

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?



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



Reading

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

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

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

- _____
- _____