

SKILLS FOR FIRST CERTIFICATE

Listening and Speaking

	<i>Topic</i>	<i>Skills focus</i>	<i>Exam practice</i>	<i>Grammar focus</i>	<i>Page</i>
1	<i>Films</i>	Listening: gist	Listening Parts 1 & 2	implied subjects	4
2	<i>Occupations</i>	Speaking: giving personal information	Speaking Parts 1 & 2	formal/informal	10
3	<i>Education</i>	Listening: identifying roles, relationship and location	Listening Parts 3 & 4	question tag intonation	16
4	<i>Sport</i>	Speaking: expressing attitude and opinion	Speaking Parts 3 & 4	one/any	22
5	<i>People</i>	Listening: understanding attitude and purpose	Listening Parts 1 & 2	infinitives of purpose	28
6	<i>Travel</i>	Speaking: comparing and contrasting	Speaking Parts 1 & 2	inversions with 'so'	34
7	<i>Food and Drink</i>	Listening: anticipating and predicting	Listening Parts 3 & 4	quite	40
8	<i>The Media</i>	Speaking: agreeing and disagreeing	Speaking Parts 3 & 4	prepositions with 'agree'	46
9	<i>The Weather</i>	Listening: note-taking and blank-filling	Listening Parts 1 & 2	elision in connected speech	52
10	<i>The Environment</i>	Speaking: speculating	Speaking Parts 1 & 2	deduction/obligation with 'must'	58
11	<i>Technology</i>	Listening: specific information	Listening Parts 3 & 4	verb/noun distinction	64
12	<i>Health and Fitness</i>	Speaking: discourse management	Speaking Parts 3 & 4	where/which + preposition	70
13	<i>Transport</i>	Listening: deducing meaning	Listening Parts 1 & 2	complete/incomplete action	76
14	<i>Fashion</i>	Speaking: pronunciation	Speaking Parts 1 & 2	transferred negative	82
15	<i>Crime</i>	Listening: understanding intonation and stress	Listening Parts 3 & 4	verb/noun stress	88
16	<i>Shopping</i>	Speaking: suggesting and recommending	Speaking Parts 3 & 4	what if/suppose	94
	Exam know-how				100
	Useful phrases				102
	Speaking exam practice papers				103
	Listening skills development				109

SKILLS FOR FIRST CERTIFICATE

Use of English

	<i>Topic</i>	<i>Skills focus</i>	<i>Exam practice</i>	<i>Grammar Focus</i>	<i>Page</i>
1	Films	Multiple choice cloze: lexical collocations and items	Part 1	expressing present time	6
2	Occupations	Open cloze: lexico-grammatical collocations and patterns	Part 2	expressing past time	12
	<i>Practise Exam 1</i>				18
3	Education	Key word transformations: grammatical items	Part 3	linking present and past time	22
4	Sport	Error correction: lexical collocations and items	Part 4	expressing future time	28
	<i>Practise Exam 2</i>				34
5	People	Word formation: prefixes	Part 5	comparatives and superlatives	38
6	Travel	Multiple choice cloze: lexico-grammatical and patterns	Part 1	modals I	44
	<i>Practise Exam 3</i>				50
7	Food and Drink	Open cloze: grammatical items	Part 2	modals II	54
8	The Media	Key word transformations: lexical collocations and items	Part 3	reported speech and reported questions	60
	<i>Practise Exam 4</i>				66
9	The Weather	Error correction: lexico-grammatical collocations and patterns	Part 4	relative clauses	70
10	The Environment	Word formation: suffixes	Part 5	result clauses	76
	<i>Practise Exam 5</i>				82
11	Technology	Multiple choice cloze: grammatical items	Part 1	conditionals	86
12	Health and Fitness	Open cloze: lexical collocations and items	Part 2	passive voice	92
	<i>Practise Exam 6</i>				98
13	Transport	Key word transformations: lexico-grammatical collocations and patterns	Part 3	causative form	102
14	Fashion	Error correction: grammatical items	Part 4	wishes	108
	<i>Practise Exam 7</i>				114
15	Crime	Word formation: irregular forms	Part 5	countable and uncountable nouns	118
16	Shopping	Revision of key FC problem areas		inversions	124
	<i>Practise Exam 8</i>				130
	Exam know-how				134
	Key First Certificate Collocations and patterns				136
	Phrasalperfect				147

SKILLS FOR FIRST CERTIFICATE

Writing

	Topic	Skills focus	Exam practice Composition focus	Grammar focus	Page
1	<i>Films</i>	selecting correct register	informal letters	have got to	4
2	<i>Occupations</i>	awareness of target reader	article	gerund and infinitives	10
3	<i>Education</i>	using prompts	informal transactional letter	articles	16
4	<i>Sport</i>	layout and text structure	report	direct and indirect objects	22
5	<i>People</i>	using descriptive language	story	adverbs and adjectives	28
6	<i>Travel</i>	developing a narrative	story	direct and indirect speech	34
7	<i>Food and Drink</i>	awareness of purpose	letter of application	inversions	40
8	<i>The Media</i>	selecting appropriate style	article	elision of relative pronouns and auxiliary verbs	46
9	<i>The Weather</i>	making suggestions	informal letter	the verb 'suggest'	52
10	<i>The Environment</i>	developing beyond prompts	formal transactional letter	preposition placing	58
11	<i>Technology</i>	using complex	discursive composition	participle clauses	64
12	<i>Health and Fitness</i>	using set phrases	letter of application	formal conditionals	70
13	<i>Transport</i>	interpreting graphics	formal transactional letter	prefer/would rather	76
14	<i>Fashion</i>	paraphrasing	informal transactional letter	causative form	82
15	<i>Crime</i>	presenting an argument	discursive composition	expression of contrast	88
16	<i>Shopping</i>	punctuation, spelling and abbreviations	report	comparative comparisons	94
	Model compositions				100
	Useful Phrase Reference				109
	Formal and Informal Language				111
	Exam know-how				112

SKILLS FOR FIRST CERTIFICATE

Reading					
	Topic	Skills focus	Exam practice	Grammar focus	
1	Films	Distinguishing main concepts	Part 1	Passive voice	4
2	Occupations	Understanding gist	Part 2	Present tenses	10
3	Education	Lexical linking devices	Part 3	Emphatic simple present / simple past	16
4	Sport	Deducing meaning	Part 4	Elision of auxiliary verbs	22
5	People	Summarising salient points	Part 1	If / unless	28
6	Travel	Understanding implication	Part 2	Third conditional	34
7	Food and Drink	Understanding logical cohesion	Part 3	Modals and deduction	40
8	The Media	Scanning for specific information	Part 4	Unreal past tense	46
9	The Weather	Selection of relevant points	Part 1	Too / enough / very	52
10	The Environment	Understanding text structure	Part 2	Had / would	58
11	Technology	Grammatical referencing	Part 3	Auxiliary verb substitution	64
12	Health and Fitness	Skimming for gist	Part 4	That	70
13	Transport	Lexical referencing	Part 1	Relative clauses	76
14	Fashion	Understanding fact and opinion	Part 2	Adverbs of attitude and manner	82
15	Crime	Recognizing discourse markers	Part 3	Phrasal verbs	88
16	Shopping	Text type and function	Part 4	Causative form	94
	Exam know-how				100
	Extra practise material				102