

Brigitte GOTTINGER
Petra PARGFRIEDER
Robin Brooke VINCENT



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INTRODUCTION

How does this book work?

This book consists of ten units, each a separate set of tasks with its own theme. The activities will give you the chance to practise your speaking, writing, reading and listening skills. Working on these skills will effectively improve your English and you will find them useful in your future professional life. There is a wide variety of tasks and text types, e.g., role plays, mini-scenarios, discussion questions, mini-dialogues; summaries of written or audio content; listening and reading tasks for general practice with skills such as note taking, fill-in-the-gap exercises, answering questions, etc.

In addition, each unit includes tasks that help you familiarise yourself with text types and test formats. These tasks are noted in the page margins.

- Speaking Individual long turn, Interaction
- Writing Description, Informal email, Blog entry, Blog comment
- Reading Multiple choice, Multiple matching, Short answers, True/False
- Listening Multiple choice, Multiple matching, Short answers

How can I successfully cope with the tasks in this book?

Don't worry, you have lots of resources at your fingertips.

- VocabBoosters and LanguageBoxes strengthen your speaking and writing skills and include topic-specific key vocabulary and phrases.
- The Language in use sections help you improve your grammar.
- Phrases for discussions, interactions and giving a presentation, and giving a summary are provided in the appendix.
- The Writing reference includes guidelines, phrases and sample texts for the text types required.
- Last but not least, you can look up words in the Vocabulary reference in the appendix. A summary of topic-related Key vocabulary (highlighted in blue) is provided at the end of each unit.

Put simply: the more you practise, the more you will improve. So, try to do all the activities in English – if you like, declare English the language of the classroom – and speak English with everyone: your classmates as well as your teacher.

The **Self-assessment checklists** after units 5 and 10 will help you to find out more about the personal progress you have made.

- If most of your ticks are in the first column, you have done a great job so far. You are on the right track. Congratulations!
- (a) If most of your ticks are in the second column, you have done a good job. However, there is some room for improvement. So keep up the good work!
- (a) If most of your ticks are in the third column, go back to the individual tasks and have a detailed look at them again. Ask your teacher for help. You need to work hard, but you will manage!

But what about making mistakes?

The most important thing is successfully communicating your ideas to somebody else. As long as your mistake doesn't hinder this, it isn't worth worrying too much about. On the other hand, your mistakes can provide you with useful information – they tell you what you still need to learn and give you a path to follow. There are activities in this book that help you to learn from the language you produce.

Look around you, at your family and friends: practically everyone needs to be able to speak English these days, for their jobs, travelling, or just for socialising.

Why "Best Shots"?

There is a saying in English "to give something your best shot", meaning to try as hard as possible to succeed, using all the resources you have. This represents the main idea behind this book. These activities can help you to do your absolute best in English language learning. So, go for it!

What are you waiting for? Go give this language your best shot!

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1 Warm-up: Who are you?

1 a Speaking **Step 1:** Have a look at the questionnaire and answer the questions (1–13) in full sentences. Write them down. Use appropriate phrases from the VocabBooster below.



- 1 What is your full name?
- 2 What is your nickname?
- 3 What is your nationality?
- 4 What languages do you speak?
- 5 What is your mother tongue?
- 6 How old are you?
- 7 Where do you live?
- 8 Have you got a small or a large family?
- 9 Have you got any brothers or sisters?
- 10 What is your favourite type of music?/Who is your favourite singer?/ What is your favourite band?
- 11 What is your favourite TV series/Netflix series/film?
- 12 What are your hobbies?
- 13 What social networks are you on?

VocabBooster

one's first name is and one's surname is	to live with one's parents and grandparents in a house/flat
to be called (nickname) by one's	
friends/parents/relatives	to not have any siblings/to be an only child
to be Austrian/Croatian/Turkish/Romanian	to have two/three siblings/brothers/sisters
to be from Austria/Croatia/Türkiye/Romania	to like hip-hop/rap/pop music
to speak German/Croatian/Turkish/Romanian	to be one's favourite band/singer/TV series/
(language) is one's mother tongue	Netflix series/film
to be years old	one's hobby is
to live in (name of city/town/village)	to love/enjoy playing basketball/singing/dancing
to have a small/big family	(verb + -ing)
one's parents are divorced	to be on (name of social network/s)

Step 2: Get into pairs and ask each other the questions from Step 1. Answer in full sentences. Talk to at least three other classmates.



