

**Notes:** In some communicative exercises where several answers are possible, this answer key contains some examples of correct answers, not all possible answers. Any valid answer in this type of exercise should be considered acceptable.

## Exercise 1

1. bow 2. shake hands 3. kiss 4. hug

## Exercise 2

1. d 2. e 3. a 4. c 5. b

## Exercise 3

job, nationality

## Exercise 4

Answers will vary.

## Exercise 5

1. A: Have you had B: I've had  
2. A: Have you been B: we've been  
3. A: Have you exercised B: I've gone  
4. A: Have you read B: I've been

## Exercise 6

1. seen 2. met 3. been 4. eaten 5. checked  
Other answers will vary.

## Exercise 7

1. Have you taken 2. came 3. was 4. Have you been  
5. visited 6. didn't see 7. was 8. read 9. have you met

## Exercise 8

1. yet 2. yet 3. ever 4. ever before 5. already  
6. before 7. ever 8. already

## Exercise 9

1. Has George ever gone horseback riding? 2. haven't yet  
3. Have you been to London before? 4. Have they already  
gone to the top of the Sears Tower? 5. has already tried  
Turkish coffee / it.

## Exercise 10

Answers will vary.

## Exercise 11

The wording of the answers will vary, but should include the following information.

1. "Body talk" is gestures and other non-verbal communication. 2. If you shake hands use a light handshake. 3. Hugging is common in some Latino cultures. 4. It means you want your change in coins. 5. It suggests that travelers learn about local gestures.

## Exercise 12

1. true 2. false 3. no information 4. true

## Exercise 13

Answers will vary.

## Exercise 14

Answers will vary.

## Exercise 15

Answers will vary.

## Exercise B

1. We've already taken that tour. 2. They haven't climbed Mt. McKinley yet. 3. Has he already eaten dinner?  
4. I've gone sightseeing in Prague already. 5. She hasn't yet tried Vietnamese food.

## Exercise C

1. already 2. yet 3. already 4. ever 5. never 6. ever  
7. never 8. ever

## Exercise D

Answers will vary.

## Exercise E

Answers will vary.

## WRITING BOOSTER

### Exercise A

1. My parents went on a cruise to the Bahamas, but they haven't been to Bermuda yet.  
2. I've been to the top of the CN Tower, and the view is amazing.  
3. They went skiing in the Himalayas, and the trip was thrilling.  
4. I've tried snails before. They were disgusting. / I've tried snails before, and they were disgusting.  
5. Devin has never traveled to continental Europe, but he has visited Ireland before.  
6. We have met before. We were on the same sightseeing tour yesterday.  
7. He's from Russia. He has studied English, but he would like to learn Mandarin.

### Exercise B

Answers will vary. The following is one example of what students may write:

*My partner went hang gliding last year in the Canadian Rockies. She went with her boyfriend to a lodge near Golden in British Columbia. She had never been hang gliding before, so she flew together with her instructor. She said it was a really thrilling experience.*

### Exercise C

Answers will vary.

## GRAMMAR BOOSTER

### Exercise A

1. Where has he lived? 2. How has the weather been?  
3. What has Sophie studied? 4. Which museums have they gone to? 5. How many times has she been to Paris?  
6. Who have you met?

# Topnotch Second Edition Workbook Answer

**BoardSource**



## **Topnotch Second Edition Workbook Answer:**

**The Pruning Answer Book** Lewis Hill, Penelope O'Sullivan, 2011-02-09 Pruning is essential to keeping trees shrubs and other plants healthy and beautiful Not only does pruning keep plants from getting unwieldy and large it also allows light and air to reach more branches encourages fruit and blossom growth removes diseased branches and adds structural strength to plants But many homeowners and gardeners feel overwhelmed by pruning When is the right time to prune How much should be removed What s the difference between pinching and heading back What tools should be used How can a homeowner ensure that pruning ultimately enhances and doesn t harm the plant For all these questions and more The Pruning Answer Book has the answer Written by two highly respected garden writers with years of experience in providing pruning advice this book is sure to become a tool as essential as the pruning shears themselves With clear concise advice a browsable format a friendly tone and how to illustrations the book provides everything a homeowner needs to safely achieve attractive long lasting and healthy plants The latest in Storey s enormously popular Answer Book series The Pruning Answer Book demystifies the subject helping even novices successfully prune a variety of woody plants flowering trees fruit and nut trees shrubs brambles evergreens vines and groundcovers Homeowners will feel as if they have a master arborist by their side helping them bring out the best in their greenery

