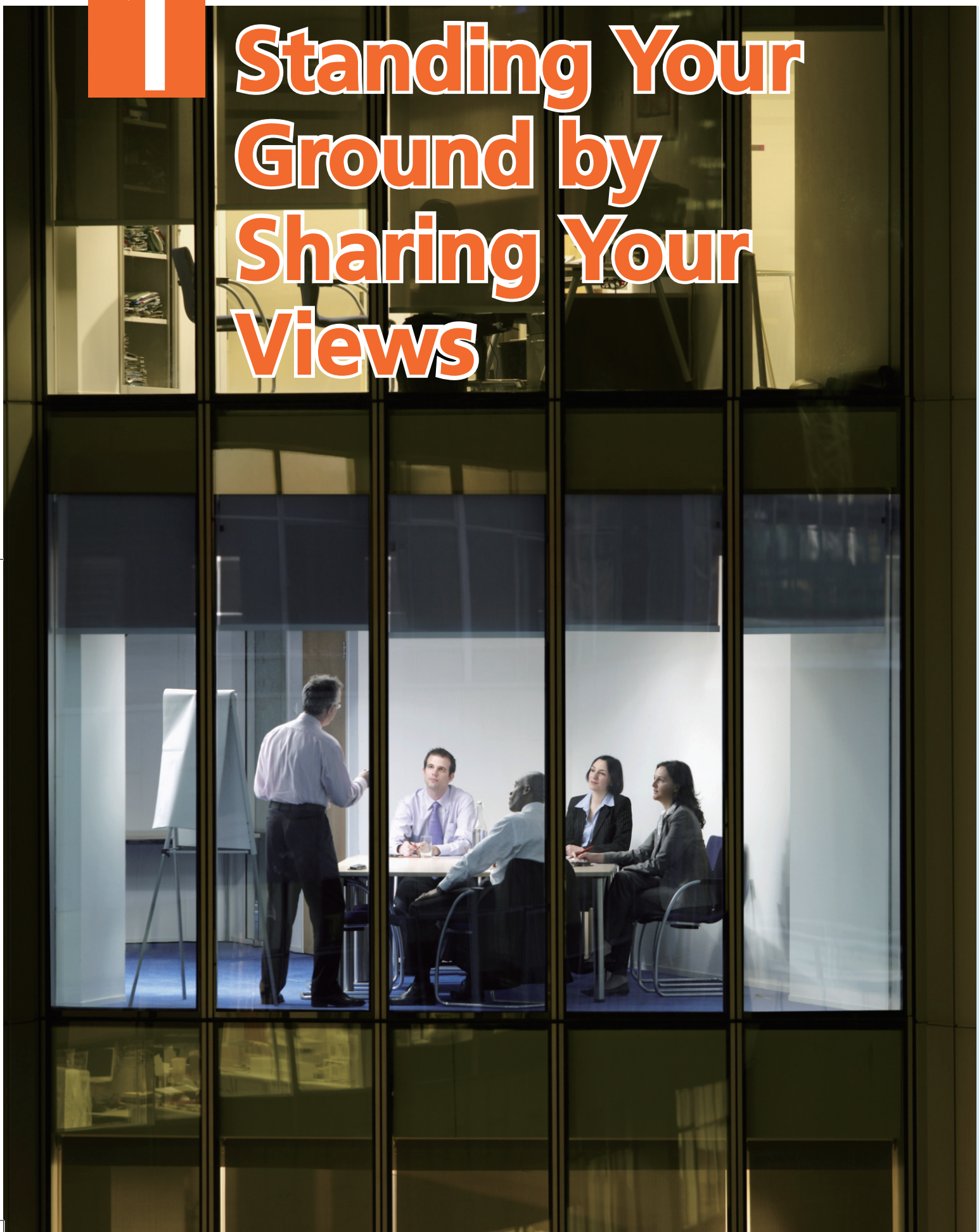




1

# Standing Your Ground by Sharing Your Views



# WARMING-UP

**Task 1** The following statements are what we should avoid saying to others. Discuss with your partner and list more.



- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**Task 2** Watch a video clip about a yes-man and finish the following tasks.

