

Money and finance file. Collocations

1 Which of these methods of payment do you use? When do you use them? Do you use any others?

- cash
- credit card
- debit card
- cheque
- traveller's cheque
- bank-to-bank transfer

2 Which of these banking and insurance products and services do you use? Do you use any others?

- online banking
- mortgage
- loan
- pension
- home insurance
- car insurance
- investment advice
- foreign currency

3 One of these phrases is already complete. Complete the others with the correct preposition from the box. One phrase does not need a preposition.

back by for off

- 1 pay *by* credit card or cheque
- 2 pay _____ a bill or invoice
- 3 pay _____ goods or services
- 4 pay _____ money you borrowed
- 5 pay _____ a loan or debt

4 Complete the sentences with the correct preposition from the box. Then decide if it is good advice or not.

back by for from in into off on out to

- 1 Never lend money _____ a friend.
- 2 Never borrow money _____ a friend.
- 3 Always pay _____ any money you've borrowed as soon as possible.
- 4 If you take _____ a loan, make sure you pay it _____ on time.
- 5 Always pay _____ holidays _____ credit card.
- 6 Always choose a bank that pays interest _____ its accounts.
- 7 Always have your salary paid directly _____ your bank account.
- 8 If you get the chance, always invest _____ shares.

5 Look at the underlined words in the leaflet *Internet banking – at your fingertips*. Match them with the definitions.

- 1 give (money) back
- 2 put (money) into a bank account
- 3 instructions to your bank to make regular payments of the same amount from your account
- 4 taking money dishonestly
- 5 take (money) out of a bank account
- 6 secret Personal Identification Number
- 7 list of all the money going into and out of your bank account
- 8 the amount of money in your bank account
- 9 pieces of business done
- 10 money lent by your bank, so you can spend more than is in your account
- 11 the local office of your bank, where you keep your account
- 12 instructions to your bank to transfer money automatically from your account as a way of paying bills, etc. The amount is often different each time.

6 Read the leaflet *Internet banking – at your fingertips*. Answer the questions.

- 1 When is the Internet banking service open?
- 2 How much does it cost?
- 3 How can you be sure that the information is confidential and secure?

Internet banking – at your fingertips

With over two million customers, our Internet banking service is a safe and easy way to access your personal bank accounts at a time that suits you, seven days a week. And it's free. All you pay are your usual charges for accessing the Internet.

There is no need to open any new accounts. Internet banking is simply another way of accessing your existing ones. You'll still be free to call into your branch or phone us whenever you need to talk to someone in person. And you can of course withdraw or deposit money in the normal way.

You can:

- check your balance and recent transactions
- apply for a new overdraft or increase your existing one
- transfer money between your bank accounts
- pay money to another person's bank account
- print or download your online statement
- pay bills, such as credit card or utility bills
- set up, amend, or cancel standing orders
- order foreign currency or traveller's cheques
- view or cancel direct debits or standing orders.

And you can feel secure doing it, because we ensure that all details transferred between us remain confidential. We use industry-standard levels of security, protecting you against fraud. However, in the unlikely event of fraud, we will refund your money. Of course, as with PIN numbers, you must be careful to keep your security information secret at all times, especially when using shared PCs or those in public places.

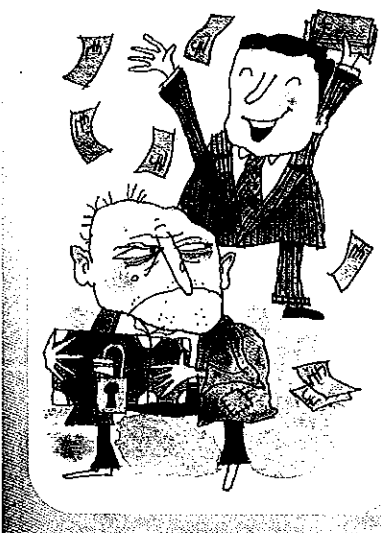
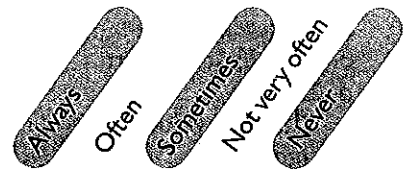
7 Match verbs in A and nouns or phrases in B to make collocations. Sometimes more than one match is possible.

Example *check (your) balance*

<p>A</p> <p>print cancel set up download open</p>	<p>amend check pay order</p>	<p>access pay off transfer apply for</p>	<p>B</p> <p>bank account balance money between accounts bills overdraft</p>	<p>loan foreign currency statement standing order travellers' cheques</p>
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8 Complete the questionnaire by ticking the boxes.

Are you sensible with your MONEY?



- 1 I only use Internet banking on my private PC at home.
- 2 I keep my password and PIN number secret.
- 3 I check my bank statements regularly and keep my own personal record.
- 4 I pay bills on time.
- 5 I have direct debits or standing orders so that my bills are paid on time.
- 6 I save some money every month.
- 7 I keep to a weekly budget.
- 8 I keep a good balance in my account.
- 9 I clear my credit card balance at the end of every month.
- 10 I make sure I'm getting the best possible interest rate on my savings.

9 Compare your answers with your partner. Do you think your partner is sensible with money? Why/Why not? Can you give your partner any advice?