

# Collective Grammar Exercises

# **Unit 1: Present Tenses**

A:	Put in the present	continuous form of	tne verb in brackets.
1.	Please be quiet. I _	(tr	y) to read my book.
2.	I	_ (not/use) the comp	uter at the moment so you can use it.
3.	Mary is ill so Sue	(te	each) her 1essons today. for a hotel. Is there one near here?
4.	Excuse me, I	(look)	for a hotel. Is there one near here?
5.		(you/wait) for some	one?
6.	Jack, you are very homework!	careless. You	(always/forget) to do your
7.	The cost of living		ise) very fast. Every year things are more
_	expensive.	(	
8.	What	(you/do)? I	clean) my shoes.
9.	Why	(not/wear) sho	rts'? It's so hot today.
10.	The neighbours are	so noisy! They	(always/argue) loudly.
<b>B</b> :	Put the verb into t	he correct form, pro	esent continuous or present simple.
1.	Ι	(not/belong) to thi	s particular government committee.
2.	Hurry! The bus	(coi	me). I (not/want) to miss it (not/eat) meat.
3.	Gregory is a veget	arian. He	(not/eat) meat.
4.	I	(look) for the mar	nager. I can't find him anywhere.
5.	We are successful	because we	(take) the time to talk to our customers.
6.	John	(deal) with all	the enquiries about sales.
7.	At the moment we	(	(make) a training video for Siemens.
8.		(you/know) what M	r Briceson (do)? He is not in
	his office.		
9.	Isuccessful.	_ (apply) for a job in	n the sales department, but I don't know if I will be
		(depend) on whet	her or not they have any vacancies.
10	Unemployment	(depend) on whet	1) and is now down to 5.6%
10.	Iane is doing some	(101	1) and is now down to 5.6%.  ary. She needs it for a book she
11.		(write)	ily. She needs it for a book she
12	While Anna is aw	_ (write). av on holidave Matt	(work) in her office
12.	Winic / tima is aw	(tanch) Franch a	(work) in her office. nd German at University and
13.	(learn) Greek.	(teach) Prenen a	nd German at Oniversity and
11	,	(ba)two fligh	ts to Handurgs this afternoon. The Pritish Airways
14.	flight	(100) wo mgii	ts to Honduras this afternoon. The British Airways
15	Inflation	(rice) at 13.	00 and (arrive) at 22:00.
13.		(11se) at a 1	rate of 2% per annum.
<b>C:</b> 1.		-	ent simple or the present continuous.
1. 2	Mr Proven	(remen	a a supermarket
∠. 2	I DIOWII	(work) in this fact	ory until I find a better job.
3.	I aplet I4	_ (work) in this fact	ory until I find a better job.
4.	Look! It	(Snow).	(41,/4, 11.) 1 49
5.	Can you hear thos	e giris! What	(they/ta1k) about?
6.	W/-	(you/know) Helen?	
7.			ork by tube. It is too busy.
8.	when I'm in Paris	1	(usually/stay) in the Hotel du Pont, but this

	time I		(stay) in the	more expensive i	iotel Notre	Dame.
9.	Ruth		_ (be) a vegeta	rian. She		(not/eat) meat or fish.
10.	My father	r	(be) an o	engineer, but he _		(not/eat) meat or fish. (not/work) right
	now.		, ,	_		,
11.		(vo	u/believe) in gl	osts?		
12	My paren	nts	(live) i	n Sydney. Where		(vour
1 2.	parents/1	ive)?	(1110)1	in Syuncy. Where		()our
12	W/o	100):	(over) two core	on actata car and	l a sports of	. •
13.	W E	1.:9 NJ - 1	(OWII) two cars	s, an estate car and (learn) at the (try) to steal that	i a sports ca	11.
14.	Can you	arive? No, bu	τι	(learn) at ti	ne moment.	
15.	Look! Th	at woman		(try) to steal that	man's wall	et.
16.	The Rive	r Nile	(11)	ow) into the Medi	terranean.	
17.		(yo	u/like) Bon Jov	i?		
18.	I	(2	get) thirsty. Let's	s get something to	drink.	
19.	Those flo	owers	(sn	nell) lovely. What	are they?	
20	Jane		(repair) her b	ike She	0	know) exactly what to
_ 0.	do.				(	anow) enactif what to
		-	and Past C	ce. Use the past s	imple:	
				buy s	-	maat
l.		was fantastic	c. Every guest _		something	to eat and a bottle of
	wine.					
2.	I had an e	extravagant w	eekend. I	som her ex-husba	ie clothes a	nd a plant.
3.	Three we	eks ago Tracy	У	her ex-husba	and in Mall	orca. What a
	coinciden	icel				
4.	When I li	ved in Italy, v	we alwavs	lan	ıb at Easter	
5	Shakespe	are	a lot o	of plays		
	Silwii esp e			or prays.		
B:	A friend	has just retu	rned from his	noliday. Ask him	questions	about it using the
	past simp	le.				
Exs	ample:	where/go?	Where did	νου σο <sup>9</sup>		
LAC	ampic.	sun/shine	Did the sun	, 0		
		Sum/Simile	Dia the sun	sinic.		
1	1 /4	41 0				
1.	how/get					
2.	who/go w					
3.	where/sta	-				
4.	the weath	er /good?				
5.	what/you	think of the f	food?			
6.	_	during the day				
7.		the evenings				
7. 8.	_	souvenirs?	•			
			)			
9.	-	new friends?				
10.	now long	the journey l	nome/take'?			

