



# 4 Doing the right thing

Modal verbs 1 – obligation and permission • Nationality words • Requests and offers

## TEST YOUR GRAMMAR

Look at the sentences.

I	can should must have to	go.
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- 1 Write the negatives.
- 2 Write the questions.
- 3 Write the third person singular.
- 4 Which verb is different?

*I'm sorry, but I have to go now.*



## TEENAGERS AND PARENTS

*have (got) to, can, and be allowed to*

**1 T 4.1** Listen to Sarah and Lindsay, aged 14 and 15. What are some of the things they like and don't like about being a teenager?

**2** Complete the sentences.

- 1 You \_\_\_\_\_ go to work.
- 2 You \_\_\_\_\_ pay bills.
- 3 You \_\_\_\_\_ go out with your friends.
- 4 I always \_\_\_\_\_ tell my mum and dad where I'm going.
- 5 What time \_\_\_\_\_ get back home?
- 6 You \_\_\_\_\_ buy whatever you want.
- 7 Adults \_\_\_\_\_ worry about paying the bills.
- 8 They \_\_\_\_\_ always do what they want.
- 9 We \_\_\_\_\_ bring mobile phones to class.
- 10 I \_\_\_\_\_ go. I \_\_\_\_\_ do my homework.

**T 4.2** Listen and check. Practise saying the sentences.



**3** Lindsay talks about her parents. What are some of the things they *have to do* and *don't have to do*?

*Her mother has to ...*  
*Her father ...*



## GRAMMAR SPOT

1 Which two sentences mean the same?

I	am allowed to can have to	stay at my sister's house tonight.
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Which sentence expresses obligation? Which sentences express permission?

2 Complete the sentences with *have to* or *don't have to*.

Children \_\_\_\_\_ go to school.  
Millionaires \_\_\_\_\_

work.

You \_\_\_\_\_ go to England if you want to learn English.

In England, you \_\_\_\_\_ drive on the left.

3 *Have got to* and *have to* both express obligation. *Have got to* refers to an obligation now or soon. It's often reduced to *gotta* /'gɒtə/ when we speak, especially in American English.

I've got to go now. Bye!

## PRACTICE

### Discussing grammar

- Put these sentences into the negative, the question, and the past.
  - Henry can swim.  
*Henry can't swim. Can Henry swim? Henry could swim.*
  - I have to wear a uniform.
  - She has to work hard.
  - He can do what he likes.
  - We're allowed to wear jeans.

### Talking about you

- Look at the chart. Make true sentences about you and your family.

*I don't have to do the cooking.*

A	B	C
I		go to work.
My parents	have to	get up early.
My mother	has to	go shopping.
My father	don't have to	clean my room.
My sister	doesn't have to	do the cooking.
My brother	had to	take out the rubbish.
My grandparents	didn't have to	do the washing.
My husband/wife		do the washing-up.

Compare your sentences with a partner.

- Complete the sentences with *'ve got to*/*s got to* and a line from C in exercise 2.
  - Where's my briefcase? I \_\_\_\_\_.
  - Look at those dirty plates! We \_\_\_\_\_.
  - Noor and Latifa don't have any food in their house. They \_\_\_\_\_.
  - John needs to get an alarm clock. He \_\_\_\_\_ tomorrow.
  - I haven't got any clean socks. I \_\_\_\_\_.
  - The chef's ill, so the waiter \_\_\_\_\_.
- T 4.3** Listen and check. Practise saying the sentences.
- Work in groups. Talk about your school.
  - Are/Were your teachers strict?
  - What are/were you allowed to do?
  - What aren't/weren't you allowed to do?





## Signs

5 What do these signs mean? Use *have to/don't have to, can/can't, or (not) be allowed to*.



## What do you think?

Is it the same in your country?

### In Britain ...

- you can get married when you're 16.
- you have to wear a seat-belt in a car.
- you can drive a car when you're 17.
- young people don't have to do military service.
- there are lots of public places where you aren't allowed to smoke.

