

## Unit 4

Quick recap, This and That  
and our workplace and our  
jobs and plurals.



## Quick Reminder about last few lesson:

In the last few lessons we learned about:

### REVIEW THE ENGLISH YOU HAVE LEARNED I

NEW LANGUAGE	SAMPLE SENTENCE
INTRODUCING YOURSELF	Hello! <b>I am</b> Joe. <b>My name is</b> Joe.
HOW OLD ARE YOU?	I'm <b>25 years old</b> .
POSSESSIVE ADJECTIVES	Felix is <b>my</b> cat. Coco is <b>your</b> rabbit.
APOSTROPHE WITH "S"	<b>Lizzie's</b> mother. Ginger is <b>my parents'</b> cat.
"THIS," "THAT," "THESE," AND "THOSE"	<b>This</b> is my dog. <b>That</b> is my dog. <b>These</b> are my bags and <b>those</b> are your bags.
DETERMINERS AND PRONOUNS	These are <b>my</b> books. These books are <b>mine</b> .



waiter	Canada	cat	wallet (US)	cousin	their
waitress	Netherlands	dog	purse (UK)	niece	us
chef	Czech Republic	rabbit	wallet	nephew	I
butcher	Poland	hamster	coins	Sibling Variations	me
farmer	Russia	guinea pig	keys	half-brother	mine
businessman	Mongolia	fish	newspaper	half-sister	Ours
businesswoman	South Korea	parrot	magazine	stepbrother	her
sales assistant	United Kingdom (UK)	tortoise	book / novel	stepsister	him
receptionist	Republic of Ireland (ROI)	snake	dictionary	stepsibling	grandmother / grandma
personal assistant / PA	Austria	donkey	bottle of water	Marital & Relationship Status	grandfather / grandpa
scientist	Turkey	pig	apple	married	grandparents
hairstylist / stylist	Japan	chicken	sandwich	single	grandchild
gardener	Germany	sheep	cell phone (US)	engaged	grandson
cleaner / janitor	China	horse	mobile phone (UK)	divorced	granddaughter
train driver	Switzerland	cow	map	separated	aunt
surgeon	France	January	mirror	widowed	uncle
doctor	Slovakia	February	toothbrush	Spouse & In-Laws	sister
nurse	United Arab Emirates (UAE)	March	umbrella	husband	Extended Family
dentist	India	April	camera	wife	
paramedic	Singapore	May	earphones	spouse	
taxi driver	Philippines	June	tablet	fiancé / fiancée	
librarian	Greece	July	laptop	father-in-law	
lawyer	Portugal	August	hairbrush	mother-in-law	
teacher	Spain	September	planner (US)	brother-in-law	
judge	South Africa	October	diary (UK)	sister-in-law	
psychologist	Egypt	November	glasses	son-in-law	
child-care provider	Pakistan	December	sunglasses	daughter-in-law	
vet	Australia	one	pencil	in-laws (general term for all)	
pilot	New Zealand	two	pen	Emirati	
flight attendant	United States (US)	three	notebook	Indian	
police officer	Mexico	four	letter	Singaporean	
firefighter	Brazil	five	necklace	Filipino	
security guard	Argentina	six	watch	Greek	
driver	Canadian	seven	passport	Portuguese	
electrician	Dutch	eight	ID card	Spanish	
travel agent	Czech	nine	twenty-one	South African	
tour guide	Polish	ten	twenty-two	Egyptian	
journalist	Russian	eleven	twenty-three	Pakistani	
writer	Mongolian	twelve	twenty-four	Australian	
designer	South Korean	thirteen	twenty-five	New Zealander	
construction worker	British	fourteen	twenty-six	American	
plumber	Irish	fifteen	twenty-seven	Mexican	
engineer	Austrian	sixteen	twenty-eight	Brazilian	
architect	Turkish	seventeen	twenty-nine	Argentinian	
mechanic	Japanese	eighteen	thirty	parents	
photographer	German	nineteen	thirty-one	daughter	
actor	Chinese	twenty	he	son	
artist	Swiss	Immediate Family	she	children / kids	
musician	French	mother / mom / mum	we	sibling	
fashion designer	Slovak	father / dad	them	brother	

So far you should know and make

Sentences with 220 words already!