	Put the verb in			
1.		(not/come) t	to the office yesterday beca	use he
	(be) ill.			
2.	She	(not/read) the	e book because she	(not/be)
	very interested in	n that author.		
3.	The students	(not	/finish) their group project	because they
		(run out) of time.		
4.	We	(not/eat) anyt	thing for breakfast because	we
		(be) in a hurry.		
5.	Mary	(not/catch)	the train to Mexico City be	cause she
		(arrive) at the stat	tion too late.	
<b>D</b> : 1	Put the verb in t	he correct form: pa	st simple or past continuo	ous.
		-	ne alarm clock	
2.	They	(wait) for m	ne when I	(go off).
3.	The phone	(wait) for it.	while I	_ (unive). (have) a shower
4.	We mone	(not/go out) 1	ast Sunday because it	(rain)
	I	(see) Kim at the	narty She	(wear) a new dress
5. 6	T	(break) a howl t	party. Shehis morning. When I	(wash) the
0.	dishes it just	clir)	o) out of my hand onto the f	loor!
7.	When he	(SHP	the table, he	(faal) a sharn nain in
1.	his back.	(Carry) (	ine table, he	
8.		(go) down	the stairs when the lights	(go
ο.		(go) down	the stairs when the lights _	(go
٥	out).	(wyotob) TV w	yhan samaana	(aama) to the door
9.			when someone	(come) to the door
10		(knock) very		
10.			this time yesterday? Oh, I	
11	(prepare) the din	(f-11)11-	:1- T	4-1-) 4-1
11.	1 1 12:45	(1a11) asieep wiii	ile I (wa	
12.	At 12:45 yesterd	iay, Mir Airight	(see) a client	in his office.
Un	it 3 : Past Pe	erfect		
A:	Here is the lates	st news about your f	friends and family. Comp	lete the sentences using
	the present perf	ect simple.		
Exa	ample: I/buy/	/a new car	I have bought a new c	ar
1.	Mary/move hous	se		
2.	Fred and Frank/s	start/a company		
3.	My parents/go to	o Greece		
4.	Sue/get married			
5.	Granny/celebrate	e her 80th birthday		
B:	Read the situation	ons and write sente	nces in the present perfec	t simple. Choose one of
	the following:			
	learn	buy find	break cl	ean grow
1.	James can't go to	school because his	arm is in plaster. He has b	roken his arm.
2	_		France He isn't any more	

3. 4.	Jane didn't have a c Our flat was very d	lress to wear to the usty. It isn't any m	wedding. Nore	Now she do	es	
5. 6.	Mr Flint was unhappy because he had lost his cat. Now he is happy.  Harry didn't have a beard last month. Now he has a beard					
	•					
C:	You are interviewi	ng a famous pers	on. Ask qu	estions abo	out things h	e/she has done in
	his/her life. Make	the questions from	n the words	s given.		
1.	ever/win/an award		Have you	ı ever won	an award?	
2.	ever/travel/to Holl	•				
3.	ever/meet/Bill Clinever/write/a novel	iton				
4. 5.	ever/write/a nover ever/run/a maratho	an .	•••••			
<i>5</i> . 6.	ever/give/money to					
0.	ever, give, money to	Charley				
D:	Complete the sente	ences using the pr	esent perfe	ect simple a	and today/t	his week/this
	year etc.					
1.	I watched TV yest	•		•		
2.	It rained last week					
3.	Last week I spent	-				
4. 5.	I saw James yester I received a lot of	-				
<i>5</i> . 6.	It was warm last s					
0.	it was warm fast s	mig out			••••	
E:	Write a sentence u	sing the present p	erfect cont	inuous. Us	e the words	s in brackets.
1.	John is sunburnt.	He has been	n sitting in t	the sun.	(sit/in the	sun)
2.	The ground is wet.				(rain)	
3.	Jack has no money				(shop)	1 * 1 \
4.	Fred is covered in p				(paint/the	,
	Maisy is tired and in Harry is very hot an				(drive/for	
0.	marry is very not a	id dirty			(dig/the ga	irden)
F:	Complete the sente	ences using the pr	esent perfe	ct continuo	ous and add	l since or for.
1.	Maria	(learn) Engl	lish	two y	ears.	
2.	MariaI	_ (write) letters		8:00.		
3.	Robert and Jane	(t	ravel) arour	nd Europe _		five weeks.
4.	We	(go) to Ireland	l for our hol	idays	196	8.
5.	It	_ (rain)	this mor	ning.		
6.		$\underline{\hspace{1cm}}$ (look) for a	new Job	a	long time.	.41 .01; .44;
7.	Mark	(sell) compu	iters	he sta	arted his job	with Olivetti.
8.	We	(wait) for the i	bus	sho was oid	.y-11ve minu aht	ites.
و. 10	She	(play) plano _ (watch) TV		hours	3111.	
	Complete the sent					
1.	(build) The Browns They	,all th	_ a nouse n e main wall	s now		
2.	(write) John	his no	ovel since la	ist year.		
	` /			•		

