

HEADWAY ACADEMIC SKILLS LEVEL 2 CONTENTS

1 International student

READING Going abroad to study p4–6
Following instructions: *filling in forms*
Reading methods: *skim; scan; intensive reading; extensive reading*

WRITING A host family p7
Checking your writing: *error correction – punctuation and spelling*
Writing an informal email

VOCABULARY DEVELOPMENT Dictionary work p8
A dictionary entry: *understanding information about a word*
Recording vocabulary (1): *word cards*

REVIEW p9

2 Where in the world...?

READING Three countries p10–11
Skimming and scanning: *reading for the general idea, and for particular information*

WRITING My country p12–13
Brainstorming ideas: *topic areas and examples; completing a paragraph*
Linking ideas (1): *but, however, although*
Writing a description of my country

VOCABULARY DEVELOPMENT Organizing vocabulary (1) p14
Synonyms and antonyms: *recognizing synonyms and antonyms*
Recording vocabulary (2): *diagrams; a scale; synonyms and antonyms; labelling a picture*

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The definite article – *the*

3 Newspaper articles

READING An unexpected journey p16–17
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WRITING Mistaken identity p18–19
Sentences/Paragraphs: *helping your writing flow*
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Writing an article p21

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Antonyms from prefixes: *making an opposite word using -un, -in, -il, -im, -ir*

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4 Modern technology

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WRITING Technology – good or bad? p24–25
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Writing a discursive essay

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Avoiding repetition (1): *using synonyms to vary your writing*

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5 Conferences and visits

READING A conference in Istanbul p28–30
Purpose and audience (1 and 2): *using visual and written clues*

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Writing a formal email

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6 Science and our world

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Making notes: *organizing, recording, and remembering important information*
Interpreting meaning: *recognizing fact and speculation*

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Paraphrasing and summarizing: *using other sources*
Writing a summary

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Using numbers: *numbers in writing*

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7 People: past and present

READING Three famous writers p40–41
Using original sources: *dealing with difficult language and unknown vocabulary*

RESEARCH Information on the Net p42–43
Using the Internet: *search engines; online encyclopaedias; subject directories*
Developing a search plan: *making a search efficient and reliable*

WRITING Biographies p43–44
Adding extra information: *non-defining relative clauses*
Organizing ideas (2): *structuring your ideas logically, e.g. chronologically*
Writing from research

REVIEW Organizing vocabulary (2) p45
Topic vocabulary

8 The world of IT

READING Computers p46–47
Rephrasing and explaining: *dealing with difficult scientific and technological words*
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RESEARCH Crediting sources p50
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9 Inventions, discoveries, and processes

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RESEARCH Reference books p55–56
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10 Travel and tourism

READING International tourism p58–59
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