**Pre-viewing** Look at the following information to get an idea about the video clip.



→ **Bill Lumbergh**

He is the vice president of a software company called Initech. He always focuses on pointless paperwork.



→ **Milton Waddams**

He is an ordinary clerk in Initech. He is gentle and modest. He always talks to himself.

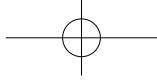
**Viewing** Watch the video clip and decide whether the following statements are true (T) or false (F).

- ☐ 1 Bill wants to move Milton's desk because some new employees are coming.
- ☐ 2 All the people are happy about Bill's birthday party, except Milton.
- ☐ 3 Milton didn't have the chance to eat Bill's birthday cake.

**Post-viewing** Work in pairs and discuss the following questions.

- 1 Do you like to be a yes-man? Why or why not?
- 2 How can we be assertive?





# READING A

## The Three Guard Dogs —A Story About Assertiveness



**M**orris the dog was walking past a house one day when he was suddenly confronted by a large black dog who barked loudly through the fence at him.

"What are you doing?" asked Morris.

"I'm guarding this property," responded the black dog.

"What are you barking at me for?" asked Morris.

"Because you're a threat. Since it is possible that anyone may break in and steal from me, I'm not taking any risks and am barking at everyone."

Morris shrugged his shoulders and walked away, thinking about how much energy the black dog was wasting.

The next day, he walked past the same house, but instead of being confronted by the black guard dog, he was met by a cute little dog.

"What happened to the large black dog?" he asked.

"He annoyed his owners by barking all of the time, so they gave him away and replaced him



with me," replied the ball of fluff.

"You don't look very scary," said Morris.

"I'm not. You never have to worry about me being too angry."

"What would you do if someone tried to steal from you?" asked Morris.

"Why would anyone try to steal from me? I'm such a nice cute little dog that no one would ever take advantage of me."

Morris shrugged his shoulders and walked away, hoping that the little dog would be OK.

The next day he walked past the same house and was met by a large golden retriever.

"What happened to the little dog?" Morris asked.

"Some robbers came last night and all he did was roll over to have his belly scratched while the place was robbed," replied the retriever.

"So, how will you guard this place?" asked Morris.

"I've learned that not everyone's a threat, so there's no point in barking at everyone and keeping them at a distance, but I've also learned that being nice and polite won't always cut it either as not everyone has my best interests at heart. I'll just be calm and clear when meeting others. And they will always know that I am here."

"I think I'll be seeing a lot more of you," said Morris, much impressed as he went on his way.

