

Contents

Unit / Section		Function / Skill	Genre / Text type	Grammar / Discourse	Lexis / Technology
Unit 1 Innovations	1.1 Eureka! p.4	Questioning	Talk + Q&A session	Past / present perfect continuous	Oil and gas drilling
	1.2 Smart wells p.6	Clause linking	Technical article	Past participle; cohesion	Drilling; remote control
	1.3 Lasers p.8	Giving a talk	Lecture; technical description	Section markers in a talk	Laser technology
Unit 2 Design	2.1 Spin-offs p.10	Function of a device	Product description	Present / past simple passive; to + infin; for + -ing; which	Products from space research
	2.2 Specifications p.12	Necessity, ability, recommendation	Design specification; meeting	Modals and semi-modals	Design; mechanical
	2.3 Properties p.14	Describing properties	Brainstorming session	Phrases to encourage participation	Construction; synthetic textiles
Review Unit A p.16					
Unit 3 Systems	3.1 Problems p.20	Low probability; reassuring	Product recall notice	Present continuous passive; phrases suggesting low risk	Automotive
	3.2 Solutions p.22	Summarising; linking	Product recall notice	Non-defining relative clause; present participle; although	Automotive; braking systems
	3.3 Controls p.24	Contrasting; note-taking	Lecture	Linkers of contrast	Automotive; aeronautics
Unit 4 Procedures	4.1 Shutdown p.26	Past events	Engineering article	Two-part phrasal verbs	Mechanical; electrical; physics
	4.2 Overhaul p.28	Past procedure; instructions	Engineering article; instruction manual	Nouns derived from phrasal verbs	Mechanical; maintenance
	4.3 Instructions p.30	Instructions and feedback; simultaneous actions	Practical demonstration; instruction manual	Oral vs written instructions; while / as + -ing	Mechanical; electronics
Review Unit B p.32					
Unit 5 Processes	5.1 Causes p.36	Cause and effect	Brainstorming session; 'fishbone' diagram	Verb / noun / prepositional phrases of cause and effect	Metallurgy; chemistry
	5.2 Steps p.38	Explaining a process	Technical brochure	Choosing active or passive	Iron and steel making
	5.3 Stages p.40	Note-taking; writing up	Lecture; flow diagram	Gerunds / nouns as captions; lexical cohesion	Aluminium refining / smelting
Unit 6 Planning	6.1 Risk p.42	Degrees of certainty	Risk assessment tool	Phrases expressing degrees of certainty	Petroleum; environment
	6.2 Crisis p.44	Immediate / long-term plans	Critical path analysis; crisis meeting	Future / future perfect passive; about to / on the point of	Petroleum; marine
	6.3 Projects p.46	Participating in meetings	Project proposal meeting	Phrases for chairing a meeting	Civil engineering
Review Unit C p.48					

Unit / Section		Function / Skill	Genre / Text type	Grammar / Discourse	Lexis / Technology
Unit 7 Developments	7.1 Prototypes p.52	Describing developments and progress	Technology review	Range of forms and functions	ICT; smart phones
	7.2 Comparisons p.54	Comparing; contrasting	Product comparison	Phrases / linkers expressing comparison and contrast	Electronics; touch screens
	7.3 Products p.56	Explaining technology to non-specialists	Product launch	Phrases introducing explanations / analogies	Electrical; materials science
Unit 8 Incidents	8.1 Theft p.58	Speculating about past	Work memo; work discussion	Present perfect passive modal	Logistics; warehousing
	8.2 Security p.60	Investigating; questioning	Incident report; product brochure	Indirect questions and related noun phrases	ICT; telecoms; security
	8.3 Emergency p.62	Degrees of agreement / disagreement	Safety talk; serious incident report	Phrases qualifying 'yes' or 'no'; <i>up to a point / on the contrary</i>	Health and safety; HazMat
Review Unit D p.64					
Unit 9 Agreements	9.1 Proposals p.68	Proposing; recommending	Meeting with client	Noun clause / gerund after <i>propose / recommend / suggest</i>	Electronics; wireless controls
	9.2 Definitions p.70	Defining a term	Definition; glossary	Defining relative clause; pre- / post-modifiers in definitions	Sensor technology
	9.3 Contracts p.72	Stipulating conditions	Contract; pre-contract discussion	Alternatives to <i>if: on condition / provided that</i>	Work contracts
Unit 10 Testing	10.1 Plans p.74	Concise technical writing	Test plan	Nouns / hyphenated phrases used as pre-modifiers	Destructive testing; earthquake proofing
	10.2 Reports p.76	Report format; report-writing	Test report	Grammar / markers associated with report sections	Testing buildings and bridges
	10.3 Methods p.78	Collaborative problem-solving	Meeting; pre-meeting briefing documents	Range of language forms	Non-destructive testing
Review Unit E p.80					
Unit 11 Accidents	11.1 Investigations p.84	Collaborative data organisation	Raw data for a report	Expressions of causation, sequence and speculation.	Hydro-electric power; maintenance
	11.2 Reports p.86	Format of report; abstract; writing a report	Investigative report	Third conditional, present perfect modal	Accident investigation
	11.3 Communication p.88	Assertiveness; summarising; writing an abstract	Communication guidelines	Phrases to signal communicative intent	Aviation; aeronautics
Unit 12 Evaluation	12.1 Projects p.90	Sequence of events; past necessity	Project evaluation report	Perfect participle; past tense of modals	Agricultural engineering
	12.2 Performance p.92	Past ability; self-evaluation	Employee appraisal interview	Three-part phrasal verbs; past tense of modals	IT, robotics, petroleum
	12.3 Innovations p.94	Debating; persuading; teamwork	Team presentation; awards committee	Range of language forms	Nanotechnology
Review Unit F p.96					
Language summary p.100					
Extra material p.110					
Speed search p.116					
Audio script p.118					