Name:				Date:	
	track 11. Read t	he statements.	Write T (true)	or F (false) ac	cording to the
	1. In the past, 2. Men took o 3. John F. Kei 4. Elvis Presle	ff their hats to s nnedy was the f	show respect. irst president w		r a hat in public.
	statements abou	t improving yo	our listening sl	kills. Write T (t	rue) or F
(false).	5. Before liste think about	-	-	e of hats, it wou les and hairdres	_
	6. Before liste think about	ning to the talk what you know	-	te of hats, it wou	ald be good to
		-	-	e of hats, it wou s and etiquette.	ald be good to
	8. Before liste think about	ning to the talk what you know	-		ald be good to
Complete behavior	e the sentence wi	th the correct v		word bank:	rude
9. In	many situations,	you need to use	words like ple	ease and thank y	ou to be
10. Go	ood	 are	important whe	n you are havin	g dinner with
SO	mebody.				
11. Th	nere are many boo	ks on		_, and they desc	ribe the rules for
co	urtesy in differen	t situations.			
12. In	many countries, i	t is	t	o shout at peopl	e.
13. Aı	nother word for go	ood manners is		·	
14. Th	ne student had to l	eave the class b	ecause of his b	oad	·

Name:	Date:
Mr. 4. lancation and a Proceedings	
	rd or phrase with the correct definition.
teacher said	at was very <u>attentive</u> . He listened carefully to everything the
	t of <u>respect</u> for people who work in education.
	xercise to <u>deal with</u> stress. She usually goes for a walk.
	ce was very <u>valuable</u> . It really helped me.
	had a positive <u>influence</u> on him. She helped him to become a
better stude	•
	mprove my grades. I need to study more.
20. 1 want to <u>n</u>	mprove my grades. Theed to study more.
<u> </u>	how someone or something acts
B. to make something be	
C. very useful or import	ant
D. to solve a problem	
E. watching or listening	
F. consideration for the	rights and feelings of other people
Choose the word that is dif	ferent from the other words.
21.	
A. common	
B. usual	
C. natural	
22.	
A. best	
B. nice	
C. ideal	
23.	
A. employee	
B. boss	
C. manager	
24.	
A. often	
B. sometimes	
C. frequently	
25.	
A. shape	
B. color	
C. form	
26.	
A. enjoyable	
B. pleasant	
C. exciting	

Name:	Date:
Comp	lete the sentence. Choose A or B.
	We're lost. Maybe we stop and get directions.
	A. should
	B. shouldn't
28.	. What I do?
	A. should
	B. shouldn't
29	You call interviewers by their first names in a job interview unless they tell
	you to.
	A. should
	B. shouldn't
30	You go out tonight. You have a test tomorrow, and you need to study.
20.	A. should
	B. shouldn't
31	In some fancy restaurants, you wear jeans.
51	A. should
	B. shouldn't
32.	I invite him to my party?
3 2 .	A. Should
	B. Shouldn't
33.	He stay at home tonight because he's sick.
	A. should
	B. shouldn't
	to track 12. How many times are the /s/ and /z/ sounds linked to vowels?
	e the best response.
34.	Bad manners are a problem in our office.
	A. one
	B. two
	C. three
Listen	to track 13. How many times are the /s/ and /z/ sounds linked to vowels?
	e the best response.
	There are a lot of rules about hats in etiquette books.
	A. one
	B. two
	C. three
	C. thee
	to track 14. How many times are the /s/ and /z/ sounds linked to vowels?
	e the best response.
36.	The students admitted they made a mistake.
	A. one
	B. two
	C. three

Name:	Date:
Listen to track 15. How many times are the /s	s/ and /z/ sounds linked to vowels?
Choose the best response.	
37. Men took off their hats indoors.	
A. one	
B. two	
C. three	
Match each first part of a sentence to the corn 38. Maybe you shouldn't 39. Don't you think you should 40. I think you should	rect second part.
A. talk to your teacher? I'm sure he can help B. ask your doctor about your health. It's a C. call your classmates now. It's 11 p.m., as	good idea to speak to her.