

Unit 12

Reading

1

- 1 business partner
- 2 Eight
- 3 health
- 4 evening
- 5 with John
- 6 in a car
- 7 in the office

2

- 1 eight
- 2 installs
- 3 Health
- 4 new
- 5 builders
- 6 health centre
- 7 conference centre
- 8 bills

3

- 1 health centre
- 2 repairing
- 3 driving
- 4 installing
- 5 Six

Words to remember

4

- 1 run a company
- 2 repair a fault
- 3 install a new machine
- 4 visit customers
- 5 take three hours
- 6 receive a phone call

Writing

1

- 1 I'm from Australia.
- 2 I go to English class on Friday evenings.
- 3 We go in August.
- 4 We speak French.
- 5 We always go to Menorca.
- 6 He's Canadian.
- 7 It's on 15th September.
- 8 We visit them at Christmas.

2

Dear Simon,
How are you? I'm fine and I'm very happy about my new job. I start next Monday and I'm very excited about it. After Christmas I'm going to London for two weeks. I'm staying in a hotel in Chelsea, so maybe we can meet for a drink in January.
I'm a bit nervous because everyone speaks two or three languages in my new company. My boss is Swiss, but she lives in Britain now. I hope I can remember my German from school!
Hope to see you soon.
Best wishes,
Kate