



**1 Preparing for the world of work** 6  
**THEME:** introducing myself, working in a different country, Europe and the EU  
**TOOLBOX:** simple present, present continuous, future plans, simple past  
**WORKSHOP:** introducing myself  
**EU TOPICS:**  
 1. The European Union  
 2. Living and working abroad  
**SKILLS:** Reading a text . . . . . 13  
**CULTURE SPOTLIGHT:** Language and culture 14  
**VIDEO LOUNGE:** A Brit in Berlin



**2 Getting to know you** 18  
**THEME:** introductions, small talk, conversations, internet chatting

**3 Working with children** 24  
**THEME:** greeting a visitor, describing organisations, education systems  
**TOOLBOX:** relative clauses  
**WORKSHOP:** describing your school to a visitor  
**SOCIAL TOPICS:**  
 1. Teaching young children  
 2. Talking about the history of a school  
**SKILLS:** Listening . . . . . 32  
**CULTURE SPOTLIGHT:** Greeting people . . . . 24  
**VIDEO LOUNGE:** Kids rule

**4 Writing emails** 36  
**THEME:** writing everyday office emails, summarising emails in German, writing emails from German notes  
**CULTURE SPOTLIGHT:** Email style . . . . . 38


**5 Working with the elderly** 42  
**THEME:** talking about work in retirement homes, making phone calls, making arrangements for trips and outings  
**TOOLBOX:** future (present continuous, future continuous, simple present)  
**WORKSHOP:** working with the elderly  
**SOCIAL TOPICS:**  
 1. Choosing a home  
 2. Life in a hospice

**6 Being sensitive** 56  
**THEME:** talking about grief and bereavement, writing letters of condolence, active listening

**7 Addiction** 62  
**THEME:** defining addiction, types of addiction, common symptoms, treatment centres and other forms of therapy  
**TOOLBOX:** adjectives, adverbs  
**WORKSHOP:** computer games  
**SOCIAL TOPICS:**  
 1. Drug treatment centre  
 2. Alcoholics Anonymous  
**VIDEO LOUNGE:** Binge drinking

**8 Talking about your workplace** 74  
**THEME:** different workplace contexts, giving directions, talking about colleagues



**Medien-DVD** 

**AUDIO-POOL:** Schülerbuch- und Workbook-Audios (MP3), Hörtexte (PDF)  
**VIDEO-POOL:** 6 Original-BBC-Videos (Video-Format), alle Videotexte (PDF)  
**DOKUMENTEN-POOL:** Grundwortschatz (Word), Dokumentvorlagen (Word)

Im Lehrerhandbuch finden sich 2 Audio-CDs für CD-Player sowie viele Dokumente, auch in veränderbarer Form, im Teachers' toolkit – der CD für Ihre Unterrichtsvorbereitung.



**9 Violence and crime** 82

**THEME:** types of crime and punishment, school violence and bullying, music piracy, expressing your opinion, agreeing and disagreeing with others

**TOOLBOX:** the passive, conjunctions

**WORKSHOP:** domestic violence

**SOCIAL TOPICS:**

- 1. School violence
- 2. Music piracy

**SKILLS:** Giving your opinion, agreeing, disagreeing . . . . . 89

**CULTURE SPOTLIGHT:** to run amok . . . . . 91

**VIDEO LOUNGE:** CCTV Crime

**10 Handling the telephone** 94

**THEME:** taking and leaving a phone message

**11 Family life and growing up** 100

**THEME:** the concept of family, speaking and writing about changes, adoption and teenage pregnancies, writing a report

**TOOLBOX:** tenses, more / less / fewer / most, rise / fall / increase / decrease

**WORKSHOP:** family structures

**SOCIAL TOPICS:**

- 1. Teenage pregnancies
- 2. Adoption

**12 Dealing with other cultures** 112

**THEME:** talking about culture, types of education systems, health care provision in different countries

**13 Dealing with the media** 118

**THEME:** speaking and writing about the effects of mass media, peer group pressure, making a presentation

**TOOLBOX:** reported speech

**WORKSHOP:** creating an advertising campaign

**SOCIAL TOPICS:**

- 1. Aesthetic surgery
- 2. Censorship

**SKILLS:** Making a presentation . . . . . 121

**VIDEO LOUNGE:** Mediterranean Britain



**14 Working as a volunteer abroad** 130

**THEME:** understanding information about volunteering, asking for more information about working abroad



**15 Food and health** 136

**THEME:** speaking and writing about fitness and nutrition, specific health issues such as eating disorders, vaccinations and sexually transmitted diseases, asking for and giving information

**TOOLBOX:** asking for and giving information

**WORKSHOP:** Nutrition

**SOCIAL TOPICS:**

- 1. Inoculations and pandemics
- 2. Eating disorders

**SKILLS:** Interviews . . . . . 141

**CULTURE SPOTLIGHT:** Be polite . . . . . 142

**VIDEO LOUNGE:** Sexually transmitted infections

**16 Applying for a job** 146

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**SKILLS:** Remember this! . . . . . 148

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