ŠKOLA ZA CESTOVNI PROMET

ZAGREB

NASTAVNO PISMO

**ENGLESKI JEZIK**

**2. RAZRED**

TEHNIČAR CESTOVNOG PROMETA / VOZAČ MOTORNOG VOZILA /

TEHNIČAR ZA LOGISTIKU I ŠPEDICIJU

Pripremila: Sandra Ivanušić, prof.

SADRŽAJ / CONTENTS

|  |  |
| --- | --- |
| 1 Traffic safety equipment  | 3 |
| 2 Procedure in case of a road-traffic accident | 4 |
| 3 Warehousing | 5 |
| 4 Light signals and road surface markings | 7 |
| 5 Traffuc culture | 9 |
| 6 Freight and packaging | 10 |
| 7 Freight transport operational staff | 12 |
| 8 Commodity losses and prevention methods | 13 |
| 9 Financial transactions in the Republic of Croatia | 15 |
| 10 Amazing coincidences! | 17 |
| 11 Surf's up | 18 |
| KRATKI PREGLED GRAMATIKE | 19 |

UNIT 1 **TRAFFIC SAFETY EQUIPMENT** *Road traffic technician*

**1 What is traffic safety equipment? Is it the same in all countries? What is the importance of traffic**

 **safety equipment?**

|  |
| --- |
| When driving on roads, we see a lot of markers and devices that are used for safer traffic flow. We are surrounded by traffic signs on everyday basis, so they are the most widespread part of traffic safety equipment. Without them, the traffic flow would be unorganized, unsafe, even chaotic.There are a lot of other types of traffic safety equipment to warn drivers about different situations that occur on the road. These include: pavement edge marking equipment, traffic island marking equipment, signs and markings of roadwork, obstacles and pavement damage, light signs for marking roadwork, other obstacles and pavement damage, traffic navigation equipment within the zone of road works, obstacles and pavement damage, traffic mirrors, safety barriers, traffic noise barriers and wind barriers. |

**2 Unscramble the sentences.**

a *markers /or / should/ the / drive/ Reflective / tell / drivers / they / not / road / where / should*

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

b *the / edge / posts / pavements / mark / Traffic*

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

c *severe / and / Snow / the / improve / drivers / conditions / in / poles / guide / weather / visibility*

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

d road / edge / help / the / users / ensure / marking / of / Pavement / equipment / safety

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**3 Complete the text.**

 *cones / official / distance / hazards / roadwork / barriers / end / vehicles / limit / areas /*

 *down / alert*

|  |
| --- |
| When driving within roadwork \_\_\_\_\_\_\_\_\_\_\_\_ one should adjust their driving to the changed road and traffic conditions. \_\_\_\_\_\_\_\_\_\_\_\_ signs are \_\_\_\_\_\_\_\_\_\_\_\_ traffic signs, meaning they are prescribed by law, so you have to follow them. They \_\_\_\_\_\_\_\_\_\_\_\_ you to the beginning and the end of roadwork. You have to reduce your speed \_\_\_\_\_\_\_\_\_\_\_\_ where roadwork start and slow \_\_\_\_\_\_\_\_\_\_\_\_\_. Thus you keep a safe \_\_\_\_\_\_\_\_\_\_\_\_ from all \_\_\_\_\_\_\_\_\_\_\_\_, equipment and roadworks. Orange \_\_\_\_\_\_\_\_\_\_\_\_ and safety \_\_\_\_\_\_\_\_\_\_\_\_ guide you around \_\_\_\_\_\_\_\_\_\_\_\_. After passing the \_\_\_\_\_\_\_\_\_\_\_\_ roadwork sign, normal speed limits are applied. |

**4 Match the equipment with the descriptions. There are two types of equipment you do not need.**

 *wind barriers / safety barriers / traffic mirrors / light signs for marking roadwork /*

 *traffic island / noise barriers*

a \_\_\_\_\_\_\_\_\_\_\_\_ is a raised or marked area between the lanes of a roadway. It is a place for traffic

 signals. It is also a stopping place for pedestrians and enables the m to get out of the traffic flow.

b \_\_\_\_\_\_\_\_\_\_\_\_ can be constructed from earth, concrete, wood, metal or other materials. They

 reduce traffic sounds for people living near or next to highways.

c \_\_\_\_\_\_\_\_\_\_\_\_ separate the work area and the driving way. It is equipped by reflective markings

 (red on the right, white on the left) to alert drivers of lane changes, work zones or hazardous

 situations.

d \_\_\_\_\_\_\_\_\_\_\_\_ improve road safety by helping a driver overcome sight resctriction problems,

 providing a view of vehicles or pedestrians that he has to give way to. They can be round or

 rectangular with a red and white reflective edge.

