Note: In 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. When she tries to log on to her e-mail, nothing happens.   2. She suggests rebooting the computer.

Exercise 2
1. Ron attached some photos to an e-mail message, but he can't send the message.   2. Deb suggests sending the photos one at a time.

Exercise 3
Answers will vary.

Exercise 4
Answers will vary.

Exercise 5
1. b   2. c   3. c   4. a

Exercise 6
1. print   2. cut   3. paste

Exercise 7
1. save   2. print   3. select   4. paste   5. click on
6. toolbar   7. scroll down   8. cut

Exercise 8
1. c   2. a   3. d   4. e   5. b

Exercise 9
1. He enrolled in an electronics course to learn how to repair computers.
2. She went to the electronics store to buy a printer.
3. I bought speakers to listen to music on the computer.
4. He turned on the television to watch the news.
5. She bought a smart phone to be more organized.

Exercise 10
1. I was wondering if you could help me with something.
2. Of course. What's up?   3. Well, I'm thinking about buying a new mouse, but I'm not sure which one to get.   4. Why don't you get an OptiMouse? I have one and I really like it.   5. I like the OptiMouse, but it's a little expensive.   6. Then how about the UltraClick? It's nearly as easy to use as the OptiMouse, but it doesn't cost quite as much.   7. Sounds good. I'll have to check it out.

Exercise 11
2. almost a expensive as   3. nearly as easy to use as
4. almost as fast as   5. just as good as   6. nearly as light as
7. quite as large as

Exercise 12
Answers will vary.

Exercise 13
1. join an online group   2. send instant messages
3. download music files   4. upload photos
5. surf the Internet

Exercise 14
Answers will vary.

Exercise 16
1. c   2. e   3. d   4. b   5. a

Exercise 17
1. People post a lot of personal information online. For example, they post information on their profile pages on social networking sites.   2. Posting embarrassing or offensive posts or photos can hurt an applicant's chances of getting a job.   3. Use privacy controls wisely. For example, set your privacy controls so that only friends can view your information.   4. Type your name and e-mail address into a search engine if you want to see what information is available about you online.

Exercise 18
Answers will vary.

GRAMMAR BOOSTER

Exercise A
Underlined sentences: No, I'm staying late to finish this report.   I'm going to stop at Big Box to buy a new printer. Then I'm going to ComputerWorld to get something else on sale.   But the kids use it to surf the Internet all the time. They use the computer to check e-mail, download music, chat with their friends, and play games.

Exercise B
1. I'm staying late in order to finish this report.   2. I'm going to stop at Big Box in order to buy a new printer.
3. Then I'm going to ComputerWorld in order to get something else on sale.   4. But the kids use it in order to surf the Internet all the time.   5. They use the computer in order to check e-mail, download music, chat with their friends, and play games.

Exercise C
They use the computer for checking e-mail, downloading music, chatting with their friends, and playing games.

Exercise D
1. for   2. to   3. for   4. to   5. to

Exercise E
Answers will vary.

Exercise F
1. easier   2. louder   3. quietest   4. most romantic
5. impressive   6. badly   7. bigger   8. bad   9. more exciting   10. most poorly

Exercise G
2. better than   3. more interesting than   4. less violent than   5. easier to play than   6. runs slower than   7. is less expensive than

Exercise H
2. Top Game is the most expensive.   3. Top Game is the fastest.   4. Game Plan is the easiest to play.   5. Game Plan is the most interesting.   6. A-1 is the most violent.

Exercise A

Topic	Statement	
1. Communicating with family and friends	PROS	It's a great way to keep in touch with friends and family all over the world.
	CONS	Your friends may post photos or comments you'd rather not have others see.
2. getting back in touch with old friends	PROS	You can find old friends and people you've lost touch with.
	CONS	People you don't want to stay in touch with may ask to be your friend.
3. is entertaining	PROS	Social networking is entertaining—and on some sites, you can also play games and take fun quizzes
	CONS	It may be too entertaining —it's easy to waste a lot of time on social networking sites

Exercise B
Answers will vary.

Exercise C
Answers will vary.