



# 8

## Adverbs

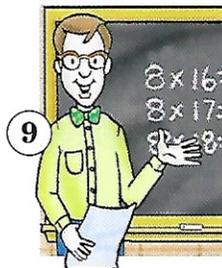
## Comparative of Adverbs

## Agent Nouns

## If-Clauses

- Describing People's Actions
- Describing Plans and Intentions
- Consequences of Actions
- Job Interview
- Stating Skills and Work Experience
- Asking for Permission at Work
- Help Wanted Ads
- Reading a Paycheck and Pay Stub
- Employee Accident Report

## VOCABULARY PREVIEW



1. actor
2. dancer
3. driver
4. painter

5. player
6. runner
7. singer
8. skier

9. teacher
10. translator
11. worker

# He Drives Very Carelessly

slow – slowly  
careless – carelessly

careful – carefully  
graceful – gracefully

fast – fast  
hard – hard

good – well



A. I think he's a **careless** driver.

B. I agree. He **drives VERY carelessly**.



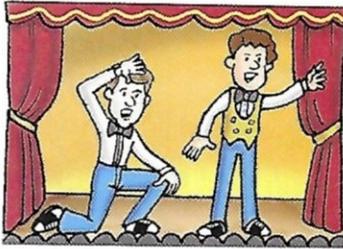
1. a careful worker



2. a slow chess player



3. a graceful dancer



4. good actors



5. a careless skier



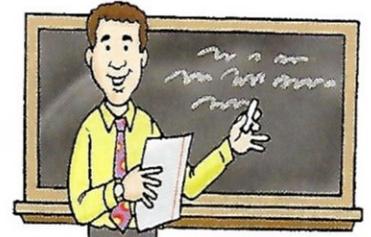
6. a fast runner



7. a beautiful singer



8. bad painters



9. a good teacher



10. a hard worker



11. an accurate translator



12. dishonest card players

# You Should Work Faster

fast – faster  
 quickly – quicker\*  
 loud(ly) – louder\*  
 slowly – slower\*

carefully – more carefully  
 gracefully – more gracefully  
 accurately – more accurately

well – better



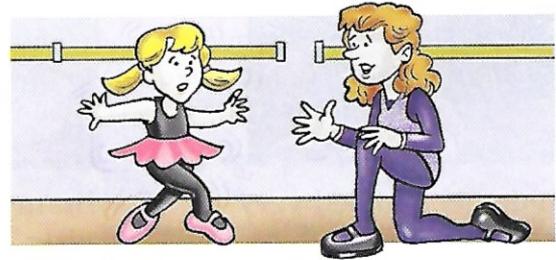
- A. Am I working **fast** enough?  
 B. Actually, you should work **faster**.



- A. Am I painting **carefully** enough?  
 B. Actually, you should paint **more carefully**.



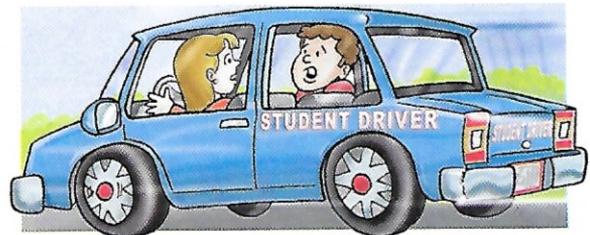
1. Am I typing **quickly** enough?



2. Am I dancing **gracefully** enough?



3. Am I speaking **loud** enough?



4. Am I driving **slowly** enough?



5. Am I translating **accurately** enough?



6. Am I playing **well** enough?

\* quicker or more quickly

louder or more loudly

slower or more slowly

# He Should Try to Speak Slower

loud(ly) – louder\*  
neatly – neater\*  
quickly – quicker\*

slowly – slower\*  
softly – softer\*

carefully – more carefully  
politely – more politely

early – earlier  
late – later  
well – better



- A. Bob speaks **VERY quickly**.
- B. You're right. He should try to speak **slower**.



- 1. Timothy types very slowly.



- 2. Carol skates very carelessly.



- 3. Howard speaks very softly.



- 4. Linda goes to bed very late.



- 5. Jimmy gets up very early.



- 6. They dress very sloppily.



- 7. Brenda plays her radio very loudly.



