

Macmillan Practice Online is the easy way to get all the benefits of online learning – and with over 100 courses to choose from, covering all competence levels and ranging from business English to exam practice and from academic to general English, you're sure to find the one that suits your needs.

Take a look at the syllabus below for a complete list of the resources offered by this Macmillan Practice Online course.



CEFR Level C2 Practice Online (American)

This course is to match CEFR Level C2. There are 8 units to this course, each with 4 syllabus items. Each syllabus item has three syllabus components: Grammar Focus, Topic Focus and a 'Can do' statement.

UNIT 1

Society: ethics and the law

This syllabus item provides practice of the kind of language we use to talk about ethical behavior and the law. It also provides practice of inversion structures.

'Can do' statement	I can follow specialized lectures and presentations which use a high degree of colloquialism, regional language or unfamiliar terminology.
Topic Focus	Listening to people talking about crimes. Listening to a Question and Answer session after a presentation at a Law and Order conference. Practicing the formation of negative words.
Grammar Focus	Practicing inversions. Checking your knowledge of the use of inversion after 'so' and 'such'. Practicing linking words and phrases. Checking your knowledge of connectors of reason and result.

The law	Listening Activity
Company security	Language Exercise
Inversion: with <i>so</i> and <i>such</i>	Grammar Reference Unit
Q & A session	Listening Activity

Sports star in court	Vocabulary Activity
Corporate social responsibility and NGT	Language Exercise
Connectors: reason and result	Grammar Reference Unit

Society: crime

This syllabus item provides practice of the kind of language we use to talk about crime and criminals. It also provides practice of phrasal verbs.

Grammar Focus	Playing a game to practice phrasal verbs. Practicing words used to link phrases in time clauses. Practicing phrasal verbs. Practicing 'that' clauses.
'Can do' statement	I can follow specialized lectures and presentations which use a high degree of colloquialism, regional language or unfamiliar terminology.
Topic Focus	Practicing phrasal verbs related to crime. Listening to someone talking about thieves who tried to steal a mobile phone. Practicing fixed phrases and idioms.

Usual Suspects	Game	Police appeal for witnesses	Language Exercise
A lucky break	Listening Activity	Phrasal verbs	Language Exercise
The corner store	Vocabulary Activity	A burglary	Language Exercise
Car fire!	Language Exercise		

Society: discipline

This syllabus item provides practice of the kind of language we use to talk about discipline. It also provides practice of various language structures.

'Can do' statement	I can understand and interpret practically all forms of written language including abstract, structurally complex or highly colloquial literary and non-literary texts.
Topic Focus	Listening to a dialog between a teacher and a student. Reading a text about Native American cultures. Listening to an interview with a young violinist.
Grammar Focus	Practicing fixed prepositional phrases in relative clauses. Practicing a range of grammatical structures.

Small-town politics	Language Exercise	Structure/Written expression 004	Exam Preparation Exercise
Listening 050: dialog	Exam Preparation Exercise	Young violinist	Listening Activity
Reading 035	Exam Preparation Exercise		

Society: public life and social contact

This syllabus item provides practice of the kind of language we use to talk about public life and social contact. It also provides practice of relative clauses.

Topic Focus	Reading a text about sociology. Listening to people talking and interpreting the meaning.
'Can do' statement	I can understand and interpret practically all forms of written language including abstract, structurally complex or highly colloquial literary and non-literary texts.
Grammar Focus	Practicing phrasal verbs. Practicing the use of prepositions in relative clauses. Practicing fixed prepositional phrases in relative clauses. Checking your knowledge of the use of relative clauses. Checking your knowledge of word order in relative clauses.

Business headlines	Language Exercise	A politician's statement	Language Exercise
--------------------	-------------------	--------------------------	-------------------

Small-town politics	Language Exercise
Reading 007	Exam Preparation Exercise
Listening 049: dialog	Exam Preparation Exercise

Relative clauses: use	Grammar Reference Unit
Relative clauses: word order	Grammar Reference Unit

UNIT 2

Progress: development

This syllabus item provides practice of the kind of language we use to talk about progress and development. It also provides practice of writing an article.

