

9 CAREERS AND STUDYING

STUDENT'S BOOK PAGES 80–81

promote /prə'məʊt/ Verb

if someone is *promoted* in the organisation they work for, they are given a better and more important job

Noun: *promotion*

Collocates: get/achieve/earn promotion | rapid promotion | deserved/merited/well-earned promotion | promotion to something

William was proud of Jan's rapid promotion | it was a well-earned promotion to Chief Constable

- promoure

hand in /hænd ɪn/ Phrasal verb

if you *hand in* something such as your homework, you give it to your teacher. If you *hand in* your resignation or your notice, you tell your employer that you are going to leave your job

Collocates: hand in your homework/your resignation/your notice/a petition

she handed in her resignation | a petition was handed in at the town hall

- presentar

notice /'nəʊtɪs/ Noun

your *notice* is a formal statement telling your employer that you are going to leave your job

Collocates: hand in/submit/ your notice give notice

I have to give two months' notice before I can leave

- renúncia

rise /raɪz/ Noun

a *rise* is an increase in the amount of money that you earn from your job

Collocates: a pay/salary rise

I got a pay rise last month | they offered me a rise of £10 a week

Verb: *rise*

Collocates: wages rise/salaries rise/pay rises

my pay hasn't risen for three years

- augment

training /'treɪnɪŋ/ Noun uncount

training is the process of being taught the skills that are needed to do a particular job. If you get *on-the-job training*, you are taught those skills while you are doing the job so that your skills develop over time

Collocates: on-the-job/hands-on/in-house training | basic/in-depth training | professional/formal training

an in-house training course | we had just two weeks of basic training

Verb: *train* | Noun: *trainer* | Noun: *trainee*

Collocates: train someone to do something | train someone in something | train to do something | train as something

he's training to be a lorry driver | the trainer's job is to help us think critically | a trainee solicitor

- formació

redundant /rɪ'dʌndənt/ Adjective

if you are made *redundant*, your employer tells you that you can no longer do your job

Collocates: be made redundant

10 of us were made redundant last week

Noun: *redundancy*

Collocates: be faced with/face redundancy | compulsory/voluntary redundancy

400 workers face redundancy

- acomiadat

hang /hæŋ/ Noun

if you *get the hang of* something that is difficult or complicated, you learn how to do it

you'll soon get the hang of it | I haven't quite got the hang of it

- aprendre la manera de fer una cosa

cope /kəʊp/ Verb

if you *cope*, you manage to do what you have to do.

If you *can't cope*, you find it too difficult to do everything that you need to do

Collocates: cope with something

I couldn't cope with the workload | How do you cope with having two jobs?

- gestionar / sortir-se'n

delegate /'dɛləˌɡeɪt/ Verb

if you *delegate* a job, task, or responsibility to someone, you tell them that they have to do the job or task or take the responsibility instead of you

Collocates: delegate a job/task | delegate responsibility/powers | delegate something to someone

He's always reluctant to delegate responsibility | the job was delegated to me

Noun: *delegation*

Collocates: delegation of authority | delegation of something to someone

effective delegation is the mark of a good manager

• *delegat*

responsibility /rɪˌspɒnsəˈbɪlɪti/ Noun uncount

if you have *responsibility* for something or someone, it is your job to do what is necessary to deal with them and make sure that everything happens properly

Collocates: take/assume/accept responsibility (for someone/something) | delegate/assign responsibility

She accepted responsibility for the sales department | we delegated the responsibility to Walters

Adjective: *responsible*

Collocates: directly/ultimately responsible | mainly/principally responsible

who is the officer responsible for safety?

