the 12th?
- SECRETARY: Positive. The 12th's a public holiday. We're closing the office for the day.

TRACK 21

- MS STARK: My next two weeks are quite busy. Tomorrow, Thursday June the 4th, I'm going to London to finalise the contract with Target Books. On Friday the 5th, the day after tomorrow, it's my son's birthday, and I'm taking him out. On Sunday the 7th, that's this weekend, I'm flying to Athens. While I'm there, I'm going to make a presentation to Sophos Education. That's on the 10th, which is a week today. I'm flying back from Athens on the 11th, a week tomorrow. The day after that, the 12th, next Friday, is a public holiday. The office is closed then. In two weeks' time, on the 17th, it's our company's tenth anniversary. We're having a big party and I'm going to make a speech.

BREAKTHROUGH 12

TRACK 22

One

The actors were good, and the costumes were terrific, but it wasn't a great play – too long, and at times quite boring. I nearly fell asleep half way through.

Two

It was a great night out – his jokes were very funny. I haven't laughed so much in years! Do go if you can. He's on until the end of the week.

Three

I've never been to the ballet before, but I really loved it. The music was beautiful, and the dancing too – so romantic.

Four

I'm a great fan of his, so I go to all his concerts. He sang some of the songs from his latest CD this time. I really like his singing style, don't you?

Five

I thought I was too old for magic, but I have to say, I really enjoyed the show. Some of his tricks were very clever, and I still don't know how they work!

Six

It was fantastic to hear these guys again. They play so well together. Their jazz has lost none of its magic, and Joe Green on sax is as cool as ever.

TRACK 23

- A: Good evening. I'd like to book two tickets for *Romeo and Juliet*, please.
- B: Certainly sir. For which night do you want tickets?
- A: The 23rd of March.
- B: I see. And how many tickets do you want?
- A: Just two, please.
- B: Fine. And where would you like to sit?
- A: Have you got any seats in the circle?
- B: Yes, we have some seats left in the front circle for £27.50 each, or a few further back for £18.50.
- A: What about the stalls?
- B: Yes, we have got some available at the back of the stalls for £15.00.
- A: Umm, I'll take the ones in the circle for 18.50.
- B: OK. That's two tickets to see *Romeo and Juliet* on the 23rd of March, in the circle, row G, seats 10 and 11 at 18.50 each.
- A: That's fine, I'll pay by credit card. And can you tell me when the play starts?
- B: Yes, it starts at 7.30.
- A: Thank you very much.

STAGE 6: LESSON 13

TRACK 24

- OFFICER: Right, Miss Walker. In your own words, tell me what happened.
- MISS WALKER: Well, officer, somebody broke into the museum over the weekend.
- OFFICER: How did he get in?
- MISS WALKER: He broke a window at the back of the building.
- OFFICER: And then?
- MISS WALKER: He surprised the security guard and managed to tie him to a chair.
- OFFICER: So the security guard didn't sound the alarm?
- MISS WALKER: No, because he couldn't move.
- OFFICER: So the guard couldn't telephone for help?
- MISS WALKER: No. You see, before the thief entered the building, he had cut the telephone lines.
- OFFICER: All right. What happened next?
- MISS WALKER: Um, the thief broke open one of the glass cases.
- OFFICER: How did he do that?
- MISS WALKER: We think he used a screwdriver to open it. It was probably quite easy.
- OFFICER: What did he take?
- MISS WALKER: He stole some ancient Roman coins.
- OFFICER: Did he do anything else?
- MISS WALKER: Yes, strangely enough he left a note.
- OFFICER: A note? What did it say?
- MISS WALKER: It just said 'I'm really sorry!'
- OFFICER: And then he left the building?
- MISS WALKER: Right. He got out the same way he got in.
- OFFICER: When did you discover what had happened?
- MISS WALKER: At about 8.30 the next morning when I arrived for work. I called the police immediately.
- OFFICER: How is your security guard now?
- MISS WALKER: He's OK. When I found him, still tied to the chair, I called an ambulance, and the paramedics took him to hospital. He was a bit shaken up, but OK.

