

# Answer key

## MODULE 1.1

- LISTENING 1** He greets four people. He already knows Naoki Yasuda.
- 2**
- |                             | One                                 | Two                                 |
|-----------------------------|-------------------------------------|-------------------------------------|
| Good morning.               | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Pleased to meet you.        | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Good to see you again.      | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Welcome to Osaka.           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Did you have a good flight? | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Excuse me.                  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
- 3** 1 I am    2 I'm

## MODULE 1.2

- LISTENING 1** 1 are you    2 do you  
3 are you    4 do you

## MODULE 1.3

- LISTENING 1** a2    b6    c3    d61
- 2** a  03 5231 7754    b  02 601 3592  
c  02293 5065    d  06 9324 1115
- 3** a 06 4381 7669    b 829 8450  
c 071 223 4457

## MODULE 1.5

- LISTENING**
- |               |                               |
|---------------|-------------------------------|
| Name:         | John Smith                    |
| From:         | Dallas, but lives in New York |
| Company:      | Travel Zone                   |
| Job:          | Sales representative          |
| Phone number: | 845 966 4672                  |

## MODULE 2.1

- LISTENING** Sung Su Huang works for: Samsung; is a technical training manager, works at the headquarters. Samsung makes consumer electronics (telephones, MP3 players, etc.). Emma Clark works for IBM; is a an IT consultant; works in Ontario. IBM makes software and hardware.

## MODULE 2.2

- SPEAKING 1** 1 provides telecom services  
2 provides banking services  
3 manufactures office electronics  
4 manufactures food products  
5 manufactures cars

**2**

Company	Country	Business
Telstra	Australia	provides telecom services
Ricoh	Japan	manufactures office electronics
Kookmin Bank	South Korea	provides banking services
Toyota Motor	Japan	manufactures cars
China Mobile	China	provides telecom services (HK)
Bank of America	USA	provides banking services
Unilever	Netherlands	manufactures food products

- LISTENING 1** 1 engineer    2 Singapore    3 Head  
4 international    5 company    6 offices

## MODULE 2.3

- READING**
- |                   |                      |
|-------------------|----------------------|
| Human Resources   | personal assistant   |
| Sales             | sales representative |
| Customer Services | helpdesk advisor     |
| Marketing         | marketing manager    |
| Finance           | accountant           |
| Technical Support | IT consultant        |

- LISTENING 1** training course
- 2** Mark Nakamura – IT – manages the company website  
Grace Wu – customer service – helps with customer problems  
Ken Lee – sales – checks customer orders  
Maria Martinez – human resources – organizes training courses

- WRITING 1** a website manager: design web pages, manage the company website  
b sales rep: demonstrate new products, visit customers  
c personal assistant: open the mail, plan my boss's schedule

## MODULE 2.4

- LISTENING 2** a 13    b 70    c 14    d 18    e 50    f 90
- 3** a 12    b 16    c 15    d 20    e 23    f 19

## MODULE 2.5

- LISTENING** 1 name's    2 with    3 Taipei  
4 production    5 check

**MODULE 3.1****LISTENING 1**

	Maria Young	Greg Adams	Naoki Inoue
--	-------------	------------	-------------

- The visitor's name is ...
- The visitor's appointment is with ...
- The visitor is introduced to ...

- 2 1 How are you? / ~~Who are you?~~  
 2 ~~Please take a seat.~~ / Please have a seat.  
 3 ~~I'd like to meet Greg Adams.~~ / I'd like you to meet Greg Adams.  
 4 This is Naoki Inoue from Dentsu. / ~~Here is Naoki Inoue from Dentsu.~~  
 5 Pleased to meet you. / ~~It's nice to meet you.~~

**MODULE 3.2****LISTENING**

- |                 |        |
|-----------------|--------|
| 1 appointment   | 2 at   |
| 3 I'm           | 4 from |
| 5 wait a minute | 6 here |
| 7 come          | 8 way  |

**SPEAKING**

- 3 1 Please come in.  
 2 Would you like me to take that?  
 3 Please have a seat.  
 4 Would you like some coffee?
- 5 1 How was the journey here?  
 2 I'd like to wait a few minutes for Mr. Zhou to join us.  
 3 It's good to meet you at last, so thank you for coming.  
 4 Let's start now and we can break for coffee at 10:30.

