

# 3 THINGS YOU NEED

PAGES 26–27

## bandage /'bændɪdʒ/ Noun

a *bandage* is a long piece of cloth that you wrap around a part of your body that is injured

*we put a bandage on it | I wrapped the bandage round his arm | he had a bandage on his hand | once the bandage is removed, you'll be able to have a shower | the nurse came every day to change the bandages*

Verb: *bandage*

*we bandaged his leg | he pointed to his bandaged arm | she bandaged Ray's foot with her scarf*

## bucket /'bʌkɪt/ Noun

a *bucket* is a container with a handle and an open top that you use for carrying water. The amount that a *bucket* can contain is a *bucketful*

Collocates: a bucket of water

*a plastic bucket | as a joke, she threw a bucket of water over me | the bucket contained a sponge as well as warm soapy water*

Noun: *bucketful*

*she pulled a bucketful of water from the well*

## clip /klɪp/ Noun

a *clip* is a small piece of metal or plastic that holds something in position

*have you got a clip to keep these papers together? | a paper clip | a bulldog clip (a large clip for holding a lot of papers together) | she bought a new hair clip*

Verb: *clip*

*clip the papers together | the opened envelopes were clipped to the accompanying letters*

## crack /kræk/ Noun

a *crack* is a line you can see on something made of china or glass that shows it is damaged

*there was a crack in one of the roof tiles and it started leaking | an old mug with a crack in it | some very fine cracks in the wall | a hairline crack (very thin)*

Verb: *crack* | Adjective: *cracked*

*the dish cracked when I put it in the oven | she held up a cracked vase | the jug was badly cracked*

## handle /'hænd(ə)l/ Noun

a *handle* is the part of a device or tool that you hold in your hand when you are using it or if you have to pick it up

*you could use the handle of the wooden spoon | the handle of the frying pan was too hot to hold | a plastic bucket with a metal handle*

## hang up /'hæŋ ,ʌp/ Phrasal verb

if you *hang something up*, you put it somewhere so that the top of it is attached to something like a wall or a hook, and the rest of it can move freely

*I washed my clothes and hung them up to dry | hang your coat up in the hall, then come through | she hung up her hat and sat down*

## leak /li:k/ Verb

if something *leaks*, liquid or gas can escape from it when it is not supposed to. If liquid or gas is *leaking*, it is escaping from somewhere when it is not supposed to  
*there was a crack in one of the roof tiles and it started leaking | the radiator is leaking | the shower tray has been leaking for weeks | water was leaking out through the broken pipe | everyone could smell that gas was leaking*

Noun: *leak* | Noun: *leakage*

Collocates: spring a leak

*engineers found a leak in the oil tank | our dishwasher has sprung a leak (has suddenly developed a leak) | the road was closed because of a gas leak | the school had to close because of a nearby leakage of dangerous chemicals | there's a leak in the hot water tank*

## mend /mend/ Verb

if you *mend* something that is broken or damaged, you do something to it to return it to the state it was in before it became broken or damaged

*he tried to mend the rip in his trousers | I need to mend my glasses | can you take my shoes in to be mended? | she used to mend her own clothes when she had no money*

## needle /'ni:d(ə)l/ Noun

a *needle* is a thin pointed piece of metal that you put a thread through and use for sewing things. A *knitting needle* is a long thin pointed piece of plastic or wood that you use for knitting

*a needle and thread | a sewing needle | I couldn't see well enough to thread a needle (put thread through the hole in the top of it) | he could hear the clicking of the knitting needles*

## rip /rɪp/ Noun

a *rip* is a long cut or hole in some cloth or paper

*he tried to mend the rip in his trousers | there's a rip in the sheet | there were no rips or tears in the leather*

Verb: *rip* | Adjective: *ripped*

*I've ripped my jacket | she ripped the letter open | look – it's ripped | wearing ripped jeans | his clothes were ripped to shreds (badly ripped)*

## rub /rʌb/ Verb

if you *rub* a part of your body, you use your hand to press on it and move your hand backwards and forwards. If you *rub* something into a surface, you press it into the surface by pushing it backwards and forwards across the surface

*rub some salt into the meat | she sat up and rubbed her eyes | he was rubbing his hair with a towel | my shoes were rubbing (they were pressing against my feet in a painful way)*

**smash** /smæʃ/ Verb

if something *smashes*, it breaks into a lot of very small pieces

*I knocked over a cup and it smashed on the floor | the bottle smashed | I'm sorry, I've accidentally smashed a glass | they threatened to smash his windows*