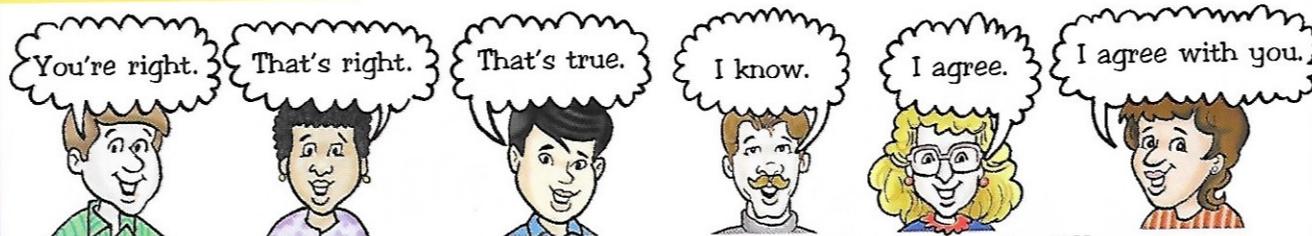
- 8. Richard speaks to his parents very impolitely.



- 9. Our next-door neighbor drives very badly.

## How to Say It!

### Expressing Agreement



Practice the conversations on this page again. Express agreement in different ways.

\* louder or more loudly    neater or more neatly    quicker or more quickly    slower or more slowly    softer or more softly

## TRYING HARDER

Michael's boss talked with him today. In general, she doesn't think Michael is doing very well on the job. He has to do better. According to Michael's boss, he types too slowly. He should type faster. In addition, he files too carelessly. He should file more carefully. Furthermore, he speaks on the telephone too quickly. He should speak slower. Michael wants to do well on the job, and he knows now that he has to try a little harder.



Stella's director talked with her today. In general, he doesn't think Stella is doing very well in his play. She has to do better. According to Stella's director, she speaks too softly. She should speak louder. In addition, she walks too slowly. She should walk faster. Furthermore, she dances too awkwardly. She should dance more gracefully. Stella wants to do well in the play, and she knows now that she has to try a little harder.



Billy's teacher talked with him today. In general, she doesn't think Billy is doing very well in school. He has to do better. According to Billy's teacher, he arrives at school too late. He should arrive earlier. In addition, he dresses too sloppily. He should dress more neatly. Furthermore, he speaks too impolitely. He should speak more politely. Billy wants to do well in school, and he knows now that he has to try a little harder.



## ✓ READING CHECK-UP

### Q & A

Michael is talking with his boss. Stella is talking with her director. Billy is talking with his teacher. Using this model, create dialogs based on the story.

- A. Do I *type fast* enough?
- B. No. You *type too slowly*.
- A. Oh. I'll try to *type faster* in the future.

### WHAT'S THE OPPOSITE?

- |                              |              |
|------------------------------|--------------|
| 1. quickly ( <i>slowly</i> ) | 6. sloppily  |
| 2. carefully                 | 7. awkwardly |
| 3. loudly                    | 8. earlier   |
| 4. politely                  | 9. faster    |
| 5. badly                     |              |

If \_\_\_\_\_ will \_\_\_\_\_



- A. What are they going to name their new baby?
- B. If they have a boy, they'll name him John.  
If they have a girl, they'll name her Jane.



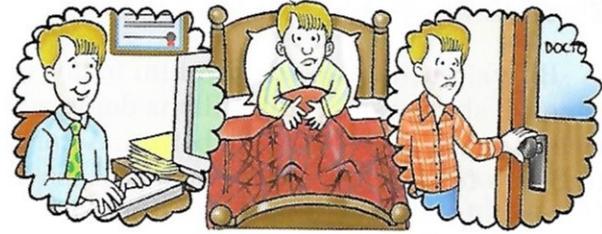
1. A. How are you going to get to school tomorrow?
- B. If it rains, I'll \_\_\_\_\_.  
If it's sunny, I'll \_\_\_\_\_.



2. A. What's Roger going to do this Saturday afternoon?
- B. If the weather is good, he'll \_\_\_\_\_.  
If the weather is bad, he'll \_\_\_\_\_.



3. A. What's Rosa going to have for dinner tonight?
- B. If she's very hungry, \_\_\_\_\_.  
If she isn't very hungry, \_\_\_\_\_.



4. A. What's Ken going to do tomorrow?
- B. If he feels better, \_\_\_\_\_.  
If he doesn't feel better, \_\_\_\_\_.

### How About You?



What are you going to do tonight if you have a lot of homework?

What are you going to do tonight if you DON'T have a lot of homework?

