

Unit 12

Unit 12 Extra practice: Key

1 Words to be circled:

PAY – SPEND – DEBT – SAVE – BORROW – GRANT – AFFORD – EARN – SALARY – LOAN – INVEST – INCOME



- 2** 2 compensation
3 profit
4 loaded
5 promptness
6 hard up
7 accuracy
8 pricey

- 3** 2 cleaner
3 cook
4 dog walker
5 au pair
6 handyman
7 servant
8 gardener
Hidden word: decorate

- 4** 2 buy
3 Ideally
4 bargain
5 negotiate
6 price
7 face
8 commitment
9 problem

Unit 12 Revision: Key

- 1** 2 just
3 even
4 too
5 as well
6 Also
7 Only

- 2** 2 Also
3 just
4 is also

- 5 isn't even
6 only

- 3** 2 I had a colleague look at my proposal yesterday.
3 My sister got her friend to paint her flat last week.
4 I think I'll have / I will have my office redecorated again soon.
5 Elaine had a trained nanny look after her children last weekend.
6 I always get an accountant to help with my tax form.

- 4** 2 having, taken
3 got, to organise
4 has, cook
5 'm having / am having, copied
6 get, to arrange

- 5** 2 a
3 b
4 c
5 b
6 b

Unit 12 Extension: Key

- 1** 1 F
2 T
3 T
4 T
5 T
6 F

- 2** Paragraph 1: c
Paragraph 2: a
Paragraph 3: d
Paragraph 4: e
Paragraph 5: b

- 3** 1 a
2 a
3 Box to be ticked:
The committee met on June 16th to discuss the £50,000 donation.
4 Box to be ticked:
I would definitely advise that we use the money to open a hostel.

- 4** Students' own answers

Teacher's checklist

- Is the student's writing in paragraphs?
- Is there an appropriate opening and closing paragraph?
- Does the report summarise the meeting concisely?
- Is there a clear recommendation?