# UNIT C Read and Write

#### En esta unidad vas a:

- leer un artículo de una revista sobre una empresa de telecomunicaciones
- aprender qué palabras se escriben con mayúscula en inglés.

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#### UNIT 12 Reading



## **AJtel Telecommunications**

**John Harper** runs a small telecommunications company in Manchester with his business partner, Alan. The name of the company is AJtel. They've got eight employees including two secretaries and six technicians.

AJtel does two types of work: telephone repairs and installations. Their main customer is the National Health Service and they visit a lot of health centres in villages. If they can't repair the equipment they install a new system.

The repairs can take from five minutes to more than three hours. The installations usually take about five hours in the evening after the health centre closes. Some installations can take days or weeks if they are very big.

However, the Health Service is not AJtel's only customer. They also receive calls from builders, hotels, restaurants and offices. The telephone system is very important for all of these customers. If there is a fault one of the technicians goes to repair it as soon as they can.

At the moment two of the technicians are repairing the telephone system in a health centre near Manchester with John. The other four are driving to Birmingham with Alan to install a new telephone system in a big conference centre. The secretaries are preparing the bills to send to the customers because it's the end of the month.

### Reading UNIT 12

- 1 Elige la respuesta correcta.
- 1 Alan is John's employer / business partner / brother.
- 2 Six / Eight / Ten people work for AJtel Telecommunications.
- 3 The technicians repair the telephone equipment in health / sports / shopping centres.
- 4 The technicians usually install new equipment in the **morning** / **afternoon** / **evening**.
- 5 Right now two of the technicians are in Manchester with John / with Alan / alone.
- 6 The other four technicians are with Alan in a conference centre / in Birmingham / in a car.
- 7 The secretaries are in a health centre / in Birmingham / in the office.
- 2 Completa las frases utilizando la información del texto.



#### John Harper works in **telecommunications**.

- **1** John and Alan have \_\_\_\_\_\_ employees.
- 2 AJtel repairs and \_\_\_\_\_\_ telephone equipment.
- **3** AJtel's main customer is the National \_\_\_\_\_\_ Service.
- **4** AJtel installs \_\_\_\_\_\_ equipment when they can't repair the fault.

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- 5 Other customers of AJtel include \_\_\_\_\_, hotels, restaurants and offices.
- 6 At the moment two of the technicians are in a \_\_\_\_\_ with John.
- 7 Four technicians are driving to a big \_\_\_\_\_\_ in Birmingham.
- 8 The secretaries are preparing the \_\_\_\_

3 Completa el diálogo utilizando la información del texto.

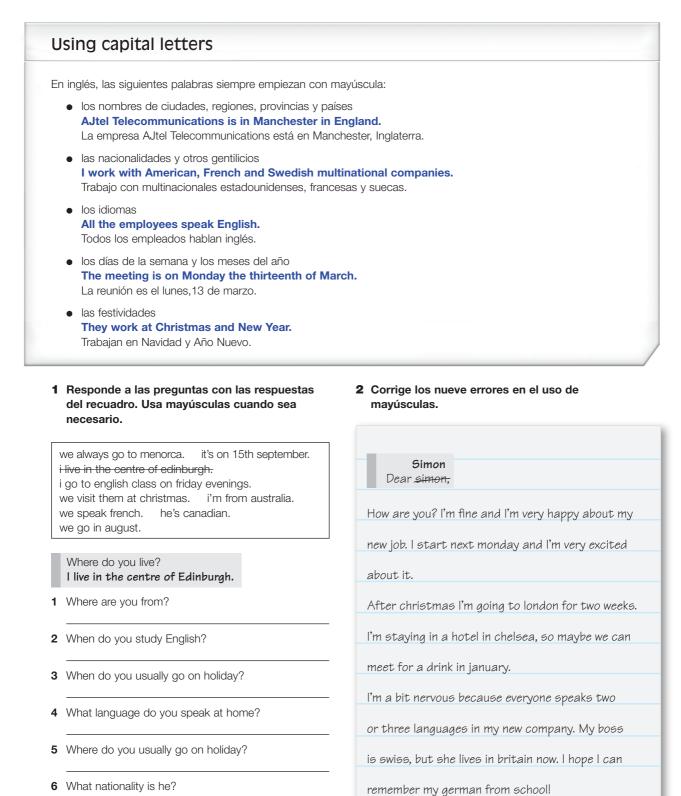


Secretary	AJtel. Can I help you?
Caller	Yes, can I speak to John, please?
Secretary	I'm sorry, but he isn't here right now.
Caller	Oh. Where is he?
Secretary	He's in a <b>1</b> near Manchester.
Caller	What's he doing?
Secretary	He's <b>2</b> the telephone system.
Caller	Well, is Alan there then?
Secretary	No, sorry. Alan's <b>3</b> to Birmingham.
Caller	What's he doing in Birmingham?
Secretary	He's <b>4</b> a new telephone system. Can I help you?
Caller	I don't know. How many technicians have you got?
Secretary	5
Caller	Good. Tell John or Alan to call me in the morning, OK? It's George. I've got some work for you.
Secretary	OK, George. Goodbye.

#### Words to remember

- 4 Relaciona los verbos del texto con los objetos.
- 1runcustomers2repaira phone call3installa company4visitthree hours5takea new machine6receivea fault

## UNIT 12 Writing



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Hope to see you soon.

Best wishes,

kate

7 When's your birthday?

8 When do you visit your family?