# More Steps to Writing 1

# UNIT 1

# READING FOR IDEAS

2 1 famous 2 racing 3 talented 4 careful 5 skilful

# **VOCABULARY DEVELOPMENT**

- 1 1 talented 2 successful 3 strong 4 intelligent
- 2 1 player 2 swimmer 3 driver 4 cyclist
- 3 1 for 2 of 3 at 4 in 5 in
- **4a** 1 weightlifting 2 windsurfing 3 the javelin 4 gymnastics
- **4b** 1 weightlifter 2 windsurfer 3 javelin thrower 4 gymnast
- 5 1 wins 2 beat 3 won 4 loses 5 won 6 lost

# WRITING PRACTICE

- 1 age of twelve 2 the fastest runner in
  3 a great admirer of 4 been playing volleyball for
- 1 is proud of breaking 2 is interested in sailing and climbing 3 is excellent at running
- 1 At the age of eight she won 2 won a / the national tennis tournament 3 trains every day
   4 will win an important tournament 5 family is very proud of her

#### **COMMON MISTAKES**

1 b 2 a 3 b 4 b 5 b 6 a

# UNIT 2

# READING FOR IDEAS

2 1 Mary went to the theater last night. 2 The

musical was about two teenagers. 3 Mary liked the musical and the actors were great. 4 The actor who played Danny was very handsome and had a great singing voice. 5 The audience didn't stop clapping at the end of the performance.

### **VOCABULARY DEVELOPMENT**

- 1 1c 2a 3d 4b
- 2 1 dancers 2 actor 3 singers 4 writer
- 3 1 played 2 clapped 3 get 4 had 5 gave
- 4 1 At the beginning of 2 At the end of 3 in love 4 especially 5 on stage 6 in my opinion

#### WRITING PRACTICE

- **1a** 1 is about a girl who lives 2 is about a boy who is a friend 3 is about some children who have an adventure
- **1b** 1 a mystery which was called 2 a new musical which was on at a 3 a play which was awful
- West Side Story is a musical about two teenagers who fall in love with each other. I really enjoyed it. The music was very good / actors were wonderful, etc. and the dancing was even better / story was exciting, etc. In the end, the audience couldn't stop clapping. I didn't really enjoy the musical Cats much. The story was silly / dancers were terrible, etc. and the costumes were awful / songs were boring. Some people left even before it ended!

### **COMMON MISTAKES**

1 who get 2 at 3 too 4 played 5 frightening 6 cry

# 0

# UNIT 3

# READING FOR IDEAS

- 2 1 on the other hand 2 in addition 3 in my opinion
- 1 have someone to play with 2 rarely feel lonely or bored 3 can discuss problems
   4 can trust them
  - 1 get a great deal of attention from parents
  - 2 does not have to share his/her toys or bedroom
  - 3 brothers and sisters sometimes argue

# **VOCABULARY DEVELOPMENT**

- 1 1 stay up 2 bring up 3 grow up 4 look after
- 2 1 have 2 make 3 do 4 do 5 make 6 have 7 make 8 have
- 3a 1c 2d 3b 4c
- 3b 1 large family 2 only child 3 close friend 4 baby brother / sister
- 4 1a 2a 3b 4b 5a

#### WRITING PRACTICE

- 1 food / clothes / love / good advice, etc. 2 we have problems / need advice, etc. 3 when you have a test / your homework is difficult, etc.
   4 go to the movie / the beach / watch TV, etc. ... go shopping / go for a walk / play a game, etc.
- 2 1 Friends are important because they can help you with your problems. 2 You can tell your friends your secrets, but you cannot always trust them. 3 It is fun to spend time with friends, but it is better to be with your family. 4 Most children see their friends every day because they usually go to the same school.

# **COMMON MISTAKES**

- 1 ... discuss / talk about their problems.
- 2 ... to grow up in ... 3 ... all have fun together.
- 4 Teenagers ... 5 ... are an only child, ...

