

1 Choose the word that cannot collocate with the given word.

0. ★★★ energy

- a. misunderstand
- b. convey
- c. gain
- d. drain

1. share ★★★

- a. gossip
- b. rumour
- c. emotions
- d. chit-chat

2. ★★★ social skills

- a. unplug
- b. harm
- c. improve
- d. develop

3. ★★★ conversation

- a. face to face
- b. in-person
- c. reserved
- d. non-verbal

4. build ★★★

- a. friendship
- b. relationship
- c. trust
- d. energy

5. ★★★ information

- a. distort
- b. infect
- c. exchange
- d. misread

2 Complete the sentences. You can use only one word.



The human voice is the instrument we all play. It's the **0. most** powerful sound in the world, probably. It's the only one that can start a war or say "I love you." And yet many people have the experience that when they speak, people don't listen to **1. ★★★**.

How can we speak powerfully to make change in the world?

There are a number of habits that we need to move away from. They are deadly mistakes of speaking. The first one is gossiping, speaking ill of somebody **2. ★★★** is not present. Everyone is aware that it is not a nice habit, and they know perfectly well that the person gossiping, will gossip **3. ★★★** them five minutes later.

The second one is judging. It's very hard to listen to somebody **4. ★★★** you know that they are judging you.

The third one is negativity. I remember one day, I **5. ★★★** to my friend, "It's October 1 today," and she said, "I know, isn't it awful?"

It's difficult to listen when somebody is negative. And **6. ★★★** form of negativity is complaining. Well, this **7. ★★★** become a common thing for all of us. We complain about the weather, sport, politics, about everything. Unfortunately, it's not spreading sunshine or lightness in the world; on the contrary, it spreads unhappiness.

The last mistake is making excuses. Some people always blame others. They just pass it on to everybody else and don't take responsibility **8. ★★★** their actions. And again, of course, it is hard to listen to somebody who tends to bring excuses constantly.

If we avoid gossiping, judging, being negative and bringing excuses, we might **9. ★★★** a better conversation with people.

Adapted from: a TED talk by Julien Treasure, international speaker on sound and communication skill