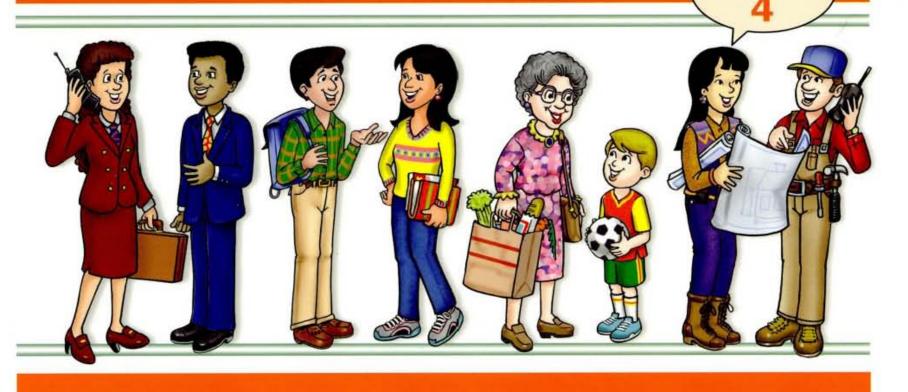
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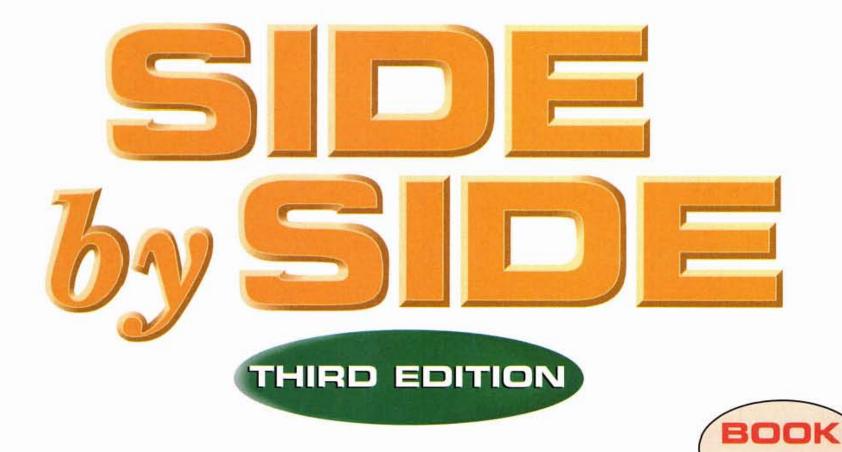
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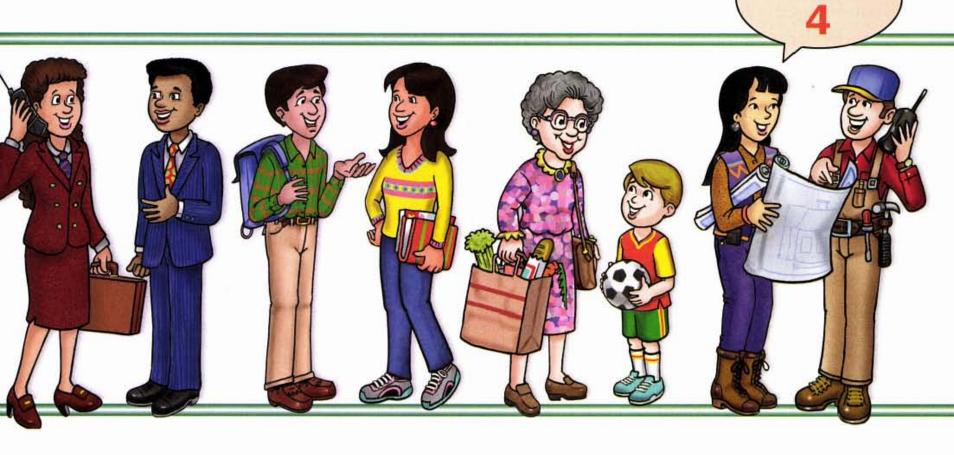




Steven J. Molinsky Bill Bliss

Not for sale in the U.S.