STAGE 6: LESSON 14

TRACK 25

One

A: Excuse me, I'm looking for the section on Japanese art.

B: Of course. Just walk along the corridor and go through the doors at the end. That's the Japanese gallery.

A: Oh, thanks.

Two

A: Is the museum shop on this floor?

B: No, it's on the ground floor. Go down the stairs, then go across the main hall, and it's on the right.

A: Thanks, I'll do that.

Three

B: Can I help you? You look a bit lost.

A: I'm looking for the Roman pots in room 14, but...

B: Oh, I see. There's a special exhibition in Room 14 at the moment, so we've moved them into Room 16. Just go out into the corridor and turn right.

A: Thanks very much.

TRACK 26

As you walk through this room you can see some of the museum's most valuable exhibits. Look at the statues on your right. These come from the famous Romanov collection. Now let's go up these stairs to the next floor where you can see two paintings by Titian. Notice the beautiful seventeenth century wall hangings as you walk along the upper gallery. Now, ladies and gentlemen, if you'd like to come into the Red Room, where we have the Titians...

STAGE 6: LESSON 15

TRACK 27

EMMA: Hi, Tom. Oh, you look a bit ill.

TOM: I'm fine. Couldn't be better.

EMMA: But you're really pale. Is everything all right?

TOM: Well, I'm working quite hard at the moment. To be honest, I need a holiday.

EMMA: How's the new job?

TOM: Great. I'm getting on really well. What about you? Are you enjoying your new job?

EMMA: To tell you the truth, I hate it.

TOM: Why?

EMMA: I'm arguing a lot with my boss. We don't agree on anything.

TOM: Sorry to hear that. What are the others in the office like?

EMMA: Oh, they're really nice.

STAGE 6: LESSON 16

TRACK 28

Charlie Chaplin was born as Charles Spencer Chaplin in London on the 16th of April, 1889. Before he became a star, Chaplin acted on the stage in London. He went to the USA with a travelling show and was discovered by the film producer, Mack Sennett. In 1914 he began to direct his own films.

During his time in Hollywood, Chaplin acted in many films. He developed a much-loved character who wore baggy trousers, a small coat, large shoes and a black bowler hat. His most successful films included *The Tramp* (1915), *The Gold Rush* (1925), *City Lights* (1931) and *Modern Times* (1936). Chaplin became very rich and eventually he became famous all over the world.

After forty years in the film business, Chaplin got into trouble with the US government of the early 1950s. They did not like his political ideas. He went to London in 1952 and was not allowed to return to Hollywood.

After this, Chaplin decided to live in Switzerland. He went back to the USA once only, in 1972, to collect an Oscar at the Academy Awards ceremony. He finally died in 1977 in Switzerland.

STAGE 6: LESSON 17

TRACK 29

- 1 I was wondering if you could lend me your mobile phone?
- 2 Make me a cup of tea.
- 3 Could you give me a hand, please?
- 4 You couldn't lend me some cash, could you?
- 5 Shut up!
- 6 Could you tell me where the nearest bank is, please?
- 7 Sit down and pay attention!
- 8 Send a fax to Mr Williams.

TRACK 30

- 1 Be quiet, please.
- 2 Send this fax immediately.
- 3 Would you mind helping me with the washing up?
- 4 Can I borrow your laptop?
- 5 Shut up. Now!
- 6 I was wondering if you would mind taking this to the bank?

STAGE 6: LESSON 18

TRACK 31

THEO: January 1st again, and I've decided to make a few resolutions. Let's hope I can keep them this year! First of all, I want to give up smoking. It's bad for my health. Next, I need to set up a regular time to go to the gym. I'm getting too fat! And I'm going to listen to my boss when he talks about time management, even though I find this very boring! Then I want to look after the car so it doesn't break down so often. And finally, I want to pay back the money I borrowed from my brother. I borrowed it last year and I haven't paid it back yet!

STAGE 6: LESSON 19

TRACK 32

MRS KING: How could you do this to me, John? I'm your wife! Why didn't you tell me what was going on?

