

Self-study

Mary Underwood &
Pauline Barr

Listeners

Series B: Work

Pack B3

PROFESSIONS
UNSOCIAL HOURS

Oxford University Press

Series B: Work

LISTENERS

Mary Underwood and Pauline Barr

PROFESSIONS UNSOCIAL HOURS

Oxford University Press

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What are 'Listeners'?

A series of listening programmes on cassette, designed to be used by students working on their own. Each cassette contains two programmes lasting 30 minutes each; and the book which goes with the cassette contains the notes and exercises for both programmes.

What's the aim of 'Listeners'?

'Listeners' give you the opportunity to hear, and learn to understand, 'the real thing' – English as native speakers use it when they talk to each other. To get the most out of the programmes, you should use the book and do the exercises at the same time as you listen. After that, listen to the programme again just for pleasure.




What's in the programmes?

Conversations, discussion, interviews and stories about the topic of the programme. These 'Extracts' are linked together in the programme by the presenter's commentary; another speaker gives you the instructions.

What's in the books?

Short introductions to the Extracts; Notes on the language used by the speakers; Exercises to help you understand them; the Transcript of the Extracts; and the Answers to the exercises where they are needed.

How do you use 'Listeners'?

-  1 The book will tell you when to listen to your tape. As you read through, you will come to the words 'Start your tape' and see a symbol in the margin; you must start your tape whenever you come to that symbol.
-  2 The tape will tell you when to read your book. As you listen, you will hear the words 'Stop your tape and read about Extract A' or 'Stop your tape and do Exercise A', and then you will hear three musical notes; you must stop your tape and read your book whenever you hear those notes.
-  3 If you have a counter on your cassette recorder, set it at 000 when you begin the programme. Then, whenever you see the symbol in the margin, write the counter number in the box before you press the button. This will help you to find the correct place if you want to rewind the tape and listen again.

- 4 *The Extracts.* These are the parts of the programme you must listen to most carefully. Don't worry if you don't understand everything you hear, but do rewind your tape and listen again if you haven't understood enough to do the exercises. You will hear people with all kinds of accents, some speaking slowly, others more quickly. Remember that, in order to benefit from the programmes and to enjoy them, you don't need to understand every word the speakers say.
- 5 *The Notes.* Many of the Extracts have notes on the language used by the speakers. Study these notes *before* you listen to the Extracts; they will help you to understand.
- 6 *The Exercises.* These are designed firstly to help you practise listening and to focus your attention on the Extracts, and also, in some cases, to help you find out how well you have understood. Some of the exercises should be done *before* you listen to the Extract, others *after* you listen, and others *while* you are listening; the book tells you when and how to do them. Also, some of the exercises are recorded on the tape; again, the book will tell you how to do them.
- 7 *The Transcript.* This is a printed version of the exact words of the speakers in each Extract. Try not to look at the Transcript until after you have listened to the Extract and done the exercises.
- 8 *The Answers.* The answers to some of the exercises are printed after the Transcript; the other exercises do not have a definite or 'correct' answer – they depend on your opinions or imagination. Don't look at the answers until you have done the exercises.