What are you going to wear tomorrow if it's warm and sunny?

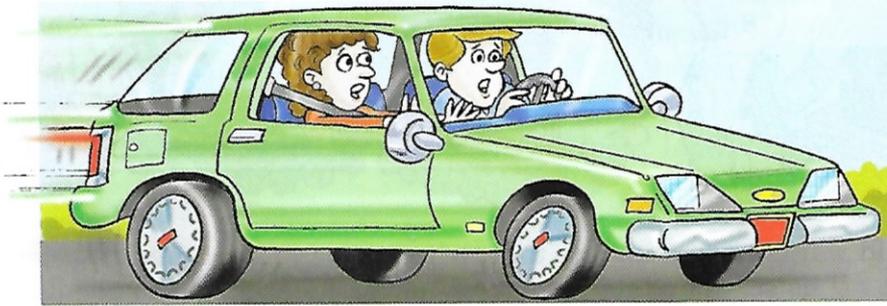
What are you going to wear tomorrow if it's cool and raining?

What are you going to do this weekend if the weather is nice?

What are you going to do this weekend if the weather is bad?

# If You Drive Too Fast, You Might Have an Accident

If \_\_\_\_\_ might \_\_\_\_\_



- A. You know . . . you shouldn't drive so fast.  
B. Oh?  
A. Yes. If you drive too fast, you might have an accident.  
B. Hmm. You're probably right.



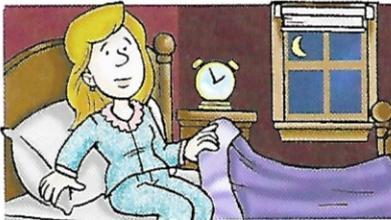
1. *eat so quickly  
get a stomachache*



2. *sing so loudly  
get a sore throat*



3. *work so slowly  
lose your job*



4. *go to bed so late  
be tired in the morning*



5. *listen to loud music  
hurt your ears*



6. *watch scary movies  
have nightmares*



7. *do your homework  
so carelessly  
make mistakes*



8. *sit at your computer  
so long  
get a backache*

9.

Exceed the speed limit  
receive a fine

GOOD DECISIONS



Ronald wants to stay up late to watch a movie tonight, but he knows he shouldn't. If he stays up late to watch a movie, he won't get to bed until after midnight. If he doesn't get to bed until after midnight, he'll be very tired in the morning. If he's very tired in the morning, he might oversleep. If he oversleeps, he'll be late for work. If he's late for work, his boss might get angry and fire him. So, even though Ronald wants to stay up late to watch a movie tonight, he isn't going to. Good decision, Ronald!



Barbara wants to buy a new car, but she knows she shouldn't. If she buys a new car, she'll have to take a lot of money out of her bank account. If she has to take a lot of money out of her bank account, she won't have much left. If she doesn't have much left, she won't have enough money to pay the rent. If she doesn't have enough money to pay the rent, her landlord might evict her from her apartment. So, even though Barbara wants to buy a new car, she isn't going to. Good decision, Barbara!

✓ **READING CHECK-UP**

**WHICH WORD IS CORRECT?**

1. If Ronald ( doesn't won't ) go to bed early, he'll be ( angry tired ) in the morning.
2. If ( he's he'll ) late for work, his boss might ( watch fire ) him.
3. If Barbara ( buy buys ) a new car, she ( won't doesn't ) have much money left.
4. If she ( should doesn't ) pay her rent, her landlord might ( account evict ) her.
5. Even though Ronald and Barbara ( won't want ) to do these things, they ( are aren't ) going to.



**How About You?**

Complete these sentences:

- If I stay up late tonight, ...
- If it rains tomorrow, ...
- If I'm not busy on Saturday, ...
- If I don't practice English, ...

## LISTENING

Listen and choose the best answer to complete the sentence.

- my teacher will be happy.
  - my teacher won't be happy.
- she won't go back to school.
  - she'll go back to school.
- you'll get a sore throat.
  - you might get a backache.
- I'll be early in the future.
  - I'll be tired in the morning.
- people will hear you.
  - people won't hear you.
- your boss might fire you.
  - your landlord might evict you.

## ON YOUR OWN Superstitions



Many people believe that you'll have GOOD luck . . .

- if you find a four-leaf clover.
- if you find a horseshoe.
- if you give a new pair of shoes to a poor person.



Many people believe that you'll have BAD luck . . .