# UNIT 4

# READING FOR IDEAS

- 2 1 Be careful 2 took care of 3 passed 4 arrived
- 3 1 c 2 d 3 b 4 a

### **VOCABULARY DEVELOPMENT**

- 1 1 summit 2 climber 3 bandage 4 X-ray
- 2 1 went 2 slipped 3 injured 4 called 5 put 6 wrapped
- **3** 1 in 2 on ... down ... to 3 of 4 up 5 about 6 at
- 4 1 relieved 2 worried 3 injured 4 experienced

# WRITING PRACTICE

- 1a 1 had climbed 2 were climbing 3 climbed
- 1b 1 felt 2 reached 3 was snowing 4 wanted 5 were climbing 6 found 7 had had 8 had slipped
- 2 1 It took Helen half a day to get to the top. 2 It took the mountain rescue team a long time to find them. 3 It took them four hours to get down the mountain.
- He could not walk because his ankle was broken.
   He could not walk because of his broken
  - 2 They wrapped a blanket around themselves because the wind was freezing cold.
    - They wrapped a blanket around themselves because of the freezing cold wind.

# **COMMON MISTAKES**

ankle.

- 1 ... reached the top ... 2 ... was bad weather ...
- 3 ... took ... 4 ... spent ... 5 ... is climbing.

# UNIT 5

# READING FOR IDEAS

2 1 luxurious 2 out of this world 3 energetic

# **VOCABULARY DEVELOPMENT**

- **1a** 1 local people 2 fishing village 3 traditional food
- **1b** 1 guided tour 2 archaeological site 3 outdoor market
- 2 1 clear 2 sandy ... crowded 3 magical 4 relaxing
- 3 1 sunset 2 sunshine 3 suntan 4 sunrise
- 4 1 visit 2 go 3 rent 4 go on

# WRITING PRACTICE

- **1a** 1 Over the next few days 2 So far 3 If 4 as soon as 5 This time tomorrow
- 1b 1 am going to buy some souvenirs. 2 haven't tried any seafood. 3 'll phone you 4 will be taking photos of wild animals. 5 might / will visit the volcano.
- 2a 1 about 2 in 3 from 4 on 5 of 6 to
- **2b** introduction / first paragraph: I'm writing this letter from a comfortable hotel in Majorca.

  Let me tell you all about it.

second / third paragraphs: I'm suntanning on the beach. The forest is full of beautiful exotic birds.

conclusion / fourth paragraph: I'll get in touch with you when I get back.

I'm looking forward to seeing you when I get home.

#### **COMMON MISTAKES**

1b 2b 3b 4a 5b 6a

# UNIT 6

### READING FOR IDEAS

2 1b 2f 3a 4e 5d 6c

# **VOCABULARY DEVELOPMENT**

- 1 1 sweet snacks 2 junk food 3 fruit juice4 soft drink
- 2 1 lose 2 go 3 take 4 join 5 go 6 start
- 3 1d 2a 3c 4e 5b
- 4 1 take up 2 work out 3 cut down on 4 put on

# WRITING PRACTICE

- 1a FOOD 1 cereal / cornflakes / a boiled egg / yoghurt / fruit, etc. 2 biscuits / chocolate / cakes
  - DRINK **3** water **4** lemonade, Coca-Cola, Fanta, etc.
  - relaxation 5 swimming ... yoga / cycling / dancing, etc.

## **COMMON MISTAKES**

1 1 put on weight 2 go on a diet 3 stop eating 4 as much fruit as 5 Walking

# UNIT 7

#### READING FOR IDEAS

1 in danger 2 foolish 3 in an emergency4 outdoors 5 The main disadvantage of6 carry on

#### VOCABULARY DEVELOPMENT

- 1 1 look after 2 put out 3 look for 4 break down
- 2 1 at 2 on 3 of 4 to 5 at 6 at
- 3a 1 1 examine 2 take 3 give 2 1 arrest 2 break 3 give 4 warn
- 3b 1 vet 2 police officer
- 4 1 patient 2 stressful 3 busy 4 dangerous 5 exhausted 6 careful

# WRITING PRACTICE

- 1a 1 needs to be brave 2 be able to stay calm3 enjoys working as a firefighter 4 people who are in danger 5 it is sometimes dangerous
- 1b 1 be patient with children 2 has to make important decisions 3 when he is exhausted4 he loves helping children who are ill
- 1 a nurse's job to
   2 spends all day working
   3 are used to getting
   4 is responsible for helping
   5 is always on his / her feet