UNIT 2 **PROCEDURE IN CASE OF A ROAD-TRAFFIC ACCIDENT** *Motor vehicle driver*

**1 What is the first thing you would do if you were involved in a traffic accident?**

a report the accident to the police

b help the injured person

c move your car out of traffic to avoid another accident

**2 Read the instructions about what to do when you come across a traffic accident and complete**

 **the sentences.**

 scene of the accident / arrive / stopping lane / casualties / safe distance / immediate danger

|  |
| --- |
| 1 Turn on your hazard lights and with great caution stop your vehicle on a \_\_\_\_\_\_\_\_\_\_\_\_ keeping  a \_\_\_\_\_\_\_\_\_\_\_\_. Turn off the engine and stay calm.2 Put on your reflective safety jacket and place a warning triangle on the road far enough from the  \_\_\_\_\_\_\_\_\_\_\_\_. Call emergency number immediately and contact the police.3 If there are any injured people, you should give them basic first aid. Do not move \_\_\_\_\_\_\_\_\_\_\_, unless they are in \_\_\_\_\_\_\_\_\_\_\_\_ from fire or explostion.4 Stay at the scene of the accident until the police \_\_\_\_\_\_\_\_\_\_\_\_. |

**3 There are different ways of giving first aid. Match the advice to the place it refers to.**

a Give only urgent first aid.

b Make an approximate overview of the casualty's condition.

c Give urgent first aid.

d Move people out of the vehicle.

|  |  |
| --- | --- |
| INHABITED PLACE | UNINHABITED PLACE |
|  |  |

**4 Here are some more instructions on how to provide first aid. Put the words in the correct order.**

a airway / Check / the person's / they / so / to breathe / are able / can / you / make sure.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

b are / breathing / If / not / they / to start / will / CPR / need / you.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

c someone / involves / CPR / chest compressions / rescue breaths / and / giving / of / a combination.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

d wounds / If / are / extensive / there / to control / to the area / try / using / the bleeding / pressure.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

e the person / suspect / in shock / If / you / is / warm / loosen / keep / restrictive clothing / them /

 any / and.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

UNIT 3 **WAREHOUSING**  *Freight logistics technician*

**1 Read the text on warehousing.**

|  |
| --- |
| Term and types of warehousesWarehouses are large buildings or facilities used for storing and keeping of goods from the moment they are taken over until they are used or forwarded.From logistics' point of view, a warehouse is a knot or a place on a logistics web where goods are taken over or forwarded in another direction inside the web.The reason for warehousing is to overcome the time gap between the period of production and consumption of goods, as well as the time gap between particular stages of production. Therefore production, manufacturing, commercial and traffic services need warehouses, which makes them very different in types and purpose.In traffic service, which combines production and consumption, warehouses have an important role. In the beginning of a transport process, production warehouses are mostly used and in the end goods are handed over to commercial warehouses. Warehouses have a particular role in the transport process when a vehicle or a transport mode is changed during the transport.The classification of warehouses can be discussed from several viewpoints, and from the transportprocess' point of view, public warehouses are important.There are three main types of public warehouses on the basis of:- purpose- type of building- warehousing technology |

**2 Complete the table with the types of warehouses.**

 *special warehouse / half-open warehouse / flooring warehouse / transport vehicle warehouse /*

 *general purpose warehouse / wall-unit warehouse / closed warehouse*

|  |  |  |
| --- | --- | --- |
| PURPOSE | TYPE OF BUILDING | WAREHOUSING TECHNOLOGY |
|  |  |  |

**3 Match the types of warehouses to their definitions.**

*ACCORDING TO PURPOSE there are* ***general purpose warehouses*** *(warehousing of different types of cargo not requiring special warehousing conditions) and* ***special warehouses.***

Match the types of *special warehouses* to their definitions.

|  |  |
| --- | --- |
| a liquid and gas cargo warehouseb bulk cargo warehousec food warehoused hazardous goods warehousee container warehouse | 1 tanks placed under or above the ground2 open warehouses equipped with strong reloading  machinery3 cold storage and air-conditioned warehouses with specific  climate essential for preserving the quality of goods4 silos where cargo handling is achieved by underpressure or  overpressure5 warehouses adjusted to strict regulations demanding  certain way of cargo handling, electrical installations, ventilation, fire alarm, etc. |

*ACCORDING TO THE TYPE OF BUILDING*

|  |  |
| --- | --- |
| a closed warehouses | 1 covered areas where temperature resistant goods are stored |
| b half-open warehouses | 2 objects to store different goods which are non-resistant to  temperature |
| c open warehouses | 3 open areas made to place temperature resistant goods |

*ACCORDING TO WAREHOUSING TECHNOLOGY*

|  |  |
| --- | --- |
| a flooring warehouses | 1 mobile warehouses for temporary storage of goods and  their fast handling |
| b wall-unit warehouses | 2 hangars where general goods are placed on the floor |
| c transport vehicle warehouses | 3 aisle with packages or pallets on storage racks |

UNIT 4 **LIGHTS SIGNALS AND ROAD SURFACE MARKINGS**  *Motor vehicle driver*

**1 In what ways is traffic controlled? What are the most common light signals on the road?**

 **According to their use, *light signals* can be divided into 5 categories:**

a signals for traffic regulation

b signals only for pedestrians

c signals for public transport

d signals at level crossings

e signals showing roadwork and obstacles

**2 Traffic lights control the flow of traffic by displaying red, yellow and green colour. Complete**

 **sentences describing the meaning of each colour.**

*indicate / amber / arrow / prohibited / allowed / red / intend / required / give way / may / flashing*

a \_\_\_\_\_\_\_\_\_\_\_\_ means stop and wait behind the stop sign. It is \_\_\_\_\_\_\_\_\_\_\_\_ to drive ahead.

b Red and yellow \_\_\_\_\_\_\_\_\_\_\_\_ that the signal is about to change to green.

c Green means you \_\_\_\_\_\_\_\_\_\_\_\_ go on if the way is clear. Take special care if you \_\_\_\_\_\_\_\_\_\_\_\_

 to turn left or right and \_\_\_\_\_\_\_\_\_\_\_\_ to pedestrians who are crossing the street.

d Yellow or \_\_\_\_\_\_\_\_\_\_\_\_ light warns that the signal will change. Drivers are \_\_\_\_\_\_\_\_\_\_\_\_

 to stop unless they are too close to the traffic light to do so.

e A \_\_\_\_\_\_\_\_\_\_\_\_ green light singnals the change to yellow.

f An additional green \_\_\_\_\_\_\_\_\_\_\_\_ means you are \_\_\_\_\_\_\_\_\_\_\_\_ to move in a certain

 direction before or after the full green phase.