## PLANNING A TRIP

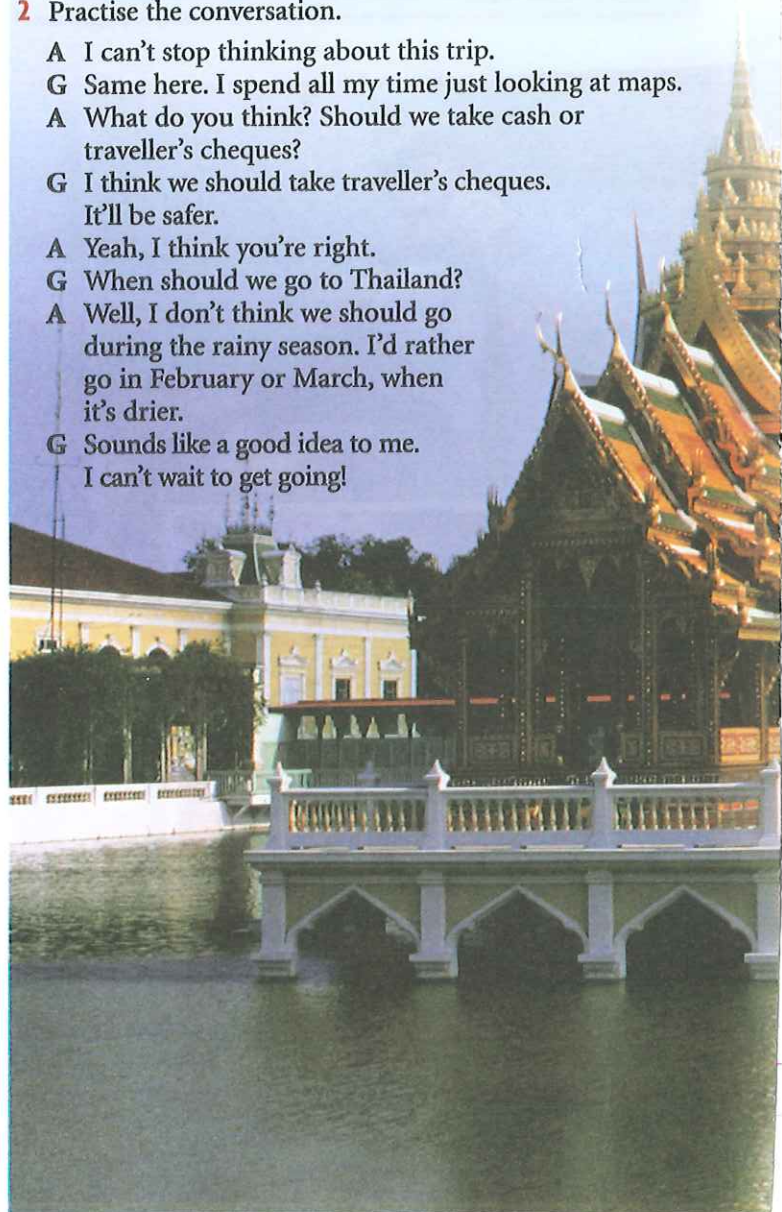
### should and must

1 T 4.4 Antony and his friend George are going to travel around Asia. Listen to them talking about their trip. What two decisions do they make?



2 Practise the conversation.

- A I can't stop thinking about this trip.  
G Same here. I spend all my time just looking at maps.  
A What do you think? Should we take cash or traveller's cheques?  
G I think we should take traveller's cheques. It'll be safer.  
A Yeah, I think you're right.  
G When should we go to Thailand?  
A Well, I don't think we should go during the rainy season. I'd rather go in February or March, when it's drier.  
G Sounds like a good idea to me. I can't wait to get going!





- 3 Match a line in A with a sentence in B to make more suggestions. Use *I think/don't think we should ...*

*I think we should buy some guidebooks. They'll give us a lot of information.*

A	B
1 ... buy some guidebooks.	Our bags will be too heavy to carry.
2 ... take plenty of suncream.	I have some friends there.
3 ... pack too many clothes.	We don't want to get ill.
4 ... take anything valuable.	It'll be really hot.
5 ... go to Japan first.	That would be really stupid.
6 ... go anywhere dangerous.	They'll give us a lot of information.
7 ... have some vaccinations.	We might lose it.