### COMMON MISTAKES

1 job 2 steal 3 the patient 4 working 5 people 6 a teacher

# UNIT 8

# READING FOR IDEAS

- 2 1 such as 2 another advantage is 3 on the other hand 4 for instance 5 in addition
- **3** 14 22 31 43

# **VOCABULARY DEVELOPMENT**

- **1a** 1 dull 2 peaceful 3 crowded 4 polluted 5 rude
- **1b** 1 dull 2 polluted 3 peaceful 4 crowded 5 rude
- 1 peace 2 excitement 3 entertainment4 freedom
- 3a 1 in 2 on 3 out 4 on
- 3b 1 on 2 in 3 under 4 in
- 4 1 hurry 2 breath 3 care 4 make 5 trust

# WRITING PRACTICE

It is good to grow up on an island for a lot of reasons. First, it is healthy because the air is fresh. In addition, there is hardly any crime. On the other hand, it can be boring at times as there is nothing for young people to do in the evenings.

# **COMMON MISTAKES**

1 a 2 b 3 b 4 b 5 a 6 a

# More Steps to Writing 2

# UNIT 1

# READING FOR IDEAS

3 1 make up your mind 2 improve 3 pick

# **VOCABULARY DEVELOPMENT**

- 1a 1 spelling 2 pronunciation
- 1b 1 learn 2 use 3 communicate
- 2 1 find 2 make 3 do 4 have
- 3 1 practice 2 advise 3 improve
- 4 1 by 2 at 3 on 4 in

### WRITING PRACTICE

1a Dear Melanie,

How are you? I'm writing because I need some advice.

Thanks for your help. I'm looking forward to getting your letter.

**1b** Dear Suzie,

I got your letter yesterday. I'm writing to give you the advice you asked for.

Let me know if my advice is helpful. Write back soon.

Love.

### Melanie

- 2a 1 to have 2 you have 3 would have
- **2b** 1 You ought to try to study more. 2 Why don't you try to study more? 3 If I were you, I'd try to study more.

# **COMMON MISTAKES**

1 speak Italian 2 some advice 3 tell me 4 Spanish 5 make mistakes

# UNIT 2

# **READING FOR IDEAS**

2 2 trends 3 pick 4 look good on me 5 in fashion 6 However 7 out of fashion 8 go for

# **VOCABULARY DEVELOPMENT**

1a 1 out 2 up 3 back

- 1b 1 keep up with the latest fashion.2 come back into fashion.3 go out of fashion
- 2 2 bright 3 trendy 4 tight 5 patterned
- 3 1 long-sleeved 2 straight 3 high-heeled
- **4** 1 of 2 in 3 on 4 out 5 in 6 as

#### WRITING PRACTICE

- 2 My friends wear casual clothes such as sweatshirts, jeans and baggy trousers.
   3 Teenagers like accessories, jewelry, in particular.
   4 They read magazines in order to find out about the latest fashions.
   5 In my opinion, young people care too much about fashion.
   6 The sandals were so uncomfortable that I could not walk in them. / The sandals were uncomfortable so I could not walk in them.
- 2 Introduction Many people complain that teenagers think of nothing but fashion. But is this really the case?

Conclusion To sum up, I would say that teenagers have a lot of interests. If fashion is one of them, does it really matter?

# **COMMON MISTAKES**

1a 2b 3b 4a 5b

# UNIT 3

# READING FOR IDEAS

2 1 see things from their point of view 2 followed your advice 3 apologized for 4 study for

# **VOCABULARY DEVELOPMENT**

**1a** 1 c 2 b 3 d 4 a

1b 1 work ... out 2 bring up 3 count on 4 broke

2 1a / b with 2a/b about 3a/b to 4a/b in

3a 1 failed 2 punish 3 promised

3b 1 trust 2 discussed 3 protect

# WRITING PRACTICE

1 1 me for lying to him 2 (to me) that she had been under a lot of stress 3 to help me with my homework 4 not to shout at me again

2a I'm writing to thank you for helping me when I had problems at school last week. I also want to tell you what happened.

