

Unit 12

What did you do exactly?

- Talking about work experience
- Reading a job ad
- Writing a CV

FIRST MOVE

1. Match the sentences with the pictures.

Yesterday I...

- a) watched TV
- b) went to a pizzeria
- c) played soccer
- d) visited my grandmother

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2. Did you do any of these things yesterday?

READING

1. Read the text about Bill Gates.

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William Henry Gates III was born in Seattle, Washington on October 28th, 1955. He had an early interest in software and began programming computers at the age of thirteen.

In 1973, Bill Gates became a student at Harvard University, where he met Steve Ballmer (now Microsoft's chief executive officer). While still a Harvard undergraduate, Bill Gates wrote a version of the programming language BASIC for the MITS Altair microcomputer.

As young teenagers Bill Gates and his school friend Paul Allen ran a small company called *Traf-O-Data*. The two young man sold a computer to the city of Seattle that could count city traffic. In 1975, before graduation, Gates left Harvard to form Microsoft with Paul. They planned to develop software for the personal computer market.

On November 10, 1983, at the Plaza Hotel in New York City, Microsoft Corporation launched Microsoft Windows, a next-generation operating system.

Why were the years 1973, 1975 and 1983 important to him?

2. Are the sentences true or false? Discuss the answers with another student.

- a) Bill Gates was born in New York City
- b) He was 13 years old when he began programming computers.
- c) *Traf-O-Data* was the name of his favorite restaurant
- d) Bill Gates finished his course at Harvard.
- e) Microsoft launched *Windows* in 1983.

3. Look at the base form of the verbs. Read the passage again and complete the table with the past tense of the verbs. Then, complete the sentences a-k with the past tense of these verbs. Use your notebook.

BASE FORM	SIMPLE PAST
is	
have	
begin	
go	
become	
meet	
write	
run	
sell	
leave	
plan	
launch	

- a) Paulo Coelho *The Alchemist*.
- b) Marisa home at 7 and arrived at the office at 8.
- c) Neil Armstrong the first man to walk on the moon.
- d) Moacir his apartment last month. He lives in a beautiful house now.
- e) The film and everybody turned off their cell phones.
- f) Yesterday I to the park. I 10 km in one hour!
- g) Gerald a terrible headache yesterday.
- h) Peter his best friend in high school.
- i) The computer industry many new products in the last decade.
- j) Andy his trip to Egypt one year ago.
- k) He a professional golf player last May.

VOCABULARY

Computer occupations

1. Read the information about four occupations

Video Game Designers

Design features of video games. Specify game and role-play mechanics, story lines, and character biographies. Guide production staff to produce games as designed.

Web Developers

Design, build, or maintain web sites. Perform or direct web site updates. Write, design, or edit web page content, or direct others producing content.

Computer Programmers

Develop and write computer programs to store, locate, and retrieve specific documents, data, and information. May program web sites.

Computer Systems Analysts

Test, maintain, and monitor computer programs and systems. Develop, document and revise system design procedures, test procedures, and quality standards. Solve computer related problems, such as malfunctions and program problems. May supervise computer programmers.

2. Discuss the questions with a partner

- Which of these occupations do you find the most interesting?
- Which do you find the most difficult?

DIALOGUE

A job interview

1. Michael is being interviewed for a job. Listen to his conversation with Steve Smith, the job recruiter.

Steve: Good morning, Michael. I'm Steve Smith.

Michael: Good morning, Mr. Smith. Pleased to meet you.

Steve: My pleasure, Michael. Please have a seat.

Do you have any experience working as a Java developer?

Michael: Yes. From 2005 to 2009 I worked at a company called Quadris Ltd.

Steve: What did you do exactly?

Michael: I was part of the development team. I visited our clients' head offices and I helped developers who were new to the platform.

Steve: I see. Did you travel very often?

Michael: Yes, I did. I visited new clients every other week.