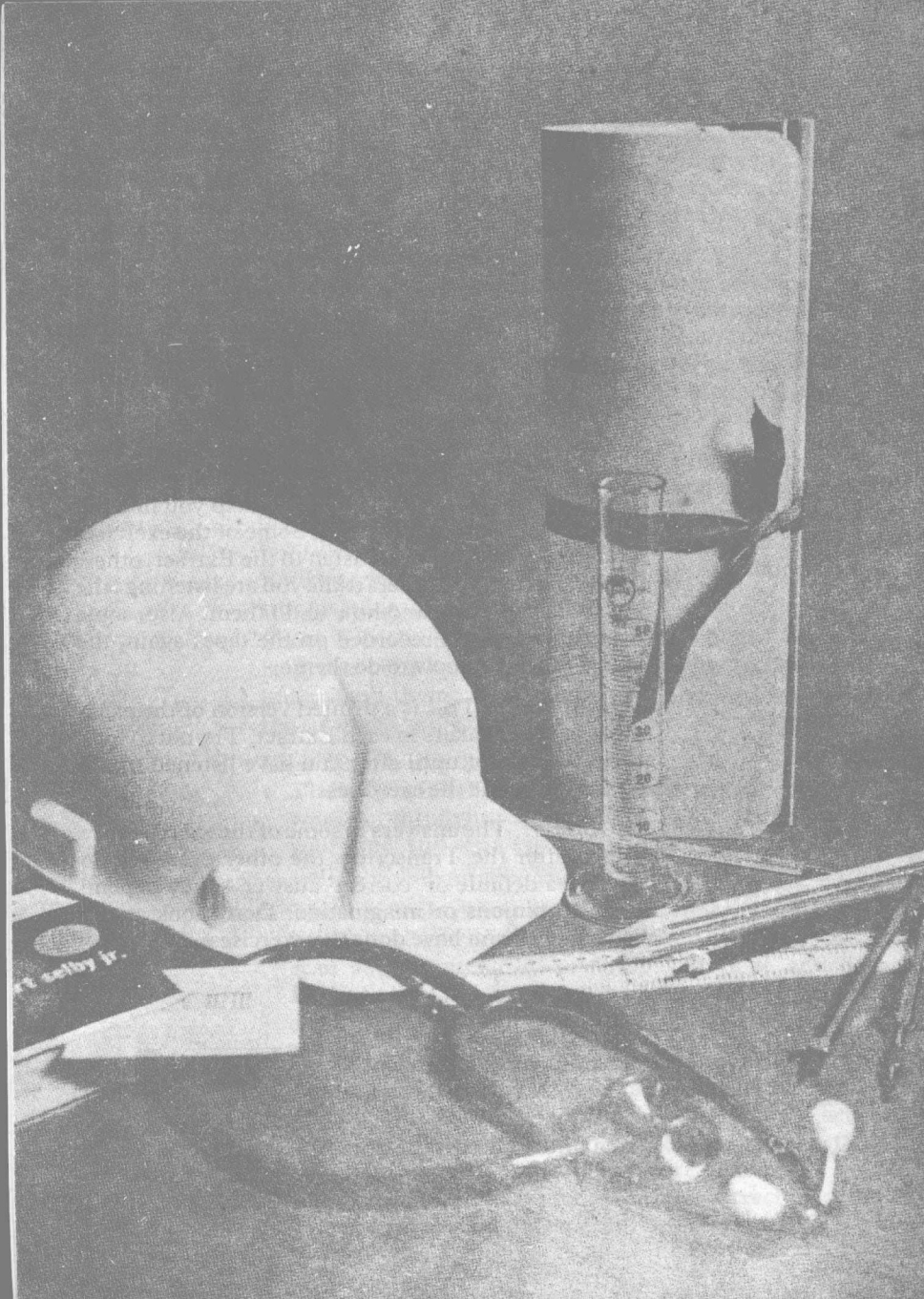
Remember these two rules:

Read until you see the symbol



Listen until you hear the notes





PROFESSIONS

Start your tape and listen.

A.R.I.B.A. – Associate of the Royal Institute of British Architects
 F.C.A. – Fellow of the Institute of Chartered Accountants
 M.R.C.S. – Member of the Royal College of Surgeons
 M.I.C.E. – Member of the Institution of Civil Engineers

Part 1 Civil engineers and architects

Extract A Joe, a civil engineer.

Joe works in an office in a fairly large company and designs bridges.

a consulting engineer a professional engineer who is paid for his expert advice.

carry out analyses do mathematical checks of a design.

prepare contract documents prepare the papers needed for a contract to be made.

preparing specifications working out details (height, length, width etc.) of the bridge.