Grammar Focus	Checking your knowledge of the past perfect passive form.
Topic Focus	Reading a text about space exploration. Reading a text about technological developments in music. Reading a text about an environmental issue.
'Can do' statement	I can produce clear, smoothly flowing, complex reports, articles or essays that present a case, or give critical appreciation of proposals or literary works.

Reading 001	Exam Preparation Exercise
Reading 005	Exam Preparation Exercise

Academic Reading Passage 2: Lights (Task 2)	Exam Preparation Exercise
The passive: past perfect	Grammar Reference Unit

Progress: technology

This syllabus item provides practice of the kind of language we use to talk about technology. It also provides practice of various reading skills and writing a proposal.

'Can do' statement	I can understand and interpret practically all forms of written language including abstract, structurally complex or highly colloquial literary and non-literary texts.
Topic Focus	Practicing identifying stressed words within sentences. Reading a text about a new device. Reading a text about atoms. Listening to a talk about space technology.

Technology	Pronunciation Activity
Academic Reading Passage 1: A new camera (Task 1)	Exam Preparation Exercise
Academic Reading Passage 1: A new camera (Task 2)	Exam Preparation Exercise

Reading 047	Exam Preparation Exercise
Listening 019: mini-lecture	Exam Preparation Exercise

Progress: computers

This syllabus item provides practice of the kind of language we use to talk about computers. It also provides practice of the future perfect.

Grammar Focus	Doing a word building exercise. Practicing the use of future forms. Checking your knowledge of the affirmative full and short forms of the future perfect. Checking your knowledge of the negative full and short forms of the future perfect. Practicing ways of generalizing or classifying.
Topic Focus	Practicing phrasal verbs to do with computers. Listening to a manager asking her assistant to write an email for her. Writing a set of guidelines for your company's staff about using their computers properly.
'Can do' statement	I can produce clear, smoothly flowing, complex reports, articles or essays that present a case, or give critical appreciation of proposals or literary works.

Future perfect: affirmative	Grammar Reference Unit
Future perfect: negative	Grammar Reference Unit
Write an email for me	Listening Activity

Are you sitting comfortably?	Sample Essay
Home networking	Language Exercise
PC games	Vocabulary Activity

Progress: communication

This syllabus item provides practice of the kind of language we use to talk about communication. It also provides practice of the third conditional and word formation.

Topic Focus	Listening to two business students and their tutor discussing communication. Identifying the purpose and feeling of speakers. Listening to different phone messages and phone calls.
Grammar Focus	Testing your knowledge of conditionals and compounds with '-ever'. Checking your knowledge of the interrogative form of the third conditional. Checking your knowledge of the negative form of the third conditional. Checking your knowledge of 'wh-' words + compounds with 'ever'.
'Can do' statement	I can understand any kind of spoken language, both when I hear it live or in the media. I can also understand a native speaker who speaks fast if I have some time to get used to the accent.

Listening Section 3: Business communication (Task 2)	Exam Preparation Exercise
Listening Section 3: Business communication (Task 1)	Exam Preparation Exercise
Overheard phone calls	Pronunciation Activity
Phone extracts	Listening Activity
On the phone	Listening Activity

Advanced Test 05	Practice Test
Third conditional: interrogative	Grammar Reference Unit
Third conditional: negative	Grammar Reference Unit
Word formation - affixes: <i>wh-</i> words + compounds with <i>ever</i>	Grammar Reference Unit

UNIT 3

People: names and big names

This syllabus item provides practice of the kind of language we use to talk about the importance and meanings of names. It also provides practice of the future perfect progressive and word formation.

Grammar Focus	Practicing the articles 'a', 'an', 'the' or zero article (-). Testing your knowledge of future tenses and past tense modals. Checking your knowledge of the affirmative form of the future perfect progressive. Practicing word formation. Checking your knowledge of forming nouns from verbs, using the endings '-age', '-al', '-ant' and '-ation'. Checking your knowledge of forming nouns and verbs, using the endings '-ee', '-er', '-or', '-ing' and '-ment'.
'Can do' statement	I can understand and interpret practically all forms of written language including abstract, structurally complex or highly colloquial literary and non-literary texts.
Topic Focus	Completing a text about famous people of the last millennium.