## NEW WORDS

**assertive** [ə'sɜ:tɪv] *adj.* 明确的; 肯定的; 自信的

**assertiveness** [ə'sɜ:tɪvnɪs] *n.* 明确; 肯定; 自信

**confront** [kən'frʌnt] *v.* 面对; 遭遇

**bark** [bɑ:k] *v.* 狗叫; 咆哮

**guard** [gɑ:d] *v.* 守卫; 保卫; 看守

**property** ['prɒpəti] *n.* 财产; 资产

**threat** [θret] *n.* 威胁; 恐吓

**respond** [rɪ'spɒnd] *v.* 回答; 作出反应

**shrug** [ʃrʌg] *v.* 耸肩

**cute** [kju:t] *adj.* 可爱的; 聪明的

**annoy** [ə'noɪ] *v.* 惹恼; 打搅

**replace** [rɪ'pleɪs] *v.* 取代; 替换

**fluff** [flʌf] *n.* 绒毛; 无价值的东西

**scary** ['skeəri] *adj.* 可怕的; 恐怖的

**retriever** [rɪ'tri:və] *n.* 寻物猎犬

**robber** ['rɒbə] *n.* 强盗; 盗贼

**belly** ['beli] *n.* 腹部; 胃

**scratch** [skrætʃ] *v.* 抓; 挠; 刮; 擦伤

**impress** [ɪm'pres] *v.* 给……留下印象; 使铭记

## PHRASES & EXPRESSIONS

**break in** 闯入; 打断

**take a risk** 冒险

**give away** 放弃; 赠送; 分发

**take advantage of** 利用; 欺骗

**roll over** 打滚; 使翻滚

**there is no point in...** 做……毫无意义

**cut it** 停; 打住 (用于告诉某人停止做某事)





## Reading Comprehension

**Task 1** Fill in the blanks with the information from the text.

The three guard dogs	How to guard the house	Reasons
The large black dog	_____ at everyone.	<ul style="list-style-type: none"><li>Everybody was a(n) _____.</li><li>Everybody would _____ and steal from him.</li><li>He would take no risk.</li></ul>
The cute little dog	Never getting too _____.	<ul style="list-style-type: none"><li>He was nice and _____.</li><li>No one would _____ him.</li></ul>
The large golden retriever	Being _____ and _____ when meeting others.	<ul style="list-style-type: none"><li>Not everyone was a threat.</li><li>There was no point in keeping everybody _____.</li><li>Being nice and _____ wouldn't always work.</li></ul>

**Task 2** Read the text and decide whether the following statements are true (T) or false (F).

- ☐ 1 The black dog takes everybody as a threat.
- ☐ 2 The black dog was replaced because he wasted a lot of energy.
- ☐ 3 Nobody will try to steal from a cute and nice dog.
- ☐ 4 The retriever knows clearly how to guard the house.
- ☐ 5 The retriever may keep his job for a long time.

## Vocabulary Exercises

**Task 1** Fill in the blanks with the words in the box which match the following meanings.

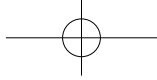
belly	confront	assertive	respond
property	cute	guard	robber

- 1 \_\_\_\_\_ a person who steals from a person or place
- 2 \_\_\_\_\_ to have sth. in front of you that you have to deal with or react to
- 3 \_\_\_\_\_ to give a spoken or written answer to sb./sth.
- 4 \_\_\_\_\_ confident without being aggressive
- 5 \_\_\_\_\_ a thing or things that are owned by sb.
- 6 \_\_\_\_\_ pretty and attractive
- 7 \_\_\_\_\_ to protect
- 8 \_\_\_\_\_ the part of the body below the chest

**Task 2** Fill in the blanks with the words or expressions in the box. Change their forms if necessary.

respond	assertive	confront
take advantage of	impress	belly
break in	guard	

- 1 You need to be more \_\_\_\_\_ to succeed in business.
- 2 There is no one to \_\_\_\_\_ these small farms against attack.
- 3 You should not \_\_\_\_\_ people's kindness and lie to them.
- 4 Nina's beautiful dance \_\_\_\_\_ us all.
- 5 Thieves \_\_\_\_\_ and stole £10,000 worth of computer equipment.



- 6 Some animals move on their \_\_\_\_\_.
- 7 I asked him his name, but he didn't \_\_\_\_\_.
- 8 She knew that she had to \_\_\_\_\_ her fears.

**Task 3 Complete the following sentences by choosing the best answers.**

- 1 We watched \_\_\_\_\_ movies last night.  
A. glad                      B. scary  
C. thin                      D. thick
- 2 The new design will eventually \_\_\_\_\_ all existing models.  
A. replace                      B. refuel  
C. soak in                      D. make
- 3 I'm afraid I've \_\_\_\_\_ your car.  
A. thought                      B. advised  
C. cried                      D. scratched
- 4 "I suppose so," said Anna with a \_\_\_\_\_.  
A. friend                      B. shrug  
C. neighbor                      D. joy
- 5 She sometimes does things on purpose just to \_\_\_\_\_ me.  
A. borrow                      B. happen  
C. pick                      D. annoy
- 6 She wasn't beautiful. But she was kind of \_\_\_\_\_.  
A. cute                      B. fast  
C. early                      D. late
- 7 The hotel is not responsible for any loss or damage to guests' personal \_\_\_\_\_.  
A. concept                      B. taste  
C. right                      D. property
- 8 A(n) \_\_\_\_\_ person will not hold back his own opinions while listening to others.  
A. assertive                      B. respectful  
C. responsible                      D. hard-working