**3 Match the beginnings of the sentences with their endings.**

a The main purpose of road surface markings is

b Marking can be placed

c They should be

d Orange markings indicate

e All words painted on the road surface

1 transversely, longitudinally or in another direction.

2 should be recognizable in most languages.

3 a temporary traffic regulation.

4 traffic regulation and giving information to traffic participants.

5 white or yellow.

**4 Match the types of road surface markings to their definitions.**

 *double line / broken line / arrows / continuous line*

a crossing from one lante to the other is allowed \_\_\_\_\_\_\_\_\_\_\_\_

b separates traffic flowing in opposite directions \_\_\_\_\_\_\_\_\_\_\_\_

c lange changes are prohibited \_\_\_\_\_\_\_\_\_\_\_\_

d show required or permitted movements at intersections \_\_\_\_\_\_\_\_\_\_\_\_

**5 Read the text.**

|  |
| --- |
| **Traffic accident**On Thursday, the 9th of March, 2006 UN police officer was driving a Nissan Patrol jeep. He was driving along Tubman Boulevard, at normal speed of 35 kph. When he was to make a left turn int o the street where he lives, he put on the left indicator light and waited for oncoming traffic to clear. The driver of a Toyota 4Runner jeep stopped to let him cross the road after he had watied for two minutes. All other oncoming vehicles had to stop behind the Toyota 4Runner. He started crossing the road and had almost completed crossing when the driver of one Toyota van that was the fifth car in the queue, apparently in a hurry, drove off the road, overtook all vehicles in his front, came back on the road and had a side collision with the rear bumper of the UN car. The van managed to stop about 20 metres from the point of impact. The UN Police Officer, who had stopped at the exact point of the collision, came out of his car. He conducted a check and found out that there were slide bruises on the right side of the rear bumper and nothing more.The UN police officer used his mobile telephone and reported the accident.While the police officers were controlling traffic to clear congestion caused by the accident, security investigators took photographs of the cars and the scene. They requested the UN police officer to go with them to their office where he made a statement. The driver of the van was taken to court the following morning for reckless driving. |

**6 Answer the questions.**

a Who was involved in the traffic accident?

b What did the police officer do before making a left turn?

c Why did the driver of a Toyota 4Runner stop?

d How many vehicles were behind the Toyota 4Runner?

e Who caused the accident?

f How did he cause the accident?

g What was the extent of the damage?

h What were the police officers doing at the scene of the accident?

i What offence was the driver of the van charged with?

**7 Translate into Croatian.**

a rear bumper \_\_\_\_\_\_\_\_\_\_\_\_

b (traffic) congestion \_\_\_\_\_\_\_\_\_\_\_\_

c side collision \_\_\_\_\_\_\_\_\_\_\_\_

d point of impact \_\_\_\_\_\_\_\_\_\_\_\_

e reckless driving \_\_\_\_\_\_\_\_\_\_\_\_

UNIT 5 **TRAFFIC CULTURE**  *Motor vehicle driver*

**1 Brainstorm the phrase traffic culture. What does traffic culture refer to?**

**2 Read the text on traffic culture.**

|  |
| --- |
| **Traffic culture**Although behaviour of all traffic participants is regulated by various established rules and laws, for traffic safety it is also necessary to follow some additional, unwritten rules. The term *traffic culture* refers to a set of knowledge, rules and norms of behaviour in traffic, on the basis of which the individual evaluates their or someone else's behaviour in traffic as appropriate or inappropriate, justified or unjustified. Unwritten rules apply universalyin all possible traffic situations. These rules have one thing in common and that is the appreciation and respect for all the traffic participants. The behaviour of all traffic participants should be based on mutual respect and partnership.Here are some words and phrases which refer to poor and good traffic culture. |

**3 Which of these words and phrases refer to poor and which to good traffic culture? Complete the**

 **table.**

|  |  |  |
| --- | --- | --- |
| * fast and reckless driving
 | * inconsiderate behaviour
 | * ghost driver
 |
| * speeding
 | * observant driver
 | * tailgating
 |
| * defensive driving
 | * courteous driver
 | * distracted driving
 |
| * lack of attention
 | * tranquillity
 | * consideration
 |
| * using your horn repeatedly
 | * paying attention to the traffic
 | * patience
 |

|  |  |
| --- | --- |
| **GOOD TRAFFIC CULTURE** | **POOR TRAFFIC CULTURE** |
|  |  |

**4 Match the words and phrases to their definitions.**

|  |  |
| --- | --- |
| a ghost driver | 1 driving to save lives, time and money, in spite of the conditions  around you and the actions of others |
| b defensive driving | 2 driving at a safe following distance |
| c 3-seconds rule | 3 includes talking on the phone, smoking, drinking and eating |
| d tailgating | 4 an individual who drives going the wrong direction on a motorway |
| e distracted driving | 5 driving dangerously close to the vehicle ahead |

**5 What are our obligations as pedestrians? Complete the sentences.**

 *walk / use / obstruct / check / run / step / avoid*

a You should always \_\_\_\_\_\_\_\_\_\_\_\_ driver's intentions, even if you have the right-of-way.

b Where possible, \_\_\_\_\_\_\_\_\_\_\_\_ being next to the kerb.

c Never \_\_\_\_\_\_\_\_\_\_\_\_ into the street!

d \_\_\_\_\_\_\_\_\_\_\_\_ the pedestrian underpass.

e You should never \_\_\_\_\_\_\_\_\_\_\_\_ onto a pedestrian crossing carelessly.

f When crossing the street, you shouldn't \_\_\_\_\_\_\_\_\_\_\_\_ the flow of traffic.

g If there isn't a sidewalk, \_\_\_\_\_\_\_\_\_\_\_\_ close to the side of the road.