Articles	Language Exercise
Advanced Test 01	Practice Test
Future perfect progressive: affirmative	Grammar Reference Unit
Time travelers in amber	Language Exercise

The greatest figures of the last millennium	Language Exercise
Word formation - verb to noun: <i>-age, -al, -ant, -ation</i>	Grammar Reference Unit
Word formation - verb to noun: <i>-ee, -er, -or, -ing, -ment</i>	Grammar Reference Unit

People: civilization

This syllabus item provides practice of the kind of language we use to talk about civilization. It also provides practice of different reading skills and the use of the present simple with future meaning.

Topic Focus	Reading a text about different Native American cultures. Listening to someone speaking about a different lifestyle. Reading about the use of population counts in history. Listening to a lecture about colonial America. Listening to a conversation about architecture. Reading a text about houses of the future in Britain.
Grammar Focus	Checking your knowledge of the use of the present simple to talk about the future in subordinate clauses.
'Can do' statement	I can follow specialized lectures and presentations which use a high degree of colloquialism, regional language or unfamiliar terminology. I can understand and interpret practically all forms of written language including abstract, structurally complex or highly colloquial literary and non-literary texts.

Reading 028	Exam Preparation Exercise
A different lifestyle	Listening Activity
Reading 040	Exam Preparation Exercise
Listening 033: mini-lecture	Exam Preparation Exercise

Listening 085: conversation	Exam Preparation Exercise
Academic Reading Passage 2: Houses of the future (Task 1)	Exam Preparation Exercise
Present simple with future meaning: subordinate clauses	Grammar Reference Unit

People: human beings

This syllabus item provides practice of the kind of language we use to talk about human beings. It also provides practice of a variety of grammar points and writing a proposal.

Grammar Focus	Practicing a variety of grammar points. Testing your knowledge of wishes/regrets and connectors.
Topic Focus	Identifying the stressed syllable of multi-syllable nouns in sentences. Completing a text about the future of the elderly. Listening to a psychology teacher talking about intelligence models. Reading a text about how the brain works. Listening to an interview with a photographer who takes pictures of ghostly sites. Listening to people talking about the effect of advertising on children.
'Can do' statement	I can write clearly and smoothly and in an appropriate style. I can understand any kind of spoken language, both when I hear it live or in the media. I can also understand a native speaker who speaks fast if I have some time to get used to the accent.

Stress	Pronunciation Activity	Academic Reading Passage 3: Sight and memory (Task 2)	Exam Preparation Exercise
Listening 068: mini-lecture	Exam Preparation Exercise	Advanced Test 04	Practice Test
Academic Reading Passage 3: Sight and memory (Task 1)	Exam Preparation Exercise	Advertising	Listening Activity

People: challenge and conflict

This syllabus item provides practice of the kind of language we use to talk about challenges and conflict. It also provides practice of prepositions and writing an article.

Grammar Focus	Practicing the use of prepositions after certain verbs. Checking your knowledge of 'into', 'of', 'on', 'to' and 'with'. Checking your knowledge of the use of 'in a ... manner', 'like' and 'with/without'. Practicing linking time clauses. Checking your knowledge of the prepositions of movement 'all over', 'away from', 'back to', 'beyond', 'by', 'throughout' and 'toward(s)'.
'Can do' statement	I can write complex letters, reports or articles in such a way that helps the reader to notice and remember important points.
Topic Focus	Completing a report of a student committee meeting at a college. Practicing collocations. Completing a text about how to boost your self-esteem. Reading a story about an argument over which TV channel to watch.

A committee meeting	Language Exercise	Prepositions of movement 3	Grammar Reference Unit
Verbs followed by prepositions: <i>into, of, on, to, with</i>	Grammar Reference Unit	Paper 2 Part 1	Sample Essay
Preposition expressions: <i>manner</i>	Grammar Reference Unit	Academic Reading Passage 3: Wilfred Owen (Task 1)	Exam Preparation Exercise
Switching TV channels	Language Exercise		

UNIT 4

Work: people at work

This syllabus item provides practice of the kind of language we use to talk about people at work. It also provides practice of pronunciation and preposition expressions.