#### Steven J. Molinsky Bill Bliss



Illustrated by

Richard E. Hill

#### Side by Side, 3rd edition Student Book 4

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Performance on the Job

### Review: Verb Tenses Conditionals Gerunds

Invitations
Expressing Disappointment
Calling Attention to People's Actions
Apologizing
Giving Reasons
Decision-Making
Consequences of Actions
Expressing Concern About People

Asking for Assistance

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Empathizing

Invitations

**Expressing Surprise** 

**Expressing Surprise** 

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Present Perfect Tense
Present Perfect Continuous Tense
Past Perfect Tense
Past Perfect Continuous Tense

- Describing Actions That Have Occurred
- Describing Actions That Haven't Occurred Yet
- Discussing Duration of Activity
- Discussing Things People Had Done

#### VOCABULARY PREVIEW

#### Things to Do Today



☐ take inventory



write a report



speak to the boss



go to the bank



aeat lunch



give out the paychecks



set up the meeting room



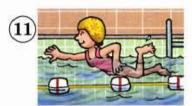
see the personnel officer



get gas



drive to the gym



☐ swim



do sit-ups

#### Things I've Done Today: I've . . .

✓ 1. taken inventory

2. written a report

**3.** spoken to the boss

4. gone to the bank

5. eaten lunch

6. given out the paychecks

7. set up the meeting room8. seen the personnel officer

9. gotten gas

10. driven to the gym

**11.** swum

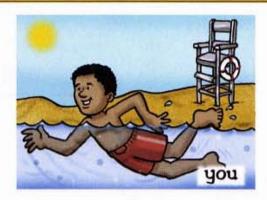
12. done sit-ups

#### I've Sung for Many Years



(I have) (We have)	l've We've
(You have) (They have)	You've They've eaten.
(He has)	He's
(She has)	She's
(It has)	lt's J

- A. Can you sing?
- B. Yes. I've sung for many years.



1. swim swum



2. draw pictures drawn



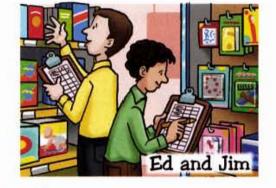
3. drive trucks driven



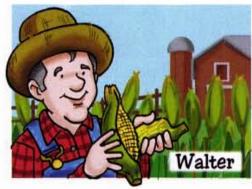
4. speak French spoken



5. fly airplanes flown



6. take inventory taken



7. grow corn grown

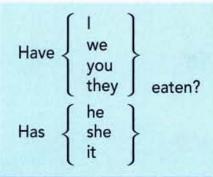


8. ride horses ridden



9. write speeches written

#### **Have You Eaten Lunch Yet?**

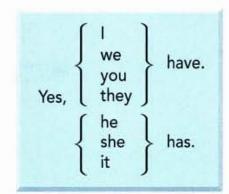




eat ate eaten

- A. Have you eaten lunch yet?
- **B.** Yes, I have. I **ate** lunch a little while ago.

eat lunch





write wrote written

- A. Has Tina written her composition yet?
- **B.** Yes, she has. She **wrote** her composition a little while ago.



go went gone

1. you
go to the post office



take took taken

3. you and Susan take a break



see saw seen

5. the employees see the new copy machine



give gave given

2. Dan give out the paychecks



do did done

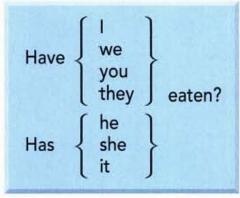
4. you do Room 24

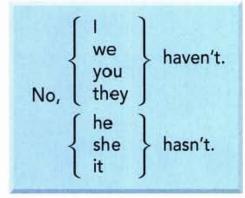


feed fed fed

**6.** Michael feed the monkeys

#### No, They Haven't





We You They	haven't (have not)	eaten.
He She It	hasn't (has not)	



give gave given

- Has your father **gone** fishing recently?
- **B.** No, he hasn't. He hasn't **gone** fishing in a long time.

Have you given blood recently?

B. No, I haven't. I haven't given blood in a long time.



write wrote written

**1.** you write in your journal



get got gotten

3. your son get a haircut



have had had

have a medical checkup



be was/were been

go went

gone

2. Dorothy be sick



run ran run

4. you and your wife run in a marathon



wear wore worn

6. Anthony wear his tuxedo

#### **How Long?**

#### for

five years a week a long time many years

#### since

five o'clock last week 2001 he started college



- **A.** How long have you known how to water-ski?
- **B.** I've known how to water-ski for many years.



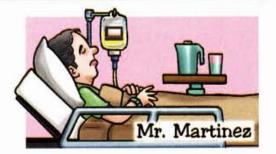
- **A.** How long has Alexander been a vegetarian?
- B. He's been a vegetarian since he started college.



