



PASIÓN POR EDUCAR

ENGLISH HANDBOOK

Basic English - Level 1

Learning English opens
the doors to the world
and your future.



Dear Teacher and Student,

It is a great pleasure for me to provide you with this valuable English handbook, which was created to organize your work in order to be more efficient and successful in the classroom. Language is our primary source of communication. It is the system through which we share our ideas and thoughts with others. There are thousands of languages in the world.

Countries have their own national languages in addition to a variety of local languages spoken and understood by their people in different regions. However, English is undoubtedly one of the most spoken ones. There are several factors that make the English language essential to communication in our current time. First of all, it is the most common foreign language. This means that two people who come from different countries (for example, a Mexican and a German) use English as a common language to communicate.

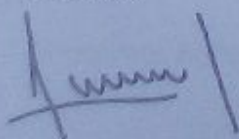
That is why everyone needs to learn English in order to get in touch on an international level. Speaking English will help you communicate with people from countries all over the world, not just English-speaking ones. English is also essential to the field of education.

In fact, in many countries students are taught and encouraged to learn English as a second language as most of the research and studies are written in English. In the same way, at a University level, students study almost all their subjects in English in order to make the material more accessible to international students. What is more, with good understanding and communication in English, you can travel around the world.

As a result, UDS must motivate and encourage students to learn English. Our success lies in the quality and expertise of our teachers. Teachers need to be passionate about their work and to have excellent subject knowledge. It is teaching quality together with student's effort that will determine the future adult's success in life.

I do really hope you will enjoy this handbook and thanks for being part of this successful team!

Sincerely,



Víctor Manuel Albores Alcázar
UDS Owner

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NICE TO MEET YOU

LISTENING

Hello!

a) Look at the photo. Read and listen to conversation 1.

b) Fill in the gaps with I, my, you or your.

Sue: Hello, My name's Sue.
What's Your name?
Mario: Hello, I 'm Mario.
Sue: Nice to meet you.
Mario: You too.

c) Practice conversation 1 with four students. Use your name.

LISTENING

d) Read and listen to conversation 2.

e) Fill in the gaps with I, my, you or your.

Adam: Hi, Meg.
Meg: Hi, Adam. How are you?
Adam: I 'm fine, thanks.
And you?
Meg: I 'm OK, Thanks.

f) Practice conversation 2 with four students. Use your name.

LISTENING

Introducing people

g) Read and listen to conversation 3.

h) Practice conversation 3. Use your names.

LISTENING

Goodbye!

i) Read and listen to conversation 4.

j) Practice conversation 4. Use your names.



STEFAN: Hello, I'm Stefan.
What's your name?

EMEL: Hello, my name's Emel.
STEFAN: Nice to meet you.
EMEL: You, too.

TIM: Hi, Anita.

ANITA: Hi, Tim. How are you?
TIM: I'm fine, thanks. And you?
ANITA: I'm OK, thanks.



NINA: Polly, this is David.
POLLY: Hello, David. Nice to meet you.
DAVID: You, too.

LUCY: Goodbye, Miki.
MIKI: Bye, Lucy. See you soon.
LUCY: Yes, see you.

Good morning — 12:00
Good afternoon 12:00 - 6:00 p.m.
Good evening 6:00 p.m. —



LISTENING

k) Listen and number the words.

- Goodbye.
- Bye.
- Goodnight.
- See you.
- See you on Saturday.
- See you tomorrow.

- 2
- 1
- 6
- 5
- 4
- 3



LISTENING

Numbers 0-12

l) Listen and repeat.

- | | |
|---------|-----------|
| 0 zero | 7 seven |
| 1 one | 8 eight |
| 2 two | 9 nine |
| 3 three | 10 ten |
| 4 four | 11 eleven |
| 5 five | 12 twelve |
| 6 six | |

m) Write the next number in words.

1. Two, four, six, 2, 4, 6.
2. Four, 4, 12, 16, twelve, sixteen.
3. One, 1, 3, 4, 5, three, four, five.
4. Twelve, 12, 10, 9, ten, nine, 8, 7, 6.
5. Six, 6, 18, 24, eighteen, twenty-four.

