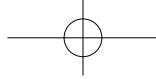


# CONTENTS 目录

UNIT	Vocabulary Focus	Reading
<b>1 Looking for jobs</b> p2	Talking about benefits	Do you want to try?
<b>2 Job interviews</b> p16	Having an interview	Make or break?
<b>3 In the workplace</b> p30	Getting to know the dress code	Working for peanuts?
<b>4 Career paths</b> p44	Choosing careers	Dream big
<b>5 Social media and career success</b> p58	Exploring careers	Social media: will it help or hinder your job search?
<b>6 Setting smart goals</b> p72	Thinking of long-term goals	Setting SMART goals
<b>Grammar Reference</b> p86		
<b>Glossary</b> p89		



Chatting	Writing	Grammar Focus	The Pride of China
How's life as a tour guide?	An application letter	<i>Should and have to</i>	Yuan Longping
I've got an interview.	A thank-you letter	Adverbs	Tu Youyou
I've lost my job.	A résumé	Past continuous	Mo Yan
I'm considering a career change.	A recommendation letter	Phrasal verbs	Zhong Nanshan
You can find work on social media.	A poster	Past perfect and past perfect continuous	Qian Xuesen
Let's talk about the future plans.	A letter to my future self	Conditionals	Yang Liwei