### FILE 1

Listening 1

Speaker 1 I'm quite easy-going actually so there's not much that annoys me. The thing that I really can't stand though, is bad manners – that lack of polite behaviour – you know like someone interrupting me while I'm speaking. I mean there's just no excuse for that really. Anything else, say being a bit late for an appointment, is fine, but not that!

Speaker 2 Erm ... I suppose people who don't seem to respect or care about other people's things. And I'm thinking mainly about my brother here when I say this! He's always borrowing my stuff and then either losing it or breaking it. And if I refuse to lend him something, he says I'm selfish of course. I can't win!

Speaker 3 Well, that's easy to answer! You see I share a bedroom with my sister, and you can't imagine what it's like in there. There's stuff everywhere! She has loads of books and folders, and she'd need an empty room just for her clothes and shoes alone. The wardrobe's about to burst. In fact, it's difficult just to walk through the room. None of this is a problem for her, of course. She just tells me to chill out and take it easy!

Speaker 4 Well, I'm not the most patient of people so lots of things annoy me! The usual things – bad manners, messiness, and so on. I'd say that people who only think about themselves make me really mad though. It's nice just to consider others sometimes, isn't it? It's not all about you!

Speaker 5 I think jealousy's a really bad thing in a person–I don't like that at all. But thinking about it again, even worse is a person who doesn't do what they say they're going to ... you know the type ... they're never on time, they cancel plans at the last minute ... that kind of thing. I've had arguments with people in the past because of this.

## FILE 1

#### Listening 2

Interviewer I'm delighted to say that today in the studio with us we have Graeme Rushton, who's going to talk to us about his experience of being interviewed and I'm sure he'llhave some great tips to share with you. Welcome Graeme, and thanks so much for joining us.

Graeme Hi ... well, thanks for inviting me.

- Interviewer Now, there were a lot of strong candidates and the four who got a second interview all said that they found the interview especially challenging. What was the hardest thing about the interview for you?
- Graeme I'd done a lot of preparation ... you have to, really ... so, I was very confident that I knew what I was talking about. And I had quite a few examples ready, too, of things I've achieved, because I knew they'd ask for that. Keeping my answers short and to the point was difficult at times, because generally speaking I have a lot to say!
- Interviewer Well, you got the job, and that's all that matters! There were five people interviewing you. Did that make you nervous?
- Graeme Yes, definitely. In the past, I've had interviews where there have been two, or even three, people on the other side of the desk, but never five! So that was a bit scary. One thing I can say for sure is that nobody s miled very much. But I know that they were just doing their job really, and after all, with so many huge companies between them, I suppose they know what they're doing when it comes to business!
- **Interviewer** Now, were there any questions that you couldn't answer during the interview?
- **Graeme** Erm ... not really, no. As I said, I'd done my homework and I pretty much guessed what type of things they'd ask. There were a couple of places where I could have done better, but overall I was pleased with the answers I gave.
- Interviewer OK. So, how did you think it had gone when it was all over?
- Graeme You know, the funny thing is that even though I believed in myself, I knew that the other applicants were both clever and experienced, perhaps more so than me. I knew that I could do the job, and that I had most of the qualifications needed, but I couldn't help thinking that they'd go for someone who'd had a different type of education.

Interviewer Finally, if you could offer one piece of advice to anyone out there going for a job interview soon, what would it be?

Graeme Only one thing? Well, it's obviously important to look the part, you know, be neat and tidy. And of course, being late is never recommended! But I'd say the main thing to remember, though, is to be yourself on the day. Interviewers can tell if you're acting and that just won't work. And make sure you read as much as you can about the company before you go.

Interviewer Right, well thanks for coming in today Graeme, and I hope you'll be very happy in your new role.

Graeme Thanks very much.

## FILE 2

Listening 1

- **Speaker 1** Yeah, of course I like to look fashionable. Doesn't everyone? And it doesn't have to cost a lot if you're clever about it, but one thing that really annoys me is that the shops on the high street usually have the same clothes at the same time. That means customers don't exactly have a lot to pick from.
- Speaker 2Well not every colour works for me because of my<br/>skin colour, so I wish that the designers would<br/>think about that when they're planning their<br/>collections. What suits one person doesn't<br/>necessarily suit everyone! I like to wear well-made<br/>clothes too, so I don't mind spending a bit more on<br/>them.
- Speaker 3 I spend most of my money on clothes, and I don't feel guilty about it at all! I wish that the designers would consider people like me a bit more though. I'm really tall and it's hard to find clothes that fit me properly. I suppose I'm lucky in that I can wear most colours well.
- Speaker 4 I think most people my age want to look good and wear fashionable clothes. And it's not hard because the shops are always full of the latest trends. I mostly shop online and can even have something delivered the next day. I do a lot of shopping so that means that my bank account's not exactly in great shape. But, hopefully I'll find a cheaper way of staying fashionable.
- Speaker 5 I love clothes and I always try to make sure that I've got the latest fashions. I buy most of my stuff in the local shops in town, just because that's easier for me. I don't spend a fortune on clothes, but it makes me mad when I get something and discover that it's poor quality.

