



**BE NICE &**

**friendly**



What do you mean when you say you get along with your friends? Do you hang out a lot? Perhaps you never quarrel? Do you understand each other?

**Activity 1** 

Listen to a conversation between Rob, Chloe and Mr Barnes. Complete a summary of their conversation.

Dan and Ben had a big (1) \_\_\_\_\_ yesterday.

Dan is the chairperson and Ben is the (2) \_\_\_\_\_  
\_\_\_\_\_ of the English Club.

They have been doing (3) \_\_\_\_\_ and  
preparation work for English Week.

Dan posted some details about his fight with Ben on  
his (4) \_\_\_\_\_.

People guessed it was about the first event of English Week:

- whether English Week should start with the (5) \_\_\_\_\_ Day
- who should do what on the first day of English Week

Rob and Chloe are worried because time is tight the English Week is just under  
(6) \_\_\_\_\_ away.

Mr Barnes does not believe Dan and Ben are going to stop working on English Week but  
thinks that all committee members should come together and (7) \_\_\_\_\_.

He goes on to say maintaining a good relationship is more than (8) \_\_\_\_\_ tolerating  
differences.

He thinks it is also important to (9) \_\_\_\_\_ others' viewpoints and respect the  
differences.

When an argument gets (10) \_\_\_\_\_, it can be harmful to a relationship.

Rob and Chloe hope that they can stop the fight soon.



# Listening skills

## Listening for numbers, times and dates

### Listening for numbers

In a listening task, you may need to fill in **numbers**. This may be **quantities**, **phone numbers** or even **percentages**.

**DSE** Exam Link

HKDSE Exam 2013  
Paper 3 Part A Task 4

### Writing down what you hear

When you hear ...	You write ...
fifty people	50 people
nine, double five, two, zero, triple eight (phone number)	9552 0888
room one eight five / room one eighty-five	Room 185
two-thirds	2/3
four point zero one / four point nought one	4.01
a quarter of a metre	1/4 m (= 25cm)
ninety per cent	90%

### Variations

Sometimes, people say 'oh', or 'nought' (mostly in Britain), instead of 'zero'.

### Big numbers

Big numbers in English are grouped in units of three digits. This makes them easier to read.

#### Example

2      1 0 3      0 6 0      7 8 9  
billion    million    thousand

'2,103,060,789' is therefore read 'two billion one hundred and three million sixty thousand seven hundred and eighty-nine'.

### Activity 3

Listen to the recording and write down the numbers in figures in the spaces provided. Include any units of measurement. One has been done for you as an example.

1. 50% (example)
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

## Knowing the situation

You will be given a **situation** for each of Part A and Part B of Paper 3 in the HKDSE Exam. The situation will give you information on these aspects of the tasks:

- your **role**: Your name and your position (if any)
- the **organization**: The organization you are in / helping
- the **context**: An activity you are doing, or what is happening

### Activity 7

Study the situation below and identify different pieces of information it gives you. Write **role**, **organization**, and **context** in the boxes provided.

**Part A**

**Situation**

You are Pat Lau. Enrich the Young, the youth centre in your district, is planning a summer study tour for students. You are assisting the public relations team to conduct research on students' opinion on the study tour.

(1) \_\_\_\_\_

(2) \_\_\_\_\_

(3) \_\_\_\_\_

## Knowing the task

1. The situation also gives you an overview of the **tasks** you need to complete.

In Part A, you will have a total of four tasks to do. Follow the instructions in the Question-Answer Book and in the recording to complete the tasks. You will find all the information you need in the Question-Answer Book and the recording. You now have two minutes to familiarize yourself with Tasks 1–4.

Number of tasks

Where the instructions are

Where the information is

Preparation time

2. Task instructions before each task will give you information on:

- the **specific context** of the task: What is happening, why you need to listen
- the **speaker(s)**: Who you are listening to
- the **task requirements**: What you need to do

You will also find the **number of marks**, the **text type** of the task and sometimes an **example answer**.

## Understanding the situation

In Part B of the exam, you are given another situation, with a new **role**, a new **context** and are in a new **organization**. You will also be given new **tasks** to do.

### Example

#### Part B

##### Situation

You are **Ray Choi**. You work for a magazine called *Harmony*. You are an assistant to **Jimmy Lam**, Chief Editor of the magazine.

You will listen to a recording of a podcast called *First Love*. In the podcast, you will hear a conversation between **Timothy Chan** and **Andrea Chu**.

Before the recording is played, you will have **five minutes** to study the Question-Answer Book and the Data File for Part B1 and the Question-Answer Book and the Data File for Part B2. Remember you must choose to do the tasks in either Part B1 or Part B2. Do **NOT** attempt both Parts B1 and B2.

