

Module 1

1 Match the words to form phrases.

1	build	a	space
2	improve	b	communication
3	facial	c	expert
4	business	d	one's
5	non-verbal		confidence
6	personal	e	matter
7	powers	f	expression
8	crossed	g	one's reputation
9	body	h	deal
	language	i	of persuasion
10	minor	j	arms

2 Replace the underlined words with words/phrases from the list.

- correct • moved quickly
- simple tasks • understand
- suppose • believable • focus
- secret

- My mum doesn't know much about computers, she can do the basics like sending an email.
- The key to finding the right job is getting a good education.
- The detective didn't find the suspect's alibi very convincing.
- My watch is not always reliable and it's making me late for appointments.
- The driver was so tired that he had to concentrate on staying awake in order to avoid an accident.
- Everyone rushed to help the old lady when she fell over.
- I found it difficult to interpret if my boss was happy or not when I told him I had found a new job.
- We have many reasons to assume that the girl has been kidnapped.

3 Fill in the correct verb.

- clench • bowed • wrinkled • squint • shrugged
- snapped • shook • drummed • scratched • licked

- Gary his head while he was thinking of the correct answer.
- Sandra her shoulders and said she didn't remember where she had left her keys.
- The dog jumped up and my face.
- I had to my teeth to prevent myself from saying something rude to my boss.
- Julian had to in order to read since he had forgotten his glasses.
- She her fingers on the table waiting eagerly for the phone to ring.
- We our heads in silence to remember those who died in the war.
- John his fingers to get the waiter's attention.
- She just her head when I asked her if she needed any help with her project.
- He up his nose at the disgusting smell.

4 Fill in:

- A • trusts • recalls • considers • thinks

- The teacher Meredith to be his most talented student.
- Helen Hannah to look after her money.
- She Joseph is very kind.
- Jim often having met the Queen in his schooldays.

- B • hurt • suffered • ached • pained

- Evie has from asthma for a number of years.
- Tanya fell to the ground and her knee.
- It him to see people begging in the streets.
- He did press-ups until his arms

- C • familiar • aware • known • recognised

- His novel was as a literary masterpiece.
- Tom Cruise is a well- actor in most parts of the world.
- I am with most of Shakespeare's work.
- Most people are that smoking can cause cancer.

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M Carnoy



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