**MODULE 3.3****READING 1**

A informal B formal

**LISTENING**

1 to meet 2 Pleased 3 good 4 too

**MODULE 3.4****READING**

a across from	b between
c next to	d down

**LISTENING 1**

Ayako Higa = Advertising Sales Manager  
 Osman Mo = International News Editor  
 Tim Tsang = Finance Editor  
 Nancy Yee = Science and Technology Editor  
 Min-Soo Kim = Production Manager  
 Paul Green = Art Director

- 2 AH=303, OM=305, TT=306, NY=304, MSK=302, PG=301

**SPEAKING 1**

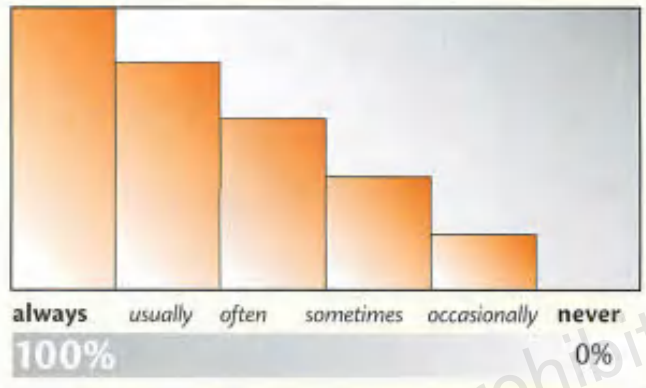
1 Excuse 2 301 3 302

**MODULE 3.5****LISTENING**

a 198	b 979	c 7-9-14
d 391B	e 1407	f 81, 3008

**MODULE 4.1****LISTENING 1**

- |                                    |   |
|------------------------------------|---|
| check my e-mails                   | 2 |
| have meetings                      | 4 |
| watch the bands perform            | 5 |
| arrive at the office               | 1 |
| talk to the events management team | 3 |
- 2 3 Next 1 First 5 Finally  
 2 Then 4 After that

**MODULE 4.2****LISTENING 1**

- 2 works in his office sometimes  
 works out of the office usually  
 carries a cell phone always  
 e-mails the main office occasionally  
 works long hours often  
 gets bored never
- 5 1 working 2 do you do 3 often  
 4 go out 5 usually 6 every  
 7 once

**MODULE 4.3****READING 1**

a3 b1 c4 d5 e6 f2

- 2 1 do 2 run 3 introduce  
 4 target 5 organize 6 get  
 7 buy

**MODULE 4.4****LISTENING 1**

a 4:20 b 4:15 c 4:40 d 4:05

- 3 a 8:55 b 1:05 c 3:47 d 3:10 e 5:20 f 12:15

**MODULE 4.5****SPEAKING**

- a an architect  
 b a chef  
 c a doctor  
 d an engineer  
 e a fashion designer  
 f a flight attendant  
 g a journalist  
 h a lecturer  
 i a personal assistant  
 j a photographer  
 k a pilot  
 l a tour guide

**REVIEW UNITS 1-4**

- PART 1** 1 c 2 b 3 a 4 b 5 a 6 c  
7 a 8 c 9 a 10 b 11 c 12 a
- PART 2** 1 conference 2 expecting 3 across  
4 check 5 call 6 number 7 repeat
- PART 3** 1 a 2 a 3 b 4 b 5 b 6 b

**MODULE 5.1**

- LISTENING 1** Conversation 1 Conversation 2 Conversation 3  
Day: Thursday Day: Tuesday Day: Friday  
Time: 10:00 Time: 10:30 Time: 9:30