Topic Focus	Listening to short dialogs to choose the correct option. Listening to people talking about job interviews that they have recently conducted. Reading a text about clockmaking. Listening to stories about people's experiences in restaurants. Listening to colleagues discussing what to write in a report.
Grammar Focus	Checking your knowledge of the use of 'for' to indicate purpose and intended destination. Checking your knowledge of the use of 'with reference to', 'with regard to', 'as for' and 're'.
'Can do' statement	I can understand any kind of spoken language, both when I hear it live or in the media. I can also understand a native speaker who speaks fast if I have some time to get used to the accent.

TOEFL Listening 057: dialog	Exam Preparation Exercise
Job candidates	Pronunciation Activity
Reading 030	Exam Preparation Exercise
Waiter, waiter ...	Listening Activity

Preposition expressions: purpose, intended destination	Grammar Reference Unit
What should we write about?	Listening Activity
Preposition expressions: respect	Grammar Reference Unit

Work: training

This syllabus item provides practice of the kind of language we use to talk about training. It also provides practice of infinitives and writing a report.

Grammar Focus	Checking your knowledge of infinitive complements. Checking your knowledge of nouns from A-O that are followed by the infinitive.
'Can do' statement	I can write clearly and smoothly and in an appropriate style. I can write complex letters, reports or articles in such a way that helps the reader to notice and remember important points.
Topic Focus	Listening to part of a meeting about the training needs of a company. Reading a text about training in the world of sports. Listening to part of a training session about giving presentations. Listening to a woman talking about the report she is going to write about a conference she attended.

Training needs meeting	Listening Activity
Reading 041	Exam Preparation Exercise
Presentation training	Listening Activity
New training	Vocabulary Activity

Conference report	Listening Activity
The infinitive: with infinitive complements	Grammar Reference Unit
Nouns followed by the infinitive: A-O	Grammar Reference Unit

Work: meetings

This syllabus item provides practice of the kind of language we use to talk about meetings. It also provides practice of the use of participles.

Topic Focus	Practicing vocabulary associated with meetings and agendas. Listening to a manager telling his assistant about a memo he wants her to write. Listening to a description of a conference.
Grammar Focus	Practicing the use of participles. Checking a manager telling his assistant about a memo he wants her to write. Checking your knowledge of the past participle of regular and irregular verbs.
'Can do' statement	I can understand any kind of spoken language, both when I hear it live or in the media. I can also understand a native speaker who speaks fast if I have some time to get used to the accent.

Points for the agenda	Vocabulary Activity
Initial consultancy meeting	Language Exercise
Meeting memo	Listening Activity
Participles: past participles	Grammar Reference Unit

Past participle: verb, adjective, clause	Grammar Reference Unit
What was the conference like?	Listening Activity

Work: presentations

This syllabus item provides practice of the kind of language we use to talk about presentations. It also provides practice of modals of certainty and possibility.

Grammar Focus	Practicing the use of modals. Practicing phrasal verbs. Practicing modals of deduction, 'must' and 'can't', and of possibility, 'might' and 'could'.
Topic Focus	Listening to the tourism officer from the local government talking about services for corporate hospitality. Listening to two business students and their tutor discussing communication.
'Can do' statement	I can understand any kind of spoken language, both when I hear it live or in the media. I can also understand a native speaker who speaks fast if I have some time to get used to the accent.

Hospitality services	Listening Activity
Presentation introduction	Language Exercise
Seminar titles	Language Exercise
Listening Section 3: Business communication (Task 1)	Exam Preparation Exercise

Listening Section 3: Business communication (Task 2)	Exam Preparation Exercise
Certainty and possibility	Language Exercise

UNIT 5

Companies: managing staff

This syllabus item provides practice of the kind of language we use to talk about management of staff. It also provides practice of a variety of grammar points and writing a business report.