UNIT 6 **FREIGHT AND PACKAGING** *Road traffic technician*

**1 Translate the various types of transport packaging into Croatian.**

a cardboard box \_\_\_\_\_\_\_\_\_\_\_\_

b barrels (drums) \_\_\_\_\_\_\_\_\_\_\_\_

c crates \_\_\_\_\_\_\_\_\_\_\_\_

d sacks \_\_\_\_\_\_\_\_\_\_\_\_

e pallets \_\_\_\_\_\_\_\_\_\_\_\_

f stretch wrap \_\_\_\_\_\_\_\_\_\_\_\_

**2 Translate the types of cargo into Croatian and give examples.**

|  |
| --- |
| The word *cargo* refers in particular to goods or produce being transported by ship, boat, or aircraft, however, the term is nowadays often broadened to cover all types of freight, includint that carried by train, van, truck, or intermodal container. In practice the words *cargo, freight, load* and *goods* are often used interchangeably. |

|  |  |  |
| --- | --- | --- |
| TYPE | CROATIAN | EXAMPLES |
| dangerous goods |  |  |
| live cargo |  |  |
| perishable goods |  |  |
| bulk goods |  |  |
| bulky goods |  |  |

**3 Read the text and correct the sentences below.**

|  |
| --- |
| **Airports serve as central transhipment points for perishable goods**The increasing desire to travel that is shared by people in the West has spurred demand for more and more exotic products. As a result, many perishable goods like fruit are imported from faraway countries by air freight. Airports see growth opportunities being created by the creation of transhipping infrastructures for perishable goods. In response to this expectation, so-called „perishable centres“ where these goods will be transhipped are going up at many international airports – Germany's second largest perishable centre is being built at the Munich Airport. It will rank only behind the one at the Frankfurt Airport.In 2006, 140,000 tonnes of perishable goods were transhipped at the Frankfurt airport. Twenty percent was fish. Such centres are being built at airports around the world as well. The „Dubai Flower Centre“ opened in 2006. Here, perishable goods can be stored on 30,000 square metres of space at various temperatures and processed. India, too, is investing in a „centre for perishable cargo“. |

a Many perishable goods like certain produce are imported from faraway countries by sea freight.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

b Germany's largest perishable centre is being built at the Munich Airport.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

c One point four million tonnes of perishable goods were transhipped at the Frankfurt Airport in

 2006.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

d In 2006, fish made up 25 percent of the perishable goods transhipped at the Frankfurt Airport.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

e Germany, Abu Dhabi and India are investing in „centres for perishable cargo.“

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

UNIT 7 **FREIGHT TRANSPORT OPERATIONAL STAFF** *Road traffic technician*

**1 Read the job advertisement. Then answer the questions.**

|  |
| --- |
| JOB ADWe are a removal specialist based in Bournemouth looking for two experienced Drivers up to 7.5 tonnes to join our expanding team.The successful candidate will hold a clean, UK, C1 driving license. Crane operation and work experience are a plus. This is a varied role where Driver will provide a safe, compliant and effective delivery and collection service mainly around Bournemouth (Dorset), heavy lifting of various products and furniture will be required, safe loading and unloading of lorries with heavy objects as well as delivering a high standard of customer service to customers on work sites.The candidate should be able to demonstrate a willingness to be part of a successful hardworking team.The vacancies are for full time permanent contracts.The working week will be based on 40 hours from Monday to Friday.Precise working hours to be confirmed.To apply email your CV or call K\*\*\*@Mploy in Poole.Job Ad: Lorry DriverJob Type: Permanent, full-timeLocation: Poole, DorsetSalary: £17,000 - £18,000 per annum2 vacancies |

a What job is being offered?

b What qualifications are obligatory?

c What qualifications are optional?

d What does the company looking for drivers specialise in?

e Where is the company based?

f What is the salary for this position?

g How many vacancies are there?

**2 Find synonyms in Task 1.**

a efficient \_\_\_\_\_\_\_\_\_\_\_\_

b truck \_\_\_\_\_\_\_\_\_\_\_\_

c to show \_\_\_\_\_\_\_\_\_\_\_\_

d opening \_\_\_\_\_\_\_\_\_\_\_\_

e resume \_\_\_\_\_\_\_\_\_\_\_\_

f diverse \_\_\_\_\_\_\_\_\_\_\_\_\_

g readiness \_\_\_\_\_\_\_\_\_\_\_\_

h exact \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**3 Complete the sentences.**

 *require / base / apply / look for / hold / demonstrate / operate / provide*

a The company is \_\_\_\_\_\_\_\_\_\_\_\_ drivers who can \_\_\_\_\_\_\_\_\_\_\_\_.

b The company needs drivers \_\_\_\_\_\_\_\_\_\_\_\_ in Bournemouth.

c We are looking for employees that \_\_\_\_\_\_\_\_\_\_\_\_ a valid C1 license.

d The company \_\_\_\_\_\_\_\_\_\_\_\_ delivery services.

e The candidate who \_\_\_\_\_\_\_\_\_\_\_\_ the most enthusiasm will be hired.

f A valid driving license is \_\_\_\_\_\_\_\_\_\_\_\_.

g I think he should \_\_\_\_\_\_\_\_\_\_\_\_ for the job vacancy.

