

ESL
EXTRAS

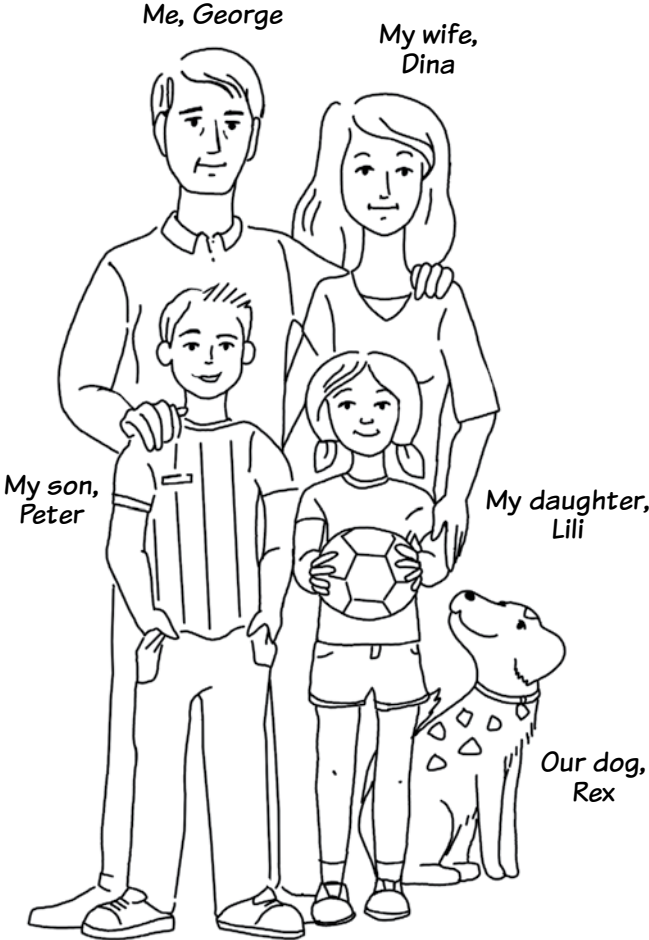


SAMPLE PAGES

Can You Keep a Secret?

CLARE HARRIS

My Family



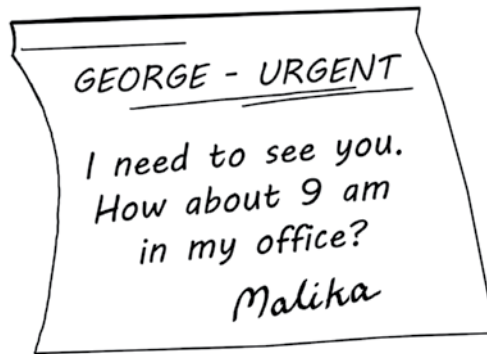
Chapter one

Mornings are busy at Big City Toys. Everyone is in a hurry.

It was 8.20 on Monday morning and everyone wanted to talk to me. After eighteen months working at the factory, I was a team leader. It was a busy job, but I enjoyed it.



“George! There’s a message here for you. It’s from the boss!” called Ella. She showed me.



Everyone looked at me. “Urgent!” they said. “Are you in trouble, George?”

“Don’t worry, mate,” said Johnson. “Maybe you’re getting a pay rise.”

Everyone laughed, but I was worried.

Chapter two

At 9 o'clock, I walked slowly into my boss's office.



She frowned a little. "George, I have some news, but it's confidential. Do you understand?"

"I understand *confidential*," I said. "*Private. Don't tell anyone.* I won't tell anyone."

Can You Keep a Secret? **3**

“Good,” she said. “The news is that Tariq, our training officer, is leaving us in a couple of months. We’ll need a new training officer and I think *you* should apply.”

Me? Wow! This was good news. I began to smile.

“You’ll have to do some study,” she said. “There are evening classes starting next week.”

“No problem.” I smiled some more. Then I thought of something—something bad. A training officer has to speak to a lot of people. In my language, that was no problem, but in English?

“Thanks for thinking of me,” I said to my boss. Inside, I felt worried.

QUESTIONS FOR TEACHERS TO ASK

CHAPTER 1

> Before reading

What is a secret?

I'm going to tell you a secret – can you keep a secret? (Tell a small secret!)

Vocabulary team leader, urgent, trouble, pay rise

> Picture prediction

Look at the family picture.

- How many people in this family?
- What's the man's name? What's his wife's name? What's his son's name?
- What's his daughter's name? What about the dog? What's the dog's name?

Now look at the first picture in the story.

- Is this at George's home?
- Where is it?
- What's happening?
- Is it busy or quiet?
- Was your last job busy or quiet?