**stain** /steɪn/ Verb

a *stain* is an unwanted mark on something that is very difficult to remove

*do you know how to get rid of these stains? | there was a coffee stain on his shirt | blood stains | grass stains | some stains are difficult to remove | don't rub it; you'll just spread the stain*

Verb: *stain* | Adjective: *stained*

*blood from the accident stained the floor | it might stain your clothes, so handle it carefully | wash that out quickly or it will stain | his clothes were stained with blood | he wore dirty jeans and a stained T-shirt*

**wax** /wæks/ Noun uncount

*wax* is a solid substance that is used to make candles. *Hair wax* is a soft substance that you put on your hair to hold it in shape

*some candle wax dripped onto the table | a jar of hair wax | wax turns to liquid as it melts*

**PAGES 28-29****acquire** /ə'kwaɪə(r)/ Verb

to *acquire* something means to get it, for example by buying it

*he acquired a number of valuable paintings | I recently acquired a copy of the report | he had acquired a reputation as a troublemaker | the cost to acquire the property was \$5 million | the way in which children acquire language | to acquire knowledge*

Noun: *acquisition*

*the acquisition of language | let me show you my recent acquisition (something I got recently)*

**admission** /əd'mɪʃ(ə)n/ Noun

if you make an *admission*, you say that you have done something wrong or something that people will not approve of

Collocates: an admission of something | an admission that *Henry's letter contained a clear admission of early mistakes | what he said was not an admission of guilt | I hope your admission will help others with the same problems | there was no admission that any change had taken place | by his own admission, his data was unreliable*

Verb: *admit* | Adverb: *admittedly*

Collocates: admit doing something | admit to (doing) something | admit that

*they'll never openly admit being wrong | he admitted to being a liar | the farmers finally admitted that they had acted wrongly | admittedly, the problems this creates are enormous | admittedly, not every detail is authentic*

**army** /'ɑ:(r)mɪ/ Noun

an *army* is a large number of soldiers who are trained to fight on land in wars

*he served as a tank commander in the British army | the Austrian army was completely defeated | the British and French armies retreated to Dunkirk | he joined the regular army (an army of soldiers who chose to join, and were not forced to join by the government) | before the Winter War, no army had fought in such freezing conditions | his army marched direct to Prague | the army advanced quickly towards Berwick*

**caution** /'kɔ:(fə)n/ Noun uncount

*caution* is behaviour that deliberately tries to avoid any danger or problems

Collocates: advise caution | great/extreme caution | do something with caution | exercise caution

*the animals should be approached with great caution | caution is advised when driving in snow | always exercise extreme caution when catching snakes | a few words of caution (advice to exercise caution)*

Adjective: *cautious* | Adverb: *cautiously*

*he's very cautious | a cautious driver | she's cautious about investing such a large sum | the police decided to adopt a cautious approach | she held out her hand cautiously*

**commander** /kə'ma:ndə(r)/ Noun

a *commander* is an officer in charge of a group of soldiers or of a military operation

*James Bond was a navy commander | a tank commander in the British army | an air force commander | the commander ordered his men to fire | the Dutch commander refused to surrender | the president held a meeting with top military commanders*

Verb: *command*

*each regiment was commanded by a colonel | the three generals commanded a force of nearly 110,000 men*

**dictator** /dɪk'teɪtə(r)/ Noun

a *dictator* is a ruler who has complete power in a country *he accused the local council of acting like dictators | an evil dictator | a fascist dictator | an attempt to overthrow the dictator | a military dictator*

Noun: *dictatorship*

*he was very active against the dictatorship | Venezuela saw ten years of military dictatorship from 1948 to 1958*

**fine line** /'faɪn ,laɪn/ Phrase

if there is a *fine line* between two qualities, they are very similar and one could easily become the same as the other. If you walk a *fine line*, you are in a situation where you have to be very careful not to do something you do not want to do

Collocates: a fine line between things | walk/tread a fine line

*there is a fine line between reporting and opinion | the fine line between being cooked and overcooked | the script walks a fine line between realism and fantasy*

**genetic** /dʒə'nɛtɪk/ Adjective

your *genes* are the parts of the cells in your body that control how you grow and develop. Genes are passed on from parents to children. All humans, animals, and plants have genes. *Genetics* is the study of genes and the way they influence us. You use *genetic* when talking about things that relate to genes and genetics

research suggests the condition is genetic | such genetic changes can cause cancer | genetic modification has been possible for many years now | some bacteria also transfer genetic material between cells | genetic engineering (artificially altering the genes of a person, animal, or plant)

