

 **MACMILLAN ACADEMIC SKILLS**

Skillful **Listening & Speaking**

Student's Book Pack

4

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Student's Resource Center**


MACMILLAN

Authors: Lindsay Clandfield & Mark McKinnon
Series Consultant: Dorothy E. Zemach

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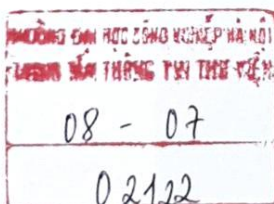
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	Video	Critical thinking skills
UNIT 1 Gathering Page 7 Campus environment <ul style="list-style-type: none"> • Discussions: Three meetings Sociology <ul style="list-style-type: none"> • Seminar discussions: Getting from <i>you and me</i>, to <i>we</i> 	No man is an island	<p>Listen to language and intonation to infer a speaker's attitude</p> <p>Apply the theories you encounter to other situations</p>
UNIT 2 Games Page 17 Media studies <ul style="list-style-type: none"> • Guest lecture: Video games: lessons for life Economics <ul style="list-style-type: none"> • Student presentations: Game theory 	Reality TV: The harsh reality	<p>Identify key information in an argument you're listening to</p> <p>Select key information to include in notes and summaries</p>
UNIT 3 Nostalgia Page 27 Health and wellbeing <ul style="list-style-type: none"> • Podcast: How to deal with homesickness Psychology <ul style="list-style-type: none"> • Lecture: Memory and smell 	Retro-volution	<p>Organize qualitative data by using categories</p> <p>Identify and study representative samples in your research</p>
UNIT 4 Risk Page 37 Occupational health <ul style="list-style-type: none"> • Interview: The world's most dangerous jobs Sociology / Management <ul style="list-style-type: none"> • Seminar discussion: What is acceptable risk? 	Risky business	<p>Notice illustrative examples in arguments, and use them to explain your points</p> <p>Anticipate conclusions based on reasons and evidence you identified in a text</p>
UNIT 5 Sprawl Page 47 Urban studies <ul style="list-style-type: none"> • Presentation: Cars and cities Engineering / Urban planning <ul style="list-style-type: none"> • Podcast: Making cities more liveable 	The urban footprint	<p>Recognize logical order to follow lectures and infer information you missed</p> <p>Evaluate what you hear against chosen criteria</p>

Language development	Speaking	Study skills	Unit outcomes
<p>Notice and study binomials (<i>give and take, all or nothing</i> etc.) to use the phrases correctly</p> <p>Use modal verbs to express different levels of directness</p>	<p>Identify and use intonation patterns expressing attitude</p> <p>Review and use phrases for interrupting others</p> <p>Prepare and participate in a meeting about forming a study group</p>	<p>Learn how to effectively participate in small groups</p>	<p>Listen to infer attitude in the context of formal and informal conversations</p> <p>Listen to identify the stages of a process</p> <p>Prepare and contribute to an informal meeting and discussion</p>
<p>Recognize and use prepositional verbs</p> <p>Recognize and use phrasal verbs</p>	<p>Identify the linking /r/ sound to spot word boundaries and listen more effectively</p> <p>Expand and practice phrases for agreeing and disagreeing in formal or informal contexts</p> <p>Plan and take part in a class debate about games</p>	<p>Understand the importance of critical thinking skills in professional and everyday life</p>	<p>Listen to identify key information in an argument</p> <p>Select key information for summaries and notes</p> <p>Plan and take part in a seminar debate</p>
<p>Notice and practice phrases and structures expressing approximation</p> <p>Use particularizer and exclusive adverbs to give specific information</p>	<p>Recognize and follow juncture in connected speech</p> <p>Attribute and identify sources of information in your presentations</p> <p>Plan, conduct, and present the findings of a survey on memory</p>	<p>Discuss and explore techniques for listening to extended lectures</p>	<p>Practice organizing data gathered from texts</p> <p>Identify and critique sources of information in listening and speaking</p> <p>Conduct and present a survey and its findings</p>
<p>Use nominalization to achieve a more academic and formal tone</p> <p>Notice and use phrases and grammar structures for future predictions</p>	<p>Identify and recognize word stress in word families</p> <p>Change topics, return to earlier points, and stay with your topic to manage conversations</p> <p>Brainstorm, prepare, and present a risk assessment for one of three scenarios</p>	<p>Compare and reflect on your skills and attitudes to critical thinking</p>	<p>Anticipate conclusions while you listen based on reasoning and evidence</p> <p>Identify illustrative examples in listening</p> <p>Prepare and present a risk assessment for a hypothetical future scenario</p>
<p>Recognize and make use of positive and negative connotations</p> <p>Notice and study academic verbs to focus on specific meanings of actions</p>	<p>Notice and use stress patterns to contrast information</p> <p>Practice words and phrases for supporting your proposals when speaking</p> <p>Plan and present a proposal for an urban-related project</p>	<p>Think and talk about ways of recording your achievements</p>	<p>Listen for the logical order of lectures or presentations</p> <p>Practice critical listening to evaluate according to chosen criteria</p> <p>Prepare and present a project proposal related to an urban issue</p>