> After reading: questions

- Who is telling this story?
- What time was it? What day?
- What was the name of the factory?
- Why was it so busy at work?
- What did the other workers want?
- Why did they ask George?
- There was a message for George. Who was it from?
- What did the message say?
- What did the other workers think?

> Language to note

- Urgent
- Busy/quiet (vs. noisy/quiet)
- The machine isn't working (you have to fix it)
- I want to/I need to

> Discussion: extending the text

- What do we know about George?
- What do you think happened next?
- Was he in trouble?

> Discussion: about learners' lives

- What time do you start work or start class?
- What about in your last job?
- What time do you leave the house?
- Are you very busy at home or at work?
- When are you in a hurry?

QUESTIONS FOR TEACHERS TO ASK

CHAPTER 2

> **Before reading**

- Are you working?
- Are you looking for a job?
- What was your last job?
- Did you have a good boss?
- Were you ever in trouble with the boss?

Vocabulary frown, confidential, private, training officer, Wow!, public

> **Picture prediction**

- How does the boss look?
- How is George feeling?

> **After reading: questions**

- What time did George see his boss?
- How did he walk into her office?
- Did the boss look happy?
- What was her news?
- Was that good news for George?
- What did she tell him to do?
- When did the study start?
- Was George happy?
- Why not? What was his problem?

> **Language to note**

- I won't tell anyone (I'll keep it confidential)
- You'll have to do some study

> **Discussion: extending the text**

- What else do we know about George? Is he confident about his English?
- What happened next, do you think?

> **Discussion: about learners' lives**

- How do you feel when you have to talk in front of people?
- How do you feel when you have to do extra study?

> **Extra work on spelling/sounds: short vowel sounds a/e/i/o/u**

- Standard spellings: *factory, message, big, boss, us*
- Unexpected spellings: *busy, want, Monday, months, worry, trouble, come, some*

Student Worksheets >>

The next four pages are student worksheets, for group or independent use.



1

Story quiz

Circle the correct answer.

- The story starts on:
 - Tuesday afternoon.
 - Monday afternoon.
 - Monday morning.
- George worked at a factory called:
 - Big City Factory.
 - Big City Toys.
 - Johnson's Toys.
- George was a:
 - team leader.
 - training officer.
 - factory hand.
- George:
 - didn't like his job.
 - enjoyed his job.
 - hated his job.
- George's boss wanted to see him at:
 - 8.20 a.m.
 - 9.00 a.m.
 - 9.00 p.m.
- George's boss talked about:
 - Tariq's job.
 - Ella's job.
 - the machines.

2

Word quiz

Circle the correct answer.

- If you **frown**, you look:
 - happy or friendly.
 - worried or unhappy.
 - relaxed or sleepy.
- If a message is **urgent**, it is:
 - not very important.
 - very important.
 - late.
- If you get a **pay rise**, you are going to get:
 - more money.
 - longer work hours.
 - not as much money.
- If you hear something **confidential**, you:
 - can tell your friends.
 - can tell everyone.
 - can't tell anyone.
- When someone says '**Wow!**' they are probably:
 - surprised.
 - cold.
 - tired.
- If you **have to** do something, you:
 - can do it if you want.
 - will never do it.
 - must do it.



3

True or false?

Tick the correct answer.

- | | | | | | |
|--|--------------------------|--------------------------|---|--------------------------|--------------------------|
| | T | F | | T | F |
| 1. George's boss smiled at him. | <input type="checkbox"/> | <input type="checkbox"/> | 5. George's boss wanted him to apply for Tariq's job. | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. George didn't understand the word 'confidential'. | <input type="checkbox"/> | <input type="checkbox"/> | 6. George was worried about going to evening classes. | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Confidential means 'private'. | <input type="checkbox"/> | <input type="checkbox"/> | 7. George was worried about speaking in English. | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. The training officer's name was Tariq. | <input type="checkbox"/> | <input type="checkbox"/> | | | |

4

Past tense crossword

Fill in the crossword with the past simple tense of these words. You can find them all in Chapters 1 and 2.

Across

1. feel*
2. say*
3. think*
5. enjoy
6. laugh
9. walk
10. call

Down

1. frown
2. smile
4. show
7. want
8. begin*

The crossword puzzle grid consists of the following numbered squares:

- Across:** 1 (FELT), 3 (5 squares), 5 (7 squares), 6 (5 squares), 9 (5 squares), 10 (5 squares).
- Down:** 1 (3 squares), 2 (4 squares), 4 (3 squares), 7 (3 squares), 8 (3 squares).

TIP The verbs with * are irregular (not regular). The past tense does not end in -ed.