- 4 **T 4.5** Listen to Antony and his grandmother. She is worried about the boys' trip.

**Grandmother** You must write to us every week!  
**Antony** Yes, I will.  
**Grandmother** You mustn't lose your passport!  
**Antony** No, I won't.

Work with a partner. Make similar conversations between Antony and his grandmother. Use the prompts and *must/mustn't*.

- look after your money
- talk to strangers
- go out when it's dark
- make sure you eat well
- have a bath regularly
- phone us if you're in trouble
- go anywhere that's dangerous

- T 4.6** Listen and check.



### GRAMMAR SPOT

- 1 Look at the sentences below.  
 We **should** take traveller's cheques.  
 You **must** look after your money.  
 Which sentence expresses strong obligation?  
 Which sentence expresses a suggestion?
- 2 What type of verb are *should* and *must*?

▶▶ Grammar Reference 4.2 p140

## PRACTICE

### Suggestions and rules

- 1 Make suggestions. Use *I think/don't think ... should*.
- Hassan's got the flu.  
*I think he should go to bed. I don't think he should go to work.*
  - I've lost my cheque book and credit cards.
  - Samir got his driving licence last week, and now he wants to drive from Bahrain to Abu Dhabi.
  - My teenage daughter doesn't get out of bed until noon.
  - I never have any money!
  - Jane and Paul are only 16, but they want to leave school.
  - I'm really fed up with my job.
  - My grandparents complain they don't go out enough.

Do you have any problems? Ask the class for advice.

- 2 Write some rules for your school.  
*Students must arrive for lessons on time.*

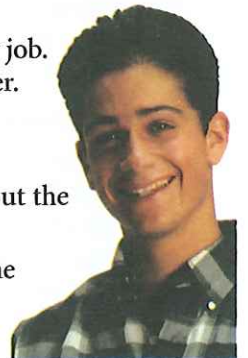
### A new job

- 3 **T 4.7** Dave is about to start a new job. Listen to him talking to the manager. What's the job?

- 4 Work with a partner. Choose a job. Then ask and answer questions about the responsibilities, hours, breaks, etc.

**Student A** You are going to start the job next week.

**Student B** You are the boss.



What time do I have to start?

Do I have to wear a uniform?

When can I take a break?

### Check it

- 5 Correct these sentences.
- Do you can help me?
  - What time have you to start work?
  - We no allowed to wear jeans at school.
  - We no can do what we want.
  - My mother have to work very hard six days a week.
  - You no should smoke. It's bad for your health.
  - Passengers must to have a ticket.

**WRITING:** For and against

▶▶ Go to p108



## READING AND SPEAKING

### How to behave abroad

1 Are these statements true (✓) or false (✗) for people in your country?

- 1  When we meet someone for the first time, we shake hands.
- 2  Friends kiss on both cheeks when they meet or when they say goodbye.
- 3  We often invite people to our home for a meal.
- 4  If you have arranged to do something with friends, it's OK to be a little late.
- 5  You shouldn't yawn in public.
- 6  We call most people by their first names.

2 Read the text *A World Guide to Good Manners*. These lines have been taken out of the text. Where do they go?

- a many people prefer not to discuss business while eating
- b some businesses close in the early afternoon for a couple of hours
- c for greeting, eating, or drinking
- d the deeper you should bow
- e should wear long-sleeved blouses and skirts below the knee

3 Answer the questions.

- 1 What nationality do you think the people in the pictures are?
- 2 What are the two differences between the American and the Japanese greeting?
- 3 List some of the clothes you think women *shouldn't* wear in Asian and Muslim countries.
- 4 Is your main meal of the day the same as in Italy or Spain?
- 5 In which countries do they prefer *not* to discuss business during meals?
- 6 What are some of the rules about business cards?
- 7 Why is it *not* a good idea to say to your Japanese business colleagues, 'I don't feel like staying out late tonight.?'
- 8 Which *Extra Tips* are about food and drink? Which ones are about general behaviour?

### What do you think?

Discuss these questions in groups.

- There is a saying in English: 'When in Rome, do as the Romans do.' What does it mean? Do you agree? Do you have a similar saying in your language?
- Think of one or two examples of bad manners in your country. For example, in Britain it is considered impolite to ask people how much they earn.
- What advice would you give somebody coming to live and work in your country?





