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PRONUNCIATION	READING	LISTENING	SPEAKING	WRITING
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Elision Elided /d/	Jobs for the future	Little people, big plans Applying for a job	Future goals Learning skills for the future Planning to meet up (Arranging to help someone)	A career goals statement Writing skill: formal language
Intonation in requests	What do you need?	Market research	Popular brands Are you satisfied? Leaving voicemails	Making notes from voicemails Writing skill: abbreviations
Elision of consonants <i>t</i> and <i>d</i> Intonation and meaning	Lessons for life	Reviewing an event	Old habits Passing on lessons learned Discussing suggestions	Minutes (1) Writing skill: bullet points
Word stress in ellipsis	What's in a name?	Young entrepreneurs	Getting motivated A sponsored event Ellipsis: omitting information when the meaning is clear (Answering questions)	An email (1) Writing skill: questions
Words beginning with <i>u</i>	Ethical consumption	Sales talk	Consumerism and the economy Ethical awareness Requesting and giving clarification (Consumer to consumer)	A consumer review Writing skill: intensifiers

UNIT	TED TALK	GRAMMAR	VOCABULARY
 <b>7</b> Innovation and technology 74–83	<b>The sore problem of prosthetic limbs</b> David Sengeh  AUTHENTIC LISTENING SKILL Dealing with accents CRITICAL THINKING Asking significant questions PRESENTATION SKILL Taking the audience on a journey	Passives	Innovation: verbs Online operations
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PRONUNCIATION	READING	LISTENING	SPEAKING	WRITING
Linking with /w/	The real value of digital tools	New ways of doing things	Technology in everyday life New ideas for unexpected problems Asking and talking about how something works	A formal online message Writing skill: being clear and precise
Stress in expressions	Leisure time around the world	Adjusting the balance Taking a break	Making the most of your time Giving advice Discussing options (A day off)	An email (2) Writing skill: linking expressions
Stress and meaning	The left brain – right brain debate	Launching a new product	Are you persuaded? Boosting your creativity Co-operating in a discussion: turn-taking (Organizing a campaign)	A personal account Writing skill: informal language
Sounds and meaning	Cross-cultural awareness	Two sides to every story Helplines	Two sides to every story Leaving tips Taking part in a meeting: RASA (Comparing experiences)	Minutes (2) Writing skill: reporting verbs
Linking with /r/	Life in the slow lane	Making enquiries	How much is too much? Making a difference Making and responding to enquiries (Finding out about a club)	Short emails Writing skill: fixed expressions
Tone and meaning	A letter to my younger self	Managing change	What if ... ? Never again! Being assertive (Tricky situations)	Letter of complaint Writing skill: past modals (2)