

in company Elementary

Unit 11

headword	pronunciation	translation/notes	example sentence
after-work (adj) after-work social event (n)	/ɑ:ftə'wɜ:k/ /ɑ:ftə'wɜ:k 'səʊʃl ɪvent/	A suit can look too formal for after-work social events .
briefcase (n)	/'bri:fkɛɪs/	She was carrying all her papers and documents in a smart leather briefcase .
business (n) business traveller (n)	/'bɪznəs/ /'bɪznəs ,trævlə/	It's important that the business traveller arrives at his or her destination looking good.
bundle (n) bundle wrap (v)	/'bʌndl/ /'bʌndl ,ræp/	Put the small bag on top of the clothes to form the centre of the bundle . The idea of bundle wrapping your clothes is to prevent them getting creased.
carousel (n)	/'kærə'seɪl/	Passengers were waiting at the carousel to pick up their luggage.
carry-on (adj)	/'kæri,ɒn/	" Carry-on " luggage is an expression meaning hand luggage.
cash (n)	/kæʃ/	You can use a credit card in most places but it's a good idea to take some cash .
casual clothes (n)	/'kæʒʊəl 'kləʊðz/	All business travellers need casual clothes for those after-work social events.
check-in (n) automated check-in (n)	/'tʃekɪn/ /ˌɔ:tə,meɪtɪd ,tʃekɪn/	Use the automated check-in for your hand luggage.
clothing (n) item of clothing (n)	/'kləʊðɪŋ/ /aɪtəm əv 'kləʊðɪŋ/	Wrap the top item of clothing around the "core" of the bundle.
combine (v)	/'kəmbaɪn/	Combine your clothes in different ways to make sure you look different every day.
connection (n) miss a connection (opposite = get your connection)	/'kəneɪʃn/ /mɪs ə kə'neɪʃn/	Missing your connection can cause luggage problems.

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crease (n)	/kri:s/	Bundle wrapping means you can avoid having creases in your clothes.
dark (adj)	/dɑ:k/	Where I work, we're all expected to wear dark suits.
dark clothing/suit etc (opposite = light)	/dɑ:k 'kləʊðɪŋ/'su:t/	
destination (n)	/,destɪ'neɪʃn/	It's important to arrive at your destination looking good.
arrive at your destination	/ə'raɪv ət jɔ: ,destɪ'neɪʃn/	
fold (v)	/fəʊld/	Folding your clothes in the normal way means they end up with a lot of creases.
fold your clothes/clothing (opposite = unfold)	/fəʊld jə 'kləʊðz/'kləʊðɪŋ/	
journey (n)	/dʒɜ:nɪ/	One of the advantages of travelling with hand luggage only is that you reduce your journey time .
journey time (n)	/dʒɜ:nɪ ,taɪm/	
key (n)	/ki:/	Good packing can be the key to a successful business trip.
the key to	/ðəʊki: tu:/	
look good	/lʊk 'gʊd/	You look really good in that suit!
miss (v)	/mɪs/	We arrived 40 minutes late in Amsterdam and I missed my connection to Singapore.
miss the connection/ flight/train etc (opposite = get the connection/flight etc)	/mɪs ðə kə'nekʃn/ 'flaɪt/'treɪn/	
off (adv)	/ɒf/	"So, when are you off ?" "In about ten minutes."
be off	/bi: 'ɒf/	

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office (n)	/ˈɒfɪs/		
office rule (n)	/ˈɒfɪs 'ru:l/	It 's not very practical to wear a skirt but it's the office rule .
outfit (n)	/ˈaʊtfɪt/	It's possible to make a big variety of outfits with just a small wardrobe.
pack (v)	/pæk/	The number of creases in your clothes depends on how you pack them.
(opposite = unpack)			
packing (n)	/ˈpækɪŋ/	Susana Jones is an expert on packing – she has packed and unpacked over 4,000 times.
pair (n)	/peə/		
a pair of socks/	/ə ,peə əv	You can travel round the world on just three pairs of socks – a pair to wear, a pair
shoes/trousers	'sɒks/ˌju:z/ˈtraʊzəz/	to wash and a spare pair when you don't have time to wash!
porter (n)	/ˈpɔ:tə/	A porter is someone whose job is to help people with their luggage.
practical (adj)	/ˈpræktɪkl/		
it's practical to do sth	/ɪts ,præktɪkl tə 'du:	I find it's more practical to wear trousers when I'm travelling.
(opposite = impractical)	,sɪmθɪŋ/		
raincoat (n)	/ˈreɪn,kəʊt/	It rains a lot in London at this time of year. Don't forget to pack a raincoat !
ready (adj)	/ˈredi/	All my bags are packed and ready .
shoulder bag (n)	/ˌʃəʊldə bæɡ/	She carried her passport and ticket in a shoulder bag .
suitcase (n)	/ˈsu:tkeɪs/	The advantages of travelling with only "carry-on" luggage is that you don't have to worry about your suitcase getting lost!
-sleeved (adj)	/ˌsli:vɪd/		
short-/long-sleeved	/ˌʃɔ:t/ˌlɒŋˌsli:vɪd/	Don't forget to pack a long-sleeved shirt in case it gets cold.
suit (n)	/su:t/	A suit can look too formal at an after-work social event.

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tip (v) tip the porter	/tɪp/ /tɪp ðə 'pɔ:tə/	She tipped the hotel porter generously.
trolley (n)	/trɒli/	We spent ages looking for a trolley for our luggage.
underwear (n) set of underwear	/'ʌndəweə/ /,set əv 'ʌndəweə/	You can travel round the world on just three sets of underwear .
unpack (v) (opposite = pack)	/,ʌn'pæk/	Susana Jones has packed and unpacked over 4,000 times!
weight limit (n)	/weɪt ,lɪmɪt/	What's the weight limit on hand luggage?
well dressed (adj)	/,wel'drest/	Your image is important – you need to arrive at a meeting looking well dressed .
wrap (v)	/ræp/	Start bundle wrapping by wrapping the top item of clothing around the centre of the bundle.