1. Start up

Jaya Holdings, Bangalore
Janaki Goswami, 49, CEO

Lotus Moon Salon, Tianjin
Li Bo, 22, stylist

The CEO

Time in your life

2. The time questionnaire

What’s your favourite time of day? Why?

a. morning  b. afternoon  c. evening  d. night

At work, what do you spend the most time doing?

a. reading and writing emails  b. going to meetings  c. making phone calls  d. working on the computer  e. doing something else (What?)

What do you think is a waste of time? Why?

a. watching TV  b. playing computer games  c. going to the gym  d. doing something else (What?)

Do you usually have enough time to:

a. relax at weekends?  b. sleep eight hours a night  c. do something else (What?)  d. finish your work every day?

3. Grammar

Complete the sentences with the names of the people in 1.

1. Janaki usually has children.
2. Li Bo usually gets up early.
3. Li Bo usually goes out in the evening.
4. Janaki doesn’t like emails.
5. Janaki sometimes works at night.

Complete the sentences with the names of the people in 1.

1. Li Bo usually has children.
2. Li Bo usually gets up early.
3. Li Bo usually goes out in the evening.
4. Li Bo doesn’t like emails.
5. Li Bo sometimes works at night.

Use the present simple to talk about:

1. Things that are facts/always true
   - I live in Spain.
2. Habits and repeated actions
   - He practises for five hours every day.
   - We often use the present simple with adverbs of frequency.
   - Adverbs of frequency come before the main verb in a sentence, but after the verb be.

Complete the sentences with the words you underlined in 2.

<table>
<thead>
<tr>
<th>Time of the day</th>
<th>% of the time</th>
</tr>
</thead>
<tbody>
<tr>
<td>morning</td>
<td>100%</td>
</tr>
<tr>
<td>afternoon</td>
<td></td>
</tr>
<tr>
<td>evening</td>
<td>60%</td>
</tr>
<tr>
<td>night</td>
<td>0%</td>
</tr>
</tbody>
</table>

Complete the sentences with the correct adverb of frequency from 3.

1. I don’t go shopping, so I go once a month.
2. He visits his parents two times a year.
3. I’ve never eaten at that restaurant, so I can’t recommend it.
4. I’ve never been to Spain, so what’s it like?
5. Li Bo often has problems with the computer system.
6. Li Bo sometimes goes to meetings.
7. Li Bo almost always works well.
8. Li Bo never goes out in the evening.

Complete the chart with the words you underlined in 2.

<table>
<thead>
<tr>
<th>Frequency</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>every day</td>
<td>100%</td>
</tr>
<tr>
<td>once a week</td>
<td>100%</td>
</tr>
<tr>
<td>twice a week</td>
<td>50%</td>
</tr>
<tr>
<td>three times a week</td>
<td>0%</td>
</tr>
</tbody>
</table>

Complete the sentences with the words underlined in 2.

1. I always get up early.
2. I always go out early.
3. I always get up early.
4. I always go out early.
5. I always get up early.

I get up at six o’clock every day.

- get up early
- go to work
- drink coffee
- check your emails during the day
- read newspapers
- go out for dinner

Work with a partner. Talk about how often you do the following. Use the expressions in the box and adverbs of frequency from 3.

- I almost always work hard.
- I never eat at fast food restaurants.
- I often meet friends.
- I almost never go to the gym.
- I sometimes watch TV.
- I often eat healthy food.
- I almost always play sports.
- I never go to the gym.
- I almost never meet friends.
- I sometimes watch TV.
- I very often eat healthy food.
- I occasionally play sports.
- I very often go to the gym.
- I almost never meet friends.
- I sometimes watch TV.
- I very often eat healthy food.
- I occasionally play sports.
- I very often go to the gym.
- I almost never meet friends.
- I sometimes watch TV.
- I very often eat healthy food.
- I occasionally play sports.
- I very often go to the gym.
- I almost never meet friends.
- I sometimes watch TV.
What are you doing at the moment?