## A WORLD GUIDE TO

# Good Manners

## How **not** to behave badly abroad

by Norman Ramshaw

Travelling to all corners of the world gets easier and easier. We live in a global village, but this doesn't mean that we all behave in the same way.

### • Greetings

How should you behave when you meet someone for the first time? An American or Canadian shakes your hand firmly while looking you straight in the eyes. In many parts of Asia, there is no physical contact at all. In Japan, you should bow, and the more respect you want to show, (1)\_\_\_\_. In Thailand, the greeting is made by pressing both hands together at the chest and bowing your head slightly. In both countries, eye contact is avoided as a sign of respect.

### • Clothes

Many countries have rules about what you should and shouldn't wear. In Asian and Muslim countries, you shouldn't reveal the body, especially women, who (2)\_\_\_\_\_.

In Japan, you should take off your shoes when entering a house or a restaurant. Remember to place them neatly together facing the door you came in. This is also true in China, Korea, Thailand, and Iran.

### • Food and drink

In Italy, Spain, and Latin America, lunch is often the biggest meal of the day, and can last two or three hours. For this reason many people eat a light breakfast

and a late dinner. In Britain, you might have a business lunch and do business as you eat. In Mexico and Japan, (3)\_\_\_\_. Lunch is a time to relax and socialize. In Britain and the United States, it's not unusual to have a business meeting over breakfast, and in China it's common to have business banquets, but you shouldn't discuss business during the meal.

### • Doing business

In most countries, an exchange of business cards is essential for all introductions. You should include your company name and your position. If you are going to a country where your language is not widely spoken, you can get the reverse side of your card printed in the local language. In Japan, you must present your card with both hands, with the writing facing the person you are giving it to.

In many countries, business hours are from 9.00 or 10.00 to 5.00 or 6.00. However in some countries, such as Greece, Italy, and Spain, (4)\_\_\_\_\_ then remain open until the evening.

Japanese business people consider it their professional duty to go out to restaurants after work with colleagues. If you are invited, you shouldn't refuse, even if you don't feel like staying out late.

## EXTRA TIPS

### HERE ARE SOME EXTRA TIPS BEFORE YOU TRAVEL:

- 1 In France, you shouldn't sit down in a café until you've shaken hands with everyone you know.
- 2 In India and the Middle East, you must never use the left hand (5)\_\_\_\_\_.
- 3 In China, your host will keep refilling your dish unless you lay your chopsticks across your bowl.
- 4 Most South Americans and Mexicans like to stand very close to the person they're talking to. You shouldn't back away.
- 5 In Ireland, social events sometimes end with singing and dancing. You may be asked to sing.
- 6 In America, you should eat your burger with both hands and as quickly as possible.



## VOCABULARY

### Nationality words

- 1 Match a line in A with a line in B.  
Notice the stress.

A	B
The 'Italians	cook lots of noodles and rice.
The Chi'nese	wear kilts on special occasions.
The 'British	produce coffee.
The Ca'nadians	eat raw fish.
The Bra'zilians	invented football.
The Japa'nese	eat a lot of pasta.
The Scots	often watch ice hockey on TV.

T 4.8 Listen and check.

- ! 1 All nationality words have capital letters in English.  
the Brazilians the Italians the British
- 2 If the adjective ends in /s/, /z/, /ʃ/, or /tʃ/ there is no -s at the end of the word for the people.  
Japanese the Japanese  
Spanish the Spanish
- 3 Sometimes the word for the people is different from the adjective.  
Scottish the Scots  
Finnish the Finns