• *responsabilitat*

rewarding /rɪ'wɔːdɪŋ/ Adjective

an activity that is *rewarding* is good because you get pleasure or some benefit from it

Collocates: hugely/richly rewarding | a rewarding hobby/pastime | a rewarding experience

the journey was a hugely rewarding experience

Verb: *reward* | Noun: *reward*

Collocates: enjoy/obtain/get a reward (for/from something)

he reaped the rewards for all his hard work | she was rewarded with promotion to sergeant

• *gratificant*

stimulating /'stɪmjʊˌleɪtɪŋ/ Adjective

an activity that is *stimulating* makes you think a lot in an enjoyable or useful way

a stimulating environment/experience/activity

Noun: *stimulation*

Collocates: get stimulation from something | mental stimulation | intellectual stimulation

• *estimulant*

stretch /strɛtʃ/ Verb

if you *stretch* yourself, or if something *stretches* you, you have to do things that are too difficult for you, but which help you improve your skills or knowledge so that they are no longer too difficult

I feel I'm really stretching myself | a school which really stretches the students | the work doesn't stretch me enough

• *rendir al màxim*

draining /'dreɪnɪŋ/ Adjective

if an activity is *draining*, it uses all your physical or mental energy and makes you feel tired

Collocates: emotionally/mentally draining | physically draining

I found the film emotionally draining | the work can be physically and mentally draining

Adjective: *drained*

Collocates: emotionally/mentally drained | feel drained | physically drained | utterly/completely drained

I felt utterly drained

• *esgotador*

menial /'miːniəl/ Adjective

menial jobs or tasks are not very difficult, do not require any skill, and the people who do them have very low status

Collocates: a *menial* job/task/work/labour/position

a menial job in the hotel kitchen | perform menial household chores

• *no especialitzat*

beg /bɛɡ/ Verb

if you *beg* someone for something, you ask them for it in an anxious or desperate way

Collocates: beg someone for something | beg someone to do something | beg for something | beg something | beg of someone

he begged her forgiveness | I beg you to reconsider | he came round begging for another chance

Noun: *beggar*

Collocates: a street beggar | a poor beggar

• *suplicar*

promotion /prə'məʊʃən/ Noun

promotion within an organisation is an official change in job to a better and more important job

Collocates: get/achieve/earn promotion | rapid promotion | deserved/merited/well-earned promotion | promotion to something

I got a promotion after just six months | it was a well-earned promotion to Chief Constable

Verb: *promote*

Collocates: promote someone to something

get promoted to head of department

• *promoció*

touch /tʌtʃ/ Noun

if you are *in touch* with someone, you are able to see them or communicate with them regularly. If you *get in touch* with someone, you contact them by phone or by writing an email or a letter to them

Collocates: be/stay/keep in touch | put someone in touch with someone | get in touch

we've kept in touch since we left school | I'll put you in touch with a good doctor

- contacte

management /'mænɪdʒmənt/ Noun uncount

management is the group of senior people in an organisation who are responsible for controlling and organising it, and for supervising the more junior people

Collocates: senior/middle management

cutting back on a layer of middle management | management were opposed to the pay rise

Noun: *manager* | Verb: *manage*

Collocates: a senior/top manager

senior managers got an even bigger bonus

- gestió / direcció

bottom /'bɒtəm/ Noun

the *bottom* of an organisation is the lowest level in it, where the work requires the least amount of experience or skill and the pay is the lowest

Collocates: start at the bottom

our CEO started at the bottom 30 years ago

Opposite: *top*

He worked his way up to the top in just 12 years.

- la part més baixa

work /wɜ:k/ Verb

if you *work your way up*, you start at the lowest level in an organisation and progress to a higher level by being good at your job

- treballar

live on /lɪv ɒn/ Verb

if you can *live on* the money you earn, you have enough money for the most important things you need, although maybe not enough for extra things. If you *can't live on* the money you earn, you do not have enough money even for the most basic things

Collocates: live on your salary/wages/pension

her pension was just enough to live on | can you live on £200 a week?

