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Plan of the Book

Listening & Speaking Units

Unit	Title / Topic	Phonetics	Functional Language
1	Making Complaints and Expressing Dissatisfaction	含有 e 字母组合 ure, ea, ei, ie 以及 ear 的发音	如何表达抱怨、不满和表达歉意的回答
4	Making Offers and Giving Responses	字母组合 ew, eu, au, augh 以及 aw 的发音	如何表达提供以及帮助如何回答（表示接受 / 表示拒绝）
7	Expressing Disappointment or Regret	字母组合 ig, igh, ai, ind 以及 wa 的发音	如何表达失望或后悔以及回答
10	Giving Praise and Expressing Admiration	字母组合 ou, al, ia, ie 以及 io 的发音	如何表达赞扬、羡慕

Reading & Writing Units

Unit	Title / Topic	Intensive Reading	Writing	Fast Reading	*Extensive Reading
2	Happiness	The Secret of True Happiness	语段的写作	The ABCs of Living a Happy Life	Happiness Is...
3	Attitude	Everyday Is a Gift —A Story to Live By	电话留言	An Insight Changes Your Whole Life	It Is Time to Let Go
5	Encouragement	Words That Work Miracles	运用列举法和举例法发展语段	Hello Day	Give and Receive Highly-valued Compliments
6	Cultural Difference	Surviving Culture Shock Is Key to Working Abroad	单位内部的备忘录	Don't Say "Let's Get Together" to a Foreigner	Have You Hugged a Foreigner Today?
8	Food	A Foreigner Encounters Chinese Food Culture	运用因果法发展语段	Food in China	Say No to Western Fast Food

(to be continued)



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Unit	Title / Topic	Intensive Reading	Writing	Fast Reading	*Extensive Reading
9	Remembrances	Seeking Special Moments	遗失启事	A Remembrance of Letter Writing	Communications: Easier or More Difficult
11	Campus Cheats	Let's Put the Heat on Campus Cheats	运用比较法和对比法发展语段	Academic Honesty: Good Manners, Not a Set of Rules	Plagiarism for Dummies: Why Cheating Students Are Missing the Point of Education
12	On the way	Drop Your Car, Get on the Bus—Warm Your Heart	招领启事	A Road Rage Survey	Americans Feel Good About Self-Driving Cars But Don't Want Them Yet

(* 每个单元 Extensive Reading 部分见《学习指南》)