**MODULE 5.2**

- LISTENING 1** Is it possible to speak to...? C  
I'm with KDD. C  
I'm connecting you now. R  
Who's calling, please? R  
My name's Jun Kato. C  
I'd like to speak to... C  
Thank you for waiting. R  
I'm sorry, she's not at her desk. R  
Can you hold? R
- 2** 1 help you 2 speak 3 someone  
4 Certainly 5 through 6 speaking  
7 company

**MODULE 5.3**

**LISTENING 1**

	Purpose	Day	Time
Conversation 1	to discuss the new project	Tues	9:30
	to look at the new catalogue	Wed	10:00
	to look at the budget plan	Thurs	10:30
Conversation 2	to do a staff review	Tues	9:30
	to go over the contract	Wed	10:00
	to talk through the sales figures	Thurs	10:30

- 2**
- |                                   | One | Two |
|-----------------------------------|-----|-----|
| Could we meet sometime next week? | ✓   | -   |
| How about Tuesday afternoon?      | ✓   | -   |
| I'm busy in the afternoon.        | -   | ✓   |
| I'm sorry, I'm busy all day.      | ✓   | -   |
| I'm free in the morning.          | -   | ✓   |
| Yes, that would be fine.          | ✓   | -   |

**MODULE 5.4**

- LISTENING 3** a February 14th, 1993  
b November 21st, 1952  
c September 10th, 1987  
d August 2nd, 2009
- 4** a 07/15/2012 c 10/24/2008  
b 04/05/1992 d 03/03/2000

**MODULE 6.1**

- LISTENING 1** Exports Sales Human Resources  
Warehouse Shipping  
Distribution manager Web-site designer  
Sales Manager Art Director
- 2 Order Form**  
Date: September 5th  
Contract: Yuko Sato  
Order No.: C215  
Quantity: 800  
Delivery: September 30th
- Order Form**  
Date: September 5th  
Contract: Joe Miller  
Order No.: B590  
Quantity: 2,000  
Delivery: October 10th
- 3** a Could you deliver them by September 25th?  
b Would you like me to e-mail you the details?

**MODULE 6.2**

**LISTENING**

Name	Requests	Can Speaker B help right away?
Jun Yoshida	<input checked="" type="checkbox"/> send me a new catalogue <input type="checkbox"/> call me tomorrow	<input type="checkbox"/> Yes / <input checked="" type="checkbox"/> No
Kelly Cheung	<input type="checkbox"/> e-mail me a price list <input checked="" type="checkbox"/> e-mail me the confirmation	<input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No
Bill Whiteman	<input type="checkbox"/> call the Hong Kong office <input checked="" type="checkbox"/> arrange a meeting	<input type="checkbox"/> Yes / <input checked="" type="checkbox"/> No

**SPEAKING 2**

- Could you send me your price list today?  
photocopy those pages for me?  
call the Hong Kong office?
- 4** Would you like me to meet him at the airport?  
e-mail you the itinerary?  
call Head Office tomorrow?

**MODULE 6.3**

- LISTENING 2** a 3.14 b 2.75 c 0.85  
d 0.76 e 6.38 f 3.95
- 3 Savings Accounts**
- |                        | Minimum Deposit(\$) | Gross Rate (%) |
|------------------------|---------------------|----------------|
| Current Account        | 10                  | 4.6            |
| Online Savings Account | 1000                | 5.3            |
| Business Saver         | 500                 | 4.45           |

**MODULE 6.4**

- SPEAKING 2**
- \_ underscore
  - . dot
  - / forward slash
  - .com dot com
  - .org dot org (short for 'organization')
  - .jp dot j p (Japan)
  - .au dot a u (Australia)
  - @ at

- LISTENING 1**
- a brownm@trm.com
  - b hallj@yahoo.com
  - c harris@live.co.uk

**MODULE 6.5**

- LISTENING 1**
- 1 How can I help you?
  - 2 Which ones?
  - 3 How many do you need?
  - 4 One moment.
  - 5 Yes, that's fine.
  - 6 Good idea.