1. be married ten years



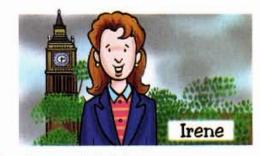
2. have a toothache ten o'clock this morning



3. be in the hospital last week



4. own this car thirty-two years



5. have a British accent she moved to London



6. know each other 2001



7. play the violin he was in first grade

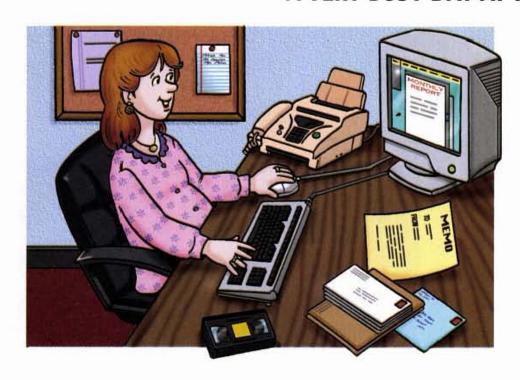


8. like hip hop music a long time



9. want to be an actress she was four years old

#### A VERY BUSY DAY AT THE OFFICE



#### Things to Do Today

- go to the bank
- ☐ take the mail to the post office
- write my monthly report
- meet with the personnel officer about my maternity leave
- n speak to the boss about my salary
- send a fax to the company's office in Tokyo
- read the office manager's memo about recycling
- see the training video about the new computer system

Allison is having a very busy day at the office. She has done some of the things she has to do today, but there are many other things she hasn't done yet. She has gone to the bank, but she hasn't taken the mail to the post office yet. She also hasn't written her monthly report. She has already met with the personnel officer about her maternity leave, but she hasn't spoken to the boss yet about her salary. She has sent a fax to the company's office in Tokyo. She hasn't read the office manager's memo about recycling. And she hasn't seen the training video about the new computer system. Allison is probably going to stay late at the office today so she can do all the things she hasn't done yet.



#### READING CHECK-UP

Q & A

Allison's co-workers are asking her about the things she has done today. Using this model, create dialogs based on the story.

- A. Allison, have you \_\_\_\_\_ yet?
- Yes, I have.
  No, I haven't.

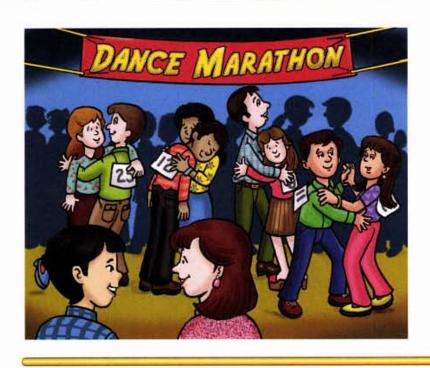
#### LISTENING



Carl is going to have a party at his apartment this Saturday night. This is the list of things that Carl needs to do to get ready for the party. Check the things on the list that Carl has already done.

- \_\_ go to the supermarket
- \_\_\_ clean the apartment
- get balloons at the party store
- buy some new dance music
- hang up the decorations
- \_\_ make the food
- \_\_\_\_ tell the neighbors about the party
- \_\_ give the dog a bath

#### They've Been Dancing for Ten Hours

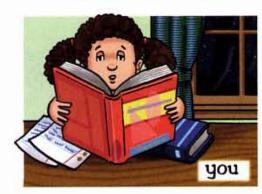


(I have)	l've ]
(We have)	We've
(You have)	You've
(They have)	They've been working.
(He has)	He's
(She has)	She's
(It has)	lt's

- A. How long have your friends been dancing?
- B. They've been dancing for ten hours.



1. wait for the bus since 8 o'clock



**2.** study for five hours



3. work here for thirty-five years



4. argue since we got here



**5.** go out for three months



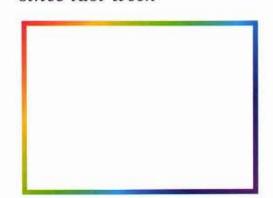
6. leak since last week



7. live in Florida since they retired



8. snore all night



9.

#### What Have They Been Doing?

(I have) I've
(We have) We've
(You have) You've
(They have) They've
(He has) He's
(She has) She's
(It has) It's

(I have) I've
(We have) We've
(You have) You've
(They have) They've
(He has) He's
(She has) She's
(It has) It's



- A. Cynthia looks tired. What has she been doing?
- B. She's been taking orders.
- A. How many orders has she taken?
- B. She's taken more than one hundred.
- A. Wow! That's a lot of orders!
- B. That's right. She's never taken that many orders before.