After the lesson have a look at the list

And try to recall them with sentences.

Şimdiye kadar 220 kelimeyi bilmeli ve cümleler kurabilmelisin!  
Dersin ardından listeye bak ve cümlelerle onları hatırlamaya çalış.



### 8.1 KEY LANGUAGE USING "THESE" AND "THOSE"

Use "this" for something near you.

**This** is my bag.

A purple silhouette of a person holding a bag, positioned to the right of the text "This is my bag."

"These" is the plural of "this."

**These** are my bags.

Use "these" and "those" for contrast, too. "These" things belong to one person.

"Those" things belong to another person.

**These** are my bags and **those** are your bags.

Use "that" for something far from you.

**That** is my bag.

\*Those\* is the plural of "that."

**Those** are my bags.

"Those" things belong to another person.



s and **those** are your bags.

You use “these” and “those” when you are referring to more than one thing. To show who owns a thing, you can use determiners or possessive pronouns.

## 8.2 CROSS OUT THE INCORRECT WORD IN EACH SENTENCE

This / ~~These~~ is my bag.

- 1 **This / These** are Diego's keys.
- 2 **This / These** is Olivia's purse.
- 3 **That / Those** are my books.
- 4 **This / These** are my pencils.
- 5 **That / Those** is Anna's sandwich.
- 6 **Those / That** is Malik's phone.



### 8.3 WRITE EACH SENTENCE IN ITS OTHER FORM

This is my book.      These are my books.

- |   |                    |                         |
|---|--------------------|-------------------------|
| 1 | _____              | Those are his apples.   |
| 2 | That is her pen.   | _____                   |
| 3 | _____              | Those are my rings.     |
| 4 | This is our key.   | _____                   |
| 5 | _____              | Those are his brothers. |
| 6 | This is my pencil. | _____                   |

## 8.1 KEY LANGUAGE USING "THESE" AND "THOSE"

Use "this" for something near you.

**This** is my bag.

Use "that" for something far from you.

**That** is my bag.

"These" is the plural of "this."

**These** are my bags.

"Those" is the plural of "that."

**Those** are my bags.

Use "these" and "those" for contrast, too. "These" things belong to one person.

**These** are my bags and **those** are your bags.

"Those" things belong to another person.

You use "these" and "those" when you are referring to more than one thing. To show who owns a thing, you can use determiners or possessive pronouns.

## 8.2 CROSS OUT THE INCORRECT WORD IN EACH SENTENCE

**This** / ~~**These**~~ is my bag.

- 1 ~~**This**~~ / **These** are Diego's keys.
- 2 **This** / ~~**These**~~ is Olivia's purse.
- 3 ~~**That**~~ / **Those** are my books.
- 4 ~~**This**~~ / **These** are my pencils.
- 5 ~~**That**~~ / ~~**Those**~~ is Anna's sandwich.
- 6 ~~**Those**~~ / **That** is Malik's phone.



## 8.3 WRITE EACH SENTENCE IN ITS OTHER FORM

This is my book.    *These are my books.*

- 1 *That is my apple*    Those are his apples.
- 2 That is her pen.    *Those are her pens*
- 3 *That is my ring*    Those are my rings.
- 4 This is our key.    *Those are our keys*
- 5 *That is my brother*    Those are his brothers.
- 6 This is my pencil.    *These are my pencils*

## 8.4 VOCABULARY SPELLING RULES FOR PLURALS

For most nouns, to make the plural you add "s."



For nouns ending in "x," "ch," and "sh," you add "es."



