



Second English Course

The video stories of the Second English Course are presented in five topic headings. Each topic has a different set of characters and storyline presented in its four consecutive units.

The topics are listed in a recommended sequence, but they need not be completed in this exact order. Generally, students find topics of the workplace and family life somewhat easier than taxes and community issues. However, classroom priorities or a student's preferences may determine a different order from the sequence on the menu. Units, unlike topics, need to be completed in the listed sequence in order to follow the storyline of the videos.

Topic and Unit Titles

Workers and the Workplaces	26
Units	
1. Job and Career Advancement, 2. On the Job Health and Safety,	
3. Support Systems for Injured Workers, 4. Supervisors and Teamwork	
Housing and Family Life	30
Units	
5. Managing Family Life, 6. Using Information Services,	
7. Accessing Services, 8. Men's Changing Roles	
Taxes, Law and Community Issues	34
Units	
9. Dealing with Taxes, 10. Dealing with the Law,	
11. Discussing Community Issues, 12. Civic Participation	
Parenting and Workplace Roles	38
Units	
13. Parenting in the United States, 14. Women's Changing Roles,	
15. Women's Work Issues, 16. Women in Non-Traditional Roles	
Education and Information	42
Units	
17. Accessing Learning Opportunities, 18. Involvement in Children's Education,	
19. Transferring Professional Degrees, 19. Learning to Learn	

Unit Descriptions

TOPIC: Workers and the Workplace

Unit 1: Job and Career Advancement

Alejandro Cordero is an unhappy busboy who works for a difficult and unfair restaurant owner. After experiencing the disappointment of missing a promotion, he must decide whether he should apply for the position of assistant manager in another restaurant and risk the possibility of another disappointment.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
hate want need done promotion hire customer career find apply cover inventory job agency classified ads fill out help wanted job counselor scared confident	Use of simple present verb forms: “want,” “need,” “like,” “hate” + infinitive verb form	Expressing personal tastes and desires Introducing yourself	Identifying resources for new employment Interpreting abbreviations found in job ads Reading a help wanted ad for specific information Applying for a job

TOPIC: Workers and the Workplace
Unit 2: On the Job Health and Safety

Before leaving his old job, Alejandro warns his boss of some potentially hazardous conditions at work. His boss ignores and tries to intimidate Alejandro, an action which may lead to difficulties for everyone.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
appear application courses of course great assistant manager responsibilities pamphlet money celebrate slip job safety congratulations owner dangerous careful shelf loose sign	Future tense: “going to,” “will”	Expressing future plans Making promises and predictions Giving commands and responding to commands Disagreeing	Identifying safety precautions Scanning a pamphlet for specific information Taking responsibility to maintain safe conditions Reporting unsafe conditions in the workplace

TOPIC: Workers and the Workplace
Unit 3: Support Systems for Injured Workers

Alejandro suffers an accident at work and learns about Worker's Compensation. Since his boss refuses to pay, he must appear before a judge who will decide his case. Alejandro must tell the whole truth before the judge can award him his compensation.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
injured happen liar insurance pay quit argue lie court broken blame medical care hurt training death law rights truth fault expenses	Past tense: Simple regular and irregular verbs	Describing past events Responding to a request Answering questions Convincing others	Identifying injured workers' rights and the scope of workers' compensation insurance Filling out an injury report at work Recognizing the roles of people in a courtroom

TOPIC: Workers and the Workplace
Unit 4: Supervisors and Teamwork

As the new assistant manager, Alejandro must be able to effectively supervise other employees, which is not always easy. He must also learn to ask for advice and recognize the benefits of everyone working as a team.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
upset supervisor bring apologize take a break ready unlock good luck be around awful advice teamwork goal uncomfortable younger confusing hectic embarrassed make sure proud	Commands “Let’s” used in teamwork	Making suggestions Asking for and giving advice Giving commands Giving and accepting thanks	Identifying the qualities of a team player and a good supervisor Learning to ask for help and to lead Scanning a work schedule for specific information Writing a to-do list

TOPIC: Housing and Family Life
Unit 5: Managing Family Life

A young couple from Russia, the Pushkins, looks for an affordable apartment in the same neighborhood where they work. The apartment needs to fulfill certain requirements and standards. One landlord tries to intimidate them into signing a lease before they have had time to completely read through it. Then they find an apartment they like, but the manager refuses to rent to them because they have a child.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
afford neighborhood listings near size studio cost abbreviation noisy building rent move in sign lease standard pressure bright landlord tenant place	Verbs of necessity: "have to" and "must"	Stating needs and obligations Making suggestions Persuading Refusing Making predictions	Identifying sources for finding an apartment Interpreting abbreviations and reading rental ads Reading and signing a lease Identifying the conditions of a lease