Thanks again for all the good advice. I'm sure everything will be all right now.

b 1 It was very kind of you to spend 2 I followed your advice 3 I apologized to my teacher for being rude 4 I explained to him that I'm / I was very worried about the exam

### COMMON MISTAKES

1 I felt better after I (had) discussed the problem with you 2 Things are much better now 3 Thank you for helping me 4 Dad says they will let me go to the concert

# UNIT 4

# READING FOR IDEAS

2 1 walked quickly 2 got close to 3 screamed 4 see 5 stood very still

# **VOCABULARY DEVELOPMENT**

1 1 terrified 2 relieved 3 haunted 4 deserted 5 anxious

2 1 Heavy 2 strong 3 thick / heavy

3 1 pour with rain 2 whispered 3 turned pale 4 shouted 5 rushed 6 slammed

4 1 with 2 of 3 in 4 in

### WRITING PRACTICE

1a 1 was cycling 2 heard 3 started 4 had invited 5 were driving 6 broke

# COMMON MISTAKES

1a 2a 3b 4b 5a

# UNIT 5

# VOCABULARY DEVELOPMENT

1 tourists 2 sightseeing 3 resort 4 tourist attraction 5 archaeological site

2 1 suit 2 take 3 dance 4 go

3 1 narrow streets 2 traditional houses / souvenir shops 3 souvenir shops / traditional houses 4 seafood restaurants 5 harbor 6 fishing boats

4 1 with 2 for 3 by 4 at

### WRITING PRACTICE

The second introduction is most suitable as it is written in formal language.

2 1 in 2 for 3 for 4 with

# COMMON MISTAKES

1 Visitors usually spend their time lying on the

2 There is a modern campsite on the coast.

3 The castle was built in the fifteenth century.

4 It is busy during the tourist season.

5 The nightclubs are popular with young people.

6 The lake is surrounded by a beautiful forest.

# UNIT 6

# READING FOR IDEAS

3 h

# \* More Steps to Writing

# **VOCABULARY DEVELOPMENT**

- 1 1 through 2 on 3 at 4 opposite 5 past / to 6 for / to 7 in 8 ahead
- 2 1 be more than happy 2 are welcome 3 make sure 4 be a big help
- 3 1c 2d 3b 4a 5e
- 4 1 Get on ..... get off 2 Follow 3 miss 4 take 5 Keep

# WRITING PRACTICE

- 1 1 when you get off the train, walk along Station Road in the direction of the hospital 2 Follow the signs 3 When you get to the hospital, walk past 4 take the third corner on the right 5 My house is opposite the church 6 If you've got a lot of luggage, you could take a taxi
- 2 First Paragraph 1 for 2 with 3 for 4 about Second and third paragraphs 1 to 2 of 3 to 4 about 5 to 6 about Fourth Paragraph 1 of 2 to

### **COMMON MISTAKES**

1 b 2 b 3 a 4 a 5 b 6 b

# UNIT 7

# READING FOR IDEAS

2 1 at the crack of dawn 2 moaned 3 on top of the world 4 pulled up 5 rushed 6 gazed at

# **VOCABULARY DEVELOPMENT**

- 1 1 delighted 2 wonderful 3 amazed 4 anxious
- 2 1 with 2 over 3 of 4 in 5 of
- 3 1b 2d 3a 4f 5c 6e
- 4 1 At first 2 To my surprise 3 all of a sudden 4 With a smile 5 With trembling hands

#### WRITING PRACTICE

1 While Jim and Carrie were having dinner, the phone rang.
 2 As soon as Cheryl got home, she told her mom that she had won the competition.
 3 He was so

surprised that he had to sit down. 4 I didn't believe the news until I got the letter. 5 Sheila hadn't expected to win the gold medal because of her injured knee.

# **COMMON MISTAKES**

1 had asked 2 took / sat 3 a month ago 4 of 5 on

# UNIT 8

# **READING FOR IDEAS**

2 1 On the other hand 2 Some ... others 3 First ... Second 4 in particular

# **VOCABULARY DEVELOPMENT**

- 1 1 endangered 2 wild 3 scientific 4 natural
- 2 1 for 2 to 3 in 4 from 5 in 6 up
- 3 1 freedom 2 entertainment 3 cruelty 4 safety
- 4 1 treat 2 perform 3 protect 4 create 5 survive 6 face

### WRITING PRACTICE

1b First, it is cruel to make any animal suffer In addition, people do not need fur coats as they can use other materials On the other hand, in some parts of the world,

on the other hand, in some parts of the world, people need to wear fur to keep warm

It is also true that, if we stopped wearing fur coats, a lot of people would lose their jobs

2 1 / 4 /.