2 Language in use: Word order

Trouble-free grammar: Word order

General rule for simple sentences: subject + verb + object

subject	verb	object
I	like	sports.
My favourite singer	is	Beyoncé.

In more complex sentences, remember the following rule: subject + verb + indirect object + direct object

subject	verb	indirect object	direct object
Sarah	is sending	her mother	a text message.
The teacher	gave	the students	a homework assignment.

Please note: Prepositional phrases (= groups of words that contain a preposition) come after the direct object:

Muhammad is sending a text message to his father.

Natasha got the bracelet from her best friend.

Adverbs of time can either be at the beginning or at the end of a sentence, whereas adverbs of place are always at the end of sentence (before the adverb of time).

Examples for adverbs of place:

in the classroom • at home • in Vienna • at the school workshop • to the restaurant

Examples for adverbs of time:

yesterday • last month • tomorrow • next week • in a few minutes

adverb of time + subject + verb + object (direct and / or indirect) + adverb of place + adverb of time

adverb of time	subject	verb	object (indirect and/or direct)	adverb of place	adverb of time
	Ahmed	forgot	his textbook	in the classroom	yesterday.
This evening	Ι	will meet	my best friend	at the cinema.	
	Rebecca's team	won	the competition	in Salzburg	last year.
	The students	will not go		to the art gallery	next week.
Yesterday	she	did not show	her classmates the presentation.		



Put the words in the correct order to form positive sentences. The first one (0) has been done for you. Sometimes there is more than one possibility. Compare your results with a partner.

I/give/her/tomorrow/the present/will/.

The school's favourite football team trains about three times a week.

- 1 to Croatia/went/last summer/she/.
- 2 late/was/this morning/Pauline/for school/.



3 I/will give/her/tomorrow/the present/.

	4	Constantin/in his free time/playing basketball/likes/.
	5	Steve and his sister/in Vienna/next year/will run/the marathon/.
	6	introduced/I/to my parents/my classmates/.
	7	Sinisa and his best friends/at the rock concert/were/three weeks ago/.
	8	her favourite Netflix series/Angelika/watched/yesterday evening/with her mum/.
	9	they/to the shopping mall/went/two weeks ago/.
2 b Language in use		t the words in the correct order to form negative sentences. Sometimes there is more than one ssibility. The first one (0) has been done for you. Compare your results with a partner.
III use	0	she/like/posting reels/does not/on Instagram/.
		She does not like posting reels on Instagram.
	1	his sister/does not/to the cinema/want to go/on Friday afternoon/.
	2	to the party/my best friend and I/were not/last weekend/invited/.
	3	I/show/the horror movie/will not/to my siblings/.
	4	Simon/tell/the truth/did not/you/.
	5	my elder sister/have/does not/breakfast/in the morning/.
	6	I/do not/in winter/drink/iced tea/.
	7	to Greece/my family and I/go/will not/in summer/.
	8	a test/we/did not/at school/yesterday/take/.
	9	he/the homework/hand in/did not/last English lesson/.



3 Listening: Describing a person's appearance

3 a Vocabulary www **Step 1:** Have a look at the VocabBooster and write the words into the appropriate category in the table below. Sometimes there is more than one possibility. Compare your results with a partner.

VocabBooster

slim blonde medium-height obese ponytail straight thin grey round pointed chin blue freckles well-trained huge dark heavy-lidded overweight wrinkles curly skinny moustache average tanned petite green flat brunette clear straight short brown athletic oval pale wavy beard hazel bald red glasses bony upturned light-brown dark-brown long snub nose tall

eyes	hair	nose	face	body	height

Step 2: Complete the sentences (1–9). Use appropriate words from the VocabBooster in Step 1. Compare your results with a partner.

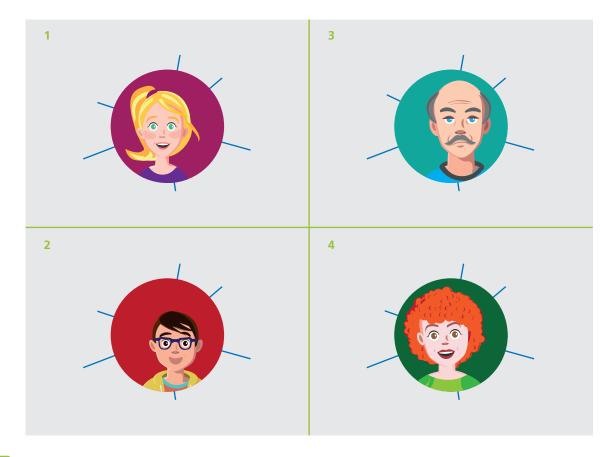
1 Leon ha	as got green	
-----------	--------------	--

- My niece has got a very pale ______.
- 3 Henrik's brothers have got both dark, wavy ______.
- 4 I would say that her snub ______ makes her look really sweet.
- 5 My best friend Pedro has got a very athletic ______.
- 6 Both teenagers are very ______, they go to the gym three times a week.
- My parents are rather short, but nevertheless I am medium-
- I got nicely ______ from so much exposure to the sun during my holidays in Italy.
- 9 Melina is really ______ even though she seems to eat the whole day.