	Video	Critical thinking skills
UNIT 6 Legacy Page 57 Anthropology <ul style="list-style-type: none"> • Lecture: Family food legacies Design / IT <ul style="list-style-type: none"> • Class discussion: Technology legacies 	Tracing the family line	Critically assess the validity of other speakers' sources Notice and study the use of the passive voice in source citations
UNIT 7 Expanse Page 67 Transport studies <ul style="list-style-type: none"> • Podcast: The Trans-Siberian Railway Sport and travel <ul style="list-style-type: none"> • Talk: Why do people climb mountains? 	Infinite boundaries	Practice distinguishing facts and opinions when you listen Recognize statements that need justification
UNIT 8 Change Page 77 Zoology <ul style="list-style-type: none"> • Lecture: Metamorphosis—the secrets behind nature's amazing change Economy <ul style="list-style-type: none"> • Radio debate: A global tax on changing money? 	Shock to the system	Notice and explore maximizing or exaggerated language Recognize and identify implicit assumptions in texts
UNIT 9 Flow Page 87 Engineering <ul style="list-style-type: none"> • Debate statement: Not worth a dam Positive psychology <ul style="list-style-type: none"> • Lecture: The concept of flow 	Volcanic flow	Identify counter-arguments to better understand a speaker's stance Use visual aids and diagrams to organize your notes and presentations
UNIT 10 Conflict Page 97 Business / Management <ul style="list-style-type: none"> • Talk: Conflict of interest International Relations <ul style="list-style-type: none"> • Seminar discussion: "The Sporting Spirit" 	The warrior gene	Identify strengths and weaknesses of an argument you're listening to Notice consistency and breaks in patterns in a speaker's arguments

