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Map of the book

	Unit number	Title	Topic	How to
	1	How do you know Mark?	Socializing	 make and answer invitations start conversations take part in 'small talk' conversations
	2	I'm phoning about the house	Living away from home	 check you have understood information correctly ask polite questions to find out information describe a problem and suggest a solution
	3	How do I buy a ticket?	Transport	 understand information about public transport ask for travel information check your understanding of information
Travel	4	Shall we go out for dinner?	Eating out	 make suggestions understand descriptions of food and meals talk about what you ate in a restaurant
Social and Travel	5	You should go to the police	Emergencies	 speak without repeating unnecessary words understand information about personal details and events give general and detailed descriptions
	6	Have you got a headache?	Health	 understand medicine instructions give instructions and advice explain what something is
	7	How about a hostel?	Holiday accommodation	 ask about different kinds of accommodation understand information about accommodation describe rooms and objects
	8	What can I do here?	Sightseeing	 show you understand what someone is saying and that you are interested talk about what you want and would like to do book an activity at a Tourist Information Centre

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Map of the book

	Unit number	Title	Торіс	How to
Social and Travel	9	When are you flying?	Travelling abroad	 understand information about travel and tourism ask polite questions give reasons for situations
Social a	10	The weather is changing	A news story	 understand a news story talk about change give your opinion
	11	I have our schedule	Hosting overseas visitors	 understand people's names and roles explain and understand schedules talk about and understand future plans
	12	You did really well	Workplace discussions	 understand conversations about tasks in the workplace talk about whether tasks are completed or not give and understand feedback
d Study	13	I've organized the trainer	Organizing an event at work	 understand instructions in a voice mail message ask people at work to do things compare two things
Work and Study	14	You need a budget	Talks and seminars	 understand detail in a seminar plan and give a mini seminar ask questions about a seminar
	15	Welcome to the school	First day at school	 understand activities in a timetable offer choices understand and talk about rules
	16	What are your goals?	Study habits and goals	 understand advice on how to improve English give people advice on how to learn English talk about your learning goals

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Introduction To the student

Who is Real Listening & Speaking 2 for?

You can use this book if you are a student at pre-intermediate level and you want to improve your English listening and speaking. You can use the book alone without a teacher or you can use it in a classroom with a teacher.

How will *Real Listening & Speaking 2* help me with my listening and speaking?

Real Listening & Speaking 2 contains practical tasks to help you in everyday situations, e.g. at a party, in a restaurant or travelling away from home. It also gives practice of listening and speaking in a range of work and study situations. It is designed to help you with listening and speaking you will need to do when communicating in English at home or when visiting another country.

The exercises in each unit help you to develop useful listening skills such as listening for opinions, listening for details, and listening for the main idea. There are also lots of practical speaking strategies and tasks to help you improve your ability to communicate, and pronunciation activities too.

How is Real Listening & Speaking 2 organized?

The book has 16 units and is divided into two sections:

- Units 1–10 social and travel situations
- Units 11–16 work and study situations

Every unit has:

- Get ready to listen and speak: introduces you to the topic of the unit
- Learning tip: helps you improve your learning
- *Class bonus:* is an exercise you can do with other students or friends
- Speaking strategy: gives you useful language and strategies for communicating
- Speak up!: gives you practice of speaking in real situations
- *Extra practice:* gives an extra exercise for more practice
- *Can-do checklist:* helps you think about what you learnt in the unit

Most units also have:

- Focus on: helps you study useful grammar or vocabulary
- *Did you know*?: gives you extra information about vocabulary, different cultures or the topic of the unit
- Sound smart: helps you with pronunciation

After each main section there is a review unit. The reviews help you practise the skills you learn in each section.

At the back of the book you can find:

- *Appendices:* contain lists of *Useful language*, Listening and Speaking learning tips, and worksheets for listening to the news, watching movies and planning your learning.
- *Audioscript:* includes everything that you can hear on the audio CDs and gives information about the nationalities of the speakers.

How can I use Real Listening & Speaking 2?

The book is in two sections; *Social and Travel*, and *Work and Study*. The units at the end of the book are more difficult than the units at the beginning of the book. However, you do not need to do the units in order. It is better to choose the units that are most interesting for you and to do them in the order you prefer.

There are many different ways you can use this book. We suggest you work in this way:

- Look in the *Contents* list and find a unit that interests you.
- Go to *Appendix 1* and look at the *Useful language* for the unit you want to do. You can use a dictionary to help you understand the words and expressions.
- Do the *Get ready to listen and speak* section at the start of the unit. This will introduce you to the topic of the unit.
- Do the other exercises in the unit.
- If your answers are wrong, study the section again to see where you made mistakes.
- Try to do the listening exercises without looking at the audioscript. Some exercises ask you to respond to what you hear. You can pause the CD to give you time to say your answers. You can read the audioscript after you finish the exercises.
- If you want to do more work on this topic, do the *Extra practice* activity.
- At the end of the unit, think about what you learnt and complete the *Can-do checklist*.
- Go to *Appendix 1* and look at the *Useful language* for the unit again.

Introduction To the teacher

What is Cambridge English Skills?

Real Listening & Speaking 2 is one of 12 books in the *Cambridge English Skills* series. The series also contains *Real Reading* and *Real Writing* books and offers skills training to students from elementary to advanced level. All the books are available in with-answers and without-answers editions.