Have a look at the different pictures (1–4) on page 5 and label them. Use appropriate words from the VocabBooster in activity 3a. Compare your results with a partner.



Listening Track 1 Test format Multiple choice You are going to listen to four teenagers describing themselves. While listening, choose the correct answer (A, B, C or D) for questions 1–7. Write your answers in the spaces provided. The first one (0) has been done for you.

- Asye prefers loose hijab styles because she has a
 - A strong jawline.
 - B round face.
 - c high forehead.
 - straight nose.
- 1 Asye doesn't like that she
 - A has such dark eyes.
 - **B** is shorter than her mother.
 - C has to wear her hair in a bun.
 - D is taller than her female friends.
- 2 Marco does not have long hair because he
 - A thinks that guys should always have short hair.
 - B likes to do sports.
 - c enjoys wearing baseball caps.
 - D doesn't want to comb it.
- 3 What Marco likes best about his appearance
 - A is his hair.
 - B are his green eyes.
 - c is his tanned skin.
 - D are his blue eyes.

- 4 Lucia's friend thinks her eyes make her seem
 - A scary.
 - B bossy.
 - c interesting
 - D depressed.
- To make her hair easier to take care of, Lucia often
 - A styles it in a specific way.
 - B cuts it shorter.
 - c goes to the hairdresser.
 - washes it twice per day.
- 6 When Paul wears certain clothes, his eyes
 - A look smaller than normal.
 - **B** stand out.
 - **C** are his favourite feature.
 - **D** seem to have a different colour.
- 7 Paul doesn't like his nose, especially because
 - A of how large it is.
 - B it is covered in freckles.
 - c it draws attention away from his eyes.
 - D he does not like his profile.

0	1	2	3	4	5	6	7
В							



4 Speaking: This is what I look like.



You have just registered with *Findfriends*, an online platform where you can find friends nearby or from all around the world. In order to complete your profile, you were asked to upload a 3-minute presentation describing yourself.

In your presentation you should

- give information about yourself
- describe your appearance
- inform your audience about your favourite hobby/hobbies.

Step 1: What do you look like? Have a look at the table and take notes. Use the words from the VocabBooster in activity 3a and the phrases from the VocabBooster below.

		my notes
1	information about myself (age, where you live, family, etc.)	
2	appearance (eyes, hair, nose, face, body, height)	
3	my favourite hobby/ hobbies (What is it?/ How often do you do it?/ Who do you do it with?, etc.)	

VocabBooster

to have grey/blue/green eyes

to (not) wear glasses because one's eyesight is good/quite bad

to have long/short/wavy/straight/brown/blonde hair

to usually wear a ponytail/a bun

to wear one's hair loose

to have a long/short/flat nose

to have an oval/a round face

to be pale/tanned

to have freckles/wrinkles

to be slim/thin/well-trained

to be rather tall/short/to be medium-height

Step 2: Have a look at the sentence starters which you should use when introducing the topic of your presentation and giving an overview. Complete the sentences using the information you prepared for your 3-minute presentation. Compare your results with a partner.

	,	
1	Hello everybody! Today I would like to give a presentation	
2	In the first part of my presentation I will	
3	The second part will be about	and in the fina
	part of my presentation I will speak about	

Presentation phrases > page 159

Step 3: Get into pairs and give your presentation. Use your notes from Step 1, the sentence starters from Step 2 and other relevant presentation phrases.



5 Reading: This is what my best friend is like.

5 a Vocabulary www Have a look at the VocabBooster. Write down the adjectives next to their appropriate definitions in the table below. Look up all the words you do not know in an online dictionary. Compare your results with a partner.

VocabBooster

optimistic angry depressed helpful impatient untidy stubborn shy confused onfident friendly lazy sensitive sensible kind

dirty

5 b Speaking Get into groups of three. Choose four adjectives from the list in activity 5a that describe your character best. Give reasons for your choice. Have a look at the examples first.