For nouns ending in a consonant followed by a "y," drop the "y" and add "ies."

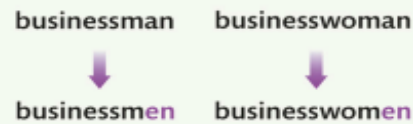
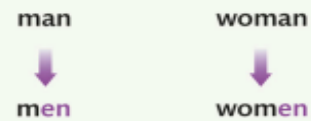


## 9.2 PLURALS

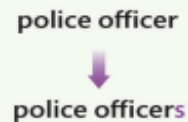
Most nouns about people and jobs are made plural in the usual way by adding "-s" or "-es".



Nouns that end in "man" change to end in "men" in the plural.



For nouns made up of two words, the second word is made plural.



A **plural** shows more than one. Example: "cat" → "cats".

### Rules:

1. Add -s (dog → dogs).
2. Add -es for -s, -sh, -ch, -x, -z (bus → buses).
3. Consonant + y → -ies (baby → babies);
4. vowel + y → -s (toy → toys).
5. Irregular: man → men, child → children.

**Çoğul** birden fazla şey gösterir. Örnek: "kedi" → "kediler".

### Kurallar:

1. -s ekle (köpek → köpekler).
2. -s, -sh, -ch, -x, -z için -es ekle (otobüs → otobüsler).
3. Ünsüz + y → -ies (bebek → bebekler);
4. ünlü + y → -s (oyuncak → oyuncaklar).
5. Düzensiz: adam → adamlar, çocuk → çocuklar.

Singular	Plural
man	men
woman	women
person	people
child	children
foot	feet
tooth	teeth
mouse	mice
goose	geese
fish	fish
sheep	sheep
leaf	leaves
wife	wives
deer	deer
ox	oxen
quiz	quizzes

Most plural nouns in English end in -s or -es (like cats, boxes). But irregular plurals are different — they change in unexpected ways!

👉 These don't follow the usual -s rule. Their spelling changes completely!

We will only look at the common ones



# Talking about your job

## 10.1 KEY LANGUAGE YOUR JOB

Use "to be" before the job noun.  
Use "a" before a noun beginning with a consonant.  
I am } a police officer.  
I'm }  
You can use contractions for these statements.



Use "an" before a noun beginning with a vowel.  
He is an engineer.



There is no article before a plural.  
They are scientists.



## FILL IN THE GAPS WITH THE CORRECT VERB AND ARTICLE



I am an engineer.

1



You \_\_\_\_\_ doctor.

2



She \_\_\_\_\_ farmer.

3



They \_\_\_\_\_ teachers.

4



We \_\_\_\_\_ nurses.

5



I \_\_\_\_\_ actor.

6



She \_\_\_\_\_ chef.

You can use the verb "to be" to describe your job. The verb "to work" can give more information about where you work and who you work with

## To Be: Present Tense

I	am	We	are
You	are	You	are
He (Jim)	is	They	are
She (Ann)	is	Jim&Ann	are
It (the city)	is	The cities	are

## To Be: Past Tense

I	was	We	were
You	were	You	were
He, she, it	was	They	were

## To Be: Present Perfect

I	have been	We	have been
You	have been	You	have been
He +	has been	They	have been

## CROSS OUT THE INCORRECT WORD IN EACH SENTENCE

They are / ~~is~~ farmers.

1 You are / ~~is~~ a driver.

2 I am / ~~is~~ a mechanic.

3 He ~~is~~ / are a vet.

4 We am / are sales assistants.

5 They ~~is~~ / are businesswomen.

6 She ~~is~~ / are a waitress.

7 We ~~is~~ / are receptionists.

8 She ~~is~~ / are a gardener.

IS = 1 item

ARE = More than one item



# Talking about your job

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Use "to be" before the job noun.  
Use "a" before a noun beginning with a consonant.  
**I am / I'm } a police officer.**  
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Use "an" before a noun beginning with a vowel.  
**He is an engineer.**



There is no article before a plural.  
**They are scientists.**



## FILL IN THE GAPS WITH THE CORRECT VERB AND ARTICLE



I am an engineer.