- if a black cat walks in front of you.
- if you walk under a ladder.
- if you open an umbrella in your home.
- if you put your shoes on a table.

Here are some other superstitions:

- If your right eye itches, you'll laugh soon.
- If your left eye itches, you'll cry soon.

- If your right ear itches, somebody is saying good things about you.
- If your left ear itches, somebody is saying bad things about you.

- If a knife falls, a man will visit soon.
- If a fork falls, a woman will visit soon.
- If a spoon falls, a baby will visit soon.

If you break a mirror, you'll have bad luck for seven years.



Do you know any superstitions? Share them with other students in your class.

# PRONUNCIATION Contrastive Stress

Listen. Then say it.

If it ráins, I'll go to the móvies.

If it's súnný, I'll go to the beách.

If they have a bóy, they'll name him Jóhn.

If they have a girl, they'll name her Jáne.

If she's tíred, she'll go to bed éarly.

If she isn't tired, she'll go to bed láte.

Say it. Then listen.

If it's hót, I'll wear a té shirt.

If it's cóld, I'll wear a sweáter.

If we work quíckly, we'll finish éarly.

If we work slówly, we'll finish láte.

If he speaks lóudly, people will héar him.

If he doésn't speak loudly, people wón't hear him.



Think about something you want to do.  
If you do it, what will happen?  
Write about it in your journal.



## GRAMMAR FOCUS

### ADVERBS

He works	slowly. carefully. sloppily.
	fast. hard. well.

### COMPARATIVE OF ADVERBS

He should try to work	quicker. more quickly.
	more carefully. more accurately.
	faster. harder. better.

### AGENT NOUNS

actor	singer
dancer	skier
driver	teacher
painter	translator
player	worker
runner	

Choose the correct word.

- Roger is a ( slow slowly ) driver. He drives very ( slow slowly ).
- Angela is a ( careful carefully ) worker. She works very ( careful carefully ).
- Mrs. Chang teaches very ( good well ). She's a ( good well ) teacher.
- Jim always arrives at the office too ( late later ). He should arrive ( later earlier ).

### IF-CLAUSES

If	I we you they	feel	better,	I'll we'll you'll they'll	go to work.
	he she it	feels		he'll she'll it'll	

If	I'm we're you're they're	tired,	I'll we'll you'll they'll	go to sleep early.
	he's she's it's	he'll she'll it'll		

Choose the correct word.

- If ( I I'm ) hungry, ( I'm I'll ) have a big dinner.
- If ( she she'll ) goes to bed late, ( she she'll ) be tired tomorrow.
- If ( you'll you ) eat too fast, ( you'll you ) get sick.
- If it ( rains will rain ) tomorrow, ( we'll we ) go to the movies.

## 1 CONVERSATION DESCRIBING JOB INTEREST, SKILLS, & WORK HISTORY

Look at the job application forms. Practice conversations with your classmates.



- A. What kind of job are you looking for?  
 B. I'm looking for a job as a/an Computer tecnic.
- A. Tell me about your skills.  
 B. I can Work fast, and I can word with tecnology.
- A. Where do you work now?  
 B. I work at Cesco.
- A. And where did you work before that?  
 B. I worked at the work department



Position Desired: waitress  
 Skills: take orders, serve customers

EMPLOYMENT

Current: Jake's Restaurant  
 Previous: the Main Street Diner



Position Desired: auto mechanic  
 Skills: fix cars, tune up engines

EMPLOYMENT

Current: Ahmed's Car Repair  
 Previous: County Line Auto Shop



Position Desired: electrician  
 Skills: install light fixtures, wire a house

EMPLOYMENT

Current: Ajax Electrical Services  
 Previous: City Light & Power Company



Position Desired: medical technician  
 Skills: take blood samples, do lab tests

EMPLOYMENT

Current: Memorial Hospital  
 Previous: Bay Shore Laboratory

## 2 TEAMWORK PREPARING FOR A JOB INTERVIEW

Work with a classmate. Fill out the form with your information. Then practice job interview conversations.

