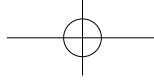


Scope and Sequence

Unit	Topic	Skill	Grammar
Unit 1 p1-p12	Do small things in a great way!	describe different opinions on small things at work; talk about the value of small things at work; enrich an invitation by adding “small things” to it.	agreement
Unit 2 p13-p24	Reading enriches our life	talk about the importance of reading; describe your reading habit; draw up a plan for a reading event.	preposition
Unit 3 p25-p36	Keep safety in mind	talk about safety issues in the workplace; develop safety awareness; write some safety tips.	verb tense
Task Unit 1 p37-p38			
Unit 4 p39-p50	Are robots stealing your jobs?	describe the roles of robots in some industries; talk about the relationship between humans and robots; present ideas with infographics.	passive voice
Unit 5 p51-p62	Learn to be an entrepreneur at school	learn about some fundamentals of starting a business; talk about business plans; make a business proposal.	non-finite verb
Unit 6 p63-p74	A farewell, a beginning	talk about graduation; describe your attitude towards graduation; design activities for your graduation week.	clause
Task Unit 2 p75-p76			
Words and Expressions p77-p79 Vocabulary p80-p84			



	Vocabulary	Project	Around the World
	vocabulary about trivia	do a survey to help the foodservice staff improve their services	little things create “raving fans”
	vocabulary about reading	do a survey about the reading habits of your classmates	World Book Day
	vocabulary about security	make a brief report about workplace security	some “crazy” health and safety rules
	vocabulary about the relationship between humans and robots	design a resume for a robot character in a movie	smart robots
	vocabulary about entrepreneurship	devise a start-up pitch to attract investment	try your entrepreneurship at college
	vocabulary about graduation	make a plan of graduation week for your class	some interesting graduation traditions