# **COMMON MISTAKES**

1 b 2 b 3 a 4 a

# 0

# More Steps to Writing 3

# UNIT 1

# READING FOR IDEAS

3 1 pick up 2 let down 3 look for 4 catch up on

# **VOCABULARY DEVELOPMENT**

- 1 1 come up 2 look forward to 3 dress up 4 turn ... down 5 put ... up
- 2a 1 on 2 to 3 at 4 about
- 2b 1 to 2 about 3 for 4 for
- 3 1 Let 2 make 3 accept 4 miss 5 hear
- 4a 1 for ages 2 in bed 3 at the moment 4 in touch
- **4b** 1 Of course 2 especially 3 By the way 4 One more thing 5 Once again

### WRITING PRACTICE

#### 1a LETTER ACCEPTING AN INVITATION

- 1 Thank you so much for the invitation to
- 2 I'd be delighted to come.
- 3 Thanks again for inviting me.

# LETTER REFUSING AN INVITATION

- 4 Thanks for asking me to celebrate
- 5 Unfortunately, I have to turn your kind invitation down.
- 6 Please give my best wishes to
- **1b** 1 A 2 R 3 A 4 R 5 R 6 A

#### **COMMON MISTAKES**

1 of 2 meeting 3 on 4 I received 5 of buying 6 spend

# UNIT 2

# VOCABULARY DEVELOPMENT

- 1 1 leading role 2 cast 3 audience 4 director
- 1 place / set 2 ending / happily3 with / having

- 4 seeing / miss 5 tells / about 6 laughing / all
- 3a 1 science fiction 2 special effects 3 scenes
- 3b 1 horror movie 2 suspense 3 love story
- 4 1 hilarious 2 action-packed 3 unexpected 4 mysterious 5 haunted

## WRITING PRACTICE

- 2 1 Eric Brent plays a scientist who changes color and size when he gets angry.
  - 2 Jennifer Lopez plays a maid who works in a luxurious hotel in Manhattan.

### COMMON MISTAKES

1 who have 2 tells 3 to 4 chaos 5 older 6 playing

# UNIT 3

# **VOCABULARY DEVELOPMENT**

**1a** 1 *b* 2 *a* 3 *c* 4 *d* 

1b 1 deal with 2 look up to 3 give up 4 get by

- 2 1 glamorous 2 private 3 talented 4 luxurious
- 3 1a to be b of 2a in b center 3a fascinated b in 4a by b with
- 4 1 appear 2 leads 3 leave 4 bring 5 destroy

# WRITING PRACTICE

- 1 1 But doesn't it bring some problems too? 2 Is there a particular movie star you admire? 3 But does this mean that some players deserve to be paid millions?
- 2a ADVANTAGES OF FAME money / no money problems DISADVANTAGES OF FAME no privacy / journalists and photographers follow you everywhere

- 2b 1 they can travel all over the world / have a lot of money, etc. 2 people might only like you because you are rich.
  - 3 they have no privacy / they are followed everywhere by journalists and photographers.

### **COMMON MISTAKES**

1 is 2 happiness 3 do 4 millions of pounds 5 become 6 earn

# UNIT 4

# READING FOR IDEAS

4 1 Could you also let me know 2 I have some questions about 3 could you tell me 4 I would like more information about this.

# **VOCABULARY DEVELOPMENT**

- 1 1 for ... about 2 in ... for 3 in 4 to 5 in
- 2 1 book 2 included 3 located 4 last 5 charge 6 share
- 3 1 require 2 receive 3 inform 4 request 5 departs
- 4 1 some 2 mentioned 3 know 4 In addition 5 further

# WRITING PRACTICE

- 1 was interested in 2 would like to know
   3 it be possible to send 4 look forward to receiving
- 2 1 I would like to know which islands the boat stops at 2 could you tell me how long we would spend on each one / island 3 I would be grateful if you could let me know if / whether we have to pay extra for drinks 4 I would be interested to learn what this involves

# **COMMON MISTAKES**

1 I need some information about the hotel. 2
Could you tell me how much the trip costs? 3
Could I have further details on this? 4 Is it a
two-day event?