Noun: *living*

Collocates: earn a living | make a living

he earns a good living as a taxi driver

- mantenir-se / viure

row /raʊ/ Noun

if you have a *row* with someone, you have a very noisy or emotional argument with them

Collocates: a blazing/furious/heated row | a bitter/fierce row | a row about something

he stormed out after another blazing row | let's not have a row about it

Verb: *row*

they spent the whole weekend rowing

- baralla

launch /lɔ:ntʃ/ Verb

if you *launch* a new product, book, website, etc, you let a lot of people know that it is starting to exist so that they can buy it or make use of it

Collocates: launch something onto the market

the company launched two new models last year | they launched a new range of laptops

Noun: *launch*

Collocates: a product/book launch | an official launch | a successful launch

60 journalists turned up for the book launch

- llançar

overseas /,əʊvə'si:z/ Adverb

if you live *overseas*, you live in a foreign country. If you travel *overseas*, you travel to a foreign country. Usually, the country is a long way away and you have to cross the sea to get there.

Collocates: ship/send/despatch something overseas | live/work/be stationed overseas | travel/journey overseas

he lived overseas for 20 years | seeking employment overseas

Adjective: *overseas*

Collocates: an overseas trip/journey/travel | overseas visitors/students

she returned from a long overseas trip to Australia

- a l'estranger

STUDENT'S BOOK PAGES 82–83**countless** /'kaʊntləs/ Adjective

if you talk about *countless* things or people, you mean there are a large number of them

Collocates: countless occasions/hours | countless number of times | countless millions

I saw the film countless times | a video seen by countless millions on YouTube

Verb: *count*

can you count up to ten in French?

- incomptable

shift /ʃɪft/ Noun

a *shift* is a change in the way something happens or is done, or a change in the way people think about something

Collocates: a shift in something | a shift from something to something | a policy shift | a fundamental/major/significant shift

a shift from oil to natural gas | a remarkable shift in public opinion

Verb: *shift*

Collocates: shift someone's attention/attitude
the need to shift attitudes about global warming

- *canvi*

supplement /ˈsʌplɪmənt/ Verb

if you *supplement* something you already have, you add to it

Collocates: supplement income/earnings/salaries/pensions
he took a night job to supplement his wages

Adjective: *supplementary*

Collocates: supplementary material/information
supplementary exercises on the DVD

- *complementar*

settle for /ˈset(ə)l fɔː(r)/ Phrasal verb

if you *settle for* something, you accept it, even though it is not as good as you wanted it to be

Collocates: eventually/finally settle for something

he eventually settled for a job as a security guard | they owe you the full value of the car, so don't settle for less

- *conformar-se*

break /breɪk/ Noun

when you are at work, a *break* is a time when you stop working and relax for a short while before starting to work again

Collocates: a lunch/tea/coffee break | a mid-morning break | a short/long break

take a break at 10 | I worked from 8 till 4 without a break

- *pausa*

misunderstand /ˌmɪsʌndə(r)'stænd/ Verb

if you *misunderstand* something, you form an impression of it that is wrong or mistaken

I misunderstood the doctor's instructions | don't misunderstand me – I didn't mean it was wrong

Noun: *misunderstanding* | Adjective: *misunderstood*

Collocates: a total/complete/slight/common/genuine misunderstanding | much misunderstood

it was all a complete misunderstanding | Powell was a much misunderstood politician

- *mal interpretar*

lift /lɪft/ Noun

if you get a *lift* somewhere, someone takes you there in their car

Collocates: a lift to school/work/the shops | give/offer someone a lift

can you give me a lift home? | I got a lift as far as the end of the road

- *portar algú amb cotxe*

exploit /ɪk'splɔɪt/ Verb

to *exploit* someone means to treat them very unfairly so that you get a lot of benefit and they do not

Collocates: ruthlessly/shamelessly exploit someone

he got rich by exploiting people | a country where the powerful exploit the powerless

Noun: *exploitation* | Noun: *exploiter*

Collocates: exploitation of women/children/workers

a government that failed to stop the exploitation of children | some four million people are subject to this level of exploitation | exploiters of cheap labour

- *explotar*

interfere /ˌɪntə(r)'fɪə(r)/ Verb

if you *interfere*, you become involved in a situation when your help or advice is not wanted. An *interfering* person interferes a lot

Collocates: interfere in something

stop interfering! | I wish you wouldn't interfere in my business

Noun: *interference* | Adjective: *interfering*

Collocates: interference in/with something

try and ignore his interference | an interfering neighbour

- *interferir*

earnings /ˈɜː(r)nɪŋz/ Noun plural

someone's *earnings* are all the money they get for doing their job

Collocates: average earnings | hourly/weekly/monthly earnings | earnings growth

average earnings rose sharply last year | hourly earnings fell 1% in January

Verb: *earn*

Collocates: earn money/income | earn a living

how much do you earn a week?