'Can do' statement	I can write clearly and smoothly and in an appropriate style. I can write complex letters, reports or articles in such a way that helps the reader to notice and remember important points.
Grammar Focus	Practicing phrasal verbs. Practicing verb structures for expressing attitudes and opinions. Practicing a variety of grammatical items. Checking your knowledge of adjectives ending in '-ed' followed by a preposition.
Topic Focus	Listening to a discussion about a forthcoming performance appraisal. Listening to words and phrases connected with how people perform in their jobs. Writing a business report on the effects of a company change of strategy.

Successful team leading	Language Exercise	Structure/Written expression 003	Exam Preparation Exercise
The honest managing director	Language Exercise	Adjectives ending in <i>-ed</i> and <i>-ing</i> : <i>-ed</i> adjectives followed by prepositions	Grammar Reference Unit
Appraisal report	Listening Activity	Writing Part 2	Sample Essay
Appraisal	Vocabulary Activity		

Companies: money and finance

This syllabus item provides practice of the kind of language we use to talk about money and finance. It also provides practice of writing and pronunciation.

'Can do' statement	I can understand and interpret practically all forms of written language including abstract, structurally complex or highly colloquial literary and non-literary texts.
Topic Focus	Practicing words and phrases connected with money in business. Listening to colleagues discussing a meeting about their company's spending. Practicing meanings of phrasal verbs with 'go'. Reading a text about an important event that took place in the United States in 1929.
Grammar Focus	Practicing whether /d/ is pronounced within connected speech or not. Practicing pronunciation of final /t/ or /d/ in rapid connected speech when the next word begins with a consonant. Practicing writing an assignment about ethical investment on a business studies course.

Money troubles	Vocabulary Activity	Academic Reading Passage 3: The Wall Street Crash (Task 2)	Exam Preparation Exercise
To spend or not to spend	Listening Activity	Assimilation	Pronunciation Activity
A record store	Vocabulary Activity	Put your money where your heart is	Sample Essay
Problems with a company	Pronunciation Activity		
Academic Reading Passage 3: The Wall Street Crash (Task 1)	Exam Preparation Exercise		

Companies: buying and selling

This syllabus item provides practice of the kind of language we use to talk about buying and selling different things. It also provides practice of adverbial phrases and writing.

'Can do' statement	I can follow specialized lectures and presentations which use a high degree of colloquialism, regional language or unfamiliar terminology. I can understand and interpret practically all forms of written language including abstract, structurally complex or highly colloquial literary and non-literary texts.
Topic Focus	Listening to a description of a company. Practicing adverbs or adverbial phrases which comment on a whole sentence. Listening to three advertisements.
Grammar Focus	Checking your knowledge of mixed adverbial expressions. Checking your knowledge of adverbial expressions of manner.

Company update	Listening Activity
Best-selling book review	Vocabulary Activity
Radio advertisements	Listening Activity

Adverbial phrases: mixed	Grammar Reference Unit
Adverbial phrases: manner	Grammar Reference Unit
Marketing techniques	Sample Essay

Companies: negotiating

This syllabus item provides practice of the kind of language we use to talk about negotiating. It also provides practice of making requests and expressing preference.

'Can do' statement	I can understand any kind of spoken language, both when I hear it live or in the media. I can also understand a native speaker who speaks fast if I have some time to get used to the accent.
Grammar Focus	Practicing structures used with 'prefer' and 'would rather'. Practicing phrasal verbs. Practicing phrases used for making requests informally, particularly when the answer is likely to be 'no'. Practicing phrases where an intrusive /w/ is pronounced between two words in connected speech. Contrasting the different sounds for words spelt with 's'.
Topic Focus	Listening to a man and a woman talking about applicants for a job. Listening to a discussion about a forthcoming performance appraisal.

Deciding on the best applicant	Listening Activity
Crisis meeting minutes	Language Exercise
Changing arrangements	Language Exercise

Liaison features in connected speech	Pronunciation Activity
Pronunciation of the letter 's'	Pronunciation Activity
Appraisal report	Listening Activity

UNIT 6

Food: food and drink

This syllabus item provides practice of the kind of language we use to talk about food and drink. It also provides practice of adjectives.