1



You Are a doctor.

2



She is a farmer.

3



They are teachers.

4



We are nurses.

5



I am an actor.

6



She is a chef.

You can use the verb "to be" to describe your job. The verb "to work" can give more information about where you work and who you work with

## To Be: Present Tense

I	am	We	are
You	are	You	are
He (Jim)	is	They	are
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2 I am / ~~is~~ a mechanic.

3 He is / ~~are~~ a vet.

4 We are / ~~am~~ sales assistants.

5 They are / ~~is~~ businesswomen.

6 She is / ~~are~~ a waitress.

7 We are / ~~is~~ receptionists.

8 She is / ~~are~~ a gardener.

## VOCABULARY WORKPLACES



farm



office



theater (US)  
theatre (UK)



school



laboratory



restaurant



construction site



hospital

## MATCH THE JOBS TO THE WORKPLACES

- |             |                   |
|-------------|-------------------|
| businessman | farm              |
| 1 nurse     | restaurant        |
| 2 farmer    | office            |
| 3 scientist | hospital          |
| 4 waiter    | laboratory        |
| 5 teacher   | construction site |
| 6 builder   | school            |
| 7 doctor    | theater           |
| 8 actor     | restaurant        |
| 9 chef      | hospital          |

## KEY LANGUAGE INSIDE / OUTSIDE

Use "inside" for jobs in buildings.

 A scientist works **inside**.

Use "outside" for jobs in the open air.

 A farmer works **outside**.

## MARK THE CORRECT ANSWERS

- A hairdresser works outside. True ☐ False ☒
- 1 A driver works outside. True ☐ False ☐
- 2 A chef works outside. True ☐ False ☐
- 3 A doctor works inside. True ☐ False ☐
- 4 A gardener works outside. True ☐ False ☐

## KEY LANGUAGE USING "WORK IN" AND "WORK ON"

Use "work in" for the locations of most jobs.

I **work in** a hospital. 

I **work on** a farm.  I **work on** construction sites. 

Use "work on" for farms and construction sites.

What is your job?

Where do you work?

Do you work outside or inside?

## WRITE TWO SENTENCES TO DESCRIBE EACH PICTURE



Tom is a farmer.  
He works on a farm.



2 We \_\_\_\_\_



4 He \_\_\_\_\_



1 She \_\_\_\_\_



3 You \_\_\_\_\_



5 Chloe \_\_\_\_\_



## VOCABULARY WORKPLACES



farm



office



theater (US)  
theatre (UK)



school



laboratory



restaurant



construction site



hospital

## MATCH THE JOBS TO THE WORKPLACES

businessman	farm
1 nurse	restaurant
2 farmer	office
3 scientist	hospital
4 waiter	laboratory
5 teacher	construction site
6 builder	school
7 doctor	theater
8 actor	restaurant
9 chef	hospital

## KEY LANGUAGE INSIDE / OUTSIDE



Use "inside" for jobs in buildings.

A scientist works **inside**.



Use "outside" for jobs in the open air.

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## MARK THE CORRECT ANSWERS

- A hairdresser works outside. True ☐ False ☒
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## KEY LANGUAGE USING "WORK IN" AND "WORK ON"

Use "work in" for the locations of most jobs.

I **work in** a hospital.

I **work on** a farm.



I **work on** construction sites.



Use "work on" for farms and construction sites.

I am .....

I work in/on .....

I ..... works inside or outside

## WRITE TWO SENTENCES TO DESCRIBE EACH PICTURE



Tom is a farmer.  
He works on a farm.



2 We are scientists.  
We work in a laboratory.



4 He is a waiter.  
He serves food in a restaurant.



1 She is a builder.  
She works on a construction site.



3 You are a diver.  
You explore the ocean.



5 Chloe is a nurse.  
She takes care of patients in a hospital.

## Company (şirket)

A company is a business. It sells things or services.  
Example: Apple is a big company.