UNIT 8 **COMMODITY LOSSES AND PREVENTION METHODS** *Freight logistics technician*

**1 Why do commodity losses happen in a warehouse?**

**2 Read the text on different types of commodity losses and precautions which are crucial in**

 **preventing or lowering them.**

|  |
| --- |
| ***Types of commodity losses*****Abatement** is every diminution of mass or volume in a product caused by climate and other natural processes. A lot of different products such as oil, cured meat and salt are susceptible to abatement.**Dissipation** is a commodity loss which happens during the handling of goods such as repackaging. It is most common with bulk goods.**The goods spoilage** is a loss happening with chemical, physical, biological or any other changes resulting in reduced quality. It is most common with foodstuffs.**Breaking** is a loss which happens with fragile products. It is a result of improper handling or storing the goods.**Stealing** happens when a person takes the product out of the warehouse without permission and has no intention of returning it.***Prevention methods***1 adequate microclimate: the microclimate in the warehouse area is determined by the right  temperature and humidity; it is primarily important for storing foodstuffs2 video surveillance: it is recommended for video verification and protection from stealing3 proper handling: it is important to properly handle the goods in the receiving and storing  process4 intrusion detection: the basic precaution preventing stealing5 regular cleaning: by regular cleaning and disinfection, we reduce the chance for bacteria and microbes to spoil the goods6 proper location: by properly stacking the goods considering its properties and locating it in the adequate warehouse area it is possible to significantly reduce the loss7 fire protection: the criteria in fire protection have to be met and it has to be ensured that the intervention will be quick and precise8 constant control of the goods: proper precaution cannot be made unless the goods are  constantly controlled and taken care of |

**3 Match the definitions to the words in Task 2.**

a The act or process of lessening or reduction. \_\_\_\_\_\_\_\_\_\_\_\_

b A substance that can be used or prepared for use as food. \_\_\_\_\_\_\_\_\_\_\_\_

c A measure taken in advance to avert possible damage or to secure good results. \_\_\_\_\_\_\_\_\_\_\_\_

d An amount of water vapour in the air. \_\_\_\_\_\_\_\_\_\_\_\_

e Goods that are not packaged in any kind of container and are stored, transported and

 sold in large quantities. \_\_\_\_\_\_\_\_\_\_\_\_

**4 Complete the table.**

a A bag of flours tears.

b A glass window hits one of warehouse metal shelving systems.

c Banana is soft and the peel is black.

d Prosciutto covered with a white layer of salt.

e A bog of tangerines missing.

f Wheat got scattered during bagging.

g A packet of porcelain cups and plates falls to the ground.

h Lettuce becomes brownish and dry.

i A number of received laptops does not match the current number of laptops.

j Salt got moist and heavier.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ABATEMENT | DISSIPATION | BREAKING | SPOILAGE | STEALING |
|  |  |  |  |  |

**5 Match the English words to their Croatian equivalents.**

a fire protection

b humidity

c precaution

d scattered

e abatement

1 vlaga

2 kalo

3 mjera opreza

4 zaštita od vatre

5 rasut

UNIT 9 **FINANCIAL TRANSACTIONS IN THE REPUBLIC OF CROATIA** *Freight logistics technician*

**1 Tick the statements that are true for you.**

* I buy things mainly with cash.
* I sometimes use credit cards.
* I often use e-banking.

**2 Complete the text on financial transactions.**

 *banknotes / seller / debit / electronic / banking / agreement / carry out / exchange / cashless*

|  |
| --- |
| A financial transaction is an \_\_\_\_\_\_\_\_\_\_\_\_ between a buyer and a \_\_\_\_\_\_\_\_\_\_\_\_ which involves the \_\_\_\_\_\_\_\_\_\_\_\_ of money, goods and information. Financial transactions may be cash transactions, \_\_\_\_\_\_\_\_\_\_\_\_ transactions and compensating transactions. Cashless transactions involve credit and \_\_\_\_\_\_\_\_\_\_\_\_ cards, cheque and \_\_\_\_\_\_\_\_\_\_\_\_ transactions, bill of exchange; whereas cash transactions involve exchange of coins and \_\_\_\_\_\_\_\_\_\_\_\_. In Croatia, HUB3 and HUB3A are forms used to \_\_\_\_\_\_\_\_\_\_\_\_ both cash and cashless financial transactions. E-\_\_\_\_\_\_\_\_\_\_\_\_ is becoming more common because a payer may do all the transactions from home. |

**3 What may financial transactions involve? Match the English words and phrases and their**

 **Croatian equivalents.**

*bezgotovinsko plaćanje / financijski izvještaj / pravna osoba / gotovinsko plaćanje / međunarodni platni promet / fizička osoba / platni nalog / domaći platni promet / HUB3 obrazac / Zavod za platni promet*

a physical person \_\_\_\_\_\_\_\_\_\_\_\_

b corporation \_\_\_\_\_\_\_\_\_\_\_\_

c financial report \_\_\_\_\_\_\_\_\_\_\_\_

d HUB3 form \_\_\_\_\_\_\_\_\_\_\_\_

e domestic finance \_\_\_\_\_\_\_\_\_\_\_\_

f international finance \_\_\_\_\_\_\_\_\_\_\_\_

g cashless transactions \_\_\_\_\_\_\_\_\_\_\_\_\_

h cash transactions \_\_\_\_\_\_\_\_\_\_\_\_\_

i National Audit Office \_\_\_\_\_\_\_\_\_\_\_\_

j money order \_\_\_\_\_\_\_\_\_\_\_\_

**4 Do you agree or disagree with these quotes about money. Explain your answer.**

*Money has never made man happy, nor will it, there is nothing in its nature to produce happiness.*

*The more of it one has, the more one wants.* Benjamin Franklin

*Never spend your money before you have earned it.* Thomas Jefferson

*Where large sums of money are concerned, it is advisable to trust nobody.* Agatha Christie

**5 How much do you know about money? Do this quiz on money and find out.**

1 Money has been part of human history for ...

a 1000 years.

b 2000 years.

c 3000 years.