Start your tape and listen to Extract A.

Exercise A Listen again to Extract A and write down the missing words.

'And I work for a consulting in London. I work in the roads and bridges of the and there we design, carry out analyses, design, prepare contract documents for works. And I spend carrying out calculations, checking, preparing specifications, and seeing that everything in time.'

Extract B John, an architect.

John gives us an idea of the types of building an architect might design.

Exercise B While you are listening to Extract B, put a tick against the types of building that John mentions.

- | | |
|-----------------------|-----------------|
| 1 schools | 4 flats |
| 2 hospitals | 5 office blocks |
| 3 telephone exchanges | 6 houses |



Start your tape and listen to Extract B.

Extract C John describes how he interviews a client.

Before he can begin to design a house, John must find out exactly what sort of house the client wants.

a client a customer buying professional services.

a site a place to put a building.


a plot of land a small piece of land.

what accommodation they want how many and what sort of rooms they want.

Exercise C1 There are four incomplete statements from Extract C recorded on your tape. Stop your tape after each one and write down something which completes the statement sensibly. There are several possible answers; when you listen to Extract C, you will hear what John actually says. The first one is done for you.

1 'A client wants a building, perhaps, perhaps, a family want a . . .'

Possible answers: 'house'
'flat'



Start your tape for Exercise C1 and Extract C.

Exercise C2 Imagine that you are one of John's clients. Decide what sort of house you want him to build for you, how many rooms, how big, etc. Then decide what price you can afford to pay.

Extract D From architect to builder.

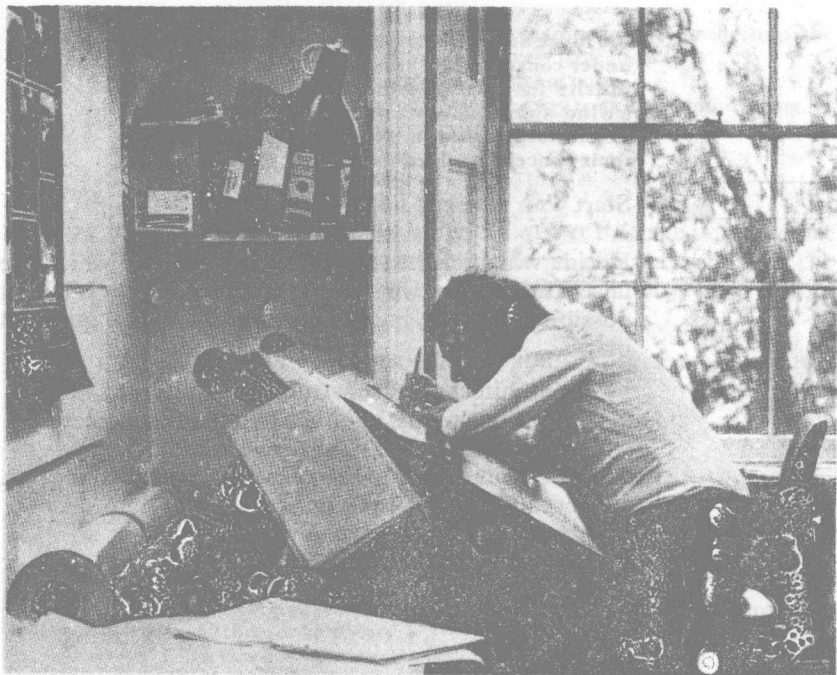
John describes what he does when his client has decided on the type of house he wants.

the process of converting the process of changing.

large drawing process i.e. a lot of drawings have to be prepared.



Start your tape and listen to Extract D.



Exercise D Listed below are the stages in designing a house which John describes in Extracts C and D. Put them in the right order.

- A The architect completes the design of the house.
- B The architect offers the client a picture of what he might want.
- C The builder starts building.
- D The architect prepares working drawings.
- E The client goes to an architect.
- F The architect questions the client about his needs.
- G The client accepts the design proposed by the architect.