Noun: *genetics* | Noun: *gene* | Adverb: *genetically*  
Collocates: genetically modified/engineered

*she studied genetics for many years | the current understanding of human genetics | the variation between individual humans is controlled by genes | gene therapy (treatment of a disease by modifying someone's gene) | genetically modified crops (plants that have had their genes artificially altered) | humans are genetically related to many other animals*

### guarantee /'gærən'ti:/ Noun

a *guarantee* is a formal promise by the maker of a product to repair or replace it if it breaks or does not work properly. *Guarantees* usually last for a certain number of years

Collocates: come with a guarantee | be under guarantee  
*the washing machine came with a three-year guarantee | it's a good idea to keep the guarantee | it's still under guarantee (the guarantee still applies to it) | it was expensive, but has a lifetime guarantee (the guarantee will last for ever)*

Verb: *guarantee*

*all our cars are fully guaranteed for 12 months | the wood is all guaranteed against rot (the makers promise that it will not rot, and will replace it if it does)*

### hazard /'hæzə(r)d/ Noun

a *hazard* is something that is dangerous and might cause damage to someone or something

Collocates: a fire hazard | a health hazard | pose a hazard | constitute a hazard

*his house became a fire hazard (it risked causing a fire) | it had become a health hazard | an occupational hazard (one that you face as part of a job) | the chemicals pose a hazard to human health | firefighters face a lot of hazards | this poses hazards to the life and health of miners | moisture constitutes a hazard for buildings and their occupants*

Adjective: *hazardous*

*hazardous chemicals | a hazardous job | flying through through the storm was especially hazardous | hazardous waste has to be treated very carefully*

### intention /ɪn'tenʃ(ə)n/ Noun

if you have an *intention* to do something, you have decided that you want to do it

Collocates: an intention to do something | an intention of doing something | have/be full of good intentions | announce/express an intention

*he came in full of good intentions | protestors entered the building with the deliberate intention of damaging it | buying a new car wasn't my original intention | she announced her intention to stand in the election*

Verb: *intend* | Adjective: *intentional* |

Adverb: *intentionally*

Collocates: intend to do something | intend someone to do something

*Walker had originally intended to compete in five races | the comment was evidently intended as an insult | this website is intended for personal research | I couldn't tell if it was accidental or intentional | intentional misconduct is when someone deliberately hurts you | you should never intentionally harm another person | the range of topics was intentionally broad*

### invade /ɪn'veɪd/ Verb

when an army *invades* a country, it goes in there and uses force to take control of the country

*Germany invaded Poland at the start of the Second World War | Napoleon invaded Russia in 1812 | England was last invaded in 1066*

Noun: *invasion* | Adjective: *invading* | Noun: *invader*  
*there was an allied invasion of Sicily in 1943 | the planned invasion was cancelled at the last minute | the invading army turned south towards the capital | the invading forces numbered 1.5 million men | the invaders took control of the entire country within weeks | the abbey at Whitby was destroyed by Danish invaders in 867*

### leaflet /'li:flet/ Noun

a *leaflet* is a piece of paper or a small book containing information about something

*a leaflet about the local gym | a tourist information leaflet | a leaflet with instructions about how to apply for a grant | the leaflet gives details about the local bus routes | these leaflets are available from local post offices | in July, over 350,000 leaflets were distributed*

### obsession /ə'bseʃ(ə)n/ Noun

if you have an *obsession* with something, you think about it or do it all the time and cannot change your behaviour

Collocates: an obsession with (doing) something

*Perhaps it was the trauma that caused his obsession | she seemed to have an obsession with cleaning | revising for exams can become an obsession | behaviour that was bordering on obsession | she had an unhealthy obsession with social media*

Collocates: be obsessed with something

*an obsessive desire to keep fit | Barry displayed obsessive behaviour | her desire to lose weight had become obsessive | some people are obsessional about cleanliness and tidiness | he is madly and obsessively in love with Lenore | I listen to Beethoven almost obsessively every night | he grew up completely obsessed with football | why are people so obsessed with celebrities?*

### optimism /'ɒptɪmɪzəm/ Noun uncount

*optimism* is having the belief that good things are going to happen in the future

Collocates: optimism about something

*everyone I spoke with expressed optimism about the project | I don't share her optimism | there's a mood of cautious optimism in the country | he was still young and full of optimism*