I think I'm an impatient person, because I really don't like to wait for the bus or for friends.



I think I'm a helpful person, because I sometimes help my little brother doing his homework.



Reading
Test format
Multiple choice

Read the description of Matteo. Then choose the correct answer (A, B, C or D) for questions 1–5. Write your answers in the spaces provided. The first one (0) has been done for you.

My best friend Matteo

1 My name is Sam, and today I would like to talk about my best friend Matteo – he is one of my schoolmates and we are also neighbours, so we see each other pretty often. Six years ago, Matteo and his family 5 moved into the same apartment complex where my family and I live. We immediately became friends. I am so lucky to have a friend like him – we like a lot of the same things and can always laugh about random stuff together. He's definitely improved my life a lot.

10 Matteo is a very cheerful and entertaining person. He always makes funny comments about the

people we see or the things I say. He is very optimistic – I have never seen him angry or depressed. He's also a really honest guy. He gives me the best

advice whenever I am in trouble and is generally a very helpful person, especially when I am sad and down. The only thing that can be annoying from time to time is that Matteo is impatient. He has a hard time sitting still in class, and hates waiting for anything. He can also be pretty unorganised and confused sometimes, which is why he has lost his new mobile so many times already and is often

Matteo is like a brother to me. I basically trust him as much as I trust my close family members. I think he is very honest and I can trust him; he always says what he thinks. This is really helpful, for example, if we get into an argument, because 30 he tells me directly what made him angry and does not stay mad for long.

Matteo generally dresses like he's on the way to the gym. He usually wears dark sweatpants, colourful T-shirts and hoodies with different sports brand 35 logos on the front. He even wears sweatpants at school, which I would never do. But he is quite confident with his look and style, to be honest – he doesn't really care about what others think or say.

Matteo and I have the almost 40 exactly the same hobbies. We both enjoy listening to music, pop, hip-hop and rap are our favourite genres. Unfortunately,

neither one of us plays an instrument, but we love 45 playing basketball and dancing. We actually went to a hip-hop dancing workshop together last year, just to try it out, and ended up being involved in a music video for some local hip-hop group, which was an incredible feeling. Matteo also goes to the 50 gym at least once a week because he says he wants to gain muscle and learn how to do better pressups.

Finally, I'm happy to have a friend like Matteo to hang out with. I think we'll be friends for a long 55 time.



25 looking for his keys or his wallet.

- A as soon as Matteo moved into his current home.
- B once they started going to school together.
- c because their families introduced them.
- **D** after another friend introduced them.

1 Sam thinks that Matteo has a good sense of humour because he

- A often makes their friend group laugh.
- B often reacts to what he says in a funny
- c makes jokes in class.
- D can cause anyone he meets to start laughing.

2 Matteo is not very good at

- A remembering things that are important to him.
- **B** being serious when he needs to be.
- c understanding his friends.
- D waiting for something he wants to happen.

3 Even when they have a disagreement, Sam is very happy that Matteo

- A always understands Sam's perspective.
- B doesn't get loud or aggressive.
- c says what makes him feel upset.
- often has the same opinion in the end.

4 In comparison to Sam's, Matteo's style is

- A fancier and often more expensive.
- B more colourful.
- c too casual for Sam's taste.
- D less noticeable as he doesn't wear logos.

5 The two friends took part in a music video because they

- A took a dance class together.
- B were recognised for their hip-hop skills on the street.
- c both play instruments.
- D go to the same gym as one of the musicians.

0	1	2	3	4	5
A					

5 d Speaking Get into pairs and answer the following questions.

- What is your best friend like? Describe him/her. Why do you like him/her so much?
- Do you have many friends or just a few that you are close to? Explain.
- 3 What is the best way to make new friends? Give examples.



6 Language in use: Asking questions

WHO WHERE WHEN WHY HOW

Trouble-free grammar: Asking questions

☐ How to ask *yes-/no*-questions

Yes-/No-questions refer to simple questions we ask to receive either a yes or no as a response. Yes-/No-questions do not use question words (e.g. what, where, when, etc.) and always begin with the auxiliary verb.

auxiliary	subject	verb	object	adverb of place/time
Do	you	play	soccer	regularly?
Does	Maria	have	freckles?	
Did	he	do	the homework?	
Did	the students	meet		at the mall in the afternoon?

Please note: Yes-/No-questions with any form of the verb to be are formed differently:

Am I really late?