TOPIC: Housing and Family Life
Unit 6: Using Information Services

After the Pushkins find the ideal apartment, they must take legal action to force the manager to rent to them. First, however, they must access resources in the local library, contact government agencies, and meet with helpful officials.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
attorney case fair library break the law contact phone book suggest forms online complaint file explain trust refuse pretend schedule hearing judge credit history	Using “can” and “could” to express ability in the present and past	Expressing a problem and asking for help Expressing ability to do something in the present and in the past Expressing and supporting an opinion	Making inquiries to get information about your rights Seeking legal or professional help Accessing resources at the local library Contacting government agencies such as HUD Scanning a HUD complaint form for specific information

TOPIC: Housing and Family Life
Unit 7: Accessing Services

In their new apartment, the Pushkins must have all the services installed, including the telephone. They set up an appointment time for a technician to install the phone, but are unable or prevented from keeping the appointment. Attempts to make a new appointment prove extremely frustrating and time-consuming.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
order miss rearrange representative nasty neighbor kind services access turn on technician wait hold line dial bill hook up trained utilities frustrating	Modal auxiliaries “may,” “would,” “can,” “could” to make formal and informal requests and offers: “Would you like...?” “May I help you?”	Requesting services Offering help Making phone calls to service companies Asking for clarification Describing past events Making predictions	Requesting services for utilities Listening & responding to telephone menus on an automated voice system Recognizing the importance of hiring trained workers Reading a utility service notice for specific information

TOPIC: Housing and Family Life
Unit 8: Men's Changing Roles

Karina Pushkin is unhappy that she must do all of the housework since she works outside of the home. Her husband Victor believes there are certain male and female jobs around the house. In the end, he learns to share the responsibilities around the home.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
role housework chore mess get dressed fold tired take care of locksmith expect society share special appreciated plumber fix disappointed guest dine invite	Present tense of "make" and "do"	Stating a complaint Describing daily activities Identifying sequence of activities	Recognizing gender stereotypes Identifying changes in men's and women's roles in society Identifying the parts of a letter of complaint Writing a letter of complaint

TOPIC: Taxes, Law and Community Issues
Unit 9: Dealing with Taxes

Tshombe, an African immigrant, operates a sidewalk lemonade stand on a busy street. He seeks advice from a tax consultant after receiving notification from the IRS about the tax form he had filed. He must make a choice between declaring his correct income or lying about it to avoid paying extra taxes.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
container taxes amazing audit receipt discount merchandise offer permit charity claim deduction dependent fine honest income owe punish report subtract	Nouns: Count nouns (containers, receipts, etc.) Non-count nouns (merchandise, water, etc.) Plural forms	Specifying quantities Making offers Answering yes/no questions Explaining something in a letter	Identifying resources for help with taxes Understanding basic concepts regarding U.S. income tax forms Scanning lists of business expenses for details Using basic math skills to determine prices and/or quantities Drawing conclusions from context

TOPIC: Taxes, Law and Community Issues
Unit 10: Dealing with the Law

Tshombe needs to have his lemonade stand open longer than his municipal permit allows in order to make more money for the extra taxes that he owes. When he refuses to close down at 5:00 p.m., he gets into a serious argument with a police officer.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
allowed choice doomed extra hurry luck officer usual vendor voice arrest cart citation cooperate identification leave make a living motion provide unbelievable	Quantifiers: “much,” “many,” “some,” “a few,” “any,” “a lot of”, “a little”	Expressing quantities Making predictions Summarizing a conversation Using appropriate language with police officers	Identifying appropriate behavior with police Understanding Miranda Rights Reading an informational flyer for details Drawing conclusions

TOPIC: Taxes, Law and Community Issues
Unit 11: Discussing Community Issues

After meeting with the police and a city official, Tshombe and Joe try to organize their fellow street vendors to defend their rights. A shop owner wants them to leave her street and has arranged for a public hearing to be held.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
discuss issue appointment nervous aggressive merchant jail unsafe chance cause media organize informed support powerful selfish silly quiet voters leaders	Singular expressions of quantity: one, another, other	Persuading others Agreeing and disagreeing Participating in a group discussion, meeting Stating and supporting an opinion	Collaborating with neighbors to solve community issues Identifying local resources to get informed Identifying ways to challenge existing procedures and policies Using a weekly planner to get organized

TOPIC: Taxes, Law and Community Issues
Unit 12: Civic Participation

Tshombe appears at a court hearing to defend the street vendors' rights to sell their merchandise. He must produce documented evidence to support his case.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
reporter petition stand illegal drugs goods signature belong to faint prove represent corrupt hazard unusual crime ridiculous steal lazy forgive defend	Object pronouns Indefinite pronouns: someone, anyone, everyone, no one	Asking interview questions of others Expressing an opinion Turn taking in a discussion or meeting Stating a case and giving supporting arguments	Interviewing others Creating strategies to solve community problems Defending your case in a formal meeting Providing evidence for an argument Reading a meeting agenda

TOPIC: Parenting and Workplace Roles
Unit 13: Parenting in the United States

Marta, a single working mother, feels that her teenage daughter, Viviana, is becoming disrespectful and wants to send her to live with relatives in Mexico. Viviana, on the other hand, feels that her mother does not understand her and will not listen to her problems.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
agree counselor curfew dating deserve discipline disobey disrespectful fired gifted favor let midnight miserable mistake patience permission picked ride volunteer	Adjectives	Refusing Inquiring about problems Giving Advice Disagreeing politely	Recognizing the importance of good communication between parents and children Defining the qualities of good parents Informing someone about a future work absence Scanning an informational flyer for details Drawing conclusions and making predictions