**Task 4 Rewrite the following sentences according to the examples.**

**Example 1**

He was not confronted by the guard dog.  
He was met by a cute little dog.  
— Instead of being confronted by the guard dog, he was met by a cute little dog.

- 1 He has been playing all afternoon. He was not getting on with his work.  
\_\_\_\_\_
- 2 Don't complain about what's wrong. Be grateful for what's right.  
\_\_\_\_\_

**Example 2**

So it's useless to bark at everyone and keep them at a distance.  
— So there's no point in barking at everyone and keeping them at a distance.

- 1 It's useless to get upset.  
\_\_\_\_\_
- 2 It's useless to have wishes if you don't work hard.  
\_\_\_\_\_

**Task 5 Translate the following sentences into English using the words or phrases given in brackets.**

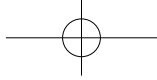
- 1 与人自信地沟通并不需要大喊大叫。(assertive)  
2 我将尽快把我打破的花瓶换了。(replace)  
3 这书我们要赠送 50 本出去。(give away)  
4 我跟他打招呼,但他没有理我。(respond)  
5 你没有占我便宜,我很高兴能帮你忙。(take advantage of)



## 句子类型 (1)

句子按其交际功能可以分为陈述句、疑问句、祈使句、感叹句。

句子类型	交际功能	典型例句
陈述句	说明事实或陈述说话人的看法。	<ol style="list-style-type: none"> <li>1 The next day, he walked past the same house. (事实) 第二天, 他经过同一所房子。</li> <li>2 There's no point in barking at everyone and keeping them at a distance. (看法) 对着每个人叫, 让他们不要靠近, 这没有任何意义。</li> </ol>
疑问句	一般疑问句 用来询问一件事情或一个情况是否属实, 其答语通常是 yes 或 no, 或相当于 yes-no 的词语, 因此这类问句又叫“是非问句”。	<ol style="list-style-type: none"> <li>1 Are you from Japan? 你来自日本吗?</li> <li>2 Can you speak French? 你会说法语吗?</li> </ol>
	特殊疑问句 对句中某一特殊部分提出疑问, 通常以 who, whose, what, which, where, when, why, how 等疑问词开头。	<ol style="list-style-type: none"> <li>1 Who phoned last night? 昨晚谁打电话了?</li> <li>2 Whose book fell on the floor? 谁的书掉地上了?</li> <li>3 What do you want, please? 请问您想要点什么?</li> <li>4 Which color do you like? 你喜欢什么颜色?</li> <li>5 Where is he living? 他现在住在哪里?</li> <li>6 When did they leave? 他们什么时候离开的?</li> <li>7 Why did he arrive so late? 他为什么到这么晚?</li> <li>8 How far is it from here? 那儿离这里有多远?</li> </ol>
	选择疑问句 说话人对问题提出两个或两个以上的答案供对方选择。	<ol style="list-style-type: none"> <li>1 Are you going to elect John or Henry? 你会选择约翰还是亨利?</li> <li>2 Which do you like, tea or coffee? 你喜欢茶还是咖啡?</li> </ol>
	反义疑问句 提出情况或者看法, 问对方是否同意, 主要由“陈述句 + 附加疑问”构成。如陈述句为肯定形式, 附加疑问部分通常用否定形式; 如陈述句为否定形式, 附加疑问部分就用肯定形式。	<ol style="list-style-type: none"> <li>1 —You are to go home via Hong Kong, aren't you? 你准备经由香港回国, 对吧? —Yes, I am. 是的。</li> <li>2 —We can't take the books out, can we? 这些书我们不能拿出去, 对吧? —No, we can't. 是, 不能拿出去。</li> </ol>
祈使句	表示请求、命令、叮嘱、邀请、劝告等, 谓语动词用原形, 主语则通常省略。	<ol style="list-style-type: none"> <li>1 Fasten your seat belt. 系好安全带。</li> <li>2 Look out! Mind your head! 小心! 当心头!</li> <li>3 Take a seat please, Mr. Wang. 王先生, 请坐。</li> <li>4 Come in, everybody! 大家请进来!</li> </ol>