**The Nonprofit Board Answer Book** BoardSource, 2010-12-21 Think for a moment of the best conversations you ve had with friends and colleagues You were honest with one another not shy about speaking up but relaxed even if the topic being discussed was serious in nature That s the type of conversation The Nonprofit Board Answer Book aims to have with you in the pages that follow It follows a question and answer format enabling you to quickly find an answer to a burning question you have right now At the same time it s easy to pick up and read straight through either cover to cover or one section at a time At the end of each question and answer pairing you ll find suggested action steps These offer ways to put the information to a practical use on your own board and within your own nonprofit organization Implementing some of these steps may lead to more questions as you become even more committed to fulfilling your responsibilities as a board member Remember behind every good answer lies a good question So keep asking those questions from the Introduction

**The Veggie Gardener's Answer Book** Barbara W. Ellis, 2008-03-26 Barbara Ellis provides expert answers for all of your toughest vegetable growing questions Designed to be used as an in the garden reference this sturdy little volume is packed with helpful information on everything from planning a garden and sowing seeds to battling pests and harvesting organic crops With clever tricks to cut down on weed growth secrets for maximizing production in confined growing spaces and fail safe watering guidelines you ll have the know how and inspiration to grow your most abundant vegetable garden ever

**Top Notch Executive Interviews** Katharine Hansen, 2025-09-12 In these turbulent times the job interview game is more different than ever for executives They face a longer interview process must demonstrate a vision to meet the prospective employer s challenges and will undergo intense vetting before receiving a job

offer Top Notch Executive Interviews reveals what employers really want and expect to see in executive candidate interview behavior and content The book s coverage of the executive interview difference its case studies of senior level managers in sticky interview situations and its broad collection of hiring decision maker interview peeves and preferences make it the must have companion volume to Top Notch Executive Resumes This vital book includes an insightful examination of critical differences that distinguish executive level interviews from all others along with extensive information on leveraging relationships with recruiters plentiful sample interview questions and suggested responses and a comprehensive list of sample questions to ask the interviewer Special additional features include Detailed tips on how to land an interview and conduct pre interview research The importance of nonverbal behavior and attire A thorough guide to interview formats An interviewing checklist A chapter on tricky interview situations A directory of executive interview coaches And post interview chapters covering thank yous follow ups references vetting background checks plus negotiating and weighing job offers 5

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**JavaScript** David Flanagan,2006-08-17 This Fifth Edition is completely revised and expanded to cover JavaScript as it is used in today s Web 2 0 applications This book is both an example driven programmer s guide and a keep on your desk reference with new chapters that explain everything you need to know to get the most out of JavaScript including Scripted HTTP and Ajax XML processing Client side graphics using the canvas tag Namespaces in JavaScript essential when writing complex programs Classes closures persistence Flash and JavaScript embedded in Java applications Part I explains the core

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Graphic Design: The New Basics (Second Edition, Revised and Expanded) Ellen Lupton, Jennifer Cole Phillips, 2015-07-14 Our bestselling introduction to graphic design is now available in a revised and updated edition In Graphic Design The New Basics Second Edition Revised and Expanded bestselling author Ellen Lupton Thinking with Type Type on Screen and design educator Jennifer Cole Phillips explain the key concepts of visual language that inform any work of design from logo or letterhead to a complex website Through visual demonstrations and concise commentary students and professionals explore the formal elements of twodimensional design such as point line plane scale hierarchy layers and transparency This revised edition replaces sixty four pages of the original publication with new content including new chapters on visualizing data typography modes of representation and Gestalt principles and adds sixteen pages of new student and professional work covering such topics as working with grids and designing with color