Steve: Well, this position requires travelling, too. But not so often.

Michael: Oh, that's nice.

Steve: When did you graduate, Michael?

Michael: I graduated in 2007.

Steve: I can see in your resume that you don't have a BA in Computer Sciences...

Michael: Well, I started the Grad program, but I never finished it.

Steve: Why did you leave the program?

Michael: Well, I missed too many classes, because of my constant business trips.

Steve: But you plan to go back to school, don't you?

Michael: Yes, I do. Certainly.

GRAMMAR

1. Study the chart below:

Questions	Answers
What did you do exactly?	I was part of a development team.
When did you graduate?	I graduated in 2007.
Why did you leave the program?	I missed too many classes.
Did you travel very often?	Yes, I did.
Did you like to travel on the job?	No, I didn't.

2. Complete the dialogues. Use *do*, *does* or *did*.

Dialogue 1

A: Where  you study?

B: I study at Centro Paula Souza.

A: What  you study there?

B: Logistics

Dialogue 2

A: When  you get married?

B: In 1999.

A: Where  you meet your wife?

B: At school.

Dialogue 3

A: How often  Maria play tennis?

B: About three times a week.

A:  she play alone?

B: No, she plays with her brother.

Dialogue 4

A: What time  you arrive at the party yesterday?

B: I arrived at 7:30.

A:  you go alone?

B: No, I didn't. Tony went with me.

2. Complete the sentences. Use *don't*, *doesn't* or *didn't*.

- a) Maggie didn't say hello to Tony because she see him.
- b) Alfred eat meat because he is a vegetarian.
- c) The apartment where I lived have a balcony.
- d) Patricia like Mara's husband.
She thinks he is rude and stubborn.
- e) Jairo call his wife on her birthday.
She was very sad.

3. Complete the sentences in the dialogue.
Use *who*, *what*, *why*, *how long*, *when* and *where*.
Then practice it with another student.

- A: did you go to high school, Brad?
- B: I went to Boston High.
- A: Really? did you like to do in school?
- B: Well, I liked to play, run, and fly a kite
- A: Fly a kite? did you do that?
- B: During the lunch break.
I loved that school.
I felt so sorry when my family moved to another country.
- A: Oh, yeah? did you move to?
- B: Ontario, Canada.
- A: Really? did you live there?
- B: Oh, for about 5 years.

4. Make up questions for these answers. Please write the questions in your notebook.

- a) A: ?
B: I graduated in 2007.
- b) A: ?
B: I left home at 7:30.
- c) A: ?
B: I saw Sandra and Zuleica at the congress.
- d) A: ?
B: I met my wife at the beach.
A: ?
B: I got married in 2009.
A: ?
B: On our honeymoon? Well, we went to Hawaii.
A: Hawaii? ?
B: Yes, we loved it!

CONVERSATION

I. Pairwork: Talk about recent past activities. Use the model.



STUDENT A

STUDENT B

- | | |
|--|---|
| What time did you get up this morning? | I got up at <input type="text"/> . |
| Did you have breakfast at home? | Yes, I did / No, I didn't. |
| What time did you leave home? | I left at <input type="text"/> . |
| How did you get to school? | I took a bus / the subway.
I drove / I walked. |
| | Hey, cool watch you're wearing |
| Where did you get it? | I got it at <input type="text"/> . |
| How much did you pay for it? | Oh, about <input type="text"/> . |
| Can I borrow it? | Sure. / I'm sorry, but I need it. |

WRITING

I. Discuss the questions with a partner.

- a) Do you have a CV?
- b) What information do you think is important to include in a CV?
- c) What is not usually included?