# FILE 2

#### Listening 2

So, you've decided to set up your own fashion company. My sister Anna started her own company a few years ago, so I can tell you what I've learned through watching her and hearing about her problems. Well I won't tell you that this is an easy job, because it's not.

There are several things you have to consider carefully if you want to be successful from the very beginning. You need to think about what kind of clothes you want to sell. Men's or women's? Both? Children's? What you decide at this stage will make a big difference further down the line, so it's important to make the right decision. Most people say that it's best to stick to selling just one thing and really thinking about it long and hard, in the end, my sister went for kid's clothes.

Obviously you'll need money to set the whole thing up and to get going. Many people use their own savings to begin with, but they usually find that they need much more than that. And that's where family comes in useful, you know – for lending money for some time without charging interest on it. Neither of these were an option for Anna, but she was very lucky to have a close family friend who offered to lend her the money to get started.

The business started off very small, and it took her some time to build up her customers. So she didn't need a lot of space to begin with. I mean, there was no need to rent an office or anything like that. In the early days, though, she just used her own bedroom! Actually, she still works from the garage at our house because it's not used for anything else.

She's doing really well now, and we're all so proud of her. It certainly wasn't easy for her, but we all helped out with anything we could. We packed boxes and prepared labels, or went to the post office for her. All of that helped of course, but I've no doubt that the main reason for her success is the amount of hard work she put in – she worked all day every day and hardly took a break. She also had quite a few contacts from the days when she worked for a large fashion store, and they were definitely very useful.

I was also thinking about starting up some kind of business myself, though I'm not sure exactly what kind of thing I want to do yet. Anna's given me lots of advice. She said I should do a lot of research to begin with, you know – about the product I want to sell, and other companies selling the same thing. She also said that the most important thing was to get a bit of business experience. I'm doing a course at my local college at the moment, and through that I hope I'll be able to go and spend time with some companies for a few weeks – like a placement. And, of course, that'll give me a qualification. After that, we'll see. Who knows? I might have my own company someday soon too.

### FILE 3

Listening 1

- Speaker 1 This is an announcement for all passengers travelling to Manchester Central. The 10.02 will now depart from Platform 9B, not 8B as previously announced. Passengers should make their way to this platform, where the train has now arrived, using the stairs at the end of platform 8B. Thank you.
- **Speaker 2** Welcome to London Euston Station. This is a reminder that many platforms are no longer in use due to modernization work being carried out in the station. Please check travel boards carefully for information about all departures.
- Speaker 3 Due to severe weather in the north of the country, Network Rail is sorry to announce that the 6.50 service from Newcastle to London Paddington has been cancelled. Could all passengers please listen for further announcements about later services? Thank you.
- Speaker 4Welcome to London Kings Cross station. Due to<br/>today's weather, surfaces may be icy, so<br/>passengers are advised to take care on all<br/>platforms and while using the steps in the station.<br/>Please allow extra time to reach your platform.<br/>Thank you.
- Speaker 5 We are sorry to announce the 7.15 to London Paddington has been delayed by approximately 23 minutes. Could all passengers please check travel boards on the platforms or in the waiting room for updates, as there will be no further announcements about this service? Thank you.

# FILE 3

#### Listening 2

- Interviewer Welcome back everyone. Now, holidays are big business these days, and one type of holiday that's becoming more popular with the 18–30 age group is the adventure holiday. With me in the studio is Kim Dawson, who's just returned from this kind of holiday, and she's going to tell us what's involved. Thanks for joining us, Kim.
- Kim Thanks for having me!
- Interviewer So, tell me first of all why you were interested in going on an adventure holiday.
- Kim Well, I was bored of going on the usual sunshine holiday, you know, lying on a beach sunbathing for a week, and so I wanted to try something different. I also wanted to learn some new activities. I'm quite sporty anyway, so I thought: why not try something different. And I knew I'd meet lots of people who are interested in the same kind of things as I am. There's nothing wrong with the friends I've already got, of course – I just wanted to meet some like-minded people too.
- Interviewer Sure. Where did you go on your adventure holiday?
- Kim Oh, I spent ages researching that and changed my mind SO many times. The US is one of the most popular places for adventure holidays, mainly because there's so much you can do there and I was very keen to go. But the price put me off in the end. Canada's great too, but it's not cheap either. So, I went for Ireland in the end-it's not too far away and we saw some beautiful scenery while we were there. The weather wasn't great, but we sort of expected that!
- Interviewer Yes, indeed. So what was your favourite activity while you were there?
- Kim My favourite? Hmm... To be honest, I liked everything we did and we did SO many things. I learned how to surf the waves are just right for that. We had a few sailing lessons too and they were fun hard work but enjoyable. One thing which was really great, though, was horse riding along the coastal paths just miles and miles of peace and quiet and lovely sea views. That was very relaxing!