**Top-notch Magazine**, 1910 **Dark Design ( Book #2)** Nancy Mehl, 2025-10-21 As she began to lose consciousness she realized that she d just made a very serious mistake She tried to call out for help but she couldn t see anyone on the shore There was no one to save her When Erin Delaney learns that a serial killer has mimicked the murder portrayed in her bestselling novel she joins her friend Kaely Quinn Hunter a former FBI profiler in Virginia Their reunion only a few months after fending off an eerie killer in the woods of Tennessee is bittersweet as Kaely has been tasked by the FBI to recruit Erin s help to identify a suspect The FBI s team is stumped by the murderer who re creates killings from the books of multiple authors with only ominous notes left behind As Erin is drawn further into the web of fear and chaos Kaely begins to fear for Erin s safety On top of tracking down a murderer Erin must shoulder the weight of a haunted past and claims that she stole the plot of her novel from one of her sources As she struggles on multiple fronts the enemy looms closer than ever and Erin s life hangs in the balance Readers will be riveted by this non stop twisty

thriller Elizabeth Goddard on Shattered Sanctuary Bestselling author Nancy Mehl threads a plot of police investigations and shadowy evidence with heart drumming suspense in this clean high stakes read that will thrill fans of Lynette Eason and Elizabeth Goddard

The Complete Book of Personal Training Douglas Brooks,2004 This books is the most comprehensive and authoritative resource for you as a personal trainer whether you are a newcomer to the field or have a well established business The book is truly a complete resource it s full of information about working with clients and designing programs and it s a practical guide to all aspects of the personal training business It will help you in all aspects of your profession learn applicable information on fitness testing and assessment identify your clients goals and create fitness tests specifically for them learn how to develop cardiovascular strength and flexibility training programs properly train and help special populations understand the business side of personal training including marketing yourself as a trainer getting and retaining clients and learning time management learn how to expand your business back cover

**Clinical Exercise Physiology** Linda M. LeMura,Serge P. Von Duvillard,2004 This text will focus on the underlying causes of various disease states the manifestation of symptoms the use of exercise as a diagnostic tool the utility of exercise as a rehabilitative vehicle and the use of exercise to monitor and evaluate clinical progress The book will describe the new developments in clinical research and technology associated with diagnoses and treatment as well as the techniques and methods of exercise prescription and subsequent evaluation and progress With both national and international experts contributing chapters in their respective fields this book s strength is in its broad based appeal its utility as a textbook and as a reference text and its well balanced approach to medicine applied physiology and pathology Compatibility BlackBerry R OS 4 1 or Higher iPhone iPod Touch 2 0 or Higher Palm OS 3 5 or higher Palm Pre Classic Symbian S60 3rd edition Nokia Windows Mobile TM Pocket PC all versions Windows Mobile Smartphone Windows 98SE 2000 ME XP Vista Tablet PC

PLENTY OF FISH FOR MEN PART 3:MR. PLAY RICH'S PERFECTED LURE\*The PLENTY OF FISH Player Result Improving Book [PPRIB]\*THE New How-To GUIDE to Instantly Catch Her, Her, and Her Off of PLENTY OF FISH! Real Substance Game,2012-07-23 From the writer of over 200 books Real Substance Game HE wrote the Book on Plenty of fish PRESENTING THE THIRD INSTALLMENT of the Set PART 3 MR PLAY RICH S PERFECTED LURE THE New How To GUIDE to Instantly Catch Her Her and Her Off of PLENTY OF FISH THEY DON T WANT YOU TO KNOW ABOUT Just this one time think Wouldn t you like to pull a dime off of Plentyoffish instead of a not so attractive woman with an ugly personality and attitude WHILE WOMEN YOU WANT TO DATE PAY YOU NO ATTENTION FINALLY THE Secrets Revealed THIS is a 5 STAR Novel that uses a Fun Masterful unique Marine Style Aqua language to drive home powerful concepts I WAS RIVETED Easily LEARN structure language and plentyoffish Online Dating style to create a magnetic profile EASILY getting the best looking RIGHT FOR YOU females instead of the wrong women for you prevalent in MANY online dating communities AVOID THIS COMMON MISTAKE BUY THE BOOK ON PLENTY OF FISH NOW