- *guanys*

solidly /ˈsɒlɪdli/ Adverb

if you work *solidly* throughout a period of time, you work constantly and without stopping

Collocates: work solidly | rain solidly

I worked solidly all afternoon | it's been raining solidly since yesterday morning

Adjective: *solid*

Collocates: two/three/four etc solid hours/days/weeks

we spent three solid weeks painting the house

- *sense parar*

stock /stɒk/ Verb

to *stock* a place means to fill it with things. To *re-stock* a place means to fill it with things again after it has been emptied

Collocates: stock the shelves/cupboard/fridge | stock a bar | stock something with something

we stocked the fridge for Christmas | you need to re-stock your wardrobe for winter | the garden was well stocked with plants

- omplir

tray /treɪ/ Noun

a *tray* is a flat piece of plastic, wood, or metal which you use to carry things on, such as glasses of drink or plates of food

Collocates: a tray of drinks/coffee/tea | a breakfast tray

she brought the drinks out on a tray | a tray of coffee cups

- safata

non-stop /ˌnɒnˈstɒp/ Adjective

an activity that is *non-stop* carries on without a pause

Collocates: a non-stop flight

a non-stop flight from Heathrow to Chicago | the work was non-stop, but it was fun

Adverb: *non-stop*

Collocates: talk non-stop | drive/fly non-stop

he talked non-stop all evening

- sense interrupció

dead /ded/ Adjective

someone who is *dead* is no longer alive. You can also say that someone who is extremely tired feels *dead*, because they feel as if there is no life or energy in them

I collapsed on the sofa feeling dead | she slept for 12 hours, dead to the world (fast asleep and not disturbed by anything going on around her)

Adverb: *dead*

Collocates: dead tired/beat

although she was dead tired, she couldn't sleep

- mort

set foot /ˌset ˈfʊt/ Phrase

if you say that you have never *set foot* somewhere, you are emphasising that you never went there, even though it is likely that you would have done

Collocates: barely/never set foot

for two weeks I barely set foot outside the flat | I'll never set foot in that house again!

- posar un peu

bag /bæg/ Verb

if you *bag* things, or if you *bag* them up, you put them into bags

can you help me bag these cauliflowers? | my job was bagging groceries at the supermarket | then they are bagged up and sent by truck to the supermarket

- posar en bosses

dig up /ˌdɪɡ ˈʌp/ Phrasal verb

to *dig up* vegetables means to pull them out of the ground so that they can be eaten

Collocates: dig up potatoes/onions/carrots

we dug up four kilos of carrots | it's back-breaking work digging up potatoes all day

- collir

bother /ˈbɒðə(r)/ Verb

if something *bothers* you, you worry about it a lot and you don't like it

Collocates: be bothered about/by something

it never bothered me that I couldn't cook | many residents were bothered by the constant noise | he's always rude to people he doesn't know. Don't let it bother you

Adjective: *bothered*

Collocates: bothered about something

he doesn't seem bothered about not having a car

- molestar

fortune /ˈfɔː(r)tʃuːn/ Noun

a *fortune* is a large amount of money

Collocates: cost/spend/pay a fortune | earn/make a fortune | be worth a fortune

he spent an absolute fortune on his cars | he made a fortune on the stock market

- fortuna

figure /ˈfɪɡə(r)/ Verb

if you *figure* something, you guess it or come to believe it as a result of thinking about it

I figured it would take too long to walk, so took the car | they lost their best players but had their best season ever. Go figure! (it's true even though it seems strange or unlikely)

- imaginar

market research /ˌmɑː(r)kɪt rɪˈsɜː(r)tʃ/ Noun

market research is the collection of information from ordinary people about what they need and like so that companies can design products that people will want to buy

Collocates: do/carry out market research | market research questionnaire

a market research survey | can you help with some market research we're doing?