Interviewer Did you spend all of your time at the coast?

- Kim No, the holiday started off inland. We camped in the mountains and learned how to manage without all the modern bits and pieces that we're used to at home. Then we travelled to a completely different area and explored some caves. It was only the last four or five days that we spent near the sea.
- Interviewer Was everyone able to manage all the activities they were asked to do?
- Kim Yes, they were actually. And that's because we were divided into groups according to our abilities. The guides wanted us to push ourselves and try hard, but they were realistic about what we could and couldn't do. We had a big age range on the holiday too, but we all had to try everything.
- Interviewer Well, it sounds like you had a great time and thanks for sharing your experience with us here today.
- Kim Thanks.

# ENGLISH FILE Upper-intermediate

### FILE 4

Listening 1

- Speaker 1 We all know the importance of wearing seatbelts of course, but my number one tip would be to keep an eye on your speed when you're behind the wheel of your car. The limits are there for a reason, you know! And it's better to leave 15 minutes early and take your time, than to have an accident and not get there at all.
- Speaker 2 Well, because of the weather we have in this country, one thing that's really important is to check that you have the right clothes on before you go out in the dark. And that applies if you're walking, jogging, or cycling. You should always have something on your upper body that can be easily seen and that reflects the light – it could save your life.
- Speaker 3 Many accidents happen because people are so distracted by chatting on mobiles – even when they're using hands-free kits. I'd say just avoid them completely. It's best to concentrate 100% on the road in front of you. You never know what's coming up ahead.
- Speaker 4 I think there's so much more to being a good driver than knowing the traffic laws and speed limits. You have to drive according to the weather – that's really important! Give yourself more time if it's raining, for example, because that slows traffic right down. And keep your distance from the car in front of you because the road surface will be more dangerous.
- Speaker 5 Apart from all the obvious things like not driving fast and not chatting on the phone, I'd say planning your trip is pretty important. Especially in winter. Make sure you have everything you need in the boot of your car because you never know what might happen. I mean things like a blanket and some food, in case you get stuck, or even medicine.

### FILE 4

Listening 2

- Interviewer Hello, I'm Louisa Fielding and this is *Environmental Corner*. With me today is Rick, who volunteers for an environmental agency. Rick, welcome to the programme.
- Rick Hi ... thanks very much.
- Interviewer Now you've done some voluntary work for an environmental agency in Asia, haven't you?
- Rick That's right. It was for a diving and marine conservation group in Thailand.
- Interviewer So, what exactly is marine conservation?
- Rick It's basically anything to do with things that live in the sea.
- Interviewer How long did you spend in Thailand?
- **Rick** Oh, it was quite a long time actually. Hmm ... let's see. I'd already decided to take a year off before going to university, but didn't want to spend the full 12 months working on the project ... I wanted to, er, you know do a bit of travelling too, and I had to work to earn some money as well. So, I spent about half my gap year there.
- Interviewer What type of things did the volunteers on this project do when they were there?
- **Rick** Most of us were involved in diving surveys where we helped to identify sea horses there were so many different types. And that's what I was involved in. A few people worked with local fishermen they looked at which kinds of fish they catch and taught them about keeping certain fish safe for the future. Others helped with cleaning up the beaches in the area, and they got local kids to help out with that.
- Interviewer How many days a week did you have to work? It sounds like you were very busy.
- Rick There was a work schedule each week so we know what was happening and when. The schedule varies, depending on the time of year, the weather, and the number of volunteers on the project. We normally worked five days a week and did some diving each day. We had two days to ourselves to relax, travel back to the mainland or get involved in some of the other activities that there were, like diving or boat trips.

Interviewer That sounds like fun! What were the living conditions like?

- **Rick** Well, we shared wooden bungalows with other volunteers 4 people to each one. The accommodation had electricity provided by a generator for a few hours in the evenings, and each bungalow had an attached bathroom with a bucket shower basically that's just where you use buckets of water to wash yourself. The bungalows are just a few metres from the beach, so the sea views are amazing! Everyone ate together in the area that we all share. It had a kitchen and large dining area and had plenty of space to study or just enjoy the view and relax. The surrounding garden had an equipment room and in the evenings staff and volunteers went there to play cards or watch a DVD.
- Interviewer Hmm ... not bad. So, do you need experience if you want to work on one of these projects?
- Rick Obviously it would be a big help if you already knew something about marine biology, but no, volunteers don't need any previous experience. One of the first things everyone is taught, is how to dive to the necessary level. There are lots of qualified instructors there. You'll actually leave Thailand with lots of experience under your belt a few of the guys even learned how to do building work and you might even have the chance to study some tropical plants in the nearby jungle.
- **Interviewer** It certainly sounds like a valuable way to spend your time, if you have that kind of time to spare of course.
- Rick Oh definitely ... I'd recommend it to anyone with an interest in environmental issues and (... fade ...)

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