	He	the first three chapters.	
3.		the town hall since	e February.
	They	nearly half of it now.	
4.	(save) The Cooks	to go on holiday ne	ext summer.
	Thev	€ 2000 up to now.	
5.	(watch) I	cartoons on TV.	
	I	to go on holiday ne  € 2000 up to now.  cartoons on TV.  4 cartoons already.	
Н:	Put the verb in the	e most suitable form, present perfect	t simple or continuous.
		(you/study) hard?	<b>P</b>
2.	Mr Brown is new h	ere, isn't he? How long	(he/work) for the
	company?		(110/ (1111)/ 101 0110
3.	I	(lose) my wallet. Have you seen it a	nvwhere?
4.	I	_ (lose) my wallet. Have you seen it an _ (read) the magazine you lent me, but	t I
	(not/finish) vet.		
5.	(, ) ,	(vou/hear) the bad news? Simon	(break) his leg!
6.	How many articles	(vou/write)?	(0.0000) ====
7.	What	(you/hear) the bad news? Simon (you/write)? (you/do)? I (play) golf since t	(wait) for you for an hour!
8.	Bob and his friends	(play) golf since t	his morning.
9	I	(know) Louise for ten years.	<i>G</i> .
10	Mr Brown	(mark) the exams all morn	ing but he
	(not/read) them all.		
	(		
т. 1	D4 : 4b		1
		erb form: present perfect or past sin	
1.	How long	(she/study) German? (he/begin) to study Business Ac	1
2.	When	(he/begin) to study Business Ac	dministration?
	Who	(write) the play Dancing at Lug	ghnasa.
4.		(you/visit) any museums when you we	
		school record. He	
6.	Prices	(go) up. Things are much more	expensive this week.
7.	What	(happen) to you. I waited all aft	ernoon for you.
8.	Marilyn	(have) an accident. She was r	running for the bus when she
_		(fall) down.	
9.	Mr Arnold	(win) the Exporter of the Y	Year prize twice. His brother
		(win) it four times already.	
10.	Alfred Hitchcock _	(make) lots of films (just/remember) something.	in his long career.
11.	I	_ (just/remember) something.	
12.		(you/reply) to Mr Aston's letter yet?	
13.	Mr Miller	(you/reply) to Mr Aston's letter yet? (work) in a travel agency for	or years. Then he gave it up.
14.	Melanie lives in Bu	icharest. She(live)	there all her life.
15.	My uncle died in 19	charest. She (live) 960. I (never/have)	the opportunity to meet him.
П	it 4: Past Perfe	oct .	
UII	iii 4. Fasi Ferie	; <b>C</b> l	

# A: Read the situations and write sentences in the past perfect using the words in

#### brackets.

1. I arrived at the party at 9 p.m. but Jane was already there. (she / arrive / before / me) **She had arrived before me.** 