句子类型	交际功能	典型例句
感叹句	表示说话时的惊异、喜悦、气愤等情绪。这类句子一般是用 what 或 how 引起的，what 用来修饰名词，how 用来修饰形容词、副词或动词。	1 <i>What</i> a fine voice she has! 她嗓子真好! 2 <i>What</i> good news it is! 多好的消息呀! 3 <i>How</i> fast they are working! 他们干得真快! 4 <i>How</i> lovely they are! 他们真可爱! 5 <i>How</i> he hated these beasts! 他真恨这些畜生!

**Task 1** Read the following sentences carefully and decide which types they belong to.

- A. 陈述句      B. 一般疑问句    C. 特殊疑问句  
D. 选择疑问句    E. 反义疑问句    F. 祈使句  
G. 感叹句

- \_\_\_ 1 Who are you talking about?  
\_\_\_ 2 I was very glad to hear the news.  
\_\_\_ 3 What does your brother do?  
\_\_\_ 4 Does this medicine work?  
\_\_\_ 5 How shall we go there, by bus or by train?  
\_\_\_ 6 You are going out today, aren't you?  
\_\_\_ 7 Did someone phone last night?  
\_\_\_ 8 Have a cigarette.  
\_\_\_ 9 What a lovely day!  
\_\_\_ 10 You have never met each other before, have you?  
\_\_\_ 11 He won't smoke again.  
\_\_\_ 12 Let's go now.

**Task 2** Ask about the underlined parts of the following sentences according to the example.

**Example**

DDT was sprayed over the area.  
What was sprayed over the area?

- 1 John Brown wrote this essay.  
\_\_\_\_\_  
2 He stayed in Beijing for four days.  
\_\_\_\_\_  
3 That happened in 1666.  
\_\_\_\_\_  
4 I haven't finished it, because I had a headache yesterday.  
\_\_\_\_\_  
5 He picked up the pen in the factory.  
\_\_\_\_\_





# LISTENING & SPEAKING

**Task 1** Work in pairs and complete the following lists of Do's and Don'ts in making assertive communication with others.



## Do's

- Stand or sit \_\_\_\_\_;
- Face \_\_\_\_\_;
- Keep your voice \_\_\_\_\_.



## Don'ts

- Avoid \_\_\_\_\_ contact;
- Show your \_\_\_\_\_;
- \_\_\_\_\_ at the other person.

**Task 2** Listen to the following dialogs and fill in the blanks.

- 1 A: This lecture is really boring. Let's take a(n) \_\_\_\_\_ outside.  
B: Oh, I'd like to \_\_\_\_\_ a little longer. I think it's interesting.  
A: Why are you always arguing with me?  
B: I'm sorry you \_\_\_\_\_ that way.  
A: Are you trying to show you're \_\_\_\_\_ than the rest of us?  
B: No, but I'm just making my \_\_\_\_\_.
- 2 A: Tom, can you help me with this report? I just don't have any ideas.  
B: I can't this time. Sorry to \_\_\_\_\_ you.  
A: Oh, come on, man. Don't do that to me!  
B: I have a lot of work to do today. There's no \_\_\_\_\_ for anything else.  
A: Are you my best friend?  
B: Yes, of course. But I'm \_\_\_\_\_.