**MODULE 7.1**

- LISTENING 1** a3 b5 c4 d2 e6 f1
- 2**

Canon started up.	Tokyo / Osaka	1937 / 1939
It entered the North American market.	Newark / New York	1945 / 1955
It opened its first European office.	Geneva / Zurich	1947 / 1957
It built its first overseas plant.	Thailand / Taiwan	1970 / 1974

**MODULE 7.3****LISTENING 1**

- Date of birth: April 22 1938  
 Majored in graphic design  
 Graduated from college in 1964  
 1970 Founded the Miyake Design Studio  
 1992 Launched his first fragrance for women, L'eau d'Issey  
 1993 Launched the Pleats Please label  
 2006 Won the Arts and Philosophy Kyoto Prize
- Additional information: studied at Tama Art University; worked in Paris and New York, has collections of men's and women's clothes, plus watches and perfumes; handed over to Naoki Takizawa in 1997; Dai Fujiwara took over as Creative Director in 2007; successful internationally.

**MODULE 7.4**

- LISTENING 2**
- |               |               |
|---------------|---------------|
| a 200,000     | b 48,379,400  |
| c 84,700      | d 127,300,000 |
| e 452,481,000 | f 375,000     |

**MODULE 7.6**

- SPEAKING 2**
- a Germany
  - b Germany / USA
  - c USA
  - d Korea
  - e USA

**MODULE 8.1**

- LISTENING 1** a4 b3 c5 d7 e1 f2 g6
- 2** a Yo Sushi serves over 3.5 million customers a year.  
 b They have branches in the UK, Moscow, Dublin, Dubai, and Kuala Lumpur in Malaysia.  
 c Their objective is to increase the number of customers.  
 d They are going to increase the number of international franchises.  
 e They are not planning to franchise their UK restaurants.

**MODULE 8.2**

- LISTENING 1** 1 objectives 2 we want to 3 going to

**MODULE 8.3**

- LISTENING 1** A Can I check some dates with you? I want to / ~~I will~~ organize a meeting with HR. When are you out of the office?  
 B Next month. I'm visiting / ~~I will visit~~ the Tokyo office to meet some of the sales reps.  
 A Oh that's right. When are you leaving/ ~~will you leave~~?  
 B On the 5th. I'm coming back on the 27th.  
 A OK. What are your plans in Japan?  
 B I'm going to / ~~I will~~ work on the new hotel project.  
 A Sounds interesting. Are you ~~having~~ / going to have any free time?  
 B I hope so. I'm planning / ~~I wish~~ to have a couple of days free, to do some sightseeing.  
 A It sounds great. Have a good trip!

**MODULE 8.4**

- LISTENING 2** a 100% b 90% c 44%  
 d 25.6% e 17.3% f 45%

**MODULE 8.5**

- LISTENING 2** **The Reef Hotel**  
 Location: Taipei  
 Opening date: in 3 years' time  
 Size: 25 floors, 270 rooms  
 Transportation: bus and limousine services  
 Sports facilities: a swimming pool, 2 tennis courts, a fitness center, and a spa  
 Bars / restaurants: 3 bars and 4 restaurants  
 Conference facilities: a business center,  
 Internet access in all rooms, 3 meeting rooms,  
 2 conference rooms  
 Cost: over US\$ 250 million

**REVIEW UNITS 5-8**

- PART 1** 1b 2c 3a 4b 5c 6c  
 7b 8c 9a 10c 11a 12c
- PART 2** 1 overseas 2 necessary 3 exchange  
 4 details 5 address 6 free  
 7 forward
- PART 3** 1b 2b 3a 4a 5a 6b

