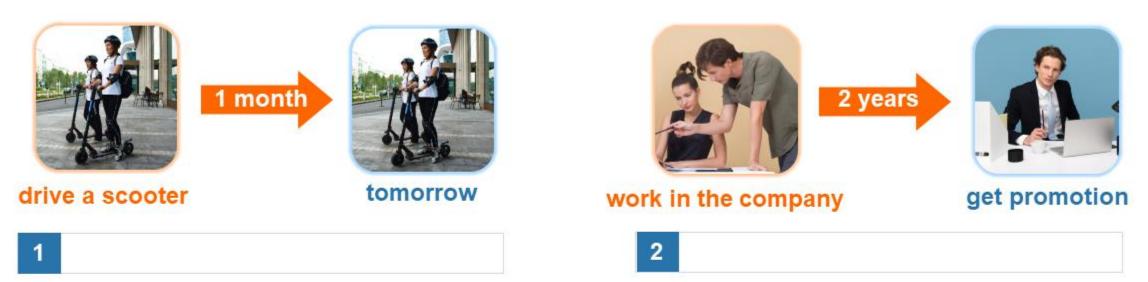


Unit 4 Lesson 3 – Just prepare diligently and go over all the files.

Review



Make future perfect progressive using the pictures given.







Introduce today's sentences.

Grammar Focus

- Transitive vs. Intransitive Verbs
- Phrasal Verbs (Separable and Inseparable)



Key Expressions

- You have to prepare your best portfolio and samples.
- Just prepare diligently and go over all the files.

Word Focus



Listen to the teacher and repeat.



all ears



let down



corporation



out of reach



accommodate



fingers crossed

Conversation



Listen to the audio and repeat.



Lina: Aya, I'll be on leave for three days. I need you to do some things while I'm not around.

Aya: Okay. I'm all ears.

Lina: You'll be meeting a client in a few days. You have to prepare your best portfolio and samples. The client will take a look at them.

Aya: Sure. What else do I need to do?

Lina: This client is from a huge corporation. Please accommodate him politely and do your best in the meeting. You don't want to let our company down, do you?

Aya: Of course! Is there anything else?

Lina: You have to call me after the meeting. If I'm out of reach, I guess I have to call you back.

Aya: Alright. I'll keep my fingers crossed for a successful meeting.

Lina: Best of luck, Aya. Just prepare diligently and go over

all the files. I know you can do it. I trust you.

Grammar



Learn the difference of a transitive and an intransitive verb.

Transitive Verb

requires a direct object

(doer + verb + direct object)

Intransitive Verb

doesn't require a direct object

(doer + verb)

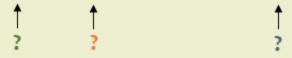
You have to prepare your best portfolio and samples.



They are printing the leaflets for the new product.



He submitted the requirements last Monday.



His grandfather coughed during the movie.



The car appeared out of nowhere.



The girls sang beautifully.



Grammar



Learn the phrasal verbs.



Phrasal Verbs

Consist of a verb and one other sentence component, such as a preposition or an adverb.

Separable:

can be separated by an **object**

They turned down the offer. They turned the offer down.

Please switch on the lights.
Please switch the lights on.

Inseparable:

cannot be separated by an **object**

Paul ran out of money.

× Paul ran of money out.

Go over all the files.

★Go all the files over.

Rules for the Direct Object of Separable Verbs:

- ✓ They'll pick Anna up.
- ✓ They'll pick up Anna.
- Specific names can go after or in the middle.

- ✓ I will look it up.
- I will look up it.
- Pronouns must go in the <u>middle</u>.

Separable

put on pick up look up break off switch on turn down write down

Inseparable

put up
get off
go over
run into
look after
run out of
come across





Underline the verb and tell whether it is a transitive or intransitive verb.

	1.	I didn't find his address.	
	2.	Does your family live in Massachusetts?	
	3.	The ballerina danced gracefully.	
	4.	The linguistics professor discussed the IPA.	
	5.	Sean finally got his driver's license.	
	6.	She takes the bus to work every day.	
	7.	They seem unhappy about the announcement.	
	8.	Many people sleep late during the summer holid	ays.

Activity



A. Put the phrasal verbs in the correct box.

B. Tick the correct sentence.

put on go over look after come across put up look up turn down break down

Separable

1.____

2._____

3.____

4.____

Inseparable

1._____

2._____

3.

4.____

It's very cold. I	Put your coat o	on.

It's very cold. Put your on coat .

I always run into Ciara at the mall.

I always run Ciara into at the mall.

I have to turn the offer down.

I have to turn the down offer.

She didn't get off at the right place.

She didn't get at the off right place.



Situation: You will be on leave from work for 3 days. Your partner will be handling your tasks while you're away. Talk to her about the tasks she needs to do. Use the grammar you learned today. (Transitive / Intransitive Verbs and Phrasal Verbs)

- look up / go over / log out
- switch on / write down / fill out

Summary





Word Focus

all ears corporation let down out of reach

accommodate fingers crossed

Grammar Focus

- Transitive vs. Intransitive Verbs
- Phrasal Verbs (Separable and Inseparable)