Position Desired: Oficinist  
 Skills: serve client, work with tecnology

EMPLOYMENT

Current: Integrated services center  
 Previous: Work department

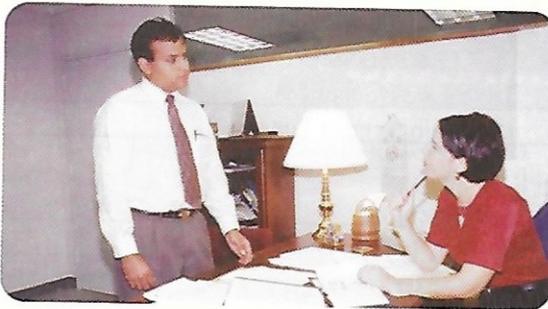
**3 CONVERSATION REQUESTING A SCHEDULE CHANGE**

Practice this conversation between an employee and a supervisor at work.

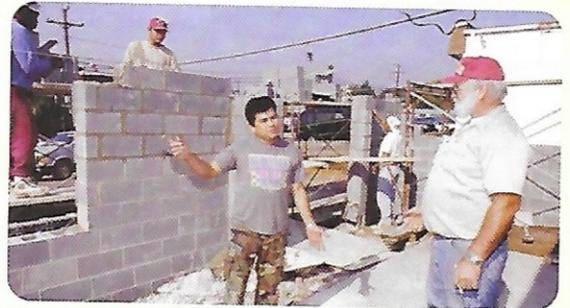


- A. Excuse me, Mr. Harris.
- B. Yes?
- A. Could I possibly **leave early today**?  
The reason is **I have to take my mother to the doctor.**
- B. I understand. Yes. That'll be okay.
- A. Thank you very much.

Now practice conversations with different classmates. Use your last names in the conversations.



- 1. **take the day off next Monday**  
**I have to go to court.**



- 2. **take a break**  
**I don't feel well. I need to sit down.**



- 3. **leave now**  
**The school nurse called. My daughter is sick.**



- 4. **come in an hour late on Friday morning**  
**I have a parent-teacher conference at my son's school.**

**4 TEAMWORK CRITICAL THINKING**

Work with a classmate. What are some good reasons to ask for a change in schedule or time off from work? What are some bad reasons? Make two lists. Then discuss with your classmates.

Good Reasons	Bad Reasons
Family emergenc	Not Wonding do work
Sickness	Wont to sleep
Death of a family memb	Wont to go out

Look at the help wanted ads and answer the questions.

<p style="text-align: center;"><b>CASHIER</b></p> <p>Donut shop needs PT cashier. 2 weekday nights, 7 P.M.–11 P.M. &amp; 2 weekend days, 8 A.M.–4 P.M. \$9+/hr. Apply in person at Mr. Donut, 850 Willow Avenue.</p>	<p style="text-align: center;"><b>RECEPTIONIST NEEDED</b></p> <p>PT, \$7.50–\$8/hr. Answer phones, file, get customer information. Must have high school diploma. Good English language and telephone skills req. Spanish speaker pref. Call Rita at 760-846-3700.</p>
<p style="text-align: center;"><b>CHEF</b></p> <p>Fine restaurant needs FT chef. Prepare &amp; cook appetizers, soups, vegetables, desserts. Supervise 5 employees. 2 yrs. exper. req. Excel. salary &amp; benefits. Send 2 copies of resume to Carrington Restaurant, 53 Ames St., Bridgeport, CA.</p>	<p style="text-align: center;"><b>RESTAURANT HELP</b></p> <p>New restaurant now hiring FT dishwashers, PT waitpersons. Exper. pref., but not req. Will train. Apply in person. Harbor Restaurant, 350 Ocean Drive. No phone calls, please.</p>
<p style="text-align: center;"><b>CUSTODIAN</b></p> <p>FT. \$8.00/hr. M–F, 10 P.M.–5 A.M. Clean offices, vacuum carpets, operate floor machines, clean restrooms. 1 yr. exper. pref. Call 760-467-9000. Ask for Gordon.</p>	<p style="text-align: center;"><b>SALESPEOPLE</b></p> <p>FT &amp; PT positions starting at \$9/hr. Work days or eves. No exper. req. Call 760-965-3400 ext. 47 or apply in person at P. T. Jones and Company, 457 Forest Ave.</p>
<p style="text-align: center;"><b>DRIVERS WANTED</b></p> <p>Looking for drivers to deliver the Bridgeport Herald. PT, 7 days/wk early morning. \$950–\$1,050/mo. Must have reliable car, valid CA driver's license, &amp; clean driving record. Call Mark. 760-983-1945.</p>	<p style="text-align: center;"><b>SECRETARY</b></p> <p>FT position in busy doctors' office. Excel. computer skills &amp; 2+ yrs. exper. req. Excel. salary &amp; medical benefits. Send resume to Mt. Pleasant Medical Associates, 1240 Main St., Bridgeport, CA.</p>