**MODULE 9.1****LISTENING 1**

	Brandon Lewis	Zhu Ming	Reason
Kim	✓		younger
Satoshi		✓	more confident
Maria	✓		a more exciting
Kyung-Mo	✓		more popular with teenagers

**2**

	Kim	Satoshi	Maria	Kyung-Mo
Personally, I like ...	✓			
I'm sorry, I don't agree.		✓		
I think		✓	✓	✓
I prefer ...			✓	✓
I agree with				✓

**MODULE 9.2**

- LISTENING 2** 1 lighter  
 2 more powerful
- 3** battery life: longer shorter  
 size: more compact bigger  
 price: cheaper more expensive  
 memory: bigger smaller  
 speed: faster slower  
 ease of use: easier to use more difficult to use

**MODULE 9.4**

- LISTENING 1** a3 b4 c1 d2

**2**

	Like	Dislike	Not sure	Reasons
Jeff		✓		thinks it's ugly
Helen	✓			thinks it's attractive, tiny
Marc			✓	thinks it's boring, good size
Jenny			✓	thinks it's not very interesting
Tony	✓			thinks it looks high-tech and simple

- READING** 1 40 2 395 3 279 4 3.2

**MODULE 9.6**

- CULTURE FILE 1** Actually, I don't think that's quite right. I think that the correct figure is 74,000. I'm afraid I disagree. I think it's very important.  
 I'm sorry, but could you repeat that?

**MODULE 10.1**  
LISTENING



**MODULE 10.2**

READING a6 b1 c7 d4 e2 f8 g5 h3

**MODULE 10.2**

LISTENING 1 1 can you tell me 2 right  
3 past 4 across from

**MODULE 10.3**

LISTENING (1) 1 'm late 2 I took a wrong turn.

LISTENING (2) 1 Picture a: 2 Picture b: 3 Picture c: 1

- 2 a Mr. Lau is a friend / business acquaintance.  
b Mr. Lau invites Mr. Park to lunch / dinner.  
c He knows a good Thai / Chinese restaurant near the trade show.  
d It takes five / ten minutes to get there on foot.  
e Mr. Lau offers to draw a map / text Mr. Park the directions.  
f They plan to meet at 6:30 / 7:30 p.m.  
g The passer-by gives directions to the restaurant / can't help.  
h Mr. Park apologizes for getting lost / being late.

**MODULE 10.4**

LISTENING 1

Transportation	hours	minutes
a bus		20
b plane	12	
c car	2	
d foot		5
e train	3	
f cab		10

**MODULE 11.1**

- LISTENING 1 at an office 4 at a party 2  
at a restaurant 3 at a barbecue 1
- 2 a hamburger  
b Scotch on the rocks  
c juice  
d black coffee
- 3 1 Would 2 something 3 like  
4 black 5 With 6 Here  
7 Thanks

**MODULE 11.2**

SPEAKING 1 1 would 2 eat 3 I'd

LISTENING 1 Beer 2 Wine 3 some wine  
4 Red 5 white 6 White

**MODULE 11.3**

LISTENING 1	Mr. Jordan	Mr. Tan
Soup of the day	✓	
Thai chicken wrap		✓
Rib-eye Steak	✓	
Grilled wild salmon		✓
Mineral water	✓	✓
Wine		✓

2 a I'd like to propose a toast. Here's to a successful project! ✓

**MODULE 11.4**

LISTENING 1		
Hong Kong ✓	Japan	
South Korea	New Zealand ✓	
Vietnam	the USA ✓	
Singapore ✓	Thailand	
the Philippines	Australia ✓	
(South Korea = Won, Philippines = Peso, Japan = Yen, Thailand = Baht)		