5

I won't tell anyone!

I won't tell anyone is a promise. Write the correct word: anyone, anything, anywhere.

1. I won't tell _____ *anyone* _____ .
2. I won't go _____ .
3. I won't touch _____ .
4. I won't break _____ .
5. I won't talk to _____ .
6. I won't leave rubbish _____ .

TIP

*anyone = anybody
won't = will not*

6

Past, present, or future?

Tick the correct box for each sentence.

	Past	Present	Future
1. Mornings are busy.		✓	
2. Everyone is in a hurry.			
3. Everyone wanted to talk to me.			
4. We'll need a new training officer.			
5. There's a message for you.			
6. Everyone looked at me.			
7. I walked slowly into my boss's office.			
8. I won't tell anyone.			
9. You'll have to do some study.			

TIP

For future tense, look for verbs with will, 'll, or won't (short for will not).

7

Which word?

Choose the correct word.

1. Mornings are busy _____ Big City Toys.
2. Everyone was _____ a hurry.
3. Everyone wanted to talk _____ me.
4. There's a message _____ the boss.
5. I walked _____ my boss's office.
6. Thanks _____ thinking _____ me.

at
for
from
in
into
of
to



8

Words that go together

Match the words from the story.

a busy	news
a pay	classes
confidential	rise
a training	week
evening	officer
next	job

9

Half and half sentences

Match the sentence halves.

- | | |
|-------------------------------|----------------------------|
| 1. Mornings are busy <u>c</u> | a. but I enjoyed it. |
| 2. It was 8.20 _____ | b. but it's confidential. |
| 3. It was a busy job, _____ | c. at Big City Toys. |
| 4. I walked slowly _____ | d. has to speak in public. |
| 5. I have some news, _____ | e. on Monday morning. |
| 6. A training officer _____ | f. into my boss's office. |

TIP Some people use a comma before but. Some don't.

10

Alphabetical order

a b c d e f g h i j k l m n o p q r s t u v w x y z

Write these 6 words in alphabetical order. Then look at the shaded letters, reading down, to find a hidden word.

months ~~anyone~~ little public slowly inside

a	n	y	o	n	e

The hidden word is _____.

TIP Use a pencil! You may want to change your answers.

WORKSHEET ANSWER KEY

CHAPTERS 1 and 2

1 STORY QUIZ

1. Monday morning.
2. Big City Toys.
3. team leader.
4. enjoyed his job.
5. 9.00 a.m.
6. Tariq's job.

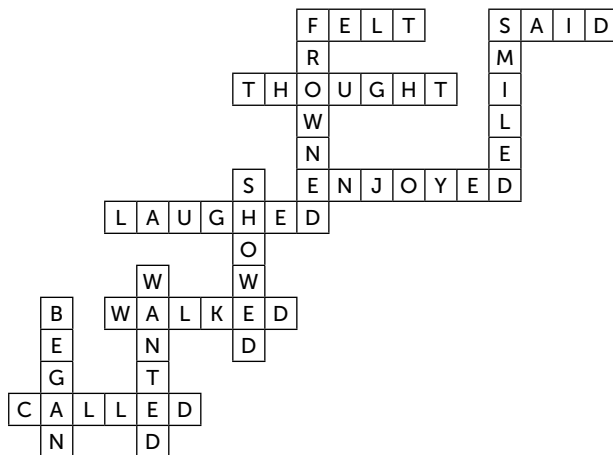
2 WORD QUIZ

1. worried or unhappy.
2. very important.
3. more money.
4. can't tell anyone.
5. surprised.
6. must do it.

3 TRUE OR FALSE?

1. F
2. F
3. T
4. T
5. T
6. F
7. T

4 PAST TENSE CROSSWORD



5 I WON'T TELL ANYONE!

2. I won't go anywhere.
3. I won't touch anything.
4. I won't break anything.
5. I won't talk to anyone.
6. I won't leave rubbish anywhere.

6 PAST, PRESENT, OR FUTURE?

2. present
3. past
4. future
5. present
6. past
7. past
8. future
9. future

7 WHICH WORD?

1. at
2. in
3. to
4. from
5. into
6. for ... of

8 WORDS THAT GO TOGETHER

- a busy job
- a pay rise
- confidential news
- a training officer
- evening classes
- next week

9 HALF AND HALF SENTENCES

2. e
3. a
4. f
5. b
6. d

10 ALPHABETICAL ORDER

a	n	y	o	n	e
i	n	s	i	d	e
l	i	t	t	l	e
m	o	n	t	h	s
p	u	b	l	i	c
s	l	o	w	l	y

THE HIDDEN WORD IS: **stop**