Complete the tasks by following the instructions in the Question-Answer Book that you choose and on the recording. You will find all the information you need in the Question-Answer Book and Data File that you choose and on the recording. As you listen, you can make notes on **page 3** of the Data File.

You now have five minutes to familiarize yourself with the Part B Question-Answer Book and the Data File.

Role

Organization

Type of recording

Speakers

Preparation time

Location of the information

Note sheet

### Activity 12

Answer the following questions based on the situation above.

1. What is your name? \_\_\_\_\_
2. Who is speaking in the conversation? \_\_\_\_\_
3. How many parts do you have to finish in Part B? \_\_\_\_\_
4. Do you need to make notes while you listen? \_\_\_\_\_
5. How much time do you have before the recording begins? \_\_\_\_\_

## Linking ideas

A coherent piece is one which makes logical sense and where ideas are well connected. To achieve this, we often make use of **connectives** and **conjunctions**.

Function	Connective / Conjunction		
Showing contrasts	▶ however ▶ in contrast ▶ on the other hand	▶ but ▶ yet ▶ while	▶ whereas ▶ although ▶ despite
Showing cause and effect	▶ because (of) ▶ as a result (of)	▶ since ▶ hence	▶ due to ▶ therefore
Adding further information	▶ furthermore ▶ as well as	▶ also ▶ apart from	▶ in addition (to) ▶ besides
Concluding / summarizing	▶ in conclusion ▶ to sum up	▶ in summary ▶ in short	▶ to conclude

### Activity 16

Connect the two sentences using one of the connectives provided. Change the order of the sentences or make any changes if necessary. One has been done for you as an example.

1. They had an argument yesterday. They are no longer speaking to each other [as a result of / in addition to]

As a result of their argument yesterday, they are no longer speaking to each other. (example)

2. John apologized for everything he did. David was still angry with him. [however / therefore]

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3. Everybody is having a good time. Helen seems to be really upset about something. [hence / while]

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4. You will learn more about foreign cultures on a study tour. You will gain important communication skills. [whereas / apart from]

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# Task types

## Form filling

In Part B of the HKDSE Exam, you may need to fill in a form. It is important that you **skim through the task** to know what type of information is needed, and then **scan the Data File** for key words and other relevant information.

**DSE** Exam Link

HKDSE Exam 2013  
Paper 3 Part B1 Task 5

### Activities

- Drama Performance by the Tap Dancers
- \_\_\_\_\_
- \_\_\_\_\_

### Special guests

- Mr Aaron Shaw, from the Irish Dance Association
- \_\_\_\_\_

### Data File

#### Minutes of the 5th meeting of the Social Harmony Committee

Date: 14 September 2015

Present: Edith Cheng (Chairperson), Bobby Leung, Wilson Li, Quincy Ho

#### Agenda

##### 1. Time of campaign

It was decided that the campaign will be held from 4 October to 10 October. All agreed.

##### 2. Other open day games and competitions

The committee discussed other activities and agreed to encourage people to write down a promise — something they will do to promote social harmony. The person with the most effective promise will be the winner.

##### 3. Special guests

Wilson confirmed that Mr Daniel Cha, President of the Hong Kong Harmony Kiosk, would be our officiating guest of honour.



### Work smart

- ▶ **Skim through the task** and take note of words in the heading and subheadings.
- ▶ **Predict** what type of information is needed.
- ▶ **Scan the Data File** to find key words and phrases which match the type of information you need. For example, look for numbers in the Data File when there are words such as 'Date' or 'Time' in the Question-Answer Book.

# Useful phrases

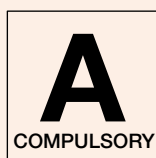
In this unit, we have looked at how people get along with others. Here are some useful phrases we have learnt to talk about interaction with other people:

## 1 An argument between friends

- Dan and Ben have been working together brilliantly well.
- I hope they can **stop this fight** now.
- It won't be easy for all of you but I also think it's time all committee members **came together** and **stayed strong**.
- We **are** all **good friends with** each other in the club. I'd say we **get along quite well**.
- I don't think people who argue all the time **are on good terms**.
- What I want you to realize is that **maintaining a good relationship** isn't just passively tolerating differences.
- We may **have different preferences** when presented with a number of choices. We may **have different views towards** a particular issue. We may **hold some beliefs** that are radically different from each other.
- You **understand each other's viewpoints** and respect the fact that they're different.
- I think when people **argue about** something, they should try to focus on the content of what is discussed.
- When an argument **gets personal**, it can **do** a lot of **harm to** a relationship.
- The sooner they **come to terms**, the better it is for everyone in English Club.