3 a \$493.08 c \$206 e \$56  
b \$74.58 d \$295.15 f \$34.50

**MODULE 12.1**

- LISTENING 1**
- They are ~~old~~ friends / business acquaintances.
  - Mr Park thanks Tom for ~~the~~ trip / his help.
  - They're going to meet again ~~next~~ year / sometime.
  - They're saying goodbye at the office / ~~airport~~.
  - Mr. Park is going ~~on~~ vacation / home.
- 2**
- |            |        |             |
|------------|--------|-------------|
| 1 pleasure | 2 help | 3 forward   |
| 4 hope     | 5 good | 6 thank you |
| 7 welcome  |        |             |

**MODULE 12.2**

- LISTENING 1**
- |          |              |
|----------|--------------|
| 1 good   | 2 Good luck  |
| 3 e-mail | 4 a call     |
| 5 flight | 6 my regards |
| 7 going  |              |
- 2**
- Invitations
  - Keeping in touch
  - Talking about meeting again
- 4** a3 b4 c2 d1

**MODULE 12.3**

- LISTENING 1**
- a bottle of wine
  - A Well, it's been a busy week. Thanks for all your input, Kazuo.  
B Don't mention / ~~worry~~ about it. It's been a pleasure.  
A I hope you'll accept this. It's just something small to say ~~thanks~~ for your time / thanks for everything.  
B Thanks, Jay, that's very kind of you. May I / ~~Should~~ I open it now?  
A Sure, go ahead / ~~please~~ do.  
B Oh, a box of chocolates. Thank you so much.
- 3**
- |  |     |       |
|--|-----|-------|
|  | Jay | Kazuo |
| I'm going to spend some time with my family. |     | ✓     |
| I'm writing reports all this week.           | ✓   |       |
| I'll read it on the plane.                   | ✓   |       |
| I'll call you next week.                     |     | ✓     |
- 4**

		He decided this:
To spend time with his family	(I'm going to...)	before
To write reports	(I'm ...ing)	before
To read the book on the plane	(I'll...)	now
To telephone his colleague	(I'll...)	now

**MODULE 12.4**

- LISTENING 2**
- |               |               |
|---------------|---------------|
| a 0500 / 1710 | b 0115 / 1315 |
| c 0305 / 1505 | d 0600 / 1800 |
- 4**

1 nine o'clock in the evening	2100h	9:00 p.m.
2 quarter after 8 in the morning	0815h	8:15 a.m.
3 twenty after six in the morning	0620h	6:20 a.m.
4 five after eleven at night	2305h	11:05 p.m.
5 twenty to four in the afternoon	1540h	3:40 p.m.
6 midnight	2400h	12:00 midnight

**MODULE 12.5**

- READING 1**
- |        |                           |
|--------|---------------------------|
| 1 0610 | 2 1350 3 1500             |
| 4 1715 | 5 Welcome meeting, drinks |
| 6 2030 |                           |

**REVIEW UNITS 9-12**

- PART 1**
- |    |    |    |     |     |     |
|----|----|----|-----|-----|-----|
| 1a | 2b | 3c | 4a  | 5a  | 6c  |
| 7b | 8a | 9b | 10c | 11c | 12a |
- PART 2**
- |          |          |           |         |
|----------|----------|-----------|---------|
| 1 prefer | 2 join   | 3 propose | 4 touch |
| 5 kept   | 6 behind | 7 ride    |         |
- PART 3**
- |    |    |    |    |    |    |
|----|----|----|----|----|----|
| 1b | 2a | 3b | 4a | 5b | 6b |
|----|----|----|----|----|----|

**TOEIC**

- LISTENING PART 1** 1B 2D 3A 4B
- PART 2** 1B 2A 3C 4C 5B 6A 7C 8A
- PART 3** Example D, B, B  
1A 2B 3B 4D 5A 6B
- PART 4** Example B, D, B  
1A 2A 3B 4C 5B 6D

**TOEIC**

- READING PART 5** 1B 2C 3A 4D 5B 6D 7A 8B
- PART 6** 1C 2A 3B 4D 5B 6A
- PART 7** 1B 2B 3A 4D 5C 6C 7D 8A