

56 Real and unreal situations

English uses conditional sentences to talk about possibilities. Use the first conditional or the second conditional depending on how likely the situation is.

- New language** First and second conditional
- Vocabulary** Collocations for business meetings
- New skill** Talking about possibilities

56.1 KEY LANGUAGE FIRST AND SECOND CONDITIONAL

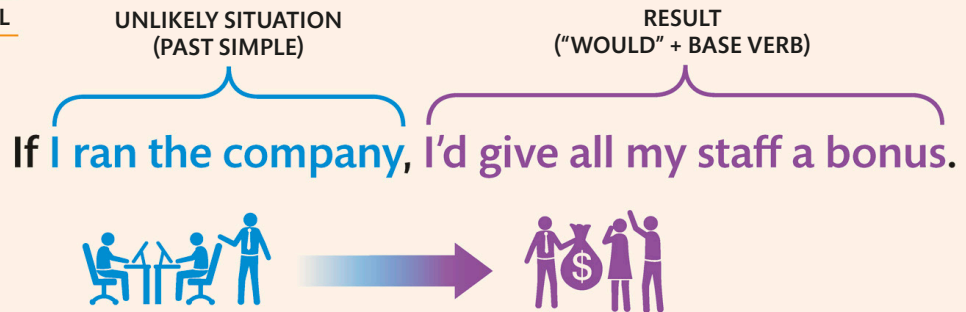
FIRST CONDITIONAL

Use the first conditional to describe the result of a likely situation.



SECOND CONDITIONAL

Use the second conditional to describe the result of an unlikely situation.



56.2 MATCH THE BEGINNINGS OF THE SENTENCES TO THE CORRECT ENDINGS

- | | |
|----------------------------------|--|
| If I learn English really well, | I will buy a new suit. |
| ① If I got a big bonus at work, | I would give half the money to charity. |
| ② If Karin got a job in Italy, | their employees will be overworked. |
| ③ If they don't hire more staff, | it will help me in my job. |
| ④ If I get an interview, | she would have to sell her house and move. |
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56.3 REWRITE THE SENTENCES, CORRECTING THE ERRORS

If you're letting me know that you want to come, I book tickets today.

If you let me know that you want to come, I'll book tickets today.



① If I am you, I'll stop eating so much junk food and join a gym.



② If he is a better listener, he realizes that I'm not happy in my job.



③ If I'll feel lonely or bored, I video call my brother in New Zealand.



④ If we are very rich, we go on a round-the-world trip.



⑤ If they're having time to spare before the train leaves, they're going shopping.



56.4 LISTEN TO THE AUDIO AND ANSWER THE QUESTIONS



Carlos is at a job interview.
The interviewer asks him what he
would do in different situations.

The interviewer asks Carlos what he would do if he worked with a rude person.

True ☒ False ☐

① If someone was rude to Carlos, he would be rude back.

True ☐ False ☐

② If someone was aggressive to Carlos, he would still listen to them.

True ☐ False ☐

③ Carlos would send an aggressive person an email, rather than try to talk to them.

True ☐ False ☐

④ If someone was aggressive toward Carlos, he would always report it to his boss.

True ☐ False ☐

⑤ Carlos would never contact a colleague who was on vacation.

True ☐ False ☐

56.5 KEY LANGUAGE COLLOCATIONS WITH "GIVE," "HOLD," AND "SET"

The verbs "give," "hold," and "set" are often used in English collocations in a business context.

I'll **give some thought to** the new proposal.



They **held a meeting** to discuss the committee's decision.



He **set the goals** for his team to meet this week.



Aa

56.6 READ THE EMAIL AND MATCH THE COLLOCATIONS TO THEIR DEFINITIONS



To: All staff

Subject: New store opening in Lakewood

At the beginning of the financial year, the company **held discussions** to decide on our plans for the year. It was agreed that we would **give priority to** opening a new store in Lakewood.

The store needs significant renovation. I have contacted three building companies about this. We will need to **set limits** on how much the renovation costs, and **hold off on** starting the works until we have planned our budget.

We have also hired a new manager for the store, Aimee Turner. Staff from headquarters will join her in the first few weeks after opening to train her and **give some help**.

The process has gone extremely smoothly so far, and we hope this will **set a precedent** for all new stores we open in the future.

Regards, Jack Milton

Give priority to

Do something first

GIVE

1

Assist

2

Had meetings

HOLD

3

Delay

4

Establish a way of doing something

SET

5

Impose restrictions





56.7 FILL IN THE GAPS USING THE PHRASES IN THE PANEL

The two governments will hold talks in the spring.

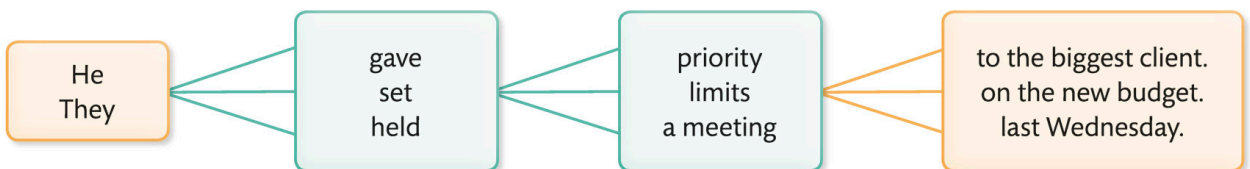
- 1 I've never really given _____ working overseas, but I wouldn't mind.
- 2 I'm sorry, I can't give you extra time off. It would set _____.
- 3 Let's think about what we want to achieve this year and set _____.
- 4 I think we should hold _____ with our supplier to talk about prices.
- 5 Janice, please could you give _____ Hakim? It's his first day today.
- 6 Let's hold _____ making big decisions until we have all the facts.
- 7 We've _____ limits on the number of new people we can hire this year.
- 8 This year, we need to give _____ to boosting sales in all our markets.

a meeting a precedent off on much thought to
priority set some goals some help to ~~talks~~



56.8 USE THE CHART TO CREATE 6 CORRECT SENTENCES AND SAY THEM OUT LOUD

He gave priority to the biggest client.



56 CHECKLIST



First and second conditionals ☐

Aa Collocations for business meetings ☐



Talking about possibilities ☐