Noun: *market researcher*

I was stopped in the street by a market researcher

• **estudi de mercat**

word /wɜː(r)d/ Noun

a *word* is something that you say to someone. If you *put in a good word* for someone, you recommend them to someone who can help them or give them a job

Collocates: a word of advice/warning/caution/advice/apology

let me give you a word of advice | I give you my word (I promise you)

• **paraula**

novelty /ˈnɒv(ə)lti/ Noun

novelty is the quality of being new and still being interesting. If you say that the *novelty* has *worn off*, you mean that something has become less interesting because you have become very familiar with it

Collocates: be (something of) a novelty | the novelty wears off

after two weeks, the novelty wore off and I dreaded going to work | having a gas cooker was still something of a novelty

Adjective: *novel*

Collocates: entirely/totally novel | a novel approach/method/concept

selling on the Internet is hardly a novel concept any more

• **novetat**

make up /ˈmeɪk ʌp/ Phrasal verb

if you *make* something *up*, for example a story or an excuse, you create a story that isn't true in order to make people believe something that you want them to think

Collocates: make up an excuse/story

the story he made up was really convincing

Adjective: *made-up*

another made-up excuse

• **inventar**

sceptical /ˈskeptɪk(ə)/ Adjective

someone who is *sceptical* about something is not sure if it is true and wants to check all the facts before they believe it

Collocates: be sceptical about/of something | highly/deeply sceptical | remain sceptical

I'm deeply sceptical about the whole plan | a sceptical attitude | despite the conclusions of the report, he remained sceptical about the idea

Noun: *sceptic* | Noun: *scepticism* | Adverb: *sceptically*

Collocates: a good deal of scepticism | a degree of scepticism | widespread scepticism | scepticism about something

when it comes to climate change, he's still a sceptic | she listened to the explanation sceptically | the plan was greeted with a degree of scepticism

• **escèptic**

restless /ˈres(t)ləs/ Adjective

someone who is *restless* does not like staying in the same place for long and is always looking for new things to do and new places to go to

Collocates: a restless spirit | grow/become restless

after dinner, he grew restless and went for a walk | the doctor became increasingly restless

Noun: *restlessness* | Adverb: *restlessly*

Collocates: move/pace restlessly

I could see signs of restlessness in his behaviour | Alan was pacing restlessly about the room

• **incansable**

rank /ræŋk/ Noun

in some organisations such as the army or the police, your *rank* is the position or grade that you hold. A general holds a *high rank*, while a private holds the lowest *rank*. You can say that the general is a *high-ranking* officer. If someone started with a low rank and now has a high rank, you can say that they *rose through the ranks*

Collocates: high/low rank | achieve the rank of... | rise to the rank of...

my grandfather rose to the rank of captain | she was lower in rank than her old schoolfriend

Combining form: *-ranking*

high-ranking officers | a top-ranking civil servant

• **rang / grau**

STUDENT'S BOOK PAGES 84–85**test** /test/ Verb

to *test* someone means to make them answer a set of questions in order to find out how much they know about a subject

Collocates: test someone on something

we were tested twice a week in maths | Mr Wilkins is going to test us on Friday | can you test me on my history? (ask me a few questions to check if I've remembered enough)

Noun: *test*

Collocates: a weekly/regular test | a practical/multiple-choice/online test | a written/oral test

you have half an hour to complete the test

- **fer una prova**

rank /ræŋk/ Noun

the *rank* of something or someone is their position on a scale

China is now in the top rank of the world's trading nations

Verb: *rank* Noun: *ranking*

Collocates: high/low ranking

a tennis player who ranks ninth in the world | she still stands at number one in the world rankings

- **posició**

in short /ɪn 'ʃɔ:(r)t/ Phrase

you say *in short* to introduce an explanation that is a shorter or more general version of what you have just said

we need to cut down on manufacturing, driving, heating... in short, anything that burns carbon

- **en poques paraules**

move on /mu:v 'ɒn/ Phrasal verb

if you *move on*, you change the topic of what you are writing or talking about

Collocates: move on to something

let's move on to the next question | moving on to my conclusion | before I move on, are there any questions?