## Headquarters (merkez)

Headquarters is the main office of a company.  
Example: The headquarters is in London.

## Employer (işveren)

An employer is a person or company who gives jobs.  
Example: My employer is kind.

## Employee (çalışan)

An employee is a person who works for a company.  
Example: She is an employee at the bank.

## Permanent (kalıcı)

A permanent job is a job for a long time.  
Example: He has a permanent job.

## Temporary (geçici)

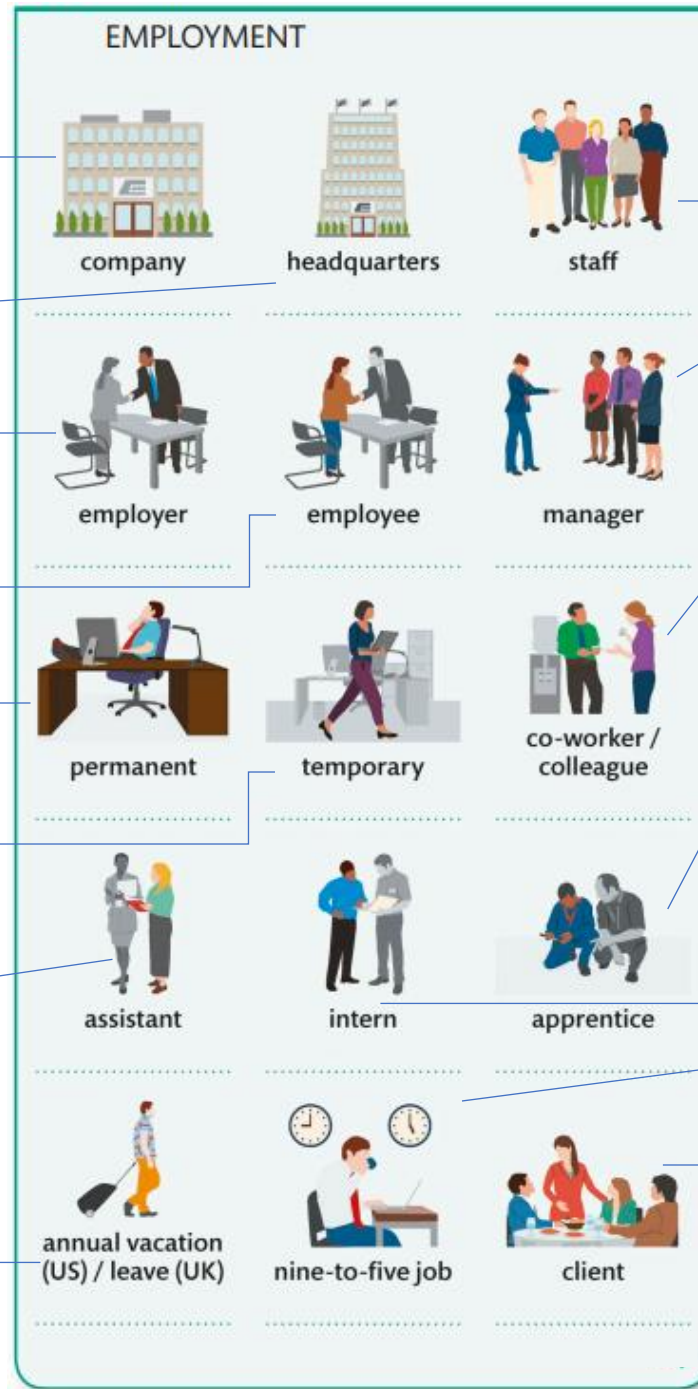
A temporary job is a job for a short time.  
Example: This is a temporary job.

## Assistant (asistan)

An assistant is a person who helps someone at work.  
Example: She is the manager's assistant.

