#### Unit 1 Simple Present and Present Progressive First Impressions

#### Simple Present vs. Present Progressive

1 page 2

2. treats

explains.

4. doesn't/does not lose

5. is keeping.

always tells OR 's/is always telling.

7. see

8. always makes

9. respect.

DO. - werefoor supp-

11. 'm/am teaching

12. abways try

13. 'm/am constantly looking on constantly look

**2** page 3

2. 's not / isn't / is not teaching.

3. 's/is doing

4. s. is investigating

5. are participating aren't/are not working

typically meets

7. often talk

S. usmally asks:

9. 's/is asking; generally say

's/is also teaching on also teaches.

3 page 3

2. 'm wealking.

's mot/lism't playing. 7. 're showing

3, 'm studying 4. Doc warnt

S. wearst.

Is: playing

9. starts / 's starting

#### Stative Verbs

page 4.

2. Free bacyling. 3. don't seem

4. I foods:

5. Are you thinking

6. don't have

7. I'm being

8. do you hear 9. it feels

10. I really want

11. I need

12. I don't think

**2** page 5

2. 's/is being

3. bayer 4. 's/is having.

6. is its section. 7. is thinking

S. Uhlmks

5. secon

#### Special Meanings and Uses of Simple Present

pages 5-6

2. say S. scetti. 9. don't/do not: like

35, aure 4. sees. 5. recognizes

10. think 11. don't/do not have

bears.

12. makes

7. Seeds

2 pages 6-7

believe / say 3. says / teaches

don't/do not pay:

86. In

7. give S. beaches 9. lives 10. tracvel.

6. has / teaches

#### Avoid Common Mistakes

1 page 7

2. 15 6. 4 25 60 7. 10

4. b. 5. b

2 page 8

For salespeople, physical appearance is important, but there are other things that also go into making a good first impression. For example, I always am arriving at meetings on time. I am knowing my clients are busy people, and I understand that their time is important, Also, I always call them by name. I even keep names and information about clients in a special file online. In fact, I add information to that file this week.

In the past, I didn't pay much attention to body leaterning. language. However, I am lease to be more conscious of the ways I move and how to use my hands effectively. At make every meeting I am making eye contact - especially when I first greet a client and again when I leave. I practice my greetings in front of the mirror every day. I try to remember to smile. Of course, I also want to look good. I have nice shoes, and I keep them clean and polished. I am thinking my new haircut makes me look good, too.

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