2 Prehistoric currency involved the exchange of goods such as animal skin, weapons and ...

a sugar.

b salt.

c pepper.

3 The U.S. has been making money since 1792 in form of ...

a coins.

b banknotes.

c bonds.

4 Banknotes in the U.S. are made of ...

a paper.

b plastics.

c cotton.

5 Croatian currency was named kuna (marten) because of the importance of ...

a marten in hunting.

b marten's fur in paying tax.

c the colour of marten's fur.

**6 Complete the sentences with the verbs below to make collocations.**

 *lend / invest / earn / donate / borrow / waste*

a Can you \_\_\_\_\_\_\_\_\_\_\_\_ some money from your mum?

b Sorry, I can't \_\_\_\_\_\_\_\_\_\_\_\_ you that amount of money. I don't have it.

c How much do you \_\_\_\_\_\_\_\_\_\_\_\_ a month?

d Do not \_\_\_\_\_\_\_\_\_\_\_\_ your money foolishly, \_\_\_\_\_\_\_\_\_\_\_\_\_ it wisely.

e You can also \_\_\_\_\_\_\_\_\_\_\_\_ money to the charity.

UNIT 10 **AMAZING COINCIDENCES!** *Motor vehicle driver*

**1 Read the stories.**

|  |
| --- |
| *Amazing story of the lost credit card*Katherine Benning was really lucky last week when she lost her credit card. She went to do the shopping at ther local supermarket, but the card fell out of her pocket between her house and the shop. She did the shopping without realising, and when she came to pay she looked in her pocket but she obviously couldn't find the card. At that moment, she saw a black dog, a labrador, waiting outside the supermarket. She saw something in its mouth and it turned out to be her credit card. The dog's owner, Mr Harry Rayburn, said, „Stan often picks things up in the street. I didn't notice that he had the woman's credit card in his mouth.“ Katherine gave the dog a nice reward – a big packet of dog biscuits.*Separated twins had identical lives*You often hear interesting stories about identical twins, but the most incredible is the case of twin boys from Ohio. When they were born they were separated. Their mother couldn't look after them, so they were adopted by different families. The families didn't know each other but, strangely, they both called their adopted sons, James. An then the real coincidences began. Both boys became police officers, and they were both good at mechanical drawing and carpentry. More incredibly, they both married women called Linda. They both had sons, too. One of them called his son James Alan, and the other called his son James Allan. Then they both got divorced and they both married women called Betty. They also both had had a dog called Toy. When they were forty years old, they met for the first time and found out about their incredibly similar lives.*A historical coincidence*Luke Jarvis had a very strange experience when he went to Clapham Library to look for some books to help him with his History homework on the Napoleonic Wars. He eventually found the books he wanted and he sat down to make notes. When he opened the third book, a piece of paper fell out of the book. He thought he recognised the writing. When he picked it up, he saw that it was a school essay on the same topic, the Napoleonic Wars, written by his father. He wanted to copy the essay but he changed his mind when he saw that his father only got a C for his homework! |

**2 Answer the questions.**

Have you ever experienced any strange coincidences? What happened? Where did it happen? When did it happen? Who was involved ? Why was it an amazing coincidence?

UNIT 11 **SURF'S UP** *Road traffic technician / Freight logistics technician*

**1 Read the text. Put the events in the correct order.**

a \_\_\_\_ The shark swam away.

b \_\_\_\_ Ten weeks later she took part in a surfing competition.

c \_\_\_\_ She started to swim back to the beach.

d \_\_\_\_ Bethany decided to go surfing with some friends.

e \_\_\_\_ Her friends saw the blood and came to help her.

f \_\_\_\_ While she was waiting for a wave, a shark attacked her.

|  |
| --- |
| **Surfing superstar!**On the morning of 31 October 2003, Bethany Hamilton and some friends decided to go surfing. The sky was clear, the sun was shining and it was a perfect day for enjoying the big waves near theIsland of Kauai, Hawaii.The 13-year-old surfing star was lying sideways on her surfboard about 300 metres from the shore with her left arm in the clear, blue water. Her friends were floating nearby, looking out to sea. They were all waiting for the next big wave.Suddenly a five-metre tiger shark appeared just below the surface and attacked her. It bit her left arm and shook her violently backwards and forwards. Bethany saw the water around her turn red.She held on to her board and the shark swam away – but it took her arm with it. It also took a piece of her board. Luckily for Bethany, the shark attacked only once. It all happened so fast that she didn't even scream.In her mind, Bethany repeated:“Get to the beach. Get to the beach.“ She started to paddle towards it with one arm. Her friends didn't know about the shark attack – they thought at first that she was joking. Then they saw the blood and quickly came to help. It took fifteen minutes to reach the shore. They called the emergency services and Bethany eventually got to hospital.Bethany's parents are both keen surfers. As a baby, Bethany liked to splash in the shallow water. She started surfing at the age of five. By thirteen, she was one of the best teenage surfers in the world, and was planning to become a professional surfer. Then the shark attack happened.The really incredible thing about Bethany is that only ten weeks later she was surfing again in a competition. Less than a year after the accident she won first place in a surfing competition in Hawaii. Before the accident, a lot of professional surfers thought that Bethany was going to be the women's world champion one day. After the accident, they haven't changed their minds. |