LISTENING

Phone numbers

n) Read and listen to these questions and answers. Listen again and practice.

What's your mobile number?
It's 07954 544768

What's your home number?
It's 020 7622 3479

LISTENING

o) Listen to three conversations. Write the phone numbers.

1. It's 1649612
2. It's 12721109
3. It's 1246395

p) Work in pairs. Compare answers.

WHAT IS YOUR NAME?

LISTENING

The alphabet

a) ⁹ Listen and say the alphabet.

Aa Bb Cc Dd Ee Ff Gg

Hh Ii Jj Kk Ll Mm Nn

Oo Pp Qq Rr Ss Tt Uu

Vv Ww Xx Yy Zz*

* Pronunciation

(zed)
BrE = /zɛdz/
(zi)
AmE = /zi:z/

c) ¹¹ Listen. Circle the correct spelling.
Then spell each name aloud.

1	Green	Greene	Grin
2	Leigh	Lee	Li
3	Katharine	Katherine	Catharine

LISTENING

e) ¹² Listen to the conversations.
Write the names.

- Arah
- Cherae
- Poowne

LISTENING

b) ¹⁰ Listen. Circle the letter you hear.

1. A K 4. U O 7. F X 10. J G 13. D G

2. B E 5. B Z 8. X S 11. L N 14. H K

3. M N 6. T C 9. Z V 12. K J 15. P E

d) Read 10 letters aloud to your partner.
Point to the letters you hear.

N M W

J C I Y

F Q O E P D

H B S Z R K

V U L G

A T X

GRAMMAR

Proper nouns

The names of people and places are proper nouns. Use a capital letter to begin a proper noun. Example: Melanie Pepper, New Delhi, Nicaragua.

Common nouns

Other nouns are common nouns. Use a lowercase letter to begin a common noun. Example: morning, doctor, student.

Capital letters:
ABC
Lowercase letters:
abc

f) Circle the proper nouns. Underline the common nouns.

1. Mary Chase 3. name 5. partners
2. letter 4. France 6. alphabet

g) Check the common nouns. Capitalize the proper nouns.

1. ^Mmarie 3. ^{S B}sarah brawne 5. ^Ccanada
 2. partner 4. teacher 6. noun

What is your first name?

h) Look at the photo. Match the teacher's questions 1-3 to the student's answers a-c.

1. What is your first name, please? It is Pablo
2. What is your last name? Ortega
3. How do you spell that? O-r-t-e-g-a
- a. Ortega.
b. O-r-t-e-g-a
c. It is Pablo.

LISTENING

1) Listen and check your answers.



1) Choose a or b.

1. A: Hi, Erin.

B: A

- a. Hello.
b. What's your name?

3. A: What's your name?

B: A

- a. Lily.
b. Nice to meet you.

5. A: Hello. I'm Paul.

B: B

- a. Nice to meet you.
b. Nice to meet you, too.

2. A: How do you spell your last name?

B: B

- a. Cooper
b. C-O-O-P-E-R

4. A: My name is Dylan Adams.

B: B

- a. I don't understand.
b. I'm Kyle Williams.

6. A: What's your name?

B: A

- a. Rose.
b. R-O-S-E.

GRAMMAR

Verb to be (singular)

AFFIRMATIVE (+)

I'm (= I am)	I'm British.
you're (= you are)	You're a student.
he's (= he is)	He's German.
she's (= she is)	She's Brazilian.
it's (= it is)	It's American.

We use it for a thing (a car, a book, etc.)
Example: a German car, an English book.

NEGATIVE (-)

I'm not (= I am not)	I'm not American.
you aren't (= are not)	You aren't a teacher.
he isn't (= is not)	He isn't from Berlin.
she isn't (= is not)	She isn't Australian.
it isn't (= is not)	It isn't a Mercedes.

TIPS: We can also say "you're not", "he's not" and "it's not".
Example: you're not a teacher.

YES/NO QUESTIONS (?)