Language development	Speaking	Study skills	Unit outcomes
<p>Create emphasis or stress key information by using inversion</p> <p>Recognize and explore collocations with way</p>	<p>Identify and use pauses for dramatic emphasis</p> <p>Explore and practice techniques used to emphasize important information</p> <p>Brainstorm, plan, and deliver a three-minute speech about an influential person</p>	<p>Discuss and recognize ways to identify the author's position in texts</p>	<p>Listen to assess the validity of a speaker's sources</p> <p>Listen to identify source citations</p> <p>Prepare and deliver a three-minute speech about an influential person</p>
<p>Identify and explore attitude adverbials (<i>naturally, oddly enough</i> etc.) for more effective listening and speaking</p> <p>Study and record abstract nouns</p>	<p>Recognize word stress in abstract nouns</p> <p>Make suggestions, check facts, and ask key questions to negotiate better</p> <p>Brainstorm, discuss, and negotiate plans for a study program</p>	<p>Compare and talk about ways of organizing your personal study online</p>	<p>Listen to distinguish facts from opinions</p> <p>Listen to identify statements in need of justification</p> <p>Prepare and negotiate a study program proposal</p>
<p>Review and practice ways of talking about change</p> <p>Review and identify gradable and non-gradable adjectives</p>	<p>Use and notice tonic prominence in intonation patterns</p> <p>Practice words and phrases for adding points to an argument</p> <p>Prepare, plan, and participate in a debate about digital change in education</p>	<p>Distinguish between arguments and disagreements in academic contexts</p>	<p>Listen for exaggerated and maximizing language</p> <p>Listen to identify implicit assumptions in texts</p> <p>Research and take part in an organized debate</p>
<p>Review and explore irregular plurals in English</p> <p>Work with concordance data to study words in their contexts</p>	<p>Recognize and use intonation patterns that express hesitation or doubt</p> <p>Develop phrases to soften criticism in discussions</p> <p>Brainstorm, produce, and share a promotional message about water economy</p>	<p>Compare and discuss techniques for performing well on exams</p>	<p>Listen to distinguish arguments and counter-arguments</p> <p>Make use of visual aids and diagrams when listening</p> <p>Prepare and share a short persuasive message</p>
<p>Recognize and use hedging and boosting techniques to manage the strength of your arguments</p> <p>Identify and use linkers to join arguments effectively</p>	<p>Notice catenation and linking in connected speech to identify words properly</p> <p>Use reformulating and monitoring language to check and manage conflicting statements or positions</p> <p>Brainstorm, research, and perform a conflict-based role-play</p>	<p>Learn to use categorising techniques to organize information for debates and reports</p>	<p>Listen to recognize strengths and weaknesses of an argument</p> <p>Listen for consistent order in speaker's contributions and for inconsistencies</p> <p>Prepare and participate in a role-play exercise based on a conflict</p>

Academic success requires more than memorizing information—it takes skills. A successful student not only understands the lesson in one class, but can also apply knowledge to future classes and to situations outside the classroom.

Each unit of *Skillful* presents one main topic about life, examined from two different academic disciplines. As you work through the unit, you will see how these two very different aspects of the topic work together to inform our understanding of a profound concept.

To explore the topic, each unit presents:

- Two texts that explore very different aspects of the topic. The texts are similar to the ones you would find in a university course, although the types of texts are quite varied—reports, essays, debates, radio programs, and so on.
- For each text, a specific skill to help you understand the information and then produce your own text on a similar topic
- Vocabulary and grammar skills to help you understand what you hear and then compose and present your own academically appropriate texts
- A pronunciation skill to help you listen more effectively and communicate more clearly
- Critical thinking skills to help you engage with the topic intellectually
- A study skill to improve your ability to learn, remember, and apply information to your life

To successfully use this book, use these strategies:

- **Come to class prepared to learn.** This means that you should show up on time and well fed, well rested, and prepared with the proper materials (paper/pen or laptop/tablet, textbook, completed homework, and so on).
- **Ask questions and interact.** Learning a language is not passive. You need to actively participate. Help your classmates, and let them help you. It is easier to learn a language with other people.
- **Practice!** Do each exercise a few times, with different partners. Memorize and use new language. Collaborate with classmates outside of class and practice both skills and language.
- **Review your work.** Look over the skills, grammar, and vocabulary from previous units. Study a little bit each day, not just before tests.
- **Be an independent learner.** Look for opportunities to study and practice English outside of class. Read and listen for pleasure, and use the Internet in English. Find and share information about the different unit topics with your classmates.

Remember that learning skills, like learning a language, takes time and practice. Be patient with yourself, but do not forget to set goals. Check your progress, and be proud of your success!

I hope you enjoy using *Skillful*!

Dorothy E. Zemach
Series Consultant

