

Unit 11 Messages

Grammar
Passive verbs (mixed tenses)



Discuss

- 1 Look at the messages below and discuss these with a partner.
- Where could you find each message?
 - Who do you think wrote them and why?
 - Who were they written to?
 - Who do **you** send messages to? Who do **you** receive messages from? **Students' own answers**

1



2

To: _____
Cc: _____
Subject: _____

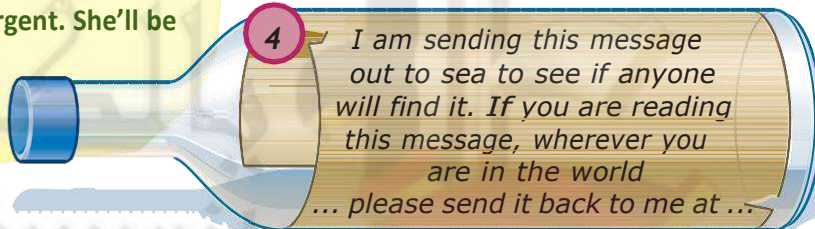
Hussein
Thanks for letting me know in advance. I actually have the same problem as you, and was just about to contact you. Let's rearrange things then. How about 27th March? My schedule is pretty free that day so I will be able to travel to your office instead.
Ahmed

Original message
Dear Ahmed,
I'm afraid I can't make our meeting tomorrow afternoon. A colleague is out of the office and I have to take his place. If we could reschedule asap I would really appreciate it, as there are many things to discuss about our forthcoming project.
Hussein

3

Nadia
Reem phoned. Can you get back to her as soon as possible – it's urgent. She'll be at home until 4.30.
Dalia

4

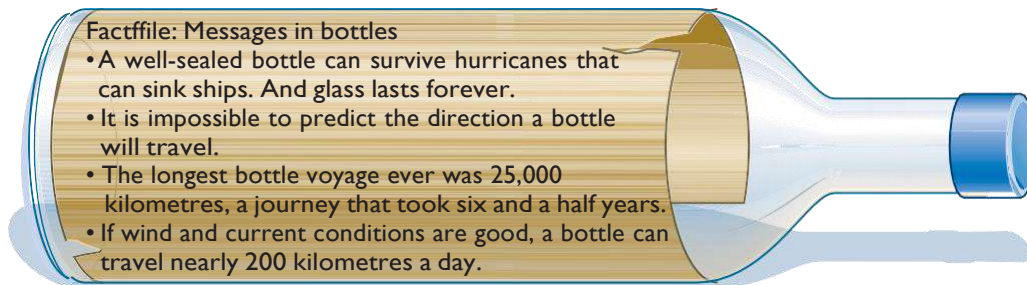


Listen

2 (11.1) You are going to hear part of a radio programme called 'Strange Stories'. Listen and answer these questions.

- How many strange stories do you hear? **four**
- What nationalities are the people in the stories? (We do not know the nationality of one person.) **the first story: Japanese; the second story: we don't know; the third story: German; in the fourth story: Swedish and Italian**
- When does each story take place? **the first story: 1784-1935; the second story: 1915; the third story: 1929-1935; the fourth story: 1956-1958**

3 (11.1) Which of the information in the factfile below does the radio programme give you more details about? Read the Factfile, then listen again.

**Check your understanding**

4 Choose the correct answer, **A** or **B**, for each question about the stories.

- How did Matsuyama and his men die?
A They drowned. **B** They had no food.
- What happened to the Lusitania in May 1915?
A It ended its voyage. **B** It started its voyage.
- The people who found the German scientists' bottle didn't break it. Why not?
A The glass was too strong. **B** They could read the message through the glass.
- Why did Paolina reply to the sailor's message?
A As a joke. **B** Because she wanted to please her father.

Words to remember
asap, colleague, current, impromptu, rearrange, starvation, unreliable, urgent, well-sealed

Think and speak (visualising)

5 Imagine you are on the beach and you find an empty bottle.

- What message would you send in the bottle?
- Where could your bottle go to?
- Would you like the finder to contact you?
- Why are 'message in a bottle' stories so memorable?

Quote "It usually takes me more than three weeks to prepare a good impromptu speech."

