

<b>Unit</b>	<b>Title</b>	<b>General topics</b>	<b>Page</b>
	Dear student	Letter to students introducing approach and methods	6
1A	Who's who?	Introductions, personal data, name, age	8
2A	Who's this?	Family, relatives, home town	10
3A	Job Spot	Professions, training, schools	12
4A	Citizens of Europe	Countries, nationalities, languages	14
5A	Where I live	House and home, floor plan, rooms	16
6A	Welcome to Melk	Tourist information, asking the way, giving directions	18
7A	Can I help you?	Helping tourists in Austria	20
	Progress review 1-7A		22
8A	Today at six	Daily routine, radio programme	24
9A	Happy birthday!	The Zodiac, people's character, birthday card	26
10A	ICQ	Making contact in the net, interests, activities, interview	28
11A	Mods and Rockers	Pop culture, music and fashion styles	30
12A	BBC weather	Places and weather in Austria and Britain	32
	Map of Europe	Countries, European Union, car ID's	34
	Progress review 8-12A		36
13A	Wish you were here	Holidays, activities, weather, past tense	38
14A	To London by plane	At the travel desk, travel arrangements, reservations	40
15A	Things to pack	Travellers' checklist, advice and warnings	42
16A	Welcome to Britain	At the airport, immigration, customs	44
17A	A room with a view	Hotels and guest houses, booking, registration	46
18A	Pleased to meet you	Meeting and greeting people, formally, informally	48
	Progress review 13-18A		50
19A	Skirts and trousers	Shopping, ladies' wear, men's wear, colours, sizes	52
20A	Money, money	Paying at the cash-desk, prices, exchange rates	54
21A	The restaurant guide	Food and restaurants, eating out, ordering a meal	56
22A	The bill, please	Paying the bill, making complaints, adjustments	58
23A	Classic films festival	At the cinema, classic films, previews	60
24A	A pain in the neck	At the doctor's, parts of the body, first aid, appointment	62
25A	London by bus	Sightseeing in London, bus route	64
	Map of Central London	Central London sights and shops	66
	Progress review 19-25A		68

<b>Unit</b>	<b>Title</b>	<b>Situations at work</b>	<b>Page</b>
1B	What's your job?	Jobs and staff in a plumbing company	70
2B	Yellow Pages	Plumbing and heating services, trainees' jobs	72
3B	Can you fix it?	Plumbing facilities, faults and repairs	74
4B	Tooltime	Tools and their functions, jobs	76
5B	Ready for the laundry	Household appliances, installing a washing machine	78
6B	Chromium-plated brass	Plumbing products, fittings, metals, materials	80
	Progress review 1-6B		82
7B	All kinds, all sizes	Pipes, materials, bending pipes, tools	84
8B	One fits forever	Pipe fittings, joints and their use	86
9B	Work in style	Working clothes, protective gear, safety on the job	88
10B	Wellness at home	Bathroom planning and design, facilities, layout	90
11B	Taps and traps	Plumbing material, ordering parts	92
12B	c/w chuck adaptor	Power tools, types, data, uses	94
	Progress review 7-12B		96
13B	Directly from the Alps	Drinking water, water supply systems	98
14B	Drainage and treatment	House drain, sewage disposal, water treatment	100
15B	39 hours a week	Working hours, job satisfaction	102
16B	Ridgeons	Company profile, departments, products	104
17B	Fitted for comfort	Kitchen planning, layout, appliances, sinks	106
18B	Single or double?	Kitchen sinks, types, features, drain assemblies	108
	Progress review 13-18B		110
19B	3000°C and more	Gas welding, components, assembly instructions, safety	112
20B	Towel warmers	Fitting radiators, types, features	114
21B	Emergency	Heating and plumbing services, regular checks	116
22B	For all seasons	Air conditioners, types, features	118
23B	Hidden in the wall	Toilets, cisterns, types, features	120
24B	ECOMax	Combination boiler, data, features	122
25B	Butt welding	Plastic welding machine, step by step instructions	124
	Progress review 19-25B		126
26B	Hanging tiles	Tiles, types, instructions, tools, supplies	128
27B	The sunny side	Solar energy, technology, components, function	130
28B	www.austriasolar.at	Estimate, specifications, costs, phone call	132
29B	Low temperature radiation	Wall heating system, components, function, project	134
30B	SunTub	Whirlpools, components, elements	136
31B	WTE waste to energy	District heating plant, waste incineration	138
32B	Intemann	Company information, products, services	140
	Progress review 26-32B		142
33B	Career opportunities	Job advertisements, requirements, europass CV	144
34B	Yours sincerely	Applying for a job, letter layout, guidelines	146
35B	Can you make it at ten?	Making an appointment, date, place, phone call	148
36B	Confidential	Job interview, personal data, education, application form	150
37B	Working abroad	Job description, future plans, contract of employment	152
	Progress review 33-37B		154
	Final review		156
	CD Script		158
	Word List		180