## 2 The Priority Seats Campaign

- The aim of the campaign was to encourage people to **offer seats to people in need**. Don't you think we no longer see people **giving up seats** to those who really need them?
- Loads of students **took the seats** while quite a few old ladies were standing up.
- Perhaps they also **had in mind** people with walking aids.
- To **make** the priority seats really **obvious to** the passengers, there were red stickers with smiley faces printed in them.
- Passengers who were seen giving up seats **were rewarded with** an MTR Single Journey Ticket.
- Bus companies **followed suit** soon after.
- It isn't common to see people who have taken the seats asleep or **have their eyes fixed on** their smartphones.



HONG KONG DIPLOMA OF SECONDARY EDUCATION EXAMINATION

Candidate Number																			
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**Exam Practice Unit 1**  
**ENGLISH LANGUAGE PAPER 3**  
**PART A**  
**Question-Answer Book**

**GENERAL INSTRUCTIONS**

- (1) There are two parts (A and B) in this paper. All candidates should attempt **ALL** tasks in Part A. In Part B, you should attempt either Part B1 (easier section) OR Part B2 (more difficult section). Candidates attempting Parts A and B2 will be able to attain the full range of levels, while Level 4 will be the highest level attainable for candidates attempting Parts A and B1.
- (2) Write your Candidate Number in the spaces provided on the appropriate pages of Part A Question-Answer Book and both Part B Question-Answer Books.
- (3) Write your answers clearly and neatly in the spaces provided in the Question-Answer Books. Answers written in the margins will not be marked. You are advised to use a pencil for Part A.
- (4) All listening materials will be played **ONCE** only.
- (5) Supplementary answer sheets will be supplied on request. Write your Candidate Number and mark the question number box on each sheet and fasten them with string **INSIDE** the Question-Answer Book.
- (6) The rough-work sheets provided are for you to take notes. They will be collected separately and will not be marked.
- (7) No extra time will be given to candidates for filling in the question number boxes after the 'Time is up' announcement.
- (8) The two Question-Answer Books attempted by candidates (one for Part A and one for Part B) will be collected together at the end of the examination. Fasten the two Question-Answer Books together with the green tag provided.
- (9) The other unused Question-Answer Book for Part B will be collected separately at the end of the examination. This will not be marked. Do not write any answers in it.



**Part A****Situation**

You are Justin Wong, Secretary of the Travel Club of Hong Kong College. The president, Peter Chan, and the vice president, Susan Cheung, are organizing two study tours for students. You are going to hear two recordings of Peter and Susan talking to each other.

In Part A, you will have a total of two tasks to do. Follow the instructions in the Question-Answer Book and in the recording to complete the tasks. You will find all the information you need in the Question-Answer Book and the recording. You now have one minute to familiarize yourself with Tasks 1–2.

**Task 1** (18 marks)

Peter and Susan are discussing how to promote this year's summer study tours. Listen to their conversation and complete the note sheet.

You now have 30 seconds to study the task. At the end of the task, you will have one minute to tidy up your answers.

***Aims of this year's summer study tours***

- To (1) \_\_\_\_\_ students to (2) \_\_\_\_\_ cultures
- To help students understand (3) \_\_\_\_\_ issues
- To develop students' (4) \_\_\_\_\_ skills for subjects such as (5) \_\_\_\_\_

***Trips arranged***

<b>Destination (country)</b>	<b>Dates</b>
The UK	From (6) _____ to (7) _____
Singapore	From (8) _____ to (9) _____

***How many students are there in each group?***

UK tour: (10) \_\_\_\_\_ Singapore tour: (11) \_\_\_\_\_

***Who can apply?***

- (12) \_\_\_\_\_ students
- Students with good (13) \_\_\_\_\_ and good (14) \_\_\_\_\_ results
- Students with (15) \_\_\_\_\_ or above for conduct

***When is the application deadline?***

(16) \_\_\_\_\_ on (17) \_\_\_\_\_

***How to apply***

Send your (18) \_\_\_\_\_ to Susan Cheung

Answers written in the margins will not be marked.

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Answers written in the margins will not be marked.

**EXAM PRACTICE UNIT 1  
ENGLISH LANGUAGE  
PAPER 3 PART B1  
Question-Answer Book**



**Task 3: Personal profile (16 marks)**

Write a brief profile of the speaker of the UK travel talk using information from the B1 Data File and your notes.

**Speaker profile**

**Name:** \_\_\_\_\_

**Organization:** \_\_\_\_\_

**Position:** \_\_\_\_\_

**Personal history:**

- He was born \_\_\_\_\_ and has lived \_\_\_\_\_  
\_\_\_\_\_.
- His mother is \_\_\_\_\_ so he can \_\_\_\_\_  
\_\_\_\_\_.