Adjective: *optimistic* | Adverb: *optimistically* |

Noun: *optimist*

Collocates: optimistic about something | optimistic that  
*are you optimistic about the future? | the results were better even than the most optimistic forecasts | I am cautiously optimistic that this might work | both sides have spoken optimistically about the talks | he believed, optimistically, that sales would increase | the optimist sees the glass as half full, while the pessimist sees it as half empty*

**pile** /paɪl/ Noun

a *pile* is an arrangement of things on top of each other  
*he sorted the rubbish into piles | a pile of books | she arranged the letters in neat piles | a pile of junk in the corner of the room | we slept on piles of old newspapers*

Verb: *pile*

*she sat at a desk piled high with papers | there were some old clothes piled in the corner*

**potential** /pə'tenʃ(ə)l/ Adjective

you use *potential* to refer to someone or something who might develop into a particular type of person or thing in the future

*if we're honest, we're all potential hoarders | who are your current and potential customers? | the building was a potential fire hazard | the risks may outweigh potential benefits | let your potential employer know you are willing to learn*

Noun: *potential* | Adverb: *potentially*

*she never realised her true potential | freedom to explore your own potential | five million potentially productive workers | potentially dangerous weather conditions*

**precede** /pri'si:d/ Verb

if one thing *precedes* another, it happens before the other thing

*the meal was preceded by a few short speeches | theories in physics often precede actual observation | George W Bush immediately preceded Barack Obama as president of the USA | the meeting preceded the press conference*

Adjective: *preceding*

*read the last two sentences in the preceding paragraph again | prices moved up more slowly in October than in the preceding few months*

**purchase** /'pɜ:(r)tʃəs/ Noun

*purchase* is the act of buying something. A *purchase* is something that you have bought

*an impulse purchase (something you buy suddenly without planning to buy it) | I went home with my purchases | they put pressure on us to make a purchase | the receipt shows the date of purchase | local restaurants offer delicious food for purchase | the full purchase price will be returned, excluding shipping costs*

Verb: *purchase* | Noun: *purchaser*

*the original property was purchased in 1933 | do you recommend purchasing tickets in advance? | the house was sold to a private purchaser | we are negotiating with a number of potential purchasers*

**put up with** /put 'ʌp wɪð/ Phrasal verb

*to put up with something that you do not like or do*

not want means to accept it in a patient way without complaining

*I can't put up with that noise any longer | I don't know why they put up with it | we left at 5 and just had to put up with the rush hour traffic | we have to put up with very slow broadband speeds here*

**recover** /rɪ'kʌvə(r)/ Verb

to *recover* something means to get it back after it was taken away, thrown away, or almost destroyed

*he would recover things from bins | police have recovered the stolen jewellery | families trying to recover their possessions from the debris of their homes | his aircraft was later recovered and repaired | the money taken during the robbery has never been recovered*

**resist** /rɪ'zɪst/ Verb

if you *resist* something you like, you stop yourself from doing it or having it even though you want to. If you *resist* something you don't want, you try to stop it from happening

Collocates: *resist (doing) something | resist (the) temptation (to do something)*

*he resisted arrest by the police | will he resist the temptation to interfere? | I can never resist chocolate | I couldn't resist having a look inside | it's difficult to resist an offer like that | the bank has resisted increasing its charges | some people try to resist change | he resisted pressure from his parents to marry*

Adjective: *resistant* | Noun: *resistance*

Collocates: *be resistant to something | resistance to something*

*the employees had been very resistant to change | they remain resistant to his efforts to get them to resign | there was local resistance to the plans | seeing that resistance was useless, Kidd surrendered | she is in no mood to offer resistance*

**settle** /'set(ə)l/ Verb

if you *settle* somewhere, you start to live there permanently

*he settled in Birmingham after the war | they settled just north of London | between 1826 and 1852, many Europeans settled in the country | those pioneers who settled in the American West*

Noun: *settler*

*European settlers arrived, starting around 1845*

**sort** /sɔ:(r)t/ Verb

to *sort* things means to look through them and arrange them in smaller groups according to size, type etc

*he sorted the junk into piles | sort your kitchen waste into food, glass and plastic | thousands of carefully sorted postcards | the information can be retrieved and sorted very easily | he began to sort and arrange his papers*

