

# Scope and Sequence

Unit	Listening and Speaking	Reading and Vocabulary & Grammar for Use
<b>1</b> Welcome to our department! 职业与个人 p1	talk about college life; ask for and give suggestions	guidance on college life » the usage of <i>to</i>
<b>2</b> I've made some new friends 职业与个人 p13	discuss different ways to make friends; talk about interests and hobbies	effective ways of making friends » set phrases with <i>get</i> and <i>take</i>
<b>3</b> Where did your money go? 职业与社会 p25	talk about budgeting; ask for and give advice on money management	the necessity and ways of budgeting » imperative sentences
<b>4</b> We're always ready to help 职业与个人 职业与社会 p37	talk about volunteer activities; express opinions on volunteer work	the significance of volunteer work » comparison of past simple and present perfect
Task Unit 1 p49		
<b>5</b> Make every minute count! 职业与个人 职业与社会 p51	talk about time management; exchange ideas on how to save time	effective ways of making every minute count » infinitive
<b>6</b> Keep a balance between work and study 职业与个人 职业与环境 p63	talk about part-time jobs; describe part-time job experiences	the pros and cons of doing part-time work » modal verbs
<b>7</b> It was a fantastic party! 职业与社会 p75	talk about parties; make invitations	introduction of parties » the usage of <i>v-ing</i>
<b>8</b> Have you got a plan? 职业与个人 p87	talk about goals; describe ways to achieve goals	a dream inspired by a role model » formation of adjectives
Task Unit 2 p99		

Practical Reading & Practical Writing	Project	Around the World	My Progress Check
fill in registration forms	investigate school facilities	Welcome Week activities	plan for a meaningful college life
write an email	do a survey about making friends at college	stories about friendship	choose suitable activities to develop friendship
make an expense report	do a survey about different spending habits	mobile payment	manage expenses within the budget
write a notice	organise a volunteer activity	volunteer projects	choose suitable volunteer activities
plan tasks with a time management matrix	research students' weekly routine	precise timing services	manage your time wisely
write an application letter	investigate students' opinions about doing part-time jobs	new jobs	choose suitable jobs
write an invitation letter	plan a New Year party	different parties	plan a group activity
make a plan for the future	introduce a role model	role models	do career planning