**Strengths:**

- He has worked \_\_\_\_\_ before \_\_\_\_\_  
\_\_\_\_\_.
- He likes \_\_\_\_\_ and has been to \_\_\_\_\_ so he understands  
\_\_\_\_\_.
- He is \_\_\_\_\_ and can bring \_\_\_\_\_ to the crowd.

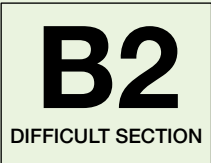
Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

**END OF TASK 3**

**EXAM PRACTICE UNIT 1  
ENGLISH LANGUAGE  
PAPER 3 PART B2  
Question-Answer Book**



**Task 5: Information sheet (16 marks)**

Complete the information sheet about universities in the UK using information from the B2 Data File and your notes.

**University of London**

The University of London was \_\_\_\_\_. It was the first university to have \_\_\_\_\_ . It is known for its \_\_\_\_\_. If you also live in one of the University's halls of residence, you can enjoy the \_\_\_\_\_ London has to offer thanks to the many \_\_\_\_\_ it is famous for.

**University of Cambridge**

The University of Cambridge was \_\_\_\_\_. It is the second \_\_\_\_\_ . It has a very strong tradition in \_\_\_\_\_ . The city of Cambridge is essentially \_\_\_\_\_ , where there are students not only from England but also abroad. If you visit Cambridge, \_\_\_\_\_ is a must-do activity!

**University of Edinburgh**

The University of Edinburgh was \_\_\_\_\_. It was the fourth \_\_\_\_\_ . Its \_\_\_\_\_ is the renowned faculty of the university. Edinburgh, apart from being a city of rich culture, amazes visitors with \_\_\_\_\_ , which has earned the city a \_\_\_\_\_ status.

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

**END OF TASK 5**

# Appendix 1 Glossary

## Unit 1 Getting along with others

Noun	Meaning	Verb	Adjective / Adverb
ambassador	大使		
argument	爭吵	argue	
	睡着的		asleep (adj)
chairperson	主席		
disability	傷殘	disable	disabled (adj)
elderly	長者		
passivity	被動		passive (adj) passively (adv)
person	人		personal (adj) personally (adv)
planning	計劃	plan	
pregnancy	懷孕		pregnant
priority seat	優先座位		
relationship	關係	relate	related (adj)
respect	尊重	respect	respected (adj)
smile	微笑	smile	smiley (adj)
understanding	理解	understand	understandable (adj) understandably (adv)
vice chairperson	副主席		

## Unit 2 Study and school life

Noun	Meaning	Verb	Adjective / Adverb
crop	農作物		
curriculum	課程		
development	發展	develop	developing (adj)
e-learning	網上學習		
exchange student	交換生		
guidance	指導	guide	
independence	獨立		independent (adj) independently (adv)
itinerary	預定行程		
level	水平		
rarity	罕見		rare (adj) rarely (adv)
tablet computer	平板電腦		
thankfulness	感激		thankful (adj) thankfully (adv)

# Appendix 2 Symbols and abbreviations

## Symbols

Symbol	Meaning	Example
∴	because	∴ City Hall is full
∴	therefore / so	∴ need to find another venue
%	percent	40% agree
&	and	talks & exhibitions
/	or	Sat / Sun
↑	increase / up / growth	# of visitors ↑ in 2014
↓	decrease / down	# of audience ↓ in 3rd quarter
#	number	
→	leads to / causes	pollution → global warming
←	is caused by	global warming ← pollution
@	at	meet @ HK station
~	about	work at NTU ~ 10 yrs (years)
>	bigger than / more than	income > \$30,000
<	smaller than / less than	daily expense < \$100
=	the same as / equals	rental fee of City Hall = NT Hall
≠	does not equal / differs from	area of Hall 1 ≠ Hall 2
≈	is similar to / is approximately equal to	total expense ≈ \$10,000
?	uncertain, unproven	effect of programme: ?
♀	female	♀ writer
♂	male	♂ musician

# Appendix 3 Text type analysis

## Informal letters and emails

18 October 2015

Hello Ben,

Thanks for the link on your Outward Bound experience. How nice of you to do so! It looks really interesting and challenging! Pity I couldn't join you. Would you fancy telling us a bit more about the experience? We'd love to include it in the next issue of our school magazine.

It'd also be great to know things like how long your course lasted, what you did (e.g. rock climbing? Camping?), what you've learnt in the course, etc.

Can you also send us a few photos for the article too?

Get back to me soon!

Cheers,

Charlotte

**Date:**  
Not required in emails.

**Greeting**

**Introduction:**  
Refer to the previous letter / email, or send regards to the recipient.

**Body:**  
Include the questions you need to ask.

**Closing**

**Complimentary close**

**Signature** (usually hand-written)