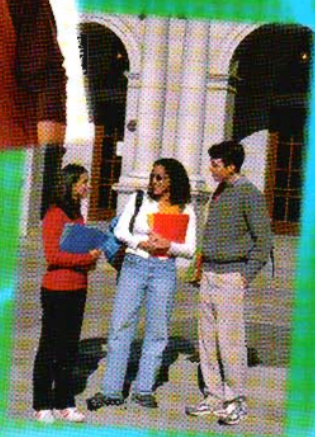
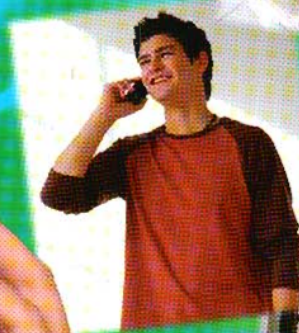
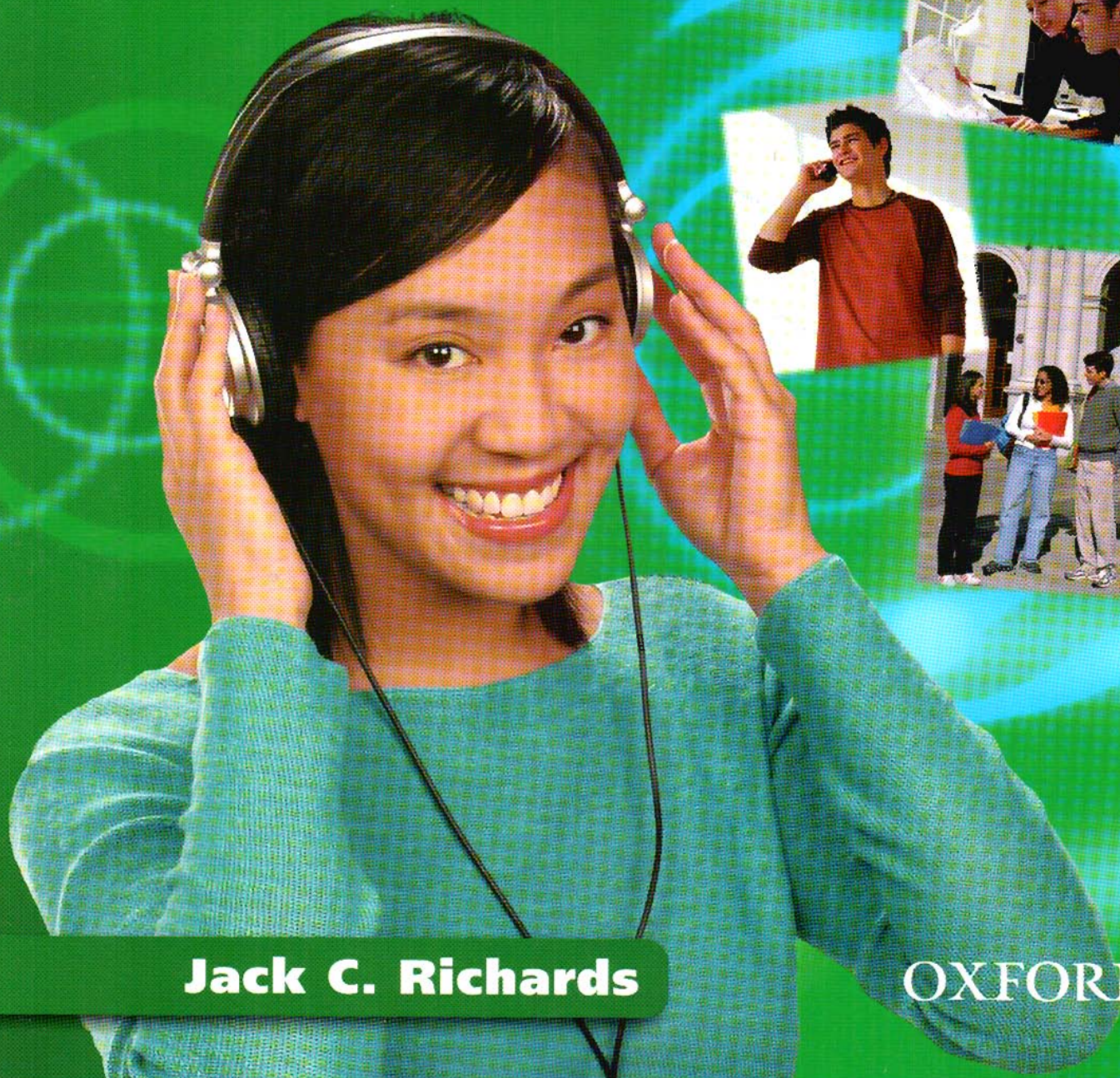