**Task 3** Listen to four sentences and match them to the following pictures.

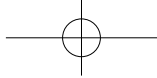
☐ Sentence 1

☐ Sentence 2

☐ Sentence 3

☐ Sentence 4





**Task 4** Work in pairs and role-play a dialog according to the following instructions.

### Student A >>

You are busy and have no time to finish your homework. You turn to your best friend Student B for help. You explain that:

- You are very busy;
- You will help him/her when he/she is in need;
- A friend in need is a friend indeed.

### << Student B

You refuse to help Student A do homework. You explain that:

- You are also busy;
- You do not want to cheat your teacher;
- You are helping him/her by refusing him/her.



## Useful Expressions

### 1 Showing your understanding of other people's feelings:

- I know you may feel...
- I understand that you...
- I see, but I...

### 2 Stating the problem or the difference between your point and the other people's:

- Sorry, I can't agree with you on that.
- I understand what you mean, but I can't agree.
- I disagree.

### 3 Stating what you want politely:

- I'd like to...
- I want to make it clear that...
- Would you please... ?





# READING B



## How to Be Assertive

**A**ssertiveness is sometimes called the art of saying NO. Just follow the following tips. Within a few weeks of practice, you will turn into an assertive person.

### **Think before you act.**

Whenever you are asked for a favor, think about it first. If it goes against your interests, then you must say NO.

### **Stand up for your rights.**

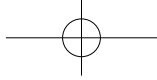
At a bus stop, if someone took your turn in a queue, talk to him immediately and tell him something like "Hey, I am sorry but I came here before you. I know that you may want to go home early, but I want that too and that's why I came before you."

### **Use assertive body language.**

Your body language can either support your assertiveness or make you seem like a terrified insecure person who lost his temper. Stand upright with your shoulders stretched, plant both of your feet on the ground, keep a positive eye contact and don't fold your arms.

### **Don't be aggressive.**

People will either hate you or resist you if you become aggressive. Just be as assertive as you can without showing any signs of aggression.



### Task 1 Match the words or phrases to their meanings.

- \_\_\_ 1 stretch
  - \_\_\_ 2 insecure
  - \_\_\_ 3 terrified
  - \_\_\_ 4 queue
  - \_\_\_ 5 resist
  - \_\_\_ 6 turn into
  - \_\_\_ 7 lose one's temper
  - \_\_\_ 8 aggressive
- a very frightened  
b to become  
c angry, and behaving in a threatening way  
d to become very angry  
e to become wider or longer  
f to refuse to accept sth. and try to stop it from happening  
g a line of people or vehicles waiting for sth.  
h not safe

### Task 2 Rewrite the following sentences with the words or phrases given in brackets.

- 1 The store demanded too high a price of me. (ask for)
- 2 I tried to fight against my desire to eat chocolate, but I couldn't. (go against)
- 3 He's taking an active part in school affairs. (positive)
- 4 The child felt frightened when he saw the big fire. (terrified)
- 5 The politician spoke in a confident voice. (assertive)

### Task 3 Read the text and decide whether the following statements are true (T) or false (F).

- ☐ 1 According to the text, if you want to be assertive, it takes years of practice.
- ☐ 2 It is very polite to meet others' requirements even if you don't want to.
- ☐ 3 You have to show your assertiveness by a way of aggression.

### NEW WORDS

- turn** [tɜ:n] *n.* (多人依次轮流时) 轮到的机会  
**queue** [kju:] *n.* 一行等候的人或车辆  
**terrified** ['terɪfaɪd] *adj.* 惊恐的  
**insecure** [ˌɪnsɪ'kjuə] *adj.* 不安全的; 没有保障的  
**positive** ['pɒzɪtɪv] *adj.* 积极的; 确实的; 肯定的;  
**stretch** [stretʃ] *v.* 伸展; 展开  
**plant** [plɑ:nt] *v.* 站稳; 坐稳  
**fold** [fəʊld] *v.* 把……合拢在一起; 折; 叠  
**resist** [rɪ'zɪst] *v.* 抵抗; 抗拒  
**aggressive** [ə'ɡresɪv] *adj.* 气势逼人的

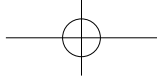
### PHRASES & EXPRESSIONS

- turn into** 变为  
**ask for** 要求得到; 要求给予  
**go against** 违反; 违背  
**stand up for** 为……维护 (权益)  
**lose one's temper** 发脾气; 发火  
**eye contact** 目光交流; 眼神接触

- ☐ 4 Your body language can help you when you want to be assertive.
- ☐ 5 If you are terrified, you will lose your temper.