# UNIT 5

# **READING FOR IDEAS**

- 2 1 even though 2 furthermore
- 3 1 as I see it 2 therefore 3 to sum up 4 as well as

# **VOCABULARY DEVELOPMENT**

- 1 1 equipment 2 entertainment3 accommodation 4 staff 5 facilities6 activities
- 2 1 for 2 of 3 For 4 about 5 of
- 3 1 make ... attract 2 employ 3 organized ... improved 4 install 5 make
- 1 outdoor, indoor, children's
   2 tennis, volleyball
   3 outdoor, indoor, children's
   4 vegetarian,
   traditional

# WRITING PRACTICE

1a 1 R 2 F 3 R 4 A 5 F 6 A

1b 1 to open the restaurant earlier for children
2 have a special children's menu 3 organize excursions 4 special entertainment program
5 to have a children's swimming pool 6 to provide a babysitting service

# **COMMON MISTAKES**

1 b 2 b 3 b 4 b

# UNIT 6

# **READING FOR IDEAS**

2 1 attacked 2 investigating 3 arrested 4 smashed 5 rushed 6 chased

# VOCABULARY DEVELOPMENT

- 1 1 accused ... stealing ... denied 2 commit 3 threatened 4 robbed 5 admitted
- 2a 1b 2a 3d 4e 5c
- 2b 1 shoplifting 2 burglary 3 robbery4 kidnapping 5 vandalism
- 1 held up 2 broke into 3 went off4 looking into 5 get away

4 1 in 2 in 3 at 4 for 5 at 6 on

# WRITING PRACTICE

- 1 heard ... bark / barking 2 was trying to break into 3 was ... to see 4 decided to call
  5 wanted to see 6 watched ... run 7 was ... telling 8 didn't stop following
- 1 heard somebody shout 2 saw a teenage girl knocked down an elderly woman 3 had a knife in her hand 4 pulled the victim to her feet 5 was in tears

# **COMMON MISTAKES**

1 b 2 b 3 a 4 a 5 b 6 b

# UNIT 7

### READING FOR IDEAS

2 1 mixed 2 poured 3 turn ... over 4 landed

#### VOCABULARY DEVELOPMENT

- 1 1 set off 2 march 3 fly 4 exchanges 5 pick
- 2a 1 make preparations for 2 go Christmas shopping 3 wrap ... up in 4 go carol singing5 dreams of
- 2b 1 falls on 2 leads up to 3 dye ... red4 go to church 5 get together
- 2c 1 dress up 2 take part in ... processions3 gather in the streets 4 dance to the sound of5 fills the air
- 3 1 crowded 2 magical 3 proud 4 Traditional

#### WRITING PRACTICE

- 1 1 are bought ... are taken 2 is burnt / burned 3 are performed 4 are hung up ... is left
- 2 1 Christmas Eve 2 Boxing Day 3 New Year's Eve 4 May Day

#### **COMMON MISTAKES**

1b 2a 3b 4b 5b 6a

# UNIT 8

# **VOCABULARY DEVELOPMENT**

- 1 1a/b to 2a/b with 3a/b on 4a/b about 5a/b from
- 1 unpleasant 2 impolite 3 dishonest4 unsuitable 5 dissatisfied
- 1 faulty / damaged 2 terrible / appalling3 pleased / satisfied
- 4 1 by check 2 on arrival 3 in a ... bad mood 4 at the time 5 In addition to 6 in the middle of 7 in pieces 8 on purpose

# WRITING PRACTICE

- 1 it says in your advertisement that delivery is free, we were made to pay.
   2 we had booked a magician for our son's birthday party, a clown was sent to us.
   3 I had ordered red wine, I was served white.
   4 we asked the DJ to turn up the music, he refused.
- 2 1 I had booked a table for fifteen people, our table was only big enough for twelve 2 we had to wait twenty minutes for the staff at the restaurant to solve the problem 3 the meal was not very good 4 the soup was cold and the bread was stale 5 the meal cost a lot more than I had been told it would.

# **COMMON MISTAKES**

1 Although / Even though 2 hear 3 annoying 4 refused 5 about