BASIC

TACTICS FOR LISTENING

Second Edition



Jack C. Richards

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Scope and Sequence

Unit	Themes	Skills
1	Names Spelling Titles	Listening for names Listening for details Listening for formal and informal forms of address
2	People Physical appearance	Listening for topics Listening for gist Listening for details
3	Clothes	Listening for gist Listening for details
4	Time Numbers	Listening for times Listening for numbers Listening for letters and numbers
5	Dates	Listening for dates Listening for dates and times Listening for details Listening for gist
6	Jobs	Listening for gist Listening for details Listening for attitudes
7	Sports Exercise	Listening for gist Listening and making predictions Listening for frequency Listening for details
8	Locations Household objects	Listening for gist Listening for details Listening and making predictions
9	Family	Listening for gist Listening for details Listening for similarities
10	Entertainment Invitations	Listening for gist Listening for details Listening for acceptances and refusals
11	Prices Money Shopping	Listening for details Listening for gist
12	Restaurants Food	Listening for details Listening for gist Listening for attitudes

Unit	Themes	Skills
13	Greetings Socializing Parties	Listening for greetings and conversation endings Listening for topics Listening for details Listening for reactions
14	Vacations	Listening for gist Listening for attitudes Listening for details
15	Apartments Rooms Furniture	Listening for gist Listening for details
16	Movies Invitations	Listening for likes and dislikes Listening for gist Listening for attitudes Listening for opinions Listening for details
17	Weather Climate	Listening for gist Listening for details Listening and making predictions
18	Shopping	Listening for gist Listening and making predictions Listening for details
19	Using the telephone	Listening for gist Listening for details Listening for attitudes
20	Objects Possessions	Listening for gist Listening for details
21	Directions Streets Places	Listening for gist Listening for details Listening for sequence
22	People Friends	Listening for gist Listening for similarities and differences Listening for details Listening for opinions Listening for attitudes
23	Countries Cities	Listening for attitudes Listening for gist Listening for details Listening for preferences
24	Health Illnesses	Listening for gist Listening for details Listening for advice

Introduction

Tactics for Listening

Tactics for Listening is a three-level series of listening textbooks for students of English as a second or foreign language. Taken together, the three levels make up a comprehensive course in listening skills in American English.

Basic Tactics for Listening

Basic Tactics for Listening is the first level of the *Tactics for Listening* series. It is intended for students who have studied English previously but need further practice in understanding simple conversational language. It contains 24 units. It can be used as the main text for a listening course, as a complementary text in a conversation course, or as the basis for a language laboratory course. Each unit features a topic that relates to the everyday life and experience of adults and young adults. The topics have been chosen for their frequency in conversation and their interest to learners. A wide variety of stimulating and useful activities are included to give students graded practice in listening.

Student Book

In the *Basic Tactics for Listening* Student Book, students practice listening for a variety of purposes and hear examples of different types of spoken English including casual conversations, instructions, directions, requests, descriptions, apologies, and suggestions. Essential listening skills are practiced throughout the text. These skills include listening for key words, details, and gist; listening and making inferences; listening for attitudes; listening to questions and responding; and recognizing and identifying information.

Each unit has five sections. The first section, "Getting Ready," introduces the topic of the unit and presents key vocabulary for the unit listening tasks. The next three sections, each entitled "Let's Listen," are linked to conversations or monologues recorded on cassette or CD. These sections provide task-based, graded listening practice. Finally, there is a follow-up speaking activity, "Over to You," which relates to the theme and listening tasks of the unit.

Audio Program

The complete audio program for *Basic Tactics for Listening* Student Book is available as a set of three Class CDs or Cassettes. In addition, the Student Book with CD contains a Student CD on the inside back cover for home study. The CD includes the listening passages for the final Let's Listen section of each unit.

Teacher's Book

The *Basic Tactics for Listening* Teacher's Book provides extensive lesson plans for each unit, answer keys, optional activities, vocabulary lists, and a photocopiable tapescript of the recorded material. The Teacher's Book also includes photocopiable midterm and final tests, as well as worksheets (one per unit) that offer additional speaking activities. The audio program for the midterm and final tests is included on a CD on the inside back cover.