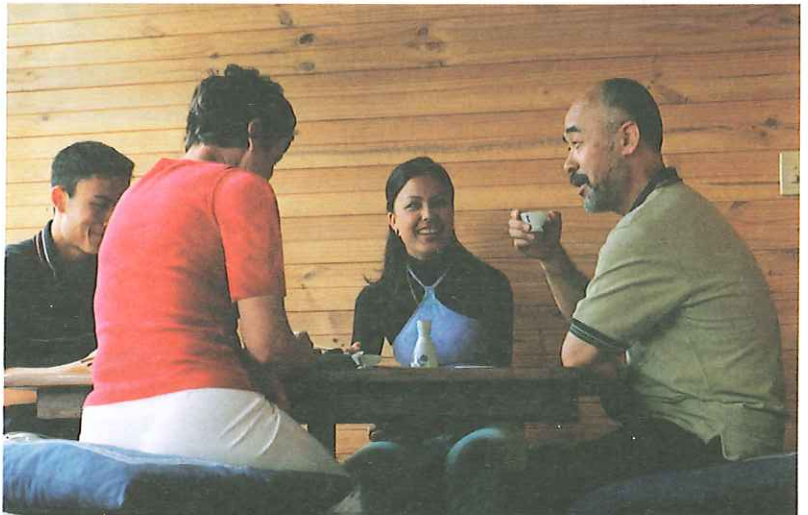
- 2 Complete the chart and mark the stress.  
Add some more countries.

Country	Adjective	A sentence about the people
'Italy	'Italian	The Italians love pasta.
'Germany		
Aus'tralia		
'Egypt		
'Russia		
'Mexico		
the U'nited States		
'Greece		
'England		
I'raq		

## LISTENING AND SPEAKING

### Come round to my place!

- 1 Have you ever been a guest in someone's home in a foreign country? When? Why? What was different?
- 2 T 4.9 You will hear three people talking about inviting guests home for a meal. Listen and complete the chart.



	Sumie Nagano, Japan	Kate Bristol, England	Lucas Porto Alegre, Brazil
Formal/Informal?			
Day/Time			
Preparations			
Gifts			
Food/Drink			

- 3 Work in small groups. Compare information.
- 4 What happens in your country? Is it usual to invite people to your home for a meal? What are such occasions like in your home?





# EVERYDAY ENGLISH

## Requests and offers

1 Match a line in A with a line in B. Who is talking? Where do you think the conversations are taking place?

A	B
1 Could you bring us the bill, please?	White or black?
2 Would you give me your work number, please?	No problem. It's stuffy in here.
3 Can I help you?	Of course. Oh, shall I give you my mobile number, too?
4 Two large coffees, please.	That line's engaged. Would you like to hold?
5 Can you tell me the code for Paris, please?	Yes, sir. I'll bring it right away.
6 I'll give you a lift if you like.	One moment. I'll look it up.
7 Would you mind opening the window?	Just looking, thanks.
8 Could I have extension 238, please?	That would be great! Could you drop me off at the library?

2 **T 4.10** Listen and check. Which are offers? Which are requests? Practise the conversations, paying particular attention to intonation and stress.

▶▶ Grammar Reference 4.3 and 4.4 p141

3 **T 4.11** Listen to the conversations. Complete the chart.

	Who are they?	What are they talking about?
1		
2		
3		
4		

**T 4.11** Listen again. What are the words used to make the requests?

- 1 \_\_\_\_\_ 3 \_\_\_\_\_  
 2 \_\_\_\_\_ 4 \_\_\_\_\_

### Roleplay

Work with a partner. Choose one of the situations and make up a conversation using the words.

Situation 1	
<b>Student A</b>	You are a customer in a restaurant.
<b>Student B</b>	You are a waiter/waitress.
<b>Use these words:</b>	
<ul style="list-style-type: none"> <li>• table near the window</li> <li>• menu</li> <li>• order</li> <li>• clean fork</li> <li>• dessert</li> <li>• bring the bill</li> </ul>	

Situation 2	
<b>Student A</b>	You are moving flat next week.
<b>Student B</b>	Offer to help.
<b>Use these words:</b>	
<ul style="list-style-type: none"> <li>• pack boxes</li> <li>• load the van</li> <li>• clean</li> <li>• look after the plants</li> <li>• phone the gas board</li> <li>• unload the van</li> </ul>	

Situation 3	
<b>Student A</b>	You are cooking a meal for 20 people.
<b>Student B</b>	Offer to help.
<b>Use these words:</b>	
<ul style="list-style-type: none"> <li>• prepare the vegetables</li> <li>• make the salad</li> <li>• stir the sauce</li> <li>• check the meat</li> <li>• lay the table</li> </ul>	