**sponsor** /'spɒnsə(r)/ Verb

if you *sponsor* someone or something, you provide money for a particular event or activity. People often *sponsor* friends who are raising money for charity. People also *sponsor* children or families in poor areas, for example by providing money for schoolbooks or medicines. Companies often *sponsor* big public events,

usually in exchange for being allowed to advertise at the event

*we're sponsoring a family in Namibia | will you sponsor me? I'm going to swim 5 miles for Cancer Research | Disney eventually sponsored three research field trips | Samsung has sponsored the team since 2000 | many years ago, the cricket World Cup was sponsored by a tobacco company*

Noun: **sponsor** | Noun: **sponsorship**

*some sponsors are large national and multinational companies | original corporate sponsors included two local banks | BP is providing £1m of sponsorship | commercial sponsorship of women's football is growing | corporate sponsorship is a popular marketing tool*

### **stack** /stæk/ Noun

a **stack** of things is a large pile of them

*surrounded by stacks of old newspapers | each player has a stack of coloured counters | Emma was counting a neat stack of folded handkerchiefs | my clothes were all folded up in stacks*

Verb: **stack**

*five large cardboard boxes were neatly stacked by the front door | lift them very carefully and stack them ready to use again*

### **tank** /tæŋk/ Noun

a **tank** is a military vehicle that is made of very strong and thick metal to protect it, that has several guns, and that can travel over difficult ground

*the Soviets won a fierce tank battle at Kursk in 1943 | a regiment of armoured tanks | a tank commander | anti-tank weapons (guns that are powerful enough to damage a tank)*

### **trauma** /'trɔ:mə/ Noun

a **trauma** is a very horrible and upsetting experience that affects you for a long time

*he reacted badly to the trauma of his father's death | the trauma of what he lost when he left Poland | leaving their home was a major trauma | anxiety can be caused by childhood trauma | children who have suffered psychological traumas | the emotional trauma remained*

Adjective: **traumatic** | Verb: **traumatise**

*the treatment may be emotionally traumatic for many children | hair loss can be a traumatic experience for many people | a particularly traumatic period in his life led to a breakdown | the accident left him deeply traumatised | it traumatised her for life*

### **veteran** /'vet(ə)rən/ Noun

a **veteran** is someone who was involved in something for a long time, or a long time ago. A war **veteran** is a soldier who fought in a particular war

*a Polish war veteran | a veteran of the Second World War | a Vietnam veteran | I work with disabled veterans at the hospital | a veteran of several election campaigns (someone who has taken part in them)*

Adjective: **veteran**

*a veteran politician, known for his socialist views | the veteran French photographer*

## PAGES 30–31

### **assume** /ə'sju:m/ Verb

if you **assume** something, you think it must be true, even though you do not have any direct evidence to support this belief

Collocates: assume that

*it was assumed that the customer was at fault | I mistakenly assumed the fish was fresh | she just assumed that he would follow her | why do you automatically assume that every American is rich?*

Noun: **assumption** | Conjunction: **assuming**

*there is no way of knowing if your assumption is correct | it was a reasonable assumption that was later proved to be correct | read the documents before making any assumptions | assuming he's telling the truth, we'll have to think again about who did it*

### **blame** /bleɪm/ Verb

if you **blame** someone, you accuse them of being responsible for something bad that has happened

Collocates: blame someone for something | blame something on someone or something | be to blame

*don't blame me if your life is a disaster! | nobody is blaming you – it was an accident | Murray blamed his defeat on a lack of concentration | she blamed me for the accident | he was to blame for our being late*

Noun: **blame** | Adjective: **blameless** | Adverb: **blamelessly**

Collocates: the blame lies/rests with someone | get the blame | put/pin the blame on someone

*some of the blame lies with the hospital | I always got the blame when my sister was naughty | he pinned the blame on the prime minister | she had led a blameless life | she knew her own conduct had not been entirely blameless | she acted blamelessly throughout the whole process*

### **case study** /'keɪs ,stʌdi/ Noun

a **case study** is a detailed examination of the development of a particular person, group, or situation over a period of time. **Case studies** are often done in order to be able to make general statements about a whole class of people or things, not just the ones that have been studied

*case studies of patients with severe heart failure | the analysis is based on seven case studies covering 11 countries | the next two chapters present the case studies | this case study illustrates a number of points*

### **come off** /'kʌm ,ɒf/ Phrasal verb

if something **comes off**, it becomes separated from the object it is meant to be attached to

*the strap has come off my watch | the door handle came off as soon as I tried to turn it | the paint was coming off the walls | the label had come off the bottle*