Am I in this class?
Are you from Russia?
Is he a doctor?
Is she Italian?
Is it Japanese?

SHORT ANSWER

Yes, you are.
No, you aren't.
Yes, I am.
No, I'm not.
Yes, he is.
No, he isn't.
Yes, she is.
No, she isn't.
Yes, it is.
No, it isn't.

TIPS: We can also say: "No, you're not", "No, he's not", "No, she's not" and "No, it's not".
We can't say "Yes, you're", "Yes, I'm", "Yes, he's".

WHERE ARE YOU FROM?

Countries

a) Look at the map. Match these countries to 1-12.
 Italy [7] Brazil [4] Russia [8] the USA [1] Germany [6] Egypt [9] Australia [12] Mexico [2] Turkey [3] the UK [5] China [11] Spain [10]



b) Work in pairs. Look again at the map. Say a number. Your partner says the country. Example:

What's number 2?

Mexico

LISTENING

Countries and nationalities

c) Listen.

I'm from Italy

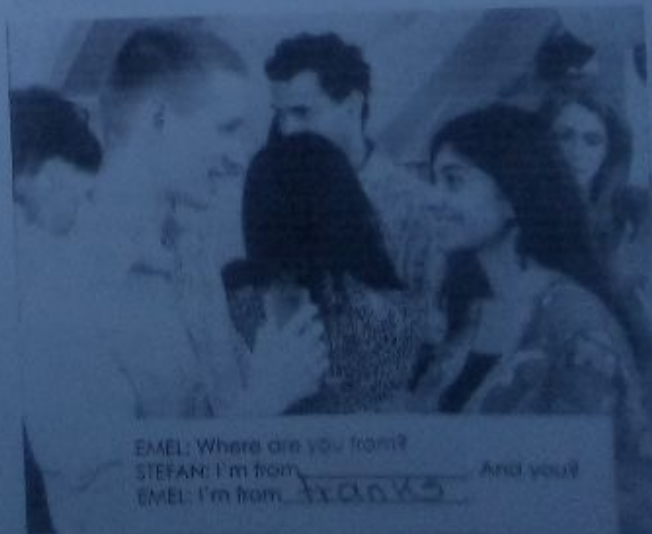
I'm Italian

Italy
 Brazil
 Russia
 the US
 Germany
 Egypt
 Australia
 Mexico
 Turkey
 the UK
 Spain
 China
 Japan
 France
 Colombia

Italian
 Brazilian
 Russian
 American
 German
 Egyptian
 Australian
 Mexican
 Turkish
 British
 Spanish
 Chinese
 Japanese
 French
 Colombian

LISTENING

d) Look at the photo of Stefan and Emel. Listen to the conversation and fill in the gaps.



EMEL: Where are you from?
 STEFAN: I'm from _____ And you?
 EMEL: I'm from France

e) Complete the chart.

Question	Short answer	Negative
Were you English?	No, I'm <u>English</u>	I <u>am not</u> English.
Are they from Spain?	Yes, they <u>are from Spain</u>	They <u>are not from Spain</u>
Is she Portuguese?	No, she <u>isn't Portuguese</u>	She <u>isn't</u> Portuguese.
Is he on business?	Yes, he <u>is on business</u>	He <u>isn't on business</u>

f) In pairs, do...

SPEAKING

Where are you from?

g) Ask other students.

Where are you from? I'm Italian, I'm from Venice.

In pairs, ask about the people and things in the pictures.

Where is it from? It is from Ireland.
Where are they from? They are from...

I don't know.



LISTENING

h) Listen and number the picture 1-4.



LISTENING

i) Listen again and complete the dialogues.

1. A: Are you English?
B: No, I'm Scottish. I'm from Edinburgh.

2. A: Where are you from?
B: We're from United States.
A: Are you on holiday?
B: No, we aren't. We're on business.

3. A: Where's she from? Is she Spanish?
B: No, she isn't. She's Argentinian. She's from Buenos Aires.

4. A: Mmm, delicious. Is it German?
B: No, it isn't. It's French.