2. Read Marlon's CV. What information is missing on the left column?



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Marlon Fawcett
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 Austin, TX 78703
 767-8978
 marlonfawcett91@yabadabadoo.com

1. Objective	A position at a software company that gives me the possibility to provide software solutions to real-life problem. A company where I can design, develop and repair a wide variety of computer based systems and networks.		
2.	State Technical School Certified Computer Programmer		
3.	August 2010 - Computer programmer, Art Waltz LTD. May 2008 - Technician , Wings Computers, Austin April 2005 - Sales clerk, Computer Star, Austin		
4.	Karate, snowboarding, capoeira, squash		
5.	State Technical School Honor Roll, 2006-2009 Computer Star employee of the Month, 2006 Black Belt in Karate, 2002 Assembled own computer		
6.	Can install, troubleshoot, and repair a wide variety of computer equipment. Can use C++, Java and Visual Basic Good at organizing social events Fluent spoken Spanish		
7.	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">Prof. Alexis Curtis Dept of Electronics State Tech School (219) 5783-9089</td> <td style="width: 50%; border: none;">Jean Adele Ryan Superintendent Wings Computers (298) 258-0989</td> </tr> </table>	Prof. Alexis Curtis Dept of Electronics State Tech School (219) 5783-9089	Jean Adele Ryan Superintendent Wings Computers (298) 258-0989
Prof. Alexis Curtis Dept of Electronics State Tech School (219) 5783-9089	Jean Adele Ryan Superintendent Wings Computers (298) 258-0989		

3. Put the categories below into the right spaces in the CV.

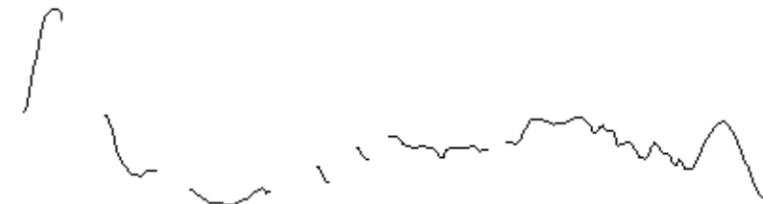
References	Education	Skills	Objective
Interests	Experience	Achievements	

4. Use the model in exercise 2 and write your own CV.

LISTENING AND PRONOUNCING

Past tense –ed endings and prominent words

1. Listen to the sentence produced by Jon “Maddog” Hall (Roda Viva n. 1390). As you listen to it, follow the intonation contour that corresponds to the rising and falling of the voice. Which words are prominent (stressed)?



Free software is developed all over the world.

2. Now listen to the sentence in exercise 1 one more time. How is the –ed ending of the word *developed* pronounced? With a [t] sound or with a [d] sound?

The suffix –ed can be pronounced in one of the three following ways depending on the sound preceding it:

[t], [d] and [ɪd]

3. Listen to your teacher and repeat the regular verbs in the table below.

[t]	[d]	[ɪd]
helped	solved	decided
walked	used	included
talked	trained	needed
passed	managed	evaluated
washed	assembled	coordinated
watched	borrowed	collaborated

4. Listen to the words in the table below. In which words is the suffix –ed pronounced as [t]? How is the suffix –ed pronounced in the other words?

planned	walked	arrived	studied	played	lived
delivered	passed	finished	used	watched	loved

VOCABULARY EXPANSION

Useful words

1. These are some useful words used during job interviews and in CVs. Please repeat them after your teacher.

NOUNS	ADJECTIVES
<ul style="list-style-type: none"> • ability • competence • effectiveness • qualification • flexibility • skill 	<ul style="list-style-type: none"> • able • competent • effective • qualified • flexible • skilful

VERBS				
accomplish	coordinate	generate	motivate	provide
achieve	decide	handle	negotiate	risk
assemble	deliver	improve	obtain	solve
collaborate	encourage	launch	operate	train
conduct	evaluate	manage	persuade	upgrade