1. give tennis lessons more than 20



2. write memos more than 25



3. assemble cell phones at least 75



4. draw portraits around 30



7. sing songs at least 40



10. see patients around 45



5. read resumes more than 200



8. sell tee shirts well over 300



11. build sandcastles 10 or 11



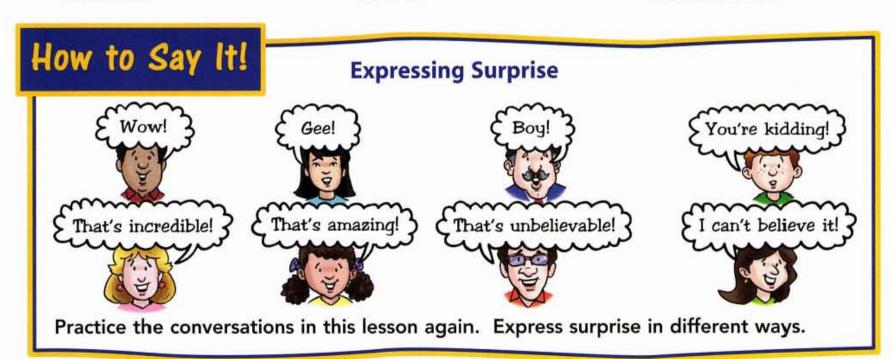
6. deliver packages over 50



9. do sit-ups at least 90



12. make smoothies more than 150



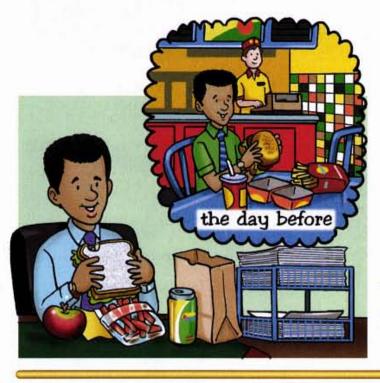
#### **INTERVIEW** How Long Have You ...?/How Long Did You ...?

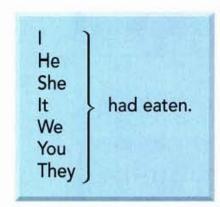
Interview another student. Then tell the class about the student you interviewed.

Where do you live now? How long have you lived there? Where did you live before? How long did you live there?

Where do you (work/go to school) now? How long have you (worked/gone to school) there? Where did you (work/go to school) before? How long did you (work/go to school) there?

#### **They Had Done That Before**





- A. Did Andrew eat lunch at Burger Town yesterday?
- **B.** No. He didn't want to. He had eaten lunch at Burger Town the day before.



1. Did Sheila drive to the beach last weekend?



2. Did you go dancing last night?



3. Did Paul make pancakes for breakfast yesterday morning?



**4.** Did your children have peanut butter and jelly sandwiches for lunch yesterday?



**5.** Did you and your friends see a movie yesterday evening?



**6.** Did the Browns take their children to the aquarium last Saturday afternoon?

#### It Had Already Begun



- Did Alan get to the movie on time?
- B. No, he didn't. By the time he got to the movie, it had already begun.



1. plane  $take\ off$ 



2. bank close



3. play start



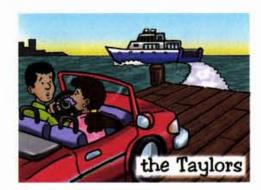
4. game begin



5. meeting end



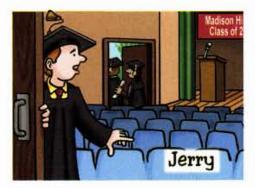
6. train leave the station



7. ferry sail away



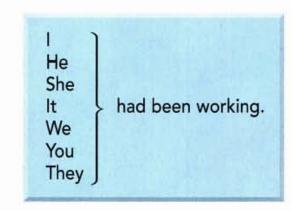
8. space launch happen



9. graduation ceremony finish

#### They Had Been Going Out for a Long Time





- **A.** Is it true that Dave and his girlfriend broke up?
- B. Yes, it is.
- **A.** I'm sorry to hear that. How long had they been going out?
- B. They had been going out for a long time.

Is it true that . . .



you had to cancel your trip to Hawaii?
 plan it



3. your grandparents had to sell their house?

live there



5. your son got sick and couldn't perform in the school play? rehearse for it



**2.** your husband got laid off at the factory? *work there* 



**4.** your daughter injured herself and couldn't participate in the gymnastics competition? *train for it* 



6. you came down with the flu and you couldn't take the SAT test?
prepare for it