Topic Focus	Practicing adjective word order in complex noun phrases. Practicing expressions we use to describe frequency. Reading a text about eagles. Listening to some colleagues talking about why they grow their own fruit and vegetables. Doing a web project about chocolate.
Grammar Focus	Checking your knowledge of the position of adjectives. Checking your knowledge of adjectives + infinitive. Identifying the changing syllable stress in nouns and their corresponding adjectives.
'Can do' statement	I can follow specialized lectures and presentations which use a high degree of colloquialism, regional language or unfamiliar terminology. I can understand and interpret practically all forms of written language including abstract, structurally complex or highly colloquial literary and non-literary texts.

Adjective word order	Language Exercise
Time for tea	Vocabulary Activity
Reading 049	Exam Preparation Exercise
Growing your own fruits and vegetables	Listening Activity
Position of adjectives	Grammar Reference Unit

Adjectives + infinitive	Grammar Reference Unit
Changing stress in nouns and adjectives	Pronunciation Activity
Chocolate	Web Project

Food: cooking

This syllabus item provides practice of the kind of language we use to talk about cooking. It also provides practice of adjectives and adverbs.

'Can do' statement	I can understand any kind of spoken language, both when I hear it live or in the media. I can also understand a native speaker who speaks fast if I have some time to get used to the accent.
Grammar Focus	Checking your knowledge of adjectives ending in '-ed' followed by a preposition. Checking your knowledge of adverbs with two forms.
Topic Focus	Practicing verbs connected with cooking. Listening to part of a radio program about fast food. Checking your knowledge of the contrast between adjectives and adverbs. Doing a web project about regional food in the U.S.A.

Adjectives ending in <i>-ed</i> and <i>-ing</i> : <i>-ed</i> adjectives followed by prepositions	Grammar Reference Unit
Soup recipe	Vocabulary Activity
Irregular adverbs	Grammar Reference Unit

Fast food	Listening Activity
Adverbs v. adjectives: contrast	Grammar Reference Unit
Food around the U.S.A.	Web Project

Food: restaurants

This syllabus item provides practice of the kind of language we use to talk about restaurants. It also provides practice of pronouns.

Grammar Focus	Practicing concession clauses. Practicing noun reference. Practicing linking with '-ing' clauses. Checking your knowledge of the uses of pronouns. Checking your knowledge of non-sexist uses of personal pronouns.
Topic Focus	Listening to people talking about restaurants. Listening to four stories about people's experiences in restaurants.
'Can do' statement	I can understand any kind of spoken language, both when I hear it live or in the media. I can also understand a native speaker who speaks fast if I have some time to get used to the accent.

Food in the Harbor City	Language Exercise
What's cooking?	Listening Activity
Pronoun reference	Language Exercise
Waiter, waiter ...	Listening Activity

Visit to a restaurant	Language Exercise
Pronoun contrast	Grammar Reference Unit
Non-sexist pronouns: other gender-neutral terms	Grammar Reference Unit

Food: food and health

This syllabus item provides practice of the kind of language we use to talk about food and health. It also provides practice of nouns.

'Can do' statement	I can understand and interpret practically all forms of written language including abstract, structurally complex or highly colloquial literary and non-literary texts.
Topic Focus	Listening to a nutritionist talking about food and drink. Practicing nouns formed from phrasal verbs. Reading a text about pesticides.
Grammar Focus	Contrasting the '-ing' form and 'to' + the infinitive. Practicing the use of pronouns in relative clauses. Checking your knowledge of irregular countable nouns derived from foreign words. Checking your knowledge of nouns from P-Z that are followed by the infinitive.

What food is good for you?	Listening Activity
Do you want to be healthy?	Language Exercise
Diet pills	Language Exercise
An outbreak of foot-and-mouth disease	Vocabulary Activity

Irregular countable nouns: foreign words	Grammar Reference Unit
Nouns followed by the infinitive: P-Z	Grammar Reference Unit
Reading 011	Exam Preparation Exercise

UNIT 7

Business: jobs

This syllabus item provides practice of the kind of language we use to talk about jobs. It also provides practice of nouns.