2. Complete the sentences below with a suitable word from exercise 1. The word form is given at the end of each sentence. Sometimes more than one answer is possible.
- Larry is a very salesman. He really knows how to sell. **(adjective)**
 - The new secretary is not to use Excel. You should help her. **(adjective)**
 - One of the duties of a good group leader is to his team. **(verb)**
 - After the third robbery in a month, Jenny has serious doubts about the of the security system in her company. **(noun)**
 - When you something it means that you bring it to its goal or conclusion; you finish it. **(verb)**
 - If you are a worker, it means that you can easily adjust to new situations and perform various tasks. **(adjective)**
 - If you have the appropriate qualifications for an office, position, or task, you are a person. **(adjective)**
 - When you a problem it means that you find a solution to it. **(verb)**
 - After years of training and studying, I now have the to overclock a computer. **(noun)**

Review 3 – Units 9-12

1. Compare the following pictures. Use the adjectives given. Write the answers in your notebook.

a) Fortaleza



b) Rio de Janeiro



beautiful / big / polluted

c) Desktop computer



d) Laptop



old / light / expensive

2. Make suggestions. Use “Why don’t you...?” Write the sentences in your notebook.

- My computer is not fast enough.
- I can’t download this file! It’s too heavy.
- I forgot my password and now I can’t log in!
- My cell phone battery is dead and I need to make a call.

3. Look at the pictures and say whether you can or can’t do these activities.



install a program



cook



speak Chinese

4. Write appropriate questions for these answers.

- a) ? Sure! go ahead! d) ? Yes, I can.
 b) ? No, I can't. e) ? Oh, I'd rather you didn't.
 c) ? Sure , no problem!

5. Circle the best alternative.

- a) How many files **was / were** there to download?
 b) How **was / were** your *Excel* course last night?
 c) **Was / Were** Pam and Sharon here yesterday?
 d) What **were / did** you write in the e-mail?
 e) Why **did / was** Sarah leave earlier yesterday?
 f) How many software programs **did / does** he sell last month?
 g) **Did / Were** the computers in good condition?

6. Change the following sentences to the affirmative. Use your notebook.

- a) Mary didn't go to the meeting on Friday.
 b) Paul didn't have many friends when he was a child.
 c) I didn't sell my car.
 d) He wasn't very happy at the computer fair.
 e) Susan didn't leave the meeting thirty minutes earlier.

7. Make up questions for these statements. Use your notebook.

- a) Pamela went to the International Convention last October.
 b) She met the president of the company there.
 c) Yes, she had to speak English all the time.
 d) No, she wasn't alone.
 e) There were four colleagues with her.
 f) Yes, they all loved it!

Singing time!

Listen to the American folksong *Oh, My Darling Clementine* (<http://www.songsforteaching.com/folk/>).
 Sing along!

In a cavern, in a canyon
 Excavating for a mine
 Lived a miner forty-niner
 And his daughter, Clementine

Chorus:

*Oh, my darling, oh, my darling
 Oh, my darling Clementine
 You are lost and gone forever
 Dear sweet darling, Clementine*

Light she was and like a fairy
 And her shoes were number nine
 Packing boxes without topses
 Sandals were for Clementine

Chorus

Drove her ducklings to the water
 Every morning just at nine
 Hit her foot against a boulder
 Fell into the foaming brine

Chorus

Ruby lips above the water
 Blowing bubbles soft and fine
 But, because I was not a swimmer
 I lost my Clementine

Chorus

Then the miner, forty-niner
 Soon began his own decline
 Thought he oughta join his daughter
 Now he's with his Clementine

Chorus

There's a churchyard on the hillside
 Where the flowers grow and vine
 There grow roses, and the posies
 Fertilized by Clementine

Chorus

Now you children, learn the moral
 Of this little tale of mine
 CPR, performed in time
 Would have saved my Clementine

Chorus

How I miss her, how I miss her
 How I miss my Clementine
 CPR and swimming lessons
 Would have saved my Valentine.

Chorus



Post-Listening Activity

- Which verbs are in the *simple past tense*? Discuss your answer with a partner.