**2 Are the sentences true or false? Correct the false sentences.**

a Bethany was standing on her surfboard when the shark attacked her.

b Her friends were close to her when the shark bit her.

c Bethany lost her surfboard in the attack.

d The shark attacked her again a few minutes later.

e Immediately after the attack, she wanted to stay in the water.

f Bethany is not the only person in her family who likes surfing.

g Ten weeks later, Bethany won a surfing competition.

h A lot of professional surfers still think Bethany can be a champion surfer.

**KRATKI PREGLED GRAMATIKE**

**1 PAST SIMPLE**

**Past simple** je prošlo svršeno vrijeme i koristi se za izricanje prošlih radnji. Koristi se uz priložne oznake *yesterday, last …,*

 *….. ago, in 1989, when I was a child i sl.*

Tvorba

**Affirmative (izjavni oblik)**

Primjer: I played football yesterday. She went to the cinema last Saturday.

***Pravilni glagoli*** u past simple-u dobijaju nastavak **–ed** (finish – finished, want – wanted) ili -**d** ako glagol završava na -e(decide – decided). Nastavak –ed /-d izgovara se kao /d/ ili /t/, ovisno o tome da li se ispred njega nalazi zvučni ili bezvučni glas, odnosno kao /id / ukoliko glagol završava na glasove /d/ ili /t/.

Treba paziti na pisanje glagola koji u infinitivu završavaju na –y ispred kojeg je suglasnik (study – studied, copy – copied), te nekih glagola koji podvostručuju zadnji suglasnik npr. stop – stopped, plan – planned.

***Nepravilni glagoli*** imaju posebni oblik koji se mora naučiti napamet ( be – was, were, leave – left, come – came). Popis nepravilnih glagola možete naći u svakom udžbeniku ili rječniku.

**Negative (niječni oblik)**

Primjer:

*Affirmative Negative*

I wanted to travel. I didn't want to travel.

She met some people. She didn't meet any people.

He came to Scotland. He didn't come to Scotland.

Niječni oblik svih pravilnih i nepravilnih glagola u past simple-u je *didn't + base form* (didn't play, didn't go, didn't sleep …).

Izuzetak je glagol „be“ čiji je niječni oblik „wasn't, weren't“.

**Interrogative (upitni oblik – pitanja)**

Primjer: Did she love him?

 When did she come?

Iz primjera je vidljivo da svako pitanje sadrži pomoćni glagol DID, dok je glavni glagol u svom osnovnom obliku (base form), bez obzira na to da li je pravilan ili nepravilan. (Izuzetak je glagol „be“, čiji se upitni oblik dobiva inverzijom, npr. *Was she there?, Were they happy?)*

Ovako izgleda pitanje:

*Why, when, where…. + did + subject (she, Tom, …) + base form?*

Why did she come?

Where did Tom go on holiday?

Ukoliko se radi o yes/no pitanju: *Did + subject + base form?*

 Did she meet Tom last week?

Kratki odgovor je: Yes, she (I, you, he, we, it …) did.

 No, she (I, you, he …) didn't.

**2 COMPARISON OF ADJECTIVES (KOMPARACIJA PRIDJEVA)**

Pridjevi u engleskom jeziku imaju 3 stupnja: pozitiv, komparativ i superlativ.

COMPARATIVES (KOMPARATIVI)

Melbourne is cleaner than London.

London's more expensive than Melbourne.

*Komparativ kratkog pridjeva* (1 slog u izgovoru) dobit ćemo tako da pridjevu dodamo nastavak –er (cold - colder) ili – r (nice – nicer). Tu spadaju i dvosložni pridjevi koji završavaju na –y (friendly – friendlier). Pripazite na pisanje komparativa ovih pridjeva jer –y postaje – i u komparativu. Neki kratki pridjevi u komparativu podvostručuju zadnji suglasnik (hot – hotter, thin- thinner).

*Komparativ dugog pridjeva* (2, 3 i više slogova u izgovoru) dobit ćemo tako da ispred pridjeva stavimo *more*

(beautiful –more beautiful, interesting – more interesting).

Neki su pridjevi *nepravilni* i njihov komparativ treba naučiti napamet (good – better, bad – worse, far – further/farther).

SUPERLATIVES (SUPERLATIVI)

The church is the oldest building in the town.

She is the most beautiful woman I've ever seen.

*Superlativ kratkog pridjeva* dobit ćemo tako da pridjevu dodamo nastavak –est (cold - the coldest) ili – st (nice – the nicest). Tu spadaju i pridjevi na –y (heavy – the heaviest). Pripazite na pisanje superlativa ovih pridjeva jer –y prelazi u –i.

Neki kratki pridjevi podvostručuju zadnji suglasnik (big – the biggest). Ispred superlativa uvijek dolazi član *the.*

*Superlativ dugoga pridjeva* dobit ćemo tako da ispred pridjeva stavimo *the most* (boring – the most boring,

 important – the most important).

*Superlativ* *nepravilnih* pridjeva treba naučiti napamet (good – the best, bad – the worst, far – the furthest/the farthest).