### **compensation** /kɒmpən'seɪʃ(ə)n/ Noun uncount

**compensation** is money or goods that you are given because a person or organisation has done something bad to you

Collocates: compensation for something | in compensation | as compensation | demand/claim compensation | award someone compensation

they offered a gift as compensation | she is demanding compensation for the damage to her property | he was later awarded £10,000 in compensation | we were given just £20 as compensation

Verb: **compensate**

Collocates: compensate someone for something

*he was compensated for the loss of his left hand in the accident | he was ordered to compensate the victims of his actions*

## -ATION

Some nouns are formed by adding -ation to a verb. For example: **compensate** for the loss / award **compensation**; **combine** several ideas / a **combination** of tastes; **confront** his accusers / avoid **confrontation**; **consider** all the options / give it careful **consideration**; **declare** an interest / a **declaration** of intent; **expect** a lot / be beyond **expectations**; **found** a charity / the anniversary of the **foundation** of the republic; **occupy** a country / be under foreign **occupation**; **sense** a change / have a strange **sensation**.

### deep /di:p/ Adjective

you use **deep** to emphasise how serious and important a problem or situation is

*this shows there is a deeper problem in the company | these are the deep problems that we must address in the years ahead | the letter made a deep impression on Edward | the poem was deep with truth and feeling*

Noun: **depth**

*the film had a surprising depth of emotion*

### efficiently /ɪ'fɪʃ(ə)ntli/ Adverb

if something happens or is done **efficiently**, it happens or is done well and without wasting any time or money

*the problem was resolved quickly and efficiently | the whole process went smoothly and efficiently | I don't work very efficiently early in the morning | a rail system that can efficiently transport thousands of commuters every day*

Adjective: **efficient** | Noun: **efficiency** || Opposites – Adjective: **inefficient** | Adverb: **inefficiently**

*the staff are friendly and efficient | a very efficient way of managing your time | the kitchen staff were highly efficient | the changes should lead to greater efficiency | it may also improve the efficiency of the system | there were too many small, inefficient firms | the food distribution system is highly inefficient | water is used inefficiently nearly everywhere | the business was being run very inefficiently*

### fall apart /'fɔ:l ə,pa:(r)t/ Phrasal verb

if something **falls apart**, it breaks into pieces because it is old or not well made

*my shoes are falling apart | an old book that was falling apart | the suitcase just fell apart while I was packing it | their relationship fell apart (failed)*

### fault /fɔ:lt/ Noun uncount

if a bad situation or a mistake is your **fault**, you are responsible for causing it. When this happens, you can also say that you are *at fault*

*it was assumed that the customer was at fault | do we know whose fault it was? | it was an unfortunate incident, but the school was not at fault*

### implication /,implɪ'keɪʃ(ə)n/ Noun

the **implications** of something are the things that are likely to happen or become important as a result of it

Collocates: implications of something | implications for something

*the case has wider implications for customer services | this research has important practical implications | the new regulations have serious implications for British agriculture | in this blog post he examines the implications of the delay*

Verb: **imply**

*the ability to read does not necessarily imply the ability to write | these findings strongly imply that Henderson was at the scene*

### incident /'ɪn'sɪd(ə)nt/ Noun

an **incident** is something that happens, often something that is slightly shocking or unusual

Collocates: an incident happens/occurs | a violent incident

*the incident left him feeling very disappointed | the incident happened shortly before 7 yesterday morning | police emphasised this was only an isolated incident | several violent incidents occurred in the city centre | two more unfortunate incidents took place outside the station*

### insole /'ɪn,səʊl/ Noun

an **insole** is a soft layer of material the same shape as your shoe, which you put inside your shoe and which lies under your foot

*one of his shoes had an insole missing | further cushioning is provided by the padded insoles | to help shoes dry out more quickly, take any insoles out*

### leak /li:k/ Noun

a **leak** is a small hole in a container or pipe that allows liquid or gas to escape

Collocates: spring a leak

*I realised the kettle had a leak | engineers found a leak in the oil tank | our dishwasher has sprung a leak (has suddenly developed a leak) | the road was closed because of a gas leak | there's a leak in the hot water tank*

Verb: **leak** | Noun: **leakage**

*the radiator is leaking | water was leaking out through the broken pipe | everyone could smell that gas was leaking | the school had to close because of a nearby leakage of dangerous chemicals*

### let down /'let ,daʊn/ Adjective

if someone **lets you down**, they don't do something that they were meant to do, and this causes a problem for you.