- **passar a una altra cosa**

hands up /'hændz ʌp/ Phrase

teachers say *hands up* when they want students to put their arm up in the air to show that they are ready to answer a question or have done something that was expected. Speakers also say *hands up* when they want to get some information from their audience

I need a volunteer to take this to the headteacher; hands up | hands up those of you who are from Mexico

- **demanar algú que alci la mà**

sum up /sʌm ʌp/ Phrasal verb

to *sum up* means to say something that is a summary of what you have just been saying, especially at the end of a speech or presentation

Collocates: sum up a talk/speech/lecture

to sum up: if you want a great holiday, come to Cyprus | the speaker summed up her talk with just two words: vote Democrat | let me sum up by saying how much I've learned from talking to you all today

Noun: *summing-up*

the meeting ended with a summing-up by the chairman, and then a vote

- **resumir**

terror /'terə(r)/ Noun uncount

terror is the use of extreme violence for political purposes

Collocates: a terror attack | a terror campaign

the war on terror can never be won | a series of brutal terror attacks on the capital

Noun: *terrorist* | Noun: *terrorism* | Verb: *terrorise*

Collocates: a terrorist organisation/group/cell/network | a terrorist act/activity/attack/bombing | a terrorist threat | terrorise someone into doing something | terrorise civilians/residents

an operation against a large terrorist organization | he was arrested on terrorism charges | the bombings terrorised people in the villages nearby

- **terror**

outline /'aʊtlain/ Verb

if you *outline* something, you give a short or general explanation of it without providing a lot of details

Collocates: briefly outline | broadly outline | outline plans/proposals/policies

I'd like to begin by outlining the proposal | he outlined the government's policies | let me briefly outline the plan

Noun: *outline* | Adjective: *outline*

Collocates: an outline of a plan/proposal | a broad/general/basic outline | a brief outline | an initial/preliminary outline
she gave a brief outline of the company's history

- **fer un esbòs**

overview /'əʊvə(r),vju:/ Noun

an *overview* is a description of the main parts of something

Collocates: an overview of something | give/provide/present an overview | brief/clear/broad overview

an overview of the issues involved | it gives an overview of American history

- **visió global**

mass /mæs/ Adjective

mass actions, events, or activities involve a large number of people at the same time

Collocates: mass unemployment | mass hysteria | mass destruction/murder/extinction | mass protest/demonstration | mass media

the 1930s was a decade of mass unemployment | a mass murderer (a murderer who has killed a lot of people) | 20th century culture was shaped by the mass media

Noun: *mass*

Collocates: a mass of people/things | the masses
bringing education to the masses

- *massa*

highlight /'haɪlaɪt/ Verb

if you *highlight* something, you talk or write about it in a way that draws special attention to it because you think it is an important part of what you are saying

Collocates: highlight issues/concerns/areas

the report highlights four key trends in youth crime | the minister was right to highlight the issue | she also highlighted concerns about late-night traffic noise

- *destacar*

conventional /kən'venʃ(ə)nəl/ Adjective

things or ideas that are *conventional* are usual and normal, and not new or original

Collocates: conventional medicine | conventional method/means | conventional thinking

a challenge to conventional thinking | they can provide food cheaper than conventional supermarkets

Adverb: *conventionally*

she always dressed very conventionally

- *convencional*

military /'mɪlɪt(ə)ri/ Adjective

military means relating to the army and other armed forces of a country

Collocates: military personnel/leaders/forces | military equipment | military action/campaign/operation/exercise/conflict/intervention | military base | military aid

military spending reached \$700 billion | he was a great military commander

Noun: *military*

Collocates: join the military

he joined the military as soon as the war started

- *militar*