



LIFE·PAC®

Spanish II

Student Book



Alpha Omega Publications®

SPANISH II
UNIT FIVE
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Author:

Managing Editor:

Revision Editor:

Illustrators:

Graphic Designers:

Katherine Engle, M.A.

Alan Christopherson, M.S.

Christine E. Wilson, B.A., M.A.

Steve Ring, Samar Waterworth

Lauren Durain

Annette Walker



Alpha Omega Publications®

804 N. 2nd Ave. E., Rock Rapids, IA 51246-1759

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SPANISH 2: UNIT FIVE

INTRODUCTION

Unit Five continues to present practical applications of Spanish by exploring the theme of the home office. Because the home office or classroom is the typical environment for you, you should be able to discuss where you live and work daily. Also, some of the professions available to those who wish to work at home will be explored, as well as a few of the reasons why, for some, the home is the best environment in which to work. This may give you an idea for a potential vocation, because computer technology has opened a new world of alternatives to working outside the home environment.

In order to fully describe a home office, you need to be able to talk about all the items and tell where they're located. For that reason, the prepositions of place will be reviewed. You will be encouraged to imagine the perfect workspace and then describe that space in detail to the class or instructor. Not only will you be able to describe what is in the office, but you will also be able to present a detailed image of the physical reality of that space and the position of things in relation to one another.

This Unit will also cover the passive and impersonal voices with *se*, with the goal of expanding your ability to express yourself in Spanish. Being familiar with the passive voice will enable you to express yourself more naturally and less awkwardly in Spanish, by avoiding typical errors of expression.

Finally, you will cover the first half of a thorough review of pronouns. Unit Five includes a review and discussion of subject, prepositional, and direct and indirect object pronouns.

Exercises in this section practice recognizing parts of speech, the pronouns themselves, and replacing nouns with pronouns in a variety of sentences. Pronouns can be easy to ignore, but a person communicating in Spanish will never sound authentic without them. Imagine holding a conversation in English without using the words "it," "her," or "them."

The LIFEPAAC series of foreign language texts strives, as always, to present foreign language as a practical tool; that is, not just a matter of verb forms and correct spelling, but a part of your education that may enrich your life and make it fuller.

OBJECTIVES

Read these objectives. These objectives tell what you should be able to do when you have completed this Unit.

1. Use the vocabulary pertaining to the home office.
2. Use vocabulary pertaining to the home office contextually.
3. Express the passive and impersonal voices with *se*.
4. Review the use of prepositions of place.
5. Review subject and prepositional pronouns.
6. Use direct and indirect object pronouns.

I. HOME AND OFFICE



La oficina de casa—el cuarto.

VOCABULARY

el archivador—the file cabinet

los archivos—the files

la calculadora—the calculator

la computadora—the computer

la copiadora—the photocopier

el cuaderno—the notebook

el cuarto—the room

el diccionario—the dictionary

el escritorio—the desk

el estante de libros—the bookshelf

la goma—the (pencil) eraser

la impresora—the printer

la máquina de escribir—the typewriter

la oficina de casa—the home office

la pantalla—the (computer) screen

la papelera—the wastebasket

el papel—the paper

los sellos—the stamps

la silla—the chair

los sobres—the envelopes

el teclado—the (computer) keyboard

las teclas—the (computer) keys

el teléfono—the phone

la ventana—the window



***Note:** La goma is a rubber or pencil eraser. El borrador is a chalkboard or white board eraser.



Read this passage and answer the questions on the following page.

Para los que trabajan en casa, hay la oficina de casa. Hay muchas cosas para mantenerla. La computadora está sobre el escritorio, cerca de la ventana (para disfrutar de la luz del sol). El trabajador se sienta en la silla frente a la computadora. Los papeles importantes, los archivos, están en el archivador, mantenidos en orden alfabético. Los papeles que ya no son importantes están en la papelería. Saca la basura luego. Cuando la computadora no funciona, el

trabajador tiene que usar la máquina de escribir para escribir las cartas y los documentos importantes. A veces tiene que escribir a mano. Es buena idea organizarse con un cuaderno grande. Para los asuntos monetarios, se usa la calculadora. Es buena idea tener copias de un documento y por eso tiene una copiadora. Necesita sobres y sellos para mandar los documentos por correo. El diccionario está en el estante de libros con los otros libros.



Highlight the new vocabulary words found in the passage on page 3. List each word and its English translation below.

- 1.1
- | | |
|----------|----------|
| a. _____ | j. _____ |
| b. _____ | k. _____ |
| c. _____ | l. _____ |
| d. _____ | m. _____ |
| e. _____ | n. _____ |
| f. _____ | o. _____ |
| g. _____ | p. _____ |
| h. _____ | q. _____ |
| i. _____ | |



Create a set of flashcards. Purchase a set of 3" x 5" cards. On each card, write the Spanish vocabulary word on one side, and the English translation on the other. Quiz yourself daily until mastery is achieved.

