

## Get ready!

1 Before you read the passage, talk about these questions.

- 1 What are some basic hand tools that an engineer uses?
- 2 What is the difference between a Phillips screwdriver and a slotted screwdriver?

## Reading

2 Read the email. Then, choose the correct answers.

- 1 What is the email mainly about?
  - A why a tool became damaged
  - B where to get the least expensive tools
  - C which tools need to be replaced
  - D how to determine when tools need repair
- 2 Which of the following is NOT requested in the email?
  - A Phillips screwdrivers
  - B sledge hammers
  - C ball peen hammers
  - D socket wrenches
- 3 What is wrong with the current screwdrivers?
  - A They are very worn down.
  - B They are for the wrong type of screw.
  - C They are missing.
  - D They are an older model.

To: r.murphy@bluemail.com

From: m.williams@bluemail.com

Subject: Tools



Dear Mr. Murphy,

Thank you for the new tools. Measurements are much easier with the new **calipers**. The **hacksaw** is much sharper than the old one. And the new **vice** and **pliers** hold materials very securely.

Also, thank you for offering new hammers. Our **sledge hammers** are worn down. And some of our **ball peen hammers** are missing. We would appreciate some new ones. Most importantly, though, we need screwdrivers. We have plenty of **Phillips screwdrivers**. But our latest project uses different screws. We need more **slotted screwdrivers** to complete the job quickly. Also, we need new sizes of **box wrenches** and **socket wrenches**.

Thank you,  
Molly Williams

## Vocabulary

3 Match the words or phrases (1-8) with the definitions (A-H).

- |                |                           |
|----------------|---------------------------|
| 1 ___ calipers | 5 ___ box wrench          |
| 2 ___ hacksaw  | 6 ___ slotted screwdriver |
| 3 ___ pliers   | 7 ___ vice                |
| 4 ___ Phillips | 8 ___ socket wrench       |
|                | screwdriver               |

- A a tool for tightening screws with a straight and narrow tip
- B instruments with two hinged legs used to measure dimensions
- C a metal tool used to hold an object firmly in place
- D a wrench that fits around a six-sided nut
- E a wrench with multiple detachable heads
- F tools that have pincers used for gripping objects or bending wire
- G a cutting tool with a narrow, fine-toothed blade
- H a tool for tightening screws with a tip shaped like a cross





- 4 Read the sentence pairs. Choose which word or phrase best fits each blank.

1 ball peen hammer / hacksaw

- A A \_\_\_\_\_ is often used to pound pieces of metal into place.  
B For cutting wood, sometimes a \_\_\_\_\_ is appropriate.

2 sledge hammers / pliers

- A \_\_\_\_\_ are often used to bend wire.  
B \_\_\_\_\_ are large and heavy.

- 5 Listen and read the email again. What particular tool does the new project require?

## Listening

- 6 Listen to a conversation between a company owner and an engineer. Mark the following statements as true (T) or false (F).

- 1 \_\_\_ The woman requests slotted screwdrivers.  
2 \_\_\_ The woman has plenty of socket wrenches.  
3 \_\_\_ The man expresses concern about the costs of new tools.

- 7 Listen again and complete the conversation.

Owner: Ms. Williams, I received your email about 1 \_\_\_\_\_.

Engineer: Great. Do you think we can get some of those new 2 \_\_\_\_\_?

Owner: I wanted to ask you about that. What's 3 \_\_\_\_\_ with the old screwdrivers?

Engineer: The Phillips screwdrivers we use now don't fit our new 4 \_\_\_\_\_. We need slotted screwdrivers.

Owner: Oh, I see. We can definitely get the new screwdrivers.

Engineer: That's great to hear.

Owner: Is there anything else you need?

Engineer: We also need new sets of 5 \_\_\_\_\_. Some of the head sizes are missing.

Owner: I'll 6 \_\_\_\_\_ those as well. Thanks for your input.

## Speaking

- 8 With a partner, act out the roles below based on Task 7. Then, switch roles.

### USE LANGUAGE SUCH AS:

*We definitely need ...*

*I don't understand ...*

*We also want to order ...*

**Student A:** You are a company owner. Talk to Student B about:

- tools that he or she needs
- the differences between particular tools
- why some tools need replacement

**Student B:** You are an engineer. Talk to Student A about tools that you need.

## Writing

- 9 Use the email and the conversation from Task 8 to fill out the equipment request form.



### Equipment Requests

#### Equipment requested:

- Phillips screwdrivers

- \_\_\_\_\_

- \_\_\_\_\_

#### Why is this equipment needed?

The old ones are missing.