Mark Twain

• **Passive verbs (mixed tenses)** Grammar reference pages 135–136

1 Read the story and choose the best title: **Mixed messages**

- Faisal and Ahmed ▸ Mixed messages ▸ Home alone

It's the last lesson of the day and Faisal is hungry. He can't wait for the family dinner at 3 o'clock. 'I hope Mum makes a chicken curry, he thinks. As he leaves school, he sees his twin brother Ahmed at the entrance. 'I have to stay an hour late for football practice this afternoon. So I'll miss dinner,' Ahmed tells Faisal.

⁵ 'Don't worry, I'll ask Mum to keep a plate warm for you.' Faisal replies.

Faisal takes a long walk home, but when he arrives the house is empty. The answer machine light is flashing red. 'I hope it's not bad news,' he worries, and plays the message.

'Hi, it's Mum. I went to the supermarket but now I'm stuck in traffic. My phone battery is nearly dead, too. I'll be home at 5 o'clock.'

¹⁰ In his office, Faisal's dad is really worried. He has a project deadline tomorrow, but he doesn't want to miss dinner. 'Really sorry. Emergency conference call. I'll be an hour late. Love Dad.' he types.

'I hope somebody reads this e-mail,' Dad thinks.

At exactly 5 o'clock, Ahmed, Mum and Dad all arrive at the house. 'Sorry I'm late, did you get ¹⁵ my message?' They apologise in perfect harmony. Faisal laughs and laughs.

2 The first in each pair of sentences below is active and the second is passive.

- Dad *sent* an e-mail. The e-mail *was sent* by Dad.
 ▸ Mum *left* an answer machine message. The answer machine message *was left* by Mum.

- a What is the difference between the two sentences in each pair?
 b Are these statements True (T) or False (F)? Justify your answer in 20 words.
 1 Active and passive sentences give different information.
 2 Active and passive sentences use different verb forms.
 3 Active and passive sentences have different subjects or focus.

a The active sentences tell us about the person who performed the action, and the action itself; the second sentences focus on the action and the person who performed it isn't so important.
 b 1 False (although passive sentences might not tell us who performed the action) 2 True 3 True

3 How is the passive formed? Rewrite each sentence using the word in brackets.

- a Last year, I painted my room. (had)
Last year, I had my room painted.
 b My father is upgrading his phone tomorrow. (having)
My father is having his phone upgraded tomorrow.
 c We've just installed an AC unit. (had)
We've just had an AC unit installed.
 d Nader will finish the construction project. (have)
The construction project will have been finished by Nader.
 e Mum had cooked a large meal for the family. (been)
A large meal had been cooked for the family by Mum.
 f By the end of this year, I will have read ten books. (been)
Ten books will have been read by the end of this year.

Vocabulary Verbs with more than one meaning: **take**, **make**

1 We often need to read words in a sentence to understand the right meaning.

a What does the verb **take** mean in sentences 1-4? Choose meanings from this list.

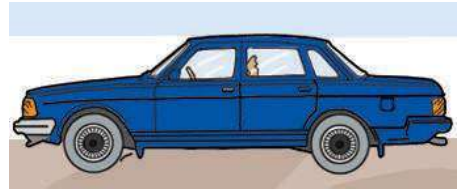
carry steal (remove without permission) swallow travel by

- 1 He takes his father's car without asking. steal
- 2 I'm too tired to walk – let's take a taxi. Travel by
- 3 You'd better take your coat. It might be cold later. carry
- 4 I've got a bad headache so I'm going to take some tablets. swallow

b What does the verb **make** mean in sentences 1-4?

attend earn force someone to produce

- 1 My parents made me tidy my room before I went to bed. forced me to
- 2 They make Volvo cars in Sweden. produce
- 3 How much does he make a year? earn
- 4 I'm sorry, but I can't make the meeting tomorrow. attend



2 Read the text. Fill the gaps with the correct form of the verbs below. One verb is used twice.

upgrade hold slide activate run out unlock switch

Text me

A SIM card or Subscriber Identity Module is a portable memory chip. The SIM card makes it easy to (1) switch to a new phone by simply (2) sliding the SIM out of one phone and into another. The SIM (3) holds personal identity information, your phone book, text messages, photos and other data. It can be thought of as a mini hard disk that automatically (4) activates the phone into which it is inserted. A SIM card can come in very handy. For example, when your phone (5) runs out of battery power at a friend's house. Also, if you (6) upgrade your phone there's no hassle involved. Just (7) slide it into the new phone and you're good to go. You must (8) unlock the phone first, however, and operate on the carrier's frequency or band. This is great for international travellers.