1.2



Adult check _____

Initial

Date



Here is a game to test your memory. Your instructor will show you five pictures of office supplies (stapler, copier, pencil, etc.). He/She will display the pictures for ten seconds and then turn them face down. Your job is to say out loud **in Spanish** the items you saw.

Your instructor will display the pictures a second time. After they are turned over again, write the names of these objects **in Spanish** in the space below. Repeat the process several times, using different combinations of pictures each time. As your skills improve, increase the number of pictures you have to memorize, first speaking and then writing them out in Spanish.

- 1.3 a. _____
b. _____
c. _____
d. _____
e. _____



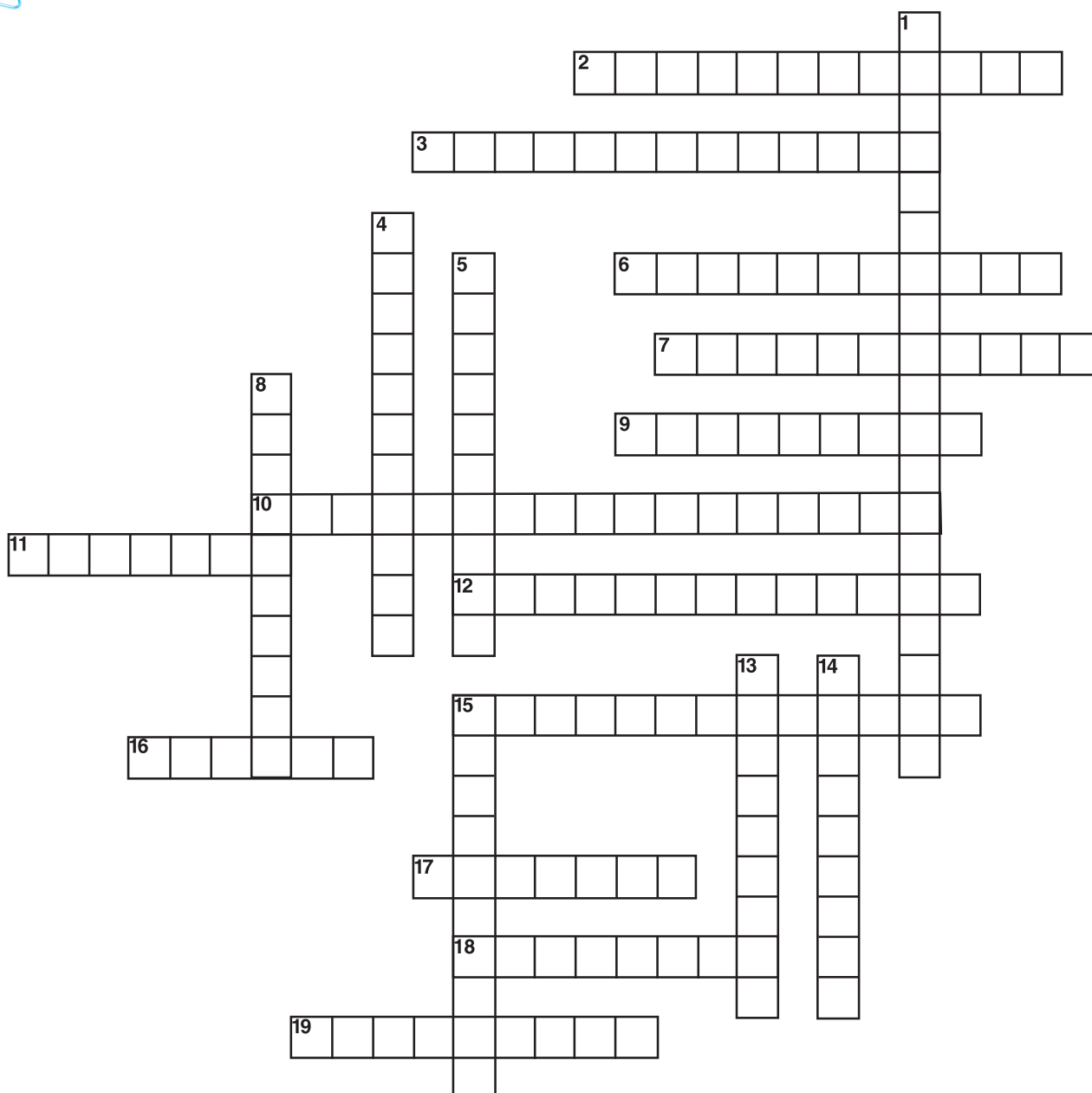
Adult check _____
Initial Date





Complete the crossword puzzle.

1.4



ACROSS

2. the file cabinet
3. the computer
6. the files
7. the copier
9. the envelopes
10. the bookshelf
11. the paper
12. the calculator
15. the dictionary
16. the (pencil) eraser
17. the chair
18. the room
19. the window

DOWN

1. the typewriter
4. the printer
5. the (computer) screen
8. the telephone
13. the stamps
14. the (computer) keys
15. the notebook