Unit 3 · Getting Information

STUDY NOTES

The unit in one line

- **getting information**: asking questions politely, and finding facts in a poster or a table

Song: the raised hand

- a funny song by **Kenn Nesbitt**, told by a child at the back of the class
- the child raises a hand, stretches, waves, but the teacher picks others
- at last the child is called, and **sighs**
- the joke: the child doesn't know the answer; the hand was up to ask to go to the **bathroom**
- polite way to ask: *May I go to the toilet, please?*
- rhymes: *back / Jack, Zoe / Chloe, Bree / me, sigh / Ty, please / knees*

Reading I: a COVID-19 poster

- **Kind:** a **poster**: a short message with big pictures, read quickly
- **The rules** (each starts with a verb: an **instruction**):
  1. wash your hands **frequently**, with **soap**
  2. wear a **mask**
  3. feel **sick**? stay **at home**
  4. **cough** or **sneeze**: cover your nose and mouth
  5. don't touch your face
  6. **avoid crowds**
  7. keep a **distance** from others
  8. no **handshakes** (greet with namaste)
- **Things to stop doing:** touching your face; shaking hands; going into crowds
- **Why wash well:** hands carry germs to the eyes, nose, mouth and food; soap, about **20 seconds**, between fingers and under nails

Reading II: Hong Kong Book Fair

- **Kind:** an **information sheet**: facts in a table; find the **row**, read across

Row	Facts
Edition	the **31st**
Dates	**14–20 July 2021**: **seven days**
Venue	Hong Kong Convention and Exhibition Centre, Wan Chai
Hours, 14–15 and 18–19 July	10 a.m. – 10 p.m.
Hours, 16–17 July	Level 1 to **12 midnight**: **14 hours**
Organizer	Hong Kong Trade Development Council
Exhibit categories	**nine** (children's books, e-books, stationery...)

- **12 midnight** = the middle of the night; **12 noon** = the middle of the day
- **a.m.** before midday; **p.m.** after midday

Key words

protect: keep safe from harm.
frequently: again and again, often.
sick: ill.
avoid: keep away from; stop yourself doing.
crowd: a large group of people.
distance: the space between two things.
rub: move hands against each other, pressing.
fair: a big event where things are shown and sold.
edition: one of an event that happens again and again.
venue: the place where an event happens.
major: big, main.
category: a group of the same kind (*categories*).
leisure: free time.
librarian / fine: keeps a library / money paid for breaking a rule.

Grammar I: how often? adverbs of frequency

Word	How often
always	every time
usually	almost every time
often, **frequently**	many times
sometimes	now and then
never	not once

- **most verbs:** the word goes **before** the main verb: *She usually eats at seven.*
- ***am, is, are, was, were*: after** it: *He is never late.*

- **questions:** after the person: *Do you often travel?*
- *sometimes* can also start the sentence
- **never** is already "not": no extra *not*

Grammar II: was and were

	Now	Past	Not	Question
I, he, she, it, one	am / is	**was**	wasn't	**Was** she...?
you, we, they, many	are	**were**	weren't	**Were** they...?

- **you** always takes **were**, even for one person

Question words

Word	Asks about
what	a thing
who	a person
where	a place
when	a time
why	a reason
how	the way
how many	things you can count (eggs, students)
how much	what you can't count (milk), a price

- past question: *Where **did** you go last Saturday? I **went** to the zoo.*

Speaking: asking politely

- **three steps:** *Excuse me* → the question → *Thank you*
- soft openers:
  - *Could you tell me...?*
  - *Do you know...?*
  - *May I know...?*
  - *I'd like to know...*
  - *Can you tell me...?*
- after the opener, **statement order**, no *do / does*:
  - *Where is the bank?* → *Could you tell me where the bank is?*
  - *When does the bus leave?* → *Do you know when the bus leaves?*

Pronunciation: the letter a

Sound like	Words
hand	and, add, man
father	mask, last, ask
snake	change
wash	(short *o*)
warm	(long *aw*)
many	(like *e* in *bed*)
avoid	(a quick, weak sound)

Writing: a personal letter

1. **your address** (town, district), top
2. **the date**
3. **greeting**: *Dear Neetu,* (comma)
4. **opening**: a friendly line and why you write
5. **body**: the main message
6. **closing**: *Take care!*
7. **sign off**: *Yours, / Your friend,* and your name below

- **Letter 1, COVID-19 safety:** five rules as instructions, each starting with a verb (*Wash..., Wear...*)
- **Letter 2, a school event:** one answer in each sentence:
  - **when** is it?
  - **who** organizes it?
  - **how long** does it run?
  - **what** are its main categories?

Listening: at the library

- a man borrows from a library for the **first** time; he has a **library card**
- he may borrow three, but takes **one**: *An Easy Way to Learn English*
- keep it **one week**; the **fine**: two dollars for each late day

COMMON MISTAKES

✗ She drinks always milk.
✓ She **always drinks** milk.

✗ He never is late.
✓ He **is never** late.

✗ She doesn't never go.
✓ She **never goes**.

✗ You was late.
✓ You **were** late.

✗ My cousins was there.
✓ My cousins **were** there.

✗ Could you tell me where is the bank?
✓ ...where **the bank is**?

✗ How much eggs?
✓ **How many** eggs?