Level	Book	Author
	Real Reading 1 with answers	Liz Driscoll
	Real Reading 1 without answers	Liz Driscoll
Elementary CEF: A2	Real Writing 1 with answers and audio CD	Graham Palmer
Cambridge ESOL: KET NQF Skills for life: Entry 2	Real Writing 1 without answers	Graham Palmer
	Real Listening & Speaking 1 with answers and audio CDs (2)	Miles Craven
	Real Listening & Speaking 1 without answers	Miles Craven
	Real Reading 2 with answers	Liz Driscoll
	Real Reading 2 without answers	Liz Driscoll
Pre-intermediate CEF: B1	Real Writing 2 with answers and audio CD	Graham Palmer
Cambridge ESOL: PET NQF Skills for life: Entry 3	Real Writing 2 without answers	Graham Palmer
	Real Listening & Speaking 2 with answers and audio CDs (2)	Sally Logan & Craig Thaine
	Real Listening & Speaking 2 without answers	Sally Logan & Craig Thaine
	Real Reading 3 with answers	Liz Driscoll
Intermediate to	Real Reading 3 without answers	Liz Driscoll
upper-intermediate	Real Writing 3 with answers and audio CD	Roger Gower
CEF: B2 Cambridge ESOL: FCE	Real Writing 3 without answers	Roger Gower
NQF Skills for life: Level 1	Real Listening & Speaking 3 with answers and audio CDs (2)	Miles Craven
	Real Listening & Speaking 3 without answers	Miles Craven
	Real Reading 4 with answers	Liz Driscoll
	Real Reading 4 without answers	Liz Driscoll
Advanced CEF: C1	Real Writing 4 with answers and audio CD	Simon Haines
Cambridge ESOL: CAE NQF Skills for life: Level 2	Real Writing 4 without answers	Simon Haines
	Real Listening & Speaking 4 with answers and audio CDs (2)	Miles Craven
	Real Listening & Speaking 4 without answers	Miles Craven

Introduction

Where are the teacher's notes?

The series is accompanied by a dedicated website containing detailed teaching notes and extension ideas for every unit of every book. Please visit www.cambridge.org/englishskills to access the *Cambridge English Skills* teacher's notes.

What are the main aims of *Real Listening & Speaking 2*?

- To encourage autonomous learning by focusing on learner training.
- To help students develop listening and speaking skills in accordance with the ALTE (Association of Language Testers in Europe) Can-do statements. These statements describe what language users can typically do at different levels and in different contexts. Visit www.alte.org for further information.

What are the key features of *Real Listening & Speaking 2*?

- It is aimed at pre-intermediate learners of English at level B1 of the Council of Europe's CEFR (Common European Framework of Reference for Languages).
- It contains 16 four-page units, divided into two sections: Social and Travel, and Work and Study.
- Real Listening and Speaking 2 units contain:
 - Get ready to listen and speak warm-up tasks to get students thinking about the topic
 - Learning tip boxes which give students advice on how to improve their listening and speaking and their learning
 - Focus on activities which provide contextualized practice in particular language or vocabulary areas
 - Sound smart activities which focus on pronunciation
 - Class bonus communication activities for pairwork and group work so you can adapt the material to suit your classes
 - Did you know? boxes which provide notes on cultural or linguistic differences between English-speaking countries, or factual information on the topic of the unit
 - *Can-do checklists* at the end of every unit to encourage students to think about what they have learnt
- There are two review units to practise skills that have been introduced in the units.
- It covers a wide range of highly practical activities that give students the skills they need to communicate effectively in everyday situations.
- It has an international feel and contains a range of native and non-native English accents.
- It can be used as self-study material, in class, or as supplementary homework material.

What is the best way to use *Real Listening & Speaking 2* in the classroom?

The book is designed so that there is no set way to work through the units. The units may be used in any order, although the more difficult units naturally appear near the end of the book, in the *Work and Study* section.

You can consult the unit-by-unit teacher's notes at www.cambridge.org/englishskills for detailed teaching ideas. However, as a general guide, different parts of the book can be approached in the following ways:

- Useful language: Use the Useful language lists in the Appendices to preteach or revise the vocabulary from the unit you are working on.
- Get ready to listen and speak: It is a good idea to use this section as an introduction to the topic. Students can work on these exercises in pairs or groups. Many of these exercises require students to answer questions about their personal experience. These questions can be used as prompts for discussion. Some exercises contain a problemsolving element that students can work on together. Other exercises aim to clarify key vocabulary in the unit. You can present these vocabulary items directly to students.
- Learning tips: Focus on these and draw attention to them in an open class situation. An alternative approach is for you to create a series of discussion questions associated with the Learning tip. Students can discuss their ideas in pairs or small groups followed by open class feedback. The Learning tip acts as a reflective learning tool to help promote learner autonomy.
- Class bonuses: The material in these activities aims to provide freer practice. You can set these up carefully, then take the role of observer during the activity so that students carry out the task freely. You can make yourself available to help students or analyze the language they produce during the activity.
- *Extra practice:* These can be set as homework or out-ofclass projects for your students. Students can do some tasks in pairs during class time.
- Can-do checklists: Refer to these at the beginning of a lesson to explain to students what the lesson will cover, and again at the end so that students can evaluate their learning for themselves.
- *Appendices:* You may find it useful to refer your students to these.
- Audioscript: Occasionally non-native speaker spoken errors are included in the audio material. They are labelled *Did* you notice? in the audioscript and can be used in the classroom to focus on common errors.

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