- The Harbor Restaurant needs \_\_\_\_\_.
  - A. part-time dishwashers
  - B. a full-time chef
  - C. part-time waiters and waitresses
  - D. a part-time cashier
- The custodian does NOT have to \_\_\_\_\_.
  - A. clean offices
  - B. vacuum carpets
  - C. operate floor machines
  - D. have a clean driving record
- The drivers work \_\_\_\_\_.
  - A. forty hours a week
  - B. seven mornings a week
  - C. eight hours a day
  - D. evenings
- The cashier at Mr. Donut has to work \_\_\_\_\_.
  - A. Sunday morning
  - B. Wednesday evening
  - C. Saturday night
  - D. Monday afternoon
- Apply in person for the job as \_\_\_\_\_.
  - A. a driver
  - B. a secretary
  - C. a receptionist
  - D. a dishwasher
- Send two copies of your resume to \_\_\_\_\_.
  - A. P.T. Jones and Company
  - B. Mt. Pleasant Medical Associates
  - C. Carrington Restaurant
  - D. Harbor Restaurant
- Experience is required for the job \_\_\_\_\_.
  - A. at Harbor Restaurant
  - B. at P.T. Jones and Company
  - C. as a custodian
  - D. at Mt. Pleasant Medical Associates
- The receptionist does NOT have to \_\_\_\_\_.
  - A. have a high school diploma
  - B. speak Spanish
  - C. have good English language skills
  - D. have good telephone skills

**TEAMWORK** Cut out some help wanted ads from the newspaper and bring them to class. Work with a classmate. Compare ads for different jobs. What information is in the ads? How should people apply for the jobs?

Look at the paycheck and pay stub and answer the questions.

<b>FOSTER COMPANY</b>		LAM M.		EMP. NO. 46803	
PAY PERIOD				PAY DATE:	
06/30/10 – 07/06/10				07/11/10	
EARNINGS	RATE	HOURS	THIS PERIOD	YEAR TO DATE	
REGULAR	11.00	32	352.00	11,440.00	
OVERTIME	16.50	2	33.00	319.00	
HOLIDAY	22.00	8	176.00	528.00	
GROSS PAY			561.00	12,287.00	
	THIS PERIOD	YEAR TO DATE	GROSS PAY		561.00
FED TAX	37.84	975.92	TAXES	92.94	
FICA/MED	36.18	933.22	DEDUCTIONS	42.25	
STATE TAX	18.92	487.96			
HEALTH	42.25	1,140.75			
			<b>NET PAY</b>	425.81	



Check No. **2689412**

Date Issued **07/11/10**

Pay to **MEI LAM**

FOUR HUNDRED TWENTY-FIVE DOLLARS AND EIGHTY-ONE CENTS **\*\*\*\$425.81**

*Rosemary Martinez*

- Mei's regular pay is \_\_\_\_\_.
  - A. \$8.00 an hour
  - B. \$11.00 an hour
  - C. \$16.50 an hour
  - D. \$32.00 an hour
- Mei earned \_\_\_\_ when she worked on the July 4th holiday during this pay period.
  - A. \$11.00 an hour
  - B. \$16.50 an hour
  - C. \$176.00
  - D. \$528.00
- Mei worked \_\_\_\_ this pay period.
  - A. 32 hours
  - B. 34 hours
  - C. 40 hours
  - D. 42 hours
- A pay period at this company is \_\_\_\_\_.
  - A. a week
  - B. a day
  - C. a month
  - D. a year
- Mei earned \_\_\_\_ before taxes and other deductions.
  - A. \$92.94
  - B. \$352.00
  - C. \$425.81
  - D. \$561.00
- The deduction for state taxes was \_\_\_\_\_.
  - A. \$18.92
  - B. \$36.18
  - C. \$37.84
  - D. \$42.25
- Mei paid \$1,140.75 this year for \_\_\_\_\_.
  - A. federal taxes
  - B. health insurance
  - C. state taxes
  - D. overtime
- Mei earned \_\_\_\_ from 1/1/10 to 7/6/10.
  - A. \$975.92
  - B. \$1,140.75
  - C. \$11,440.00
  - D. \$12,287.00

**THINK & SHARE** What taxes and deductions do you see on the pay stub in this lesson? What do these taxes and deductions pay for? Discuss as a class.