

UNIT 3 LANGUAGE SUMMARY

Adjectives

Describing emotional reactions

composed
defensive
flustered
forgiving
gracious
harmless
hysterical
mellow
melodramatic
resourceful
spiteful
victorious

Verbs

Thought processes

analyze
dismiss
disregard
envision
evaluate
fixate
foresee
interpret
presume
reconsider
reject
review

Glossary

bleach

Discussing past actions and their present results

Well, if you'd mentioned all this road work, I would've gone a different way.

Well, if you'd been listening, you'd have heard me, ...

... and we wouldn't be sitting in this traffic jam right now.

Reacting to past situations

You should have checked that you had your keys before you left.

You should have given an extra key to a neighbor.

You knew she could have been having lunch then, too.

She might not have been offended by it.

She may not have heard you.

Describing a negative experience; offering sympathy and reassurance

Describing a bad experience

It was a total/unmitigated disaster!

I wish I'd just stayed in bed today.

I just couldn't believe this was happening!

It was the worst presentation ever!

You haven't heard the worst part yet.

Everything that could possibly go wrong did go wrong.

Offering sympathy and reassurance

It can't have been that bad.

I'm sure it just felt that way.

I'll bet no one even noticed.

We've all been there.

Everybody (goes blank) now and then.

I think you're blowing it out of proportion.

Things are never as bad as you think they are.

You'll see – everything'll be just fine.

Writing a short story based on a set of facts

Creating cohesion by emphasizing coincidences

... the country roads between their two houses ...

Neither of the sisters ...

... and both ended up sliding ... / They were both taken to the hospital ...

They ended up spending Christmas together in the same hospital!

Useful phrases

If that were the case, I probably wouldn't have ...

My whole world would have been different.

We explored the second scenario, and we figured ...

We should present your scenario because ...

It would have been a disaster because ...

We might have stopped ... before it happened.

UNIT 4 LANGUAGE SUMMARY

Adjectives

Describing things

circular
cylindrical
delicate
elaborate
filthy
flaky
mammoth
miniature
multicolored
ridged
spiral
stringy

Nouns

Eye idioms and metaphors

a bird's eye view of
in the public eye
in the blink of an eye
in your mind's eye
without batting an eye

Verbs

Eye idioms and metaphors

catch your eye
feast your eyes on
keep your eyes on the prize
see eye to eye on
turn a blind eye to
have eyes in the back of your head

Insider English

Easier said than done.

Glossary

fibers
particle

Discussing the value of changing perspective

It shows us everyday objects, most of which we ignore at normal size.

The images show grains of sand, each of which is totally unique.

Microphotographers, many of whom are scientists, remake the tiniest pieces of the world around us.

Pollen, which we usually only notice when it makes us sneeze, looks like a handful of fruit candy.

It allows doctors to study the structures of viruses that previously they knew very little about.

Talking about how eyes function in humans and animals

Here are a few amazing facts about what our eyes can do and how they do it.

Without light, colors fade, and what we see is a world of grays.

Today, security agencies use iris scanning to confirm we are who we say we are.

Discussing problems caused by staring at screens

Clarifying a problem

It's not quite that straightforward when you look at it more closely.

That's the key to finding a solution.

That has a major impact on ...

There's considerably more to it than just blinking.

The truth of the matter is, ...

This gets to the heart of the problem.

Blue light isn't a bad thing in itself.

It all comes down to how much blue light our eyes are exposed to.

Looking at it objectively, ...

Writing a personal profile statement for a résumé

Creating cohesion with concise statements using prepositions

I have a clear, logical mind with a practical approach to problem-solving ...

As a graduate with a double major in marketing and business, I am eager ...

A seasoned professional with a successful track record and strong technical skills, I approach each project with a keen eye for detail.

From the corporate word to dot come startups, my abilities ...

With resourceful problem-solving techniques and an optimistic outlook on life, I excel at ...

Useful phrases

For the venue, we'll need to consider ... in our decision.

Before we choose ... , let's decide ...

Figuring out ... will help us determine ...

For ... , it all comes down to ...

In this category, the highest priorities are ...

Once you've done ... , I can start ...