Pronunciation /spr/, /skr/ or /str/

3 (11.2) Listen to six words. How many syllables do they have? a 2 b 1 c 1 d 2 e 2 f 1

Example: **strong** has **one** syllable **surprise** has **two** syllables

4 (11.3) Repeat these one-syllable words.

5 (11.4) Now listen and repeat the sentences.

Words to remember

activate, band, conference call, deadline, flash, frequency, handy, harmony, hassle, portable, slide, unlock, upgrade

Speaking Taking messages

Listen

1 (11.5) Listen to four answerphone messages and complete a form like this for each

Message 1: Name of caller: Faris

Day / Time of call: Monday 17th May 11.25 a.m. Message: He can't play tennis tomorrow – he's hurt his wrist – has to rest it. Maybe play at the weekend?

Action: ring him

Message 2: Name of caller: Reem

Day / Time: Wednesday 7th July 8.05 a.m.

Message: Can you bring the CD she lent you to school today – she needs it.

Action: Take CD to school

Message 3: Name of caller: Music Unlimited

Day / Time: Friday 22nd November 3.15 p.m.

Message: Guitar ready for collection. They are open until

6.00 p.m. today and all day tomorrow. Action: Collect guitar

Message 4: Name of caller: University Chemistry Department Day / Time: Tuesday 31st January 3.15 p.m.

Message: Time of interview changed from 10.30 a.m. to 3.45 p.m.

Action: If new time is inconvenient, call them on 03572 564635.

- A Make up a message that callers will hear when they phone you.
- B Make up a message to leave on your partner's answerphone. Use the information below.

Situation 1

You arranged to go to the library with your friend this afternoon, but you cannot go because you have to look after your little sister. Apologise to your friend and suggest going tomorrow.

Situation 2

You are a doctor in a hospital and an emergency patient has arrived. Phone their next of kin and leave a message. Ask him / her to ring back, and make sure not to alarm them.

Situation 3

You have seen an advert for a summer job in a restaurant in Kuwait City. Leave a message for the restaurant manager. Ask for more details and describe yourself briefly. Be confident.

b Sit back to back with your partner.

- B Make a ringing noise. When you hear the answerphone message, say your message.
- A Say your answerphone message. Then when your partner speaks, make a note of his / her message.

c Exchange roles and repeat steps a and b.

USEFUL LANGUAGE

Giving information in an answerphone message

This is ..., I can't come to the phone at the moment.

Please leave a message after the tone.

Message received on (day and date) at (time + a.m. or p.m.)

Leaving a message

This is a message for (Anwar).

Hi (Anwar) – this is (YOUR NAME).

Can you give me a ring?

Writing

Notes and messages

٤٧ ٥١٦

You are going to write a reply to an e-mail and a phone text message

Emails



1 Read the original e-mail and the reply to it.

a Is Nasser going to meet Anwar? **We don't know if Nasser is going to meet Anwar - it depends on his**

Dear Nasser,
 Good to see you again yesterday.
 Thanks for the lunch.
 Must meet up again soon. Would you like to come to us next Sunday?
 Let me know.
 Anwar

Dear Anwar,
 Thanks for your e-mail.
 Yes, we enjoyed your visit very much.
 Very kind of you to invite me over.
 Great idea! Will have to ask my parents.
 Will let you know as soon as possible.
 Nasser

parents.

b In e-mails, words are often left out for speed. What words have Anwar and Nasser left out of their e-mails? Show where words are missing.

- 1 ▲ Good to see you again **it was** 3 ▲ Will have to ask my parents **i**
- 2 ▲ Must meet up again soon **we** 4 ▲ Great idea! **That's a / what's a**

2 Now reply to this e-mail.

Dear ...

> Having a party next weekend. Hope you can make it.
 > Starts at 5.30 and should end about 10. Is that OK?
 > Most of the students in our class will be there.
 > Let me know ASAP.
 > Your friend

Words to remember
 alarm, answerphone,
 briefly, confident,
 next of kin, ring,
 tone, tutor

Mobile text messages

3 Read and 'translate' these phone text messages.

a THX 4 CALLN. **Thanks for calling** b IM W8NG 4 U. **I'm waiting for you** c CU L8R **See you later**

IM = I am	PLZ = please	2DAY = today
L8R = later	RU = are you	4 = for
THX or TKS = thanks	CU = see you	W8 = wait

4 Now write your own text messages and send them to a partner.