TOPIC: Parenting and Workplace Roles
Unit 14: Women's Changing Roles

Benjamin, Marta's ex-husband, loses his job and faces an eviction from his apartment. He wants to move in with Marta and Viviana and promises to do the cleaning, cooking, shopping, and all household duties while Marta is at work.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
absent all right change enough eviction genius guy joke message promise reason rule seldom solve strange surprise topic tough wonderful worry	Adverbs of Frequency	Expressing frequency of actions Persuading others Making promises about the future	Reading a utility bill for specific information Comparing and stating differences in women's roles in two countries. Identifying and listing responsible behaviors at work and in the home

TOPIC: Parenting and Workplace Roles
Unit 15: Women's Work Issues

Marta struggles with sexual harassment from her supervisor who will drop charges, which he has falsely placed against her, if she consents to go out on a date with him.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
behavior believe bother brilliant (smart) comment concentrate coworker deal despicable diligently exchange guilty harassment hide invitation literacy misunderstanding proper reach unwanted	Adverbs of Manner	Describing how actions are performed Refusing Making conditional statements about the future Drawing conclusions about double-meaning comments	Identifying and describing examples of workplace sexual harassment Recognizing sexual harassment as a crime and learning how to report it Filling out a sexual harassment complaint form

TOPIC: Parenting and Workplace Roles
Unit 16: Women in Non-traditional Roles

Marta, a single, working mother of a teenaged daughter, is offered the position of manager at work. Shortly after she accepts the new job, Marta must face the possibility of firing Dora, her best friend. Dora has not been able to keep up production ever since the new written instructions have been circulated, but refuses to admit that she is illiterate.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
non-traditional brave handle used to position accounts politics leadership complicated emotional stressful purpose loyal employee exceed ambitious fail grateful illiterate adapt	Comparative and superlative forms of adjectives	Comparing abilities Stating and supporting an opinion Negotiating	Accepting women in positions of leadership Defining the qualities of good leaders and good workers Recognizing the importance of literacy Reading a work order form for details

TOPIC: Education and Information
Unit 17: Accessing Learning Opportunities

Tony Park, recently arrived from Korea, has inherited his father's sandwich shop. Even though he has a professional credential in his home country, he has limited skills in English. His inability to communicate with customers begins to hurt his business. Complicating the situation, a gangster wants to buy the sandwich shop property for real estate investment purposes and begins creating problems for Tony.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
immigrant finally lose partner sandwich separately vegetarian worth deaf rude enroll bleeding cockroach disgusting dream honor impossible medicine total double	Asking questions with "what," "when," "where," "who," "why," and "how"	Asking for information Describing future plans and intentions Giving excuses Making predictions Writing supporting ideas for a topic sentence	Recognizing the importance of English to job performance Identifying ways to improve English skills Scanning a restaurant menu and understanding an order given verbally

TOPIC: Education and Information
Unit 18: Involvement in Children's Education

Tony becomes interested in a young woman and must decide if it is more important to keep a date with her or talk to his son's instructor about his son's problems.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
trouble involved shop fight own figure out bright advanced raise divorced musician rather available reschedule education admit responsible glad glasses cheating	Prepositions of time, place and direction	Introducing yourself Scheduling and canceling appointments Making suggestions Sequencing events	Identifying strategies to get involved in children's education Listing ways to improve behavior Reading over-the- counter medicine labels

TOPIC: Education and Information
Unit 19: Transferring Professional Degrees

The sandwich shop is robbed and Tony is forced to reevaluate what he wants to do in life. In order to be certified as a pharmacist in the U.S., he must take the TOEFL exam. This is a difficult challenge for him and he must decide whether he wants to take on this challenge, or give up the idea of becoming certified in the U.S.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
pharmacist exam cash credential tattoo register replace savings profession enemy best experience license located official redevelopment results score terrible treatment	Yes/No Questions and WH- Questions in the simple past tense	Asking questions about the past Giving encouragement Inquiring about a process	Identifying resources to get help in transferring or obtaining professional credentials in the U.S. Reading a prescription medicine label Drawing conclusions

TOPIC: Education and Information
Unit 20: Learning to Learn

Tony and his uncle are intimidated by a gangster to sell their sandwich shop to him. Just before signing their business over to him, Uncle Bill realizes this person has robbed the shop. In cooperation with the police, they plan to catch the robbers. Tony, however, must first learn about cameras and technology in order to set up a surveillance system.

Key Vocabulary	Grammar	Language Functions	Workplace / Life Skills
property develop cheap catch almost rush proof regret robbery upgrade criminal tape signal equipment fit skill become capture reward antenna	Simple Past tense Verbs	Talking about events completed in the past Sequencing events	Identifying where/how to access information that you need Reading instructions for using technical equipment Drawing Conclusions