Extract E **The pleasure of seeing the house completed.**
John describes the pleasure many architects feel on seeing the house built and completed.

the more attractive aspects the more attractive things.
under construction being built.
the site the place where the building is being built.
a wind-swept hilltop a windy hilltop.
a cloak a loose garment worn round the shoulders.
their conception here, their design, their building.



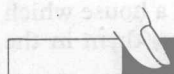
Start your tape and listen to Extract E.

Exercise E

Decide which of the statements are true and which are false, according to what John says in Extract E. If it isn't possible to decide, mark the statement with a question mark.

- 1 The architect must construct the building.
- 2 The architect must go to the building site sometimes.
- 3 The architect is always welcome at the site.
- 4 The architect likes to leave his office and go to the site.
- 5 Most architects are young.
- 6 John wears a cloak to go to work.
- 7 All architects like music.

Part 2 People in education



Start your tape and listen.

Extract F

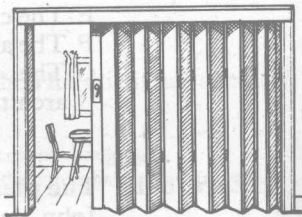
Val, an infant school teacher.

Val talks about life in the infant school where she works as a teacher.

an infant school a school for children between five and seven years of age.

an arduous job a hard job.

mixed abilities and mixed age groups In Val's school, children are not separated into groups according to how good their work is or how old they are; all the children are mixed up together.



folding doors

the buildings are open-plan there are no separate small rooms; the children work in groups in one very large room.

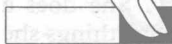
a bubble of noise a certain amount of noise.

distracting taking your attention away from what you are doing.

shutting itself off separating itself, isolating itself. 'Itself' here refers to 'an adult'.

Exercise F While you are listening to Extract F, make notes so that you will be able to write a paragraph about the organization and lay-out of Val's school. The first note has been done for you.

1 infants' school – mixed abilities, mixed age groups, not separated



Start your tape and listen to Extract F.

Extract G Liz, a lecturer in chemistry.

polytechnic a college with advanced courses for people over eighteen.

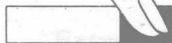
a first degree course a course of study leading to a degree after three or four years.

a fair balance a reasonable mixture of things.

the syllabus the planned course of study.

the relationships that I can build up the friendships that I can make.

longish holidays quite long holidays.



Start your tape and listen to Extract G.

Exercise G Decide which of these statements are true and which are false, according to what Liz says in Extract G. If it isn't possible to decide, mark the statement with a question mark.

- 1 Liz has been a lecturer for about eleven years.
- 2 She lectures in other subjects besides chemistry.
- 3 She lectures to people on a degree course.
- 4 She doesn't do any research.
- 5 She planned the syllabus herself.
- 6 The students must do some practical work.
- 7 Liz prefers research to teaching.
- 8 Liz has three children.

Extract H Liz, a librarian.

public library library open to the public.

to an extent to some degree.

administrative work work to do with the organization of the library.

large institutions large organizations.

the issue desk the place at which books are handed over to the borrower.

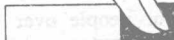
are covered have staff available to work at them.

a short-loan collection a number of books which can only be borrowed for short periods.

multiple copies a number of copies of the same book.

catalogue these books give them a reference number.

Exercise H1 Liz is a librarian in an academic library. She does a number of different tasks every day. List five things she might be expected to do. Then, while you are listening to Extract H, tick any jobs she mentions which are on your list.



Start your tape and listen to Extract H.

Exercise H2 Complete each of the statements with information from the tape. You may need to listen to Extract H again.

- 1 Liz works in
- 2 Her work is different from that of people who work in
- 3 She usually gets to work at
- 4 But she doesn't have fixed
- 5 There's a staff of about
- 6 Liz has some responsibility for one part of the library, i.e. the short
- 7 The short-loan collection provides multiple copies of

Part 3 Business and management



Start your tape and listen.