Is your father at home?

Are the teachers at your school strict?

present tense

Was he really ill last week?
Were they taking part in the football training yesterday?

past tense

Will you pass the test?
Will he read this book?
Is she going to invite Mara to the party as well?
Are they going to fly to London next weekend?

future tense

☐ How to ask *wh*-questions

Wh-questions are the most common type of questions in English. Wh-questions are used to ask for information, the answer cannot be yes or no. They always begin with a question word.

question word	auxiliary	subject	verb	object	adverb of place/time
Who	is	this girl?			
What	are	you	going to do		at the weekend?
Where	do	you	come from?		
When	were	you	born?		
Why	did	Peter	do	that?	
How old	are	the twins?			
Whose		bag	is	this?	
Which		colour	is	your favourite one?	
Whom	should	I	contact?		

Please note:

What do you do? – I am a mechanic.

What are you doing? – I am reading a book at the moment.





Step 1: Match the questions (1–9) with the appropriate answers (A–I). Compare your results with a partner.

	Α	В	
Which school do you attend?	1	a	Yes, I have got two dogs.
Have you got a pet?	2	b	I was born in Linz.
Where were you born?	3	C	Yes, I have got two elder sisters.
What are your hobbies?	4	d	10 € a week.
Where do you come from?	5	e	I like playing football and reading.
Have you got any siblings?	6	f	No, I am single.
How old are you?	7	g	I come from Graz.
Do you have a girlfriend/boyfriend?	8	h	I am fifteen years old.
How much pocket money do you get?	9	i	I attend the secondary technical school for (ask your teacher for further information).

Step 2: Walk around in class and ask your classmates the questions from Step 1. Take turns.

	6	b
Lang i	ua n u	_

Write down suitable questions to the following answers (1–10). Mind the tenses. The first one (0) has been done for you. Sometimes there is more than one possibility. Compare your results with a partner.

0	What is your name?	– My name is Benjamin.	
1		– I am fine. Thank you.	
2		– She is a nurse.	
3		– I am goi	ng to wash my dad's car
4		– I boı	ught it online in the sale
5			– No, I am an only child
6			
		– PE and the lessons	at the school workshop
7			– Blue and green
8			– Usually at 6:30 am
9			
		– My mother	is 42 and my father is 45
10			– I am Bulgarian

7 Writing a description: Describing a person you admire



Step 1: Describe the appearance, the clothes and the character of a person you admire. Choose a person you know very well. Take notes in the table below. Use appropriate words/phrases from the VocabBooster in activity 3a, 4a and 5a.



	a person I admire
1 appearance (eyes, hair, not face, body, height)	se,
clothes (favou clothes, style a colours)	
3 character trait	ts

Step 2: Get into pairs. Describe the person you chose in Step 1 to your partner. Give as many details as possible. Speak for about three minutes. Take turns.

7 b Writing Write a description of a person you admire. In your description you should

- describe the person's appearance and clothing style
- give information about his/her personality
- say why you have chosen this person.

Text type Description > page 161

Use your notes from activity 7a and appropriate phrases from the VocabBooster below. Give your description a title. Write about 160 words.

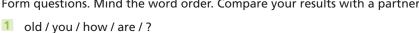
VocabBooster

to prefer casual/sporty/elegant ... clothes to give good pieces of advice in difficult situations to love wearing oversize/colourful/branded/ second-hand clothes to be able to rely on so. to be a friendly/optimistic/helpful person to be one's idol/one's godmother/godfather/ a close friend to always be there for so.

8 Review

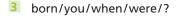


Form questions. Mind the word order. Compare your results with a partner.









attend/do/school/which/you/?

5 are/favourite/your/hobbies/what/?



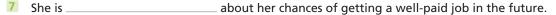


6 c	did/her/holidays/in/she/do/what/?
7 g	got/brothers/any/have/you/sisters/or/?
8 r	next/going/are/to/they/what/do/weekend/?
9 f	avourite/who/is/teacher/your/?
	olete the questions (1–9) using <i>do/does/did</i> . First answer the questions yourself. Write dow answers. Then get into pairs and interview your partner.
1 V	Vhere you live?
2	you have any brother or sisters?
3 \	What you do last night?
4 v	What your father do?
5 V	When you usually get up in the morning?
6	you have a smartwatch?
7 H	How long it take you to finish your last book?
8 V	What your best friend like doing in his/her free time?
9 V	Why you choose this school?
Comp a par	plete the sentences (1–9). Use an appropriate adjective from the box. Compare your results tner.
	confident – friendly – helpful – sensitive – sensible – impatient – lazy – confused – optimistic
1 4	Although he lives very close to school, he always goes there by bus. He is far too

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to walk.