Topic Focus	Practicing expressions of intention and attitude. Listening to a speaker giving advice about job interviews to a group of college students. Listening to an interview about changes in employment patterns in the coming years.
'Can do' statement	I can understand any kind of spoken language, both when I hear it live or in the media. I can also understand a native speaker who speaks fast if I have some time to get used to the accent.
Grammar Focus	Practicing compound nouns. Practicing prepositions of place and prepositions following verbs. Testing wishes/regrets and connectors. Checking your knowledge of compound nouns. Checking your knowledge of nouns from P-Z that are followed by the infinitive.

Bill's new business	Vocabulary Activity
People's jobs	Language Exercise
An unsatisfactory job	Vocabulary Activity
Your first interview	Listening Activity

Advanced Test 03	Practice Test
Compounds: nouns	Grammar Reference Unit
Nouns followed by the infinitive: P-Z	Grammar Reference Unit

Business: statistics

This syllabus item provides practice of the kind of language we use to talk about statistics. It also provides practice of writing.

'Can do' statement	I can produce clear, smoothly flowing, complex reports, articles or essays that present a case, or give critical appreciation of proposals or literary works.
Grammar Focus	Practicing a number of grammatical structures by completing a text about race in Britain.
Topic Focus	Practicing words and phrases used for describing statistics in business. Reading a text about censuses. Practicing words and phrases connected with manufacturing. Listening to a conversation between two students. Doing a business web project about surveys carried out by companies to measure customer satisfaction.

Annual report	Vocabulary Activity
Reading 040	Exam Preparation Exercise
Zodiac car company	Vocabulary Activity

Listening 013: conversation	Exam Preparation Exercise
Customer satisfaction surveys	Web Project

Business: correspondence

This syllabus item provides practice of the kind of language we use to talk about different kinds of correspondence. It also provides practice of conditional sentences.

Grammar Focus	Practicing the use of the infinitive or the '-ing' form after certain verbs. Practicing the correct position of 'also', 'too' and 'as well' in sentences. Practicing structures which are variations on the first, second and third conditionals. Practicing a series of structures. Checking mixed conditional tenses. Checking your knowledge of the negative form of the third conditional. Checking your knowledge of the interrogative form of the third conditional.
Topic Focus	Practicing vocabulary connected with legal matters in business.
'Can do' statement	I can understand any kind of spoken language, both when I hear it live or in the media. I can also understand a native speaker who speaks fast if I have some time to get used to the accent.

Legal letters	Language Exercise
Personal details	Language Exercise
Legal department letters	Vocabulary Activity
Responses to complaints	Language Exercise
Structure/Written expression 015	Exam Preparation Exercise

Conditional sentences	Language Exercise
Third conditional: negative	Grammar Reference Unit
Third conditional: interrogative	Grammar Reference Unit

Business: trade

This syllabus item provides practice of the kind of language we use to talk about trade. It also provides practice of pronunciation.

Grammar Focus	Checking your knowledge of '(not) as ... as' and 'less ... than'. Testing your knowledge of a variety of grammatical structures. Identifying clusters of three or more consonant sounds. Distinguishing between words which contain a diphthong and words which don't.
'Can do' statement	I can understand and interpret practically all forms of written language including abstract, structurally complex or highly colloquial literary and non-literary texts.
Topic Focus	Reading a text about the influence of mining in early American settlements. Practicing words and phrases often used in connection with different kinds of international trade. Reading a text about glass making in colonial America. Doing a web project about the New York Stock Exchange.

Reading 021	Exam Preparation Exercise
International trade	Vocabulary Activity
Reading 037	Exam Preparation Exercise
Comparative adjectives: <i>(not) as ... as; less ... than</i>	Grammar Reference Unit

Structure/Written expression 017	Exam Preparation Exercise
Clusters of three or more consonants	Pronunciation Activity
Diphthongs	Pronunciation Activity
The New York Stock Exchange	Web Project

UNIT 8

Life: different lives

This syllabus item provides practice of the kind of language we use to talk about different ways of life. It also provides practice of nouns.