Extract I Tony, a manager in a computer company.

Tony works for IBM (International Business Machines), one of the largest computer manufacturers in the world.

systems engineers people who design ways of doing things with computers.

in the City the City of London, i.e. the financial centre of London.

my people here, the people in Tony's group.

consultants experts who give advice.

in financial applications in money matters.

building societies organizations which lend money to people who want to buy a house.

the right level of support the correct amount of help.



Start your tape and listen to Extract I.

Exercise I Complete each of the following with the exact word which Tony uses. The first letter of the missing word is given to help you.

- 1 I work in the C.....
- 2 IBM, the computer c.....
- 3 My people are consultants to IBM c.....
- 4 to solve their business p.....
- 5 ten people who are e.....
- 6 things like building societies, banking, i.....

Extract J. Andy, an accountant.

Andy's main customers are small companies, but he has quite a lot of writers, artists and designers among his clients.

an accountant somebody who looks after the financial affairs of other individuals or companies.

on our books i.e. who use our services regularly.

the creative fields Andy means people who work in the arts (writers, artists etc.).

a fairly large proportion quite a large part.

to handle to work on.

they don't seem to have very organized minds Andy means that writers and artists are not able to organize their financial affairs properly.



Start your tape and listen to Extract J.

Exercise J Mark each of the following statements 'T' for true or 'F' for false, according to what Andy says. You will probably need to listen to Extract J again.

- 1 Andy's work is mainly concerned with the financial affairs of individual people.
- 2 Andy does work for a wide range of large companies.
- 3 Andy's company specializes in looking after people who are interested in accounts.
- 4 Andy thinks that most creative people need help with their financial affairs.

Part 4 Medical professions



Start your tape and listen.

Extract K Rosemary, a dentist.

Rosemary works in a local dentist's surgery and attends to people who come there with dental problems.

a surgery the room or building where a dentist or doctor examines and treats patients.

fillings repairs to bad teeth.

polish up rub them to make them shine.

take the decay out remove the bad part.

trim the tooth remove the top of it.



a dentist's drill



a tooth and crown

Exercise K While you are listening to Extract K, write down all the words which Rosemary uses which are specially used in dentistry. You may need to stop the tape while you write.



Start your tape and listen to Extract K.

Extract L **Chris, a hospital dentist.**

Chris, who is Rosemary's husband, is a dentist too. However, he works in a hospital and his job is rather different from Rosemary's.

in her own practice here, in her surgery.

my work basically entails my work consists mainly of.

jaws the bones which contain the teeth.

plastic surgery re-shaping parts of someone's body, e.g. the nose, the jaw.

Exercise L

While you are listening to Extract L, make notes so that when you have heard what Chris says, you can write three sentences contrasting his work with his wife's.

Start your tape and listen to Extract L.

Extract M **Ann, a physiotherapist.**

Like Rosemary, Ann works in a surgery – this time in her own home. Her work is concerned with treating people who have problems of physical movement.

a private practice i.e. Ann works privately, not as part of the National Health Service.

a treatment room i.e. a surgery.

domiciliary visits visits to patients' homes.

cases here, people to treat.

stroke sudden illness in the brain, which often causes loss of movement or even death.

fractured legs broken legs.

getting back on to their feet again becoming able to do normal things again.

rehabilitation making people able to live normally again.

some heat here, treatment with heat.

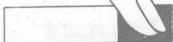
pays off in the long term is worthwhile in the end.

nursing-home an institution where people who have been ill can stay to recover.

confined to bed i.e. he must stay in bed.



a Zimmer frame



Start your tape and listen to Extract M.



Exercise M Fill in the diary entries for the day Ann describes in Extract M. You will need to turn your tape back and listen again to find the main information, but use your imagination for the rest of the details.

DIARY		
Date		
Time	Patient	Treatment
9.30 a.m.		