Start up

1 Discuss the questions with a partner.

1 Which of these social media sites do you use? Are they useful?

Do you enjoy using them?

Facebook  Foursquare  LinkedIn  Tumblr  Twitter

2 How much time do you spend on different social media sites?

3 Does your company use social media sites to promote its products and services? Which ones?

Vocabulary

Write the names of the social media sites from 1 next to descriptions 1–5.

1 (started in 2003 by Reid Hoffman)

People use this site to find contacts that will help them in their job or career. Users can post a professional profile with information about their qualifications and professional skills. It’s a useful site for professional networking.

2 (started in 2008 by Jack Dorsey)

This is a real-time information network which makes it possible to share information about events as they happen. Users can post information in short texts which can’t be more than 140 characters (letters) long.

3 (started in 2004 by Mark Zuckerberg)

This was the first social media site to become very popular. To join, you create a ‘personal profile’ and add other users as friends. Many people like to use this site to share messages, information, photos and videos with their friends online. Many companies also have a profile on this site.

4 (started in 2007 by David Karp)

This is a microblogging platform and social-networking website. Users can post multimedia content and short blogs and also follow the blogs of other users. This site links to all the other popular social media sites. It has a lot of younger users who work in the arts and media and is growing faster than any other social media site.

5 (started in 2009 by Dennis Crowley and Naveen Selvadurai)

This is a location-based social-networking website for mobile devices such as smartphones. Users can tell their friends where they are from their mobile phones. When users ‘check in’ to a location (say where they are), they can also win points, prizes and special offers from businesses in that area.

Grammar

Present continuous

He/She is/isn’t checking her Facebook page.

You/We/They aren’t spending lots of time networking.

Use the present continuous to talk about:

1 What is happening now/this moment

The sun isn’t shining any more. It’s starting to rain.

2 Something that is in progress or temporary

I’m staying with my parents while I look for an apartment.

He’s reading a biography of the president.

Complete the sentences with the words in the box.

device  link  location  network  post  profile  share

1 ‘I don’t understand what Twitter is for.’ ‘Well, tweets are always about something happening now, this moment, real-time.’

2 We can …………. the new information on our Facebook page so our customers can find it quickly.

3 Thanks to social network sites, I now have a whole …………. of friends and professional contacts all over the world.

4 My job title has changed, so I need to update my …………. on LinkedIn.

5 A smartphone is …………. that you can use to make phone calls, but also to do other things such as surf the internet, send emails and edit documents.

6 Tumblr is a good way to …………. with creative and artistic people and share ideas.

7 You can use your mobile phone to tweet from any …………. – on a train, up a mountain, on the beach.

The Twitter Revolution

Twitter invites users to post tweets in answer to the question ‘What …………. you ………….?’ or, more recently, ‘What …………. you ………….?’ Tweets are always about what’s happening now, this moment, real-time. People can use Twitter to tell the world about the book they …………. at the moment or even the cup of coffee they …………. 4.

And if something really exciting or important …………. 5, for example, if the government has just fallen and there’s a revolution starting in the place where you’re on holiday or even if you discover your favourite celebrity 6 in the same hotel as you, then Twitter is the ideal way to communicate it. The immediate, real-time nature of Twitter …………. also …………. the way companies communicate with their employees and customers. Smart businesses quickly discovered that ‘tweeting’ is an ideal way to tell the world about special offers and events they …………. 4 or products they …………. 5.

Speaking

Interview your partner. Find out what he/she is doing at the moment.

Use the ideas in the box to make as many questions as possible.

projects / work on   news stories / follow   books / read   music / listen   people / follow on Twitter   TV programmes / watch
Is that the time?

Start up

Think of at least two ways you could begin and end a conversation with a stranger. Compare your ideas with a partner.

The weather and the time are two topics you can use to start and end conversations. Complete the expressions.

