

## Unit 8 Self-assessment

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*For each learning objective, give yourself a mark that best matches your ability.*

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1 = I do not understand

2 = I understand but have some questions

3 = I understand and can do it by myself

4 = I can understand and can help a colleague

Lesson	GSE learning objectives	Mark	Need help?	More practice
<b>8.1</b>	<ul style="list-style-type: none"><li>• I can give or seek personal views and opinions in discussing topics of interest.</li><li>• I can understand a large part of many TV programmes on familiar topics.</li><li>• I can extract specific details from a TV programme on a business-related topic.</li><li>• I can use language related to politicians and leaders.</li><li>• I can express my opinions in discussions on contemporary social issues and current affairs.</li><li>• I can write short, simple biographies about real or imaginary people.</li></ul>		Go back to: -> Coursebook, p. 78 and 79	-> Workbook, p. 39 Exercises 1–3
<b>8.2</b>	<ul style="list-style-type: none"><li>• I can guess the meaning of an unfamiliar word from context.</li><li>• I can give or seek personal views and opinions in discussing topics of interest.</li><li>• I can extract key details from an article on a business-related topic.</li><li>• I can make simple inferences based on information given in a short article.</li><li>• I can skim a simple text to identify key concepts.</li><li>• I can recognise significant points and arguments in straightforward newspaper articles on familiar topics.</li><li>• I can correctly use defining (restrictive) and non-defining</li></ul>		Go back to: -> Coursebook, p. 80 and 81 -> Grammar reference, p. 125	-> Workbook, p. 40 Exercises 1–3, p. 41 Exercises 1–3

	<p>(non-restrictive) relative clauses.</p> <ul style="list-style-type: none"> <li>• I can take part in routine formal discussions conducted in clear standard speech in which factual information is exchanged.</li> </ul>			
<b>8.3</b>	<ul style="list-style-type: none"> <li>• I can express and comment on ideas and suggestions in informal discussions.</li> <li>• I can understand the main points of feedback from clients and colleagues if delivered slowly and clearly.</li> <li>• I can understand feedback about performance.</li> </ul>		<p>Go back to: -&gt; Coursebook p. 82 and 83</p>	<p>-&gt; Workbook, p. 42 Exercise 1</p>
<b>8.4</b>	<ul style="list-style-type: none"> <li>• I can extract the key details from discussions in meetings conducted in clear, standard speech.</li> <li>• I can respond to interruptions in a meeting using fixed expressions.</li> <li>• I can close a meeting or discussion using appropriate language.</li> <li>• I can lead a simple discussion if given time in advance to prepare.</li> </ul>		<p>Go back to: -&gt; Coursebook, p. 84 and 85</p>	<p>-&gt; Workbook, p. 42 Exercise 2</p>
<b>8.5</b>	<ul style="list-style-type: none"> <li>• I can check and correct spelling, punctuation and grammar in simple written texts.</li> <li>• I can use language related to decision or indecision.</li> <li>• I can write an email, giving details of work-related events, facts or plans.</li> <li>• I can construct reduced defining (restrictive) clauses with verb + <i>-ing</i>.</li> </ul>		<p>Go back to: -&gt; Coursebook, p. 86 -&gt; Grammar reference, p. 125</p>	<p>-&gt; Workbook, p. 43 Exercises 1 and 2 -&gt; MyEnglishLab: Optional Grammar practice</p>
<b>Business Workshop 8</b>	<ul style="list-style-type: none"> <li>• I can distinguish between main ideas and supporting details in familiar, standard texts.</li> <li>• I can scan several short, simple texts on the same topic to find specific information.</li> </ul>		<p>Go back to: -&gt; Coursebook, p. 102 and 103</p>	

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	<ul style="list-style-type: none"><li>• I can briefly give reasons and explanations for opinions, plans and actions.</li><li>• I can express opinions as regards possible solutions, giving brief reasons and explanations.</li><li>• I can make suggestions and recommendations on work-related topics.</li><li>• I can make and justify a simple point of view in a work-related document.</li></ul>			
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*Portfolio*

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New words I learned	Expressions and phrases that I will find most useful (new words that will help me at work/on my course)	Useful documents I have created