Test Booklet

The *Basic Tactics for Listening* Test Booklet contains photocopiable tests for each unit of the Student Book. The audio program for the unit tests is included on a CD on the inside back cover.

UNIT 1 Names and Titles

1. Getting Ready

Are these first names or last names? Write them in the chart. Then add two more names to each list.

David	Kennedy	Susan	Cruise	Nancy	Bob
Brian	Abrams	Jackson	Smith	Wilson	Tom

First names		Last names	
<u>David</u>	_____	<u>Kennedy</u>	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2. Let's Listen

What is the correct name of the hotel guest? Circle the correct answer.



- | | | |
|---|---|--|
| 1. a. Mary Carter
b. <u>Maria</u> Carter | 3. a. Harry Wilson
b. Harvey Wilson | 5. a. Louis Jackson
b. Louise Jackson |
| 2. a. Suzanna Smith
b. Susan Smith | 4. a. Joseph Abrams
b. Joseph Abramson | 6. a. Marlene Cruise
b. Marley Cruise |

3. Let's Listen

Task 1

Cindy's father is taking phone messages for her. Listen and complete the forms.

1. **HERE'S WHO CALLED**

Name: _____

Telephone: _____

Here's the message:

Please call.

He/She will call you.

2. **HERE'S WHO CALLED**

Name: _____

Telephone: _____

Here's the message:

Please call.

He/She will call you.

3. **HERE'S WHO CALLED**

Name: _____

Telephone: _____

Here's the message:

Please call.

He/She will call you.

4. **HERE'S WHO CALLED**

Name: _____

Telephone: _____

Here's the message:

Please call.

He/She will call you.

Task 2

Listen again. Circle the correct answer.

- Bob knows Cindy from _____.
 - work
 - school
 - home
- _____ is the person who answers the phone.
 - Tom
 - Cindy
 - Nancy
- Cindy can't take the call because she is _____.
 - busy
 - asleep
 - not home
- The caller is Cindy's _____.
 - boss
 - teacher
 - friend

4. Let's Listen

Task 1

We usually use a title (Ms., Mr., Mrs., Miss, Dr., Professor) with a last name, but not with a first name, in formal greetings.

Correct

Formal: Good morning, Ms. Smith.

Informal: Good morning, Mary.

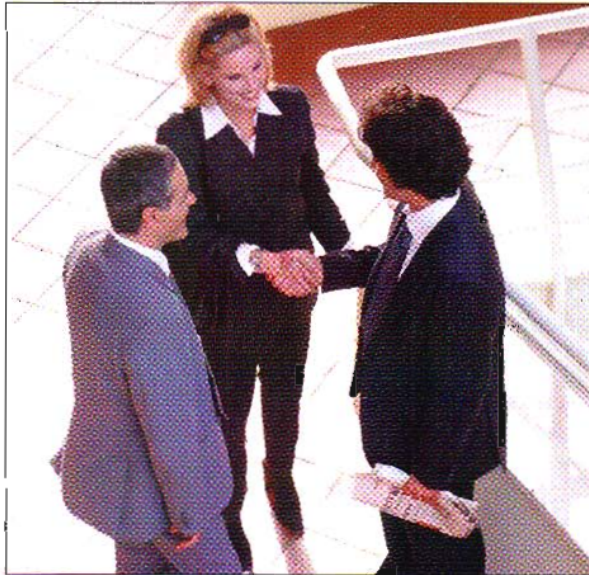
Incorrect

~~X~~ Good morning, Ms. Mary.

~~X~~ Good morning, Smith.

Listen. Are the woman's greetings formal or informal? Check (✓) the correct answer.

	Formal	Informal
1.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2.	<input type="checkbox"/>	<input type="checkbox"/>
3.	<input type="checkbox"/>	<input type="checkbox"/>
4.	<input type="checkbox"/>	<input type="checkbox"/>
5.	<input type="checkbox"/>	<input type="checkbox"/>
6.	<input type="checkbox"/>	<input type="checkbox"/>
7.	<input type="checkbox"/>	<input type="checkbox"/>
8.	<input type="checkbox"/>	<input type="checkbox"/>



Task 2

Listen again. What name does each person use? Circle the correct answer.

1. a. Damien
b. David

3. a. Rob
b. Bob

5. a. Smith
b. Schmidt

7. a. Abrams
b. Abraham

2. a. Jackson
b. Johnson

4. a. Michelle
b. Marcia

6. a. James
b. John

8. a. Steinway
b. Steinberg