**3 EXPRESSING FUTURE ARRANGEMENTS, PLANS AND INTENTIONS**

 **(IZRAŽAVANJE BUDUĆIH DOGOVORA, PLANOVA I NAMJERA)**

Za izražavanje dogovora, planova i namjera u budućnosti koristimo nekoliko vremena:

 PRESENT SIMPLE

 – vozni redovi, rasporedi, razni programi … (nešto na što ne možemo osobno utjecati)

*The train leaves at 7.* – Vlak polazi u 7.

*The film starts at 8 and finishes at 9.30.* – Film počinje u 8 i završava u 9.30.

 PRESENT CONTINUOUS

– kad govorimo o planovima ili dogovorima vezanim za budućnonost; vrijeme i/ili mjesto su obično navedeni (tomorrow, at 2 o' clock, next week, this afternoon …)

*In the morning I'm going to the London Eye.* – Ujutro idem na „London Eye“.

*He's meeting his cousin at ten o'clock.* – On se nalazi s bratićem u 10.

 *GOING TO* FUTURE

 – koristimo za a) izražavanje namjera

 b) za predviđanja (iz sadašnje situacije je vidljivo da će se nešto sigurno desiti)

a) *What are you going to do? –* Što ćeš učiniti? (smisao: Što namjeravaš učiniti?)

 *I'm going to visit my grandma on Saturday*. – Posjetit ću baku u subotu. (smisao: Namjeravam posjetiti baku u subotu.)

b) *The traffic is terrible! We're going to be late.* – Promet je grozan. Zakasnit ćemo.

 *It's very cloudy. It's going to rain.* – Vrlo je oblačno. Padat će kiša.

Tvorba

*be + going to + base form of the verb* (present gl. biti + going to + infinitiv glagola)

Going to future – glagol *work*

|  |  |  |
| --- | --- | --- |
| *Affirmative (izjavni oblik)*  I am going to work You are going to work He is going to work She is going to work It is going to work We are going to work You are going to work They are going to work  | *Negative (negativni oblik)*I am not going to workYou are not going to workHe is not going to workShe is not going to workIt is not going to workWe are not going to workYou are not going to workThey are not going to work | *Interrogative (upitni oblik) Short answers*Am I going to work? Yes, I am. / No, I'm not.Are you going to work? Is he going to work? Yes, he is. /No, he isn't.Is she going to work?Is it going to work?Are we going to work?Are you going to work?Are they going to work? Yes, they are. / No, they  aren't. |

U izjavnom i niječnom obliku slobodno možete koristiti skraćene oblike glagola „biti“, npr.:

I'm going to work I'm not going to work

She's going to work She's not going to work/She isn't going to work

You're going to work You're not going to work/You aren't going to work

**4 PRESENT PERFECT**

I have known her for 10 years. She has played volleby since she was little.

*Present perfect* je vrijeme koje ne postoji u našem jeziku, a povezuje prošlost i sadašnjost.

Ovim vremenom izričemo radnje koje su počele u prošlosti i traju do sada, odnosno period u kojem se radnja dešava još uvijek traje. Glagole u present perfect-u ponekad prevodimo s našim prezentom, a nekad s perfektom.

Vremenski prilozi uz koje je ovo vrijeme obavezno su: *for …, since …, today, this …., just, already, yet, recently, ever, never.*

Present perfect nekog glagola dobiti ćemo uz pomoć pomoćnog glagola have i participa prošlog zadanog glagola.

Particip prošli (past participle) pravilnog glagola dobit ćemo tako da glagolu dodamo nastavak –ed ili –d. Particip prošli nepravilnih glagola treba naučiti napamet, a možete ga na naći u tablicama nepravilnih glagola; gleda se 3. kolona.

Present perfect glagola „go“

|  |  |  |
| --- | --- | --- |
| *Affirmative (izjavni oblik)* I have gone (I've gone)You have gone (You've gone)He has gone (He's gone)She has gone (She's gone)It has gone (It's gone)We have gone (We've gone)You have gone (You've gone)They have gone (They've gone) | *Negative (niječni oblik)*I haven't goneYou haven't goneHe hasn't goneShe hasn't goneIt hasn't goneWe haven't goneYou haven't goneThey haven't gone | *Interrogative (upitni oblik) Short answers*Have I gone? Have you gone? Yes, I have. /No, I haven't. Has she gone?Has he gone? Yes, he has. / No, he hasn'tHas it gone?Have we gone?Have you gone?Have they gone? Yes, they have. /No, they  Haven't. |

 POSITION OF TIME ADVERBIALS IN PRESENT PERFECT SENTENCES

 (POLOŽAJ VREMENSKIH PRILOGA U REČENICAMA S PRESENT PERFECT-OM)

a) neki prilozi dolaze iza glagola, tj. na kraj rečenice: today, recently, for …, since …, this ….

 Primjeri:

 I haven't seen him for a long time. (*for* označava period; ne prevodi se)

 She has lived here since 1998. (*since* – od )

 I haven't been well recently. (*recently* – u posljednje vrijeme)

 He hasn't done his homework yet. (*yet* – još; dolazi samo u upitnim i negativnim

 rečenicama)

b) neki prilozi dolaze između pomoćnog i glavnog glagola: just, already, never, ever

 Primjeri:

 I have just cleaned my teeth. (just – upravo)

 She has already written her homework. (*already* – već)

 They have never seen a ghost. (*never* – nikad )

 Have you ever been to America? (ever – ikad; dolazi samo u upitnim rečenicama)