

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

## Unit Study Guide (Unit 3)

**Self-Check** Write a checkmark ✓ next to the language you know. Return to the unit in your Student's Book to find and study the language you are not yet sure of.

### GRAMMAR

- ☐ Causatives get, have, and make (page 28)
- ☐ The passive causative (page 30)

### VOCABULARY

#### Some ways to help out another person

- ☐ give [someone] a ride
- ☐ keep an eye on [something or someone]
- ☐ lend [someone] [something]
- ☐ fill in for [someone]
- ☐ pick up [someone or something]

#### Services

- ☐ dry clean [a suit]
- ☐ repair [shoes]
- ☐ frame [a picture]
- ☐ deliver [a package]
- ☐ lengthen / shorten [a skirt]
- ☐ print [a sign]
- ☐ copy [a report]

### Adjectives to describe good service

- ☐ reliable
- ☐ reasonable
- ☐ helpful
- ☐ professional

### Planning an event

- ☐ make a list of attendees
- ☐ pick a date, time, and place
- ☐ make a budget
- ☐ assign responsibilities
- ☐ plan an agenda
- ☐ send out an announcement
- ☐ arrange catering
- ☐ set up the room

### Other language

- ☐ repair shop
- ☐ doctor's appointment

### SOCIAL LANGUAGE

- ☐ I know this is really last minute.
- ☐ It's really urgent.

- ☐ You're a lifesaver.
- ☐ No sweat.
- ☐ Thanks a million.
- ☐ I owe you one.
- ☐ I see you've got a lot on your plate today.
- ☐ I won't keep you any longer.
- ☐ I wonder if you could do me a favor.
- ☐ Sure. What do you need?
- ☐ Do you think [you could give me a ride]?
- ☐ I would, but [I have a doctor's appointment at 2:00].
- ☐ Oh, that's OK. I understand.
- ☐ Maybe you could [get Jack to take you].
- ☐ Good idea.
- ☐ I'll see what I can do.
- ☐ I really appreciate it. Thanks!

**DATE:** \_\_\_\_\_

**Practice** Write a new sentence or a short conversation with each grammar point, word, or expression you didn't check.

[illegible]