When this happens, you can say that you feel **let down**

*the incident left him feeling let down and upset | despite what she said, she felt terribly let down*

Phrasal verb: **let down**

*I'm determined not to let you down | it wasn't the first time that she had been let down by her brother*

### outcome /'aut,kʌm/ Noun

the **outcome** of a process or activity is the final result of it

*the final outcome was disappointing | the outcome of the election | a successful outcome | actions which will achieve the desired outcome | the outcome is uncertain*

**privacy** /'prɪvəsɪ/ Noun uncount

privacy is the state in which you can control what other people know about you. If you have no *privacy*, people can watch you or find out things about you that you do not want them to know

*new laws on data protection and privacy | advice on how to protect your privacy online (stop other people getting information about you, such as your passwords or bank card details) | the high fence around the garden ensured a degree of privacy | some like having neighbours nearby, while others like the idea of complete privacy*

Adjective: *private*

*she's a very private person (she never says much about herself to anyone) | he has the right to a private life (to live without people watching and reporting on what he does)*

**put together** /'put tə'geðə(r)/ Phrasal verb

if you *put* something *together*, you make it by joining all its different pieces to each other

*when I tried to put it together, I realised there was a piece missing | he put together the bookcase with glue and no nails | the cupboard was very badly put together | I thought my bike was broken, but dad helped me put it together again*

**refund** /'rɪfʌnd/ Noun

if you get a *refund*, a shop gives you back the money you paid for something because it is broken or does not work properly. You can also get a *refund* if you have paid too much for a service or if the service was not acceptable

Collocates: claim/request/demand a refund | receive/obtain a refund

*he took the watch back and they gave him a refund | I got a tax refund | passengers can claim a refund if they are delayed more than two hours | we received a refund after we complained to the manager | return order within seven days for replacement or refund if unsatisfactory*

Verb: *refund*

Collocates: refund monies/money

*the amount you paid will be fully refunded | we will refund all monies you have paid us | we will only refund tickets if the performance has been cancelled*

**replacement** /rɪ'pleɪsment/ Noun

a *replacement* is something that takes the place of another thing that you no longer have or can use

Collocates: a replacement for something

*they gave him a replacement for his watch | a hip replacement (an artificial hip used to replace someone's real hip) | the current replacement cost is £350 | some of the furniture requires replacement | several of the sales team are leaving, so we'll have to find replacements for them | if a suitable replacement is not available, a full refund will be issued | a replacement TV*

Verb: *replace*

*we need to replace the batteries | the V8 engine was replaced by a new unit | a brick wall replaced the old wooden fence*

**resolve** /rɪ'zolv/ Verb

if you *resolve* a problem, you find a solution to it

Collocates: resolve a problem/issue | be resolved satisfactorily/peacefully

*it will be difficult to resolve the situation | in the end, everything was resolved | the matter hasn't been fully resolved | they want to resolve things quickly | let's hope things can be resolved peacefully | the issue was resolved within three hours*

Noun: *resolution*

*everyone is hoping for a quick resolution of the conflict | we believe we have achieved a satisfactory resolution to the problem*

**retain** /rɪ'teɪn/ Verb

if you *retain* something or someone, you are able to stop them leaving and can carry on using them or getting benefit from them

*it costs less to retain customers than to find new ones | the company is trying to retain staff by offering large bonuses | she insisted on retaining control of the company | every company needs to attract and retain their salespeople*

Noun: *retention*

*staff retention is a major problem at the factory | a strong brand builds loyalty and customer retention*

**ripped** /rɪpt/ Adjective

if paper or cloth is *ripped*, it has a long tear or hole in it

*the curtains are ripped | wearing ripped jeans | his clothes were ripped to shreds (badly ripped)*

Verb: *rip* | Noun: *rip*

*I've ripped my jeans | she ripped the letter open | he tried to mend the rip in his trousers | there's a rip in the sheet | there were no rips or tears in the leather*

**scratched** /skrætʃt/ Adjective

if something is *scratched*, it has a small cut or mark on its surface

*the screen was scratched | how did the table get scratched? | his clothes were torn and his face was scratched | the top of the desk was all scratched | avoid using old, scratched plastic bottles*

Verb: *scratch* | Noun: *scratch*

*mind you don't scratch the car | the back of the door handle had scratched the paint | there was a scratch on the windscreen | there were tiny little scratches on the glass*