**The Complete Book of 1930s Broadway Musicals** Dan Dietz,2018-03-29 Despite the stock

market crash of October 1929 thousands of theatregoers still flocked to the Great White Way throughout the country's darkest years In keeping with the Depression and the events leading up to World War II 1930s Broadway was distinguished by numerous political revues and musicals including three by George Gershwin *Strike Up the Band* *Of Thee I Sing* and *Let Em Eat Cake* The decade also saw the last musicals by Gershwin Jerome Kern and Vincent Youmans found Richard Rodgers and Lorenz Hart in full flower and introduced both Kurt Weill and Harold Arlen's music to Broadway In *The Complete Book of 1930s Broadway Musicals* Dan Dietz examines in detail every musical that opened on Broadway from 1930 through 1939 This book discusses the era's major successes notorious failures and musicals that closed during their pre Broadway tryouts It includes such shows as *Anything Goes* *As Thousands Cheer* *Babes in Arms* *The Boys from Syracuse* *The Cradle Will Rock* *The Green Pastures* *Hellzapoppin* *Hot Mikado* *Porgy and Bess* *Roberta* and various editions of *Ziegfeld Follies* Each entry contains the following information Plot summary Cast members Names of all important personnel including writers composers directors choreographers producers and musical directors Opening and closing dates Number of performances Critical commentary Musical numbers and the performers who introduced the songs Production data including information about tryouts Source material Details about London and other foreign productions Besides separate entries for each production the book offers numerous appendixes including a discography filmography and list of published scripts as well as lists of black themed and Jewish themed productions This comprehensive book contains a wealth of information and provides a comprehensive view of each show *The Complete Book of 1930s Broadway Musicals* will be of use to scholars historians and casual fans of one of the greatest decades in musical theatre history

*The Editor*, 1922 *The Essential Guide to Getting Your Book Published* Arielle Eckstut, David Henry Sterry, 2010-11-04 Now updated for 2015 The best most comprehensive guide for writers is now revised and updated with new sections on ebooks self publishing crowd funding through Kickstarter blogging increasing visibility via online marketing micropublishing the power of social media and author websites and more making *The Essential Guide to Getting Your Book Published* more vital than ever for anyone who wants to mine that great idea and turn it into a successfully published book Written by experts with twenty five books between them as well as many years experience as a literary agent Eckstut and a book doctor Sterry this nuts and bolts guide demystifies every step of the publishing process how to come up with a blockbuster title create a selling proposal find the right agent understand a book contract and develop marketing and publicity savvy Includes interviews with hundreds of publishing insiders and authors including Seth Godin Neil Gaiman Amy Bloom Margaret Atwood Leonard Lopate plus agents editors and booksellers sidebars featuring real life publishing success stories sample proposals query letters and an entirely updated resources and publishers directory

*Creative Nonfiction* Philip Gerard, 2017-11-10 Writing creative nonfiction intertwines journalistic truth and literary techniques to tell a story that is clear accurate and exploding with meaning Philip Gerard artfully guides readers through the entire creative nonfiction writing process going beyond the technical basics to address topics such as ethics

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**The Book Your Dog Wishes You Would Read** Louise Glazebrook, 2025-05-06 Britain's top dog whisperer The Observer answers your every question even the ones you didn't know to ask about raising a happy healthy well adjusted dog Wouldn't you love to know what your dog was thinking The truth is that your dog is communicating with you all the time But unless you know the signs you aren't picking up on what your dog wants you to know Acclaimed dog behaviorist and trainer Louise Glazebrook invites you into your dog's inner world In these pages you won't learn how to discipline your dog into submission or train your dog to obey your every command Instead you'll find compassionate sensible advice on topics ranging from socializing and body language to nutrition and exercise to responding to behavioral issues in ways that honor your dog's unique personality and needs Whether you just welcomed a new puppy into the family are acclimating an adult rescue to its forever home or want to improving life for your senior dog in his golden years The Book Your Dog Wishes You Would Read will equip you with the skills and confidence to enjoy deeper life long bonds with the dog you love

**This Book Is Full of Spiders** David Wong, 2012-10-02 Fan favorite Wong takes readers to a whole new level with this blistering sequel to the cult sensation John Dies at the End soon to be a movie starring Paul Giamatti

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