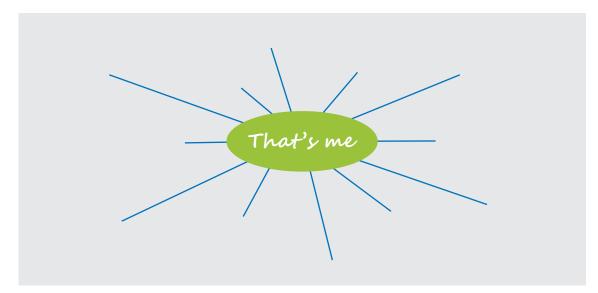
- My best friend is a really ______ person. He always tries to give me the best advice.
- My elder sister is not good at teaching our little brother new things when he didn't immediately understand how to balance, she just left. She is far too
- 4 Maria should be a bit more ______ in herself. She is such a good singer.
- My cousin is a ______ person. He always makes wise decisions.
- 6 Unfortunately, my grandma gets pretty _____sometimes. She often doesn't even know what day it is.



- Mona is extremely ______ about her height. Whatever you do, don't mention how tall she is! Don't say anything wrong.
- 9 Mr Abraham is such a ______ person. He always starts a conversation whenever we see each other.

8 c Speaking

Step 1: Create a mind map about yourself. Include information about your appearance, your character traits and your hobbies. Use the appropriate words/phrases from the VocabBooster in activities 1a, 3a, 4a, 5b and 7b. Take notes in the mind map.



Step 2: Get into pairs and give your description. Speak for about three minutes. Take turns.

Writing
Text type
Description
> page 161

The Amazing Kids! Magazine, an award-winning online publication created by kids and teens, has asked its readers to send in descriptions of either their mum/dad or of a relative. The best description will be published on their website. You have decided to send in a description.



In your description you should

- describe your mum's/dad's/relative's appearance and personality
- include information about his/her hobbies
- say what you like best about him/her.

Use appropriate phrases from the VocabBooster in activities 3a, 3e and 7a. Give your description a title. Write about 160 words.



Key vocabulary

Introducing yourself

one's first name is ... and one's surname is ...

to be called ... (nickname) by one's

friends/parents/relatives

to be Austrian/Croatian/Turkish/Romanian ...

to be from Austria/Croatia/Türkiye/Romania ...

to speak German/Croatian/Turkish/Romanian ...

... (language) is one's mother tongue

to be ... years old

to live in ... (name of city/town/village)

to have a small/big family

one's parents are divorced

to live with one's parents and grandparents in a house/flat

to not have any siblings/to be an only child

to have two/three ... siblings/brothers/sisters

to like hip-hop/rap/pop music ...

to be one's favourite band/singer/TV series/Netflix series/film

one's hobby is ...

to love/enjoy playing basketball/singing/dancing ...

(verb + -ing)

to be on ... (name of social network/s)

Describing a person's appearance

eyes	hair	nose	face	body	height
grey blue	brown hazel	short long	round oval	bony skinny	tall short
green brown hazel heavy-lidded clear red glasses	blonde dark light-brown dark-brown brunette red ponytail bald straight curly wavy	straight snub nose flat upturned	pale tanned freckles wrinkles beard moustache pointed chin	slim thin overweight obese well-trained athletic	medium-height huge petite average
	short long				

to have grey/blue/green ... eyes

to (not) wear glasses because one's eyesight is good/quite bad

to have long/short/wavy/straight/brown/blonde ... hair

to wear a ponytail/a bun

to wear one's hair loose

to have a long/short/flat ... nose

to have an oval/a round face

to be pale/tanned

to have freckles/wrinkles

to be slim/thin/well-trained ...

to be rather tall/short/medium-height ...

to be quite happy with the way I look

Describing a person's personality

angry	depressed	impatient	optimistic	stubborn
confident	friendly	kind	sensible	shy
confused	helpful	lazy	sensitive	untidy

Describing a person you admire

to prefer casual/sporty/elegant ... clothes

to love wearing oversize/colourful/branded/secondhand clothes

to be a friendly/optimistic/helpful person

to always be there for someone

to give good pieces of advice in difficult situations

to be able to rely on someone

to be one's idol/one's godmother/godfather/a close

friend

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