### Task 4 Read the text again and answer the following questions.

- 1 What is assertiveness?
- 2 At a bus stop, if someone took your turn in a queue, what would you say to the person?
- 3 What will be the body language if you want to appear assertive?
- 4 According to the text, what are the four tips of being an assertive person?



# V VIDEO CLIP

**Task 1** Watch Video Clip 1 and fill in the blanks. Pay special attention to the dialog between Gaby and Andrew.



Gaby



Andrew

**Andrew:** Oh, hey. What's up?

**Gaby:** You sold me a lemon. That's what's up.

**Andrew:** (1) \_\_\_\_\_?

**Gaby:** Your car! I took it to a mechanic who told me the radiator's shot!

**Andrew:** Oh, that. Yeah, (2) \_\_\_\_\_. Just use the jug.

**Gaby:** What jug?

**Andrew:** Oh, oh, it's in the trunk. You just keep it full of water. And when the radiator overheats, fill it up. Oh, and, uh, (3) \_\_\_\_\_ and stay in the shade as much as possible.

**Gaby:** Okay, I can't drive around avoiding gravity and the sun.

**Andrew:** Sorry! If you want a car with no flaws, (4) \_\_\_\_\_.

**Gaby:** Or, I could get the radiator fixed, which is gonna cost \$300, which you are paying for.

**Andrew:** Whoa, whoa, whoa. Remember full disclosure? Crap? (5) \_\_\_\_\_. (6) \_\_\_\_\_.

**Gaby:** Okay, you know what? That's it. I wanna talk to your mother.

**Andrew:** Uh, well, she is in a meeting right now. (7) \_\_\_\_\_?

**Gaby:** Damn it, Andrew. You tell Bree to call me by the end of the day.

**Andrew:** May I ask (8) \_\_\_\_\_?

## GLOSSARY

**mechanic** *n.* 机修工

**shade** *n.* 阴凉处

**radiator** *n.* (汽车引擎的) 冷却器

**gravity** *n.* 重力; 地心引力

**shot** *adj.* (俚语) 坏透了的

**flaw** *n.* 缺点

**jug** *n.* 水壶

**disclosure** *n.* 开诚布公

**trunk** *n.* 汽车后尾箱

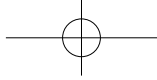
**crap** *n.* 废物

**overheat** *v.* 过热

**regarding** *prep.* 关于

**Task 2** Watch Video Clip 2 and work in groups. Discuss the following questions based on the two clips, and share your ideas with classmates.

- 1 Do you think Gaby is assertive or aggressive?
- 2 What is the difference between aggressive and assertive behaviors?



# UNIT SUMMARY

## THEME

### Be assertive

To be assertive means to stand up for your rights and express yourself while staying calm and polite. Many people find it difficult to be assertive because they are afraid of disappointing or embarrassing people. But it is assertiveness that makes effective communication. Always putting others' needs in front of yours will sometimes cause misunderstanding. Of course, to be assertive doesn't mean you hurt other people's feelings. You gain respect while respecting others. It is a skill that you need to practice.

## USEFUL EXPRESSIONS

assertive break in confront give away guard impress  
respond take advantage of

## GRAMMAR & WRITING

### 句子类型 ( 1 )

陈述句  
疑问句  
祈使句  
感叹句

## LISTENING & SPEAKING

### Expressing assertively

- I know what you feel about it, but I...
- I understand what you mean, but I disagree.
- I'd like to make it clear that...