## Annual vacation / Leave (yıllık izin)

This means days off from work each year.  
Example: I have 2 weeks of annual leave.



## Staff (personel)

Staff means all the people who work in a company.  
Example: The staff is very helpful.

## Manager (yönetici)

A manager is a person who leads a team.  
Example: The manager helps the workers.

## Co-worker / Colleague (iş arkadaşı)

A co-worker or colleague is a person who works with you.  
Example: My colleague is friendly.

## Apprentice (çırak)

An apprentice is a person who learns a job from a skilled worker.  
Example: The apprentice is learning to be a chef.

## Intern (stajyer)

An intern is a student or new worker who learns at a company.  
Example: The intern is learning fast.

## Nine-to-five job (dokuz-beş işi)

A job that starts at 9:00 and ends at 5:00.  
Example: He works a nine-to-five job.

## Client (müşteri)

A client is a person who buys services from a company.  
Example: The client wants a website.



## 36.2 DEPARTMENTS

### Administration

[deals with organization and internal and external communication]



### Production

[ensures that all manufacturing stages run smoothly]



### Research and Development (R&D)

[researches and develops future products for a company]



### Purchasing

[buys goods and raw materials for manufacturers and other companies]



### Human Resources (HR)

[deals with employee relations and matters such as hiring staff]



### Sales

[sells products to buyers and outside markets]



### Accounts / Finance

[deals with money matters, from paying bills to projecting sales]



### Facilities / Office Services

[carries out cleaning, maintenance, and building operation services]



### Marketing

[promotes products for companies to the market]



### Legal

[ensures that all contracts and company activities are legal]



### Public Relations (PR)

[presents and maintains a positive public image for a company]



### Information Technology (IT)

[sets up and maintains all technological systems in an organization]



# VERBS

Fiil, bir iş kelimesi ya da eylem kelimesidir.  
Bize birinin ne yaptığını ya da ne olduğunu söyler.

A verb is a work word or action word.  
It tells us what someone does or what happens

run → **koşmak**

•jump → **zıplamak**

•swim → **yüzmek**

•study → **ders çalışmak**

Basic sentence structure:

S V O  
↑



## VERBS



to work part-time



to work full-time



to work from home



to work shifts



to have a day off



to retire



to get fired



to earn



to call in sick



to go on maternity leave

To work part-time (**yarı zamanlı çalışmak**)  
You work only a few hours a day or a few days a week.

Example: I work part-time on weekends.

To work from home (**evden çalışmak**)  
You do your job at home, not at the office.

Example: He works from home on Fridays.

To have a day off (**izinli olmak**)  
You don't go to work that day.

Example: I have a day off on Monday.

To get fired (**işten çıkarılmak**)  
You lose your job because of a problem.

Example: He got fired last week.

To call in sick (**hasta olduğunu bildirmek**)  
You tell your job you are sick and can't come.

Example: She called in sick today.

To work full-time (**tam zamanlı çalışmak**)  
You work all day, usually 8 hours.

Example: She works full-time at the office.

To work shifts (**vardiyalı çalışmak**)  
You work at different times, like morning or night.

Example: Nurses work shifts.

To retire (**emekli olmak**)  
You stop working because you are old.

Example: My father will retire next year.

To earn (**kazanmak**)  
You get money for your work.

Example: I earn money every month.

To call in sick (**hasta olduğunu bildirmek**)  
You tell your job you are sick and can't come.

Example: She called in sick today.

To go on maternity leave (**doğum iznine çıkmak**)  
You stop working for a while to have a baby.

Example: She went on maternity leave last month.

Şimdi, bana işin hakkında daha fazla bilgi verme ve iş yerinde en çok neyi sevdiğini anlatma zamanı.

**Now, it is time to tell me more about your work and what you like most about your workplace and job.**





**Time to close the book for today!**

**See you at the next lesson!!!**