**spirit** /'spɪrɪt/ Noun

the *spirit* of an action or statement is the way it is meant to be understood

*complaints are made in the spirit of improving a service | the display was put on in the spirit of fun | this is certainly against the spirit of the law (even if it is legal, it is not what the law intended to allow)*

**spot** /spɒt/ Noun

a *spot* is a small lump or mark on someone's skin, especially on their face

*I came out in spots (I suddenly had a lot of spots) | use this cream next time you get spots | she had a spot*

*where the wasp had stung her | his face was a mass of wrinkles and spots*

**strap** /stræp/ Noun

a strap is a length of material such as cloth or leather that is used to hold something in place

*the strap has come off my watch | it was an expensive leather strap | a dress with very wide shoulder straps | the drummers used white straps to support their drums*

Verb: *strap*

*their weapons were strapped to their belts | the pilot wouldn't start the plane until everyone had strapped themselves in*

*they do have a valid point | not enough evidence to reach a valid conclusion | I just don't agree that his criticism was valid | do you have any valid reasons for thinking that? | they raised a number of valid objections | there is no valid argument against the proposal*

Noun: *validity* || Opposite: *invalid*

*assessing the validity of his explanation | questioning the validity of her beliefs | most of his arguments in favour of the plan were invalid*

**valid** /'vælid/ Adjective

ideas or opinions that are *valid* are based on reasonable thinking and can be justified even if you do not agree with them

Collocates: a valid reason/excuse | a valid argument/opinion | a valid objection

**EXERCISES****PREPOSITIONS****A Complete the sentences with the correct preposition.**

- 1 I need to fix that crack ..... the wall.
- 2 I rubbed salt ..... the meat.
- 3 They recovered their possessions ..... the debris.
- 4 Handle that drill ..... great caution.
- 5 He had a bandage ..... his hand.
- 6 He tried to mend the rip ..... his shirt.

**WORD FAMILIES****B Complete the expressions with the correct form of the word in bold.**

- |                                  |                                    |
|----------------------------------|------------------------------------|
| 1 protect your <b>privacy</b>    | a very ..... person.<br>online     |
| 2 <b>acquire</b> a property      | a new .....                        |
| 3 an <b>admission</b> of guilt   | ..... being wrong                  |
| 4 a fire <b>hazard</b>           | a ..... line of work               |
| 5 a military <b>commander</b>    | the two generals<br>..... the army |
| 6 the <b>trauma</b> of his death | ..... by the<br>experience         |

**C Which TWO words in the box below are NOT both a noun and a verb?**

clip	settle	stack	guarantee	refund
leak	crack	purchase	pile	army

**COLLOCATIONS****D Complete the collocations with the verbs in the box. Look up the nouns if you need help.**

pin	spring	pose
demand	make	

- 1 ..... a hazard
- 2 ..... the blame
- 3 ..... a purchase
- 4 ..... a leak
- 5 ..... a refund

**E Match the nouns to the verbs. Look up the nouns (a–e) if you need help.**

- |                    |                 |
|--------------------|-----------------|
| 1 to approach with | a) compensation |
| 2 to have an       | b) purchase     |
| 3 to walk          | c) caution      |
| 4 to claim         | d) obsession    |
| 5 to make a        | e) a fine line  |

**F Complete the sentences with the correct word from the box. Look up the words in bold if you need help.**

emotional	hairline	violent
practical	occupational	

- 1 She suffered ..... **trauma** in her childhood.
- 2 This research has important ..... **implications**.
- 3 A ..... **incident** occurred in the town last week.
- 4 This vase is beautiful but it has a ..... **crack** in it.
- 5 Mixing chemicals is an ..... **hazard** for pharmacists.

**PHRASAL VERBS****G Choose the correct word to complete the phrasal verb.**

- 1 The wardrobe was very badly put *together* / *off*.
- 2 We're going to get rid *by* / *of* our old furniture.
- 3 That's the second time you've let me *down* / *up*!
- 4 Their marriage is falling *down* / *apart*.
- 5 We have to put *up* / *in* with loud neighbours.

**PATTERNS****H Complete the sentences with the correct form of the verbs in the box. Use *to + infinitive* or *-ing*.**

acquire	resolve	retain
resist	replace	

- 1 It will be easy ..... the problem.
- 2 He insisted on ..... control.
- 3 He wanted ..... a valuable painting.
- 4 She tried ..... arrest.
- 5 We need ..... the fridge.