Topic Focus	Listening to a news item about the possibility that there may be life on other planets. Distinguishing between questions that ask for information and questions asked when the speaker thinks they already know the answer. Listening a talk about work-life balance. Reading about the life of an insect. Listening to someone discussing a different lifestyle. Listening to a talk about African wildlife.
Grammar Focus	Practicing nouns which are always plural and uncountable nouns ending in 's' which are always singular. Checking your knowledge of common uncountable nouns. Checking your knowledge of irregular countable nouns with the same singular and plural form.
'Can do' statement	I can understand any kind of spoken language, both when I hear it live or in the media. I can also understand a native speaker who speaks fast if I have some time to get used to the accent.

Is there life on other planets?	Listening Activity
Dealing with fame	Pronunciation Activity
Life in college	Vocabulary Activity
Get the balance right	Listening Activity
Reading 050	Exam Preparation Exercise

A different lifestyle	Listening Activity
Listening 040: mini-lecture	Exam Preparation Exercise
Uncountable nouns: other	Grammar Reference Unit
Irregular countable nouns: same singular and plural	Grammar Reference Unit

Life: sociology

This syllabus item provides practice of the kind of language we use to talk about sociological issues. It also provides practice of present tenses.

Topic Focus	Reading a text about the Earth. Listening to three short dialogs. Completing three texts about the British, sleeping habits and being an action man.
Grammar Focus	Practicing 'wh-' clauses. Practicing several grammatical items. Checking your knowledge of the affirmative form of the present perfect progressive. Checking your knowledge of the use of the present perfect simple and progressive.
'Can do' statement	I can understand and interpret practically all forms of written language including abstract, structurally complex, or highly colloquial literary and non-literary texts.

Reading 009	Exam Preparation Exercise
A protest march	Language Exercise
Listening 049: dialog	Exam Preparation Exercise

Structure/Written expression 019	Exam Preparation Exercise
Present perfect progressive: affirmative	Grammar Reference Unit
Present perfect simple v. progressive	Grammar Reference Unit

Life: the mind

This syllabus item provides practice of the kind of language we use to talk about how the mind works. It also provides practice of different listening and reading skills and prepositions of time.

Grammar Focus	Checking your knowledge of the use of prepositions of time indicating intervals.
'Can do' statement	I can understand any kind of spoken language, both when I hear it live or in the media. I can also understand a native speaker who speaks fast if I have some time to get used to the accent. I can understand and interpret practically all forms of written language including abstract, structurally complex or highly colloquial literary and non-literary texts.
Topic Focus	Reading a text about how the brain works. Listening to a story about an urban myth. Playing a game to recognize expressions of feelings and match them with their names. Reading a text about memory. Listening to a conversation about Gestalt principles.

Academic Reading Passage 3: Sight and memory (Task 3)	Exam Preparation Exercise	Listening 022: conversation	Exam Preparation Exercise
How to tell a story	Listening Activity	Prepositions of time: intervals	Grammar Reference Unit
Academic Reading Passage 1: Memory (Task 1)	Exam Preparation Exercise		

Life: natural world

This syllabus item provides practice of the kind of language we use to talk about the natural world. It also provides practice of several grammatical items.

Grammar Focus	Practicing expressions of possibility, probability and certainty. Practicing phrasal verbs. Practicing different verb forms. Practicing a variety of grammar points.
Topic Focus	Listening to a husband and wife talking about small creatures and insects which live in and around their home and garden. Completing a text about the endangered rhinoceros. Completing a text about natural disasters. Completing a text about climate change. Reading a text about mangrove forests. Listening to a talk given by a biology professor. Listening to a talk about dolphins. Listening to a presentation about Antarctica.
'Can do' statement	I can follow specialized lectures and presentations which use a high degree of colloquialism, regional language or unfamiliar terminology. I can understand and interpret practically all forms of written language including abstract, structurally complex or highly colloquial literary and non-literary texts.

Feed the birds	Vocabulary Activity	Listening 037: mini-lecture	Exam Preparation Exercise
Natural world	Listening Activity	How intelligent are dolphins?	Listening Activity
Save the rhinos	Language Exercise	Listening Section 4: Antarctica	Exam Preparation Exercise
Reading 024	Exam Preparation Exercise		