1. It's terrible weather, isn't it? Look at that !
2. Can you tell me what the is?
3. Do you know what, this talk finishes?
4. It's a beautiful day, isn't it? The is really hot.
5. It must be nearly time for
6. Is that the already? I didn't realise it was so late.

Listen to two conversations and tick (✔) the topic(s) in each conversation.

1. weather
2. where they are
3. business gossip
4. TV
5. they are
6. family
7. gossip
8. usually about people

Listen again and complete the phrases.

1. How things with you?
3. It's been nice .
4. How's ?
6. It's an , isn't it?
7. Yes. It's .
8. Well, it was nice .

Write the phrases from in the table.

<table>
<thead>
<tr>
<th>Opening the conversation</th>
<th>Showing interest</th>
</tr>
</thead>
<tbody>
<tr>
<td>How are things with you?</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Keeping the conversation going</th>
<th>Ending the conversation</th>
</tr>
</thead>
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<td></td>
<td></td>
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</table>

Work with a partner. Choose a topic from the box and have a conversation. Try to use some of the techniques and phrases from this lesson to keep the conversation going.

holidays sport travel TV weather work
Scenario: A question of time

1. Look at the social networking page for a Brazilian company in São Paulo. Answer the questions.
   1. What kind of company is it?
   2. What services does it offer?
   3. Do you think it’s a successful business?

2. You’re going to hear a meeting between Jordi Morales and Kate Peroni. Before you listen, match the words 1–4 with their meanings a–d.

   1. shift
   2. exhausted
   3. schedule
   4. improve

   a. make better
   b. very tired
   c. a period of work time, usually eight hours, during the day or night
   d. a list of what a person is doing and at what time

3. 1.8 Listen to the meeting and answer the questions.
    1. What problem is the school having at the moment?
    2. What time do the new shifts begin and end?
    3. What don’t the teachers like?

4. 1.7 Two of the Casa Inglesa teachers, Rebekah and Hernani, are talking in the staffroom. Listen to their conversation and look at the timetable. Write the hours each person works and the problem he/she has.

5. Read the emails and complete the information about the teachers’ hours and problems.

   To: Jordi Morales
   From: Consuela di Ribeiro
   Subject: Resignation
   Dear Mr Morales
   For the last month, I’ve had to work two shifts every day – from 7.30 to 9.30 in the morning and then from 5.30 to 10.30 in the evening. I live a long way from the school, so this is especially difficult for me. I have to make the 50-minute journey between my house and the school four times a day! I wanted to exchange my morning classes with my colleague, Tim Barton, but Kate said this isn’t possible and if I can’t work these hours, I will have to leave. I’ve worked here for seven years and am one of your most experienced teachers. Do I really have to resign? Is there no other solution?
   Yours sincerely
   Consuela di Ribeiro

   To: Kate Peroni
   From: Tim Barton
   Subject: Working hours
   Kate
   I have just received my new timetable and I see that my classes this year are from 2.30 to 5.30 – right in the middle of the afternoon. As you know, I’m only working part-time at the moment because I’m studying for a diploma at the university. I want to be flexible, but these hours are almost impossible for me. I often have lectures in the afternoon. Is there any way I could exchange these classes with someone who works in the morning?
   Best wishes.
   Tim

6. The teachers at Casa Inglesa decide to hold a meeting to discuss the problems. Work in groups of four and take the role of one of the teachers. Rebekah, look at page 96. Consuela, look at page 104. Tim, look at page 105.
   - Read your role card and look again at the information about your character from 3 or 4. Make notes.
   - Before the meeting starts, spend a few minutes making small talk with the person sitting next to you. See your role card for details.
   - When the meeting starts, take turns speaking to the whole group. Tell everyone what your problems are and say what you would like to change.
   - As a group, produce a list of suggestions about things that Kate and Jordi can do to make the teachers happy and improve the situation at Casa Inglesa.