JOHN: Janet, I'm sorry but I was in trouble. I had to leave England and go to Australia. It's a long story, but you had to think I was dead. I seem to have made a mess of everything. I'm so sorry. These friends of yours must think I'm terrible.

CARLOS: There's a car outside and some men are getting out. I think they are coming here!

JOHN: Turn off the lights and go out the back. Quickly!

PETER: It's too late. They are in!

KARL: Well, well, well. I think we have got everything we need here. Right, I think we'll have you lot on the floor. Tie them up, Reg. No, not you, Harry or you, John. You are coming with us. Where's the lady, then? There was a young lady with you, wasn't there?

PETER: She's gone home.

KARL: Oh, has she now? Well, perhaps we'd better have a look round the house, first. Ron! Go and have a look.

RON: OK, boss.

PETER: What do you want? You know we haven't got any money.

KARL: Money? Dear, oh dear. This isn't just about money! No, my son. This is much more serious. This is about people not doing as they are told. And when people don't do as they are told they get into trouble with Mr Kray, don't they?

HARRY: Look, Karl. Why don't you just leave these people alone? They haven't done anything. I'll come with you.

JOHN: Yes. He's right. You can have me, too.

(Ron enters, holding Yoshiko)

YOSHIKO: Leave me alone!

PETER: Leave her alone, you thug!

RON: I found her upstairs. I think she called the police.

KARL: Then we must all go, ladies and gentlemen. Ron, bring those two and, yes, bring the girl as well.

POLICE OFFICER: Stop! Police!

RON: Quick! Out the back way.

POLICE OFFICER: Right! Nobody move. You're under arrest and anything you say...

(Next day, on the beach.)

PETER: Well, I'm glad it's all over but it was quite exciting, wasn't it?

YOSHIKO: Maybe, but I don't want to go through anything like that again.

CARLOS: Nor do I. Well done, Yoshiko. You saved us all.

YOSHIKO: Thanks, but really I think we all did well.

CARLOS: I agree, but there are a few things I still don't understand.

YOSHIKO: It's quite a sad story, I think.

PETER: What do you mean?

YOSHIKO: It's sad for the King family. Last night Mrs King told me everything. Mr King, John King, had a small business which lost a lot of money. A man, Karl Kray, said he would help him and gave him some money. Unfortunately John could not pay the money back on time and Karl Kray said he would kill his family if he didn't pay him back.

PETER: So what happened then?

YOSHIKO: That's why John King went to Australia. He left a note for his wife to say he was going to kill himself. He wanted everyone to believe he was dead so that the men would leave his family alone. But Harry found out and went to visit his dad in Australia. Unfortunately Karl Kray and his men found out, too.

CARLOS: So when Harry came back to England the men were waiting for him.

YOSHIKO: Yes. That's when they told him to rob the bank with them.

CARLOS: I see. But why did Mrs King ask us to meet her at the station with the money?

PETER: Well, the men told her to go to London with the money. She had to go to a hotel and wait for them. They were trying to get money from her, and from Harry.

CARLOS: But why did John King try to get money from us?

PETER: One of Karl Kray's men, Reg, told him they had his son. He had to get the money or they were going to kill him.

CARLOS: It sounds very complicated!

YOSHIKO: Yes, it is, but now it is all over and the police have got those men. And the best thing is that Mr and Mrs King and Harry can be happy again.

PETER: What about you, Yoshiko? What will you do?

YOSHIKO: I am going back to Japan in a month's time. I want to see my family again. I miss them very much.

PETER: Perhaps when school finishes we can have a little holiday? All three of us, I mean.

YOSHIKO: Yes, Peter. I think I would like that very much.

CARLOS: I'm glad you said that Peter, but I think I will go back to see my girlfriend in Spain.

PETER: Well, I think this has been a wonderful adventure.

CARLOS: (*laughing*) I am glad you are happy now, Peter. Perhaps next year we will all come back to England for another adventure?

YOSHIKO: I don't know about that, but I think our English has improved, don't you?

PETER: Absolutely!