2.	I invited Jeff to come for lunch but he wasn't hungry.  (he / already / eat / lunch)
3.	Jane was late for her exam. All the other students were already there.
٠.	(they / start / the exam)
4.	
	(everybody / go / to bed)
5.	I rang Fred but he wasn't at home.
	(he / already / leave / for work)
B:	Complete the sentences using the past simple or the past perfect.
1.	When the teacher came in, everybody (stand up).
2.	I arrived two hours late because my car (break down).
3.	I was really tired last night. I (have) a hard day.
4.	Sam felt ill, so he (go) to bed.
5.	I was really tired last night. I (have) a hard day.  Sam felt ill, so he (go) to bed.  When we (write) the letter, we went to the post office.
C:	Complete the sentences using the past perfect or the past perfect continuous.
1.	,
2.	
	there all afternoon.
3.	She retired at fifty-five, but she (work) hard all her life.  James was very irritable. He (look) for his contact lens for an hour and
4.	James was very irritable. He (look) for his contact lens for an hour and
	he still (not / find) it!
5.	I was furious with Tom when he arrived. I (wait) for him for hours.
6.	Harry was sad to sell his car. He (have) it for a long time.
7.	Mary was covered in white paint. She (decorate) the kitchen all
0	afternoon.
8.	`
0	and (forget) to switch it off.
9. 10	Hattie felt terribly sick. She (eat) too many cream cakes.  The journey was incredibly long. We (travel) for ten hours and we
10.	weren't even half way yet.
	weren i even nan way yet.
ъ	
	Complete the sentences using the present perfect or past perfect.
1.	The park looked awful after the music festival. People (leave) litter
_	everywhere.
2.	You (make) a mistake. I am not the person you are looking for.
3.	When we arrived at the cinema, the film (already/start).
4.	It isn't raining now. It
5.	I am really not very hungry. I (just/have) lunch.
6.	His apartment was really dirty. He obviously (not/clean) it for weeks.
7.	At last the Board of Directors were ready to announce their decision. They
8.	(make) up their mind. I am so exhausted (really/have) a tough week.
o. 9.	The ball hit the back of the net before the goalkeeper (notice).
	The CEO didn't speak until he (hear) all the arguments.
ı U.	the case didn't speak until the (fical) att the arguments.

## **Unit 5: Future Tense**

A:	Put the verb in brackets into	the present continuous or the pre	sent simple.
1.	I (meet) Jano	e tonight.	
2.	I (meet) Jane The train to London (to the content of t	(leave) at midday.	
3.	What time (1	the film / begin) this evening?	
4.	What (you /	do) next weekend?	
5.	We (have) a	party on Saturday. Do you want to	come?
6.	When (the c	oncert / start)? It .	(start) at 7 p.m
7.	Harry(come	e) to stay tomorrow. He	(catch) the last
	bus from York, which	oncert / start)? Ite) to stay tomorrow. He (arrive) here at midnight.	
B:	Write questions using going t	0.	
You	ur friend is going on holiday to	Spain. You ask:	
1.	(where / stay?)	Where are you going to stay?	
2.	(what / see?)	?	
3.	(who / go with?)	?	
4.	(how / travel?)	?	
5.	(how much luggage / take?)	?	
6.	(what souvenirs / buy?)	?	
	Use <i>going to</i> and the words in situations.	ı brackets to say what is going to l	nappen in these
1.		in the sky (rain)	It's going to rain.
2.	The cat has seen a mouse. (cha	•	it s going to rain.
3.	There is a large hole in the bot	· ·	
4.	It is 7:45 and John is asleep. H		
5.			
6.			
	an Garja Parama Ga		
D:	Choose the correct form of th	ne verb.	
1.	I'll meet / I'm meeting Jane in	town tonight.	
2.	Louise can't come. She is takir	ng / will take the car to the garage at	5 p.m.
3.		ve / will your train leave tomorrow?	
4.	'I'm very thirsty.' 'I'll get / I get	tyou something to drink. Coke or te	ea?'
5.	This bus is stopping / stops at	every village, so it's very slow!	
6.	'Did you buy some butter?' 'Oh	n, I forgot. I'll get / I'm getting some	now.'
7.	I think it rains / will rain later		
8.		et?' 'Yes, we are going to buy / we w	
9.	'Why have you put the TV on?	" I'm going to watch / I will watch the	he news.'

10. 'Frank, I can't go out because I haven't got any money.' 'Don't worry. I lend you / I'll

11. Shall / Will I carry that for you?

lend you some.'

## **Unit 6: Conditionals**

	<b>Conditional 1</b>	Put the verbs in b	rackets into the / a co	orrect form.
1.	If you	(visit), we	(go) 1	to the theatre.
2.	If it	(rain), we	(eat) ins	side.
3.	If you	(not / pass) 1	the exam,	(you / take) it again?
4.	We	(lose) our way	if we	(not / stay) on the main road.
5.	Не	(not / catch) the	e plane if he	(not / hurry)!
6.	Ι	(telephone) if I	(need	l) any help.
B:	Conditional 2	Put the verbs in b	orackets into the / a c	orrect form.
1.	If you	(do) more ex	xercise, you	(feel) better.
2.	What	(you / do) if	you	(win) a million pounds?
3.	If someone	(come)	in here with a gun, I_	(win) a million pounds? (be) very
	frightened.			
4.	If I	(be) you, I	(learn)	French before travelling to
	France.			
5.	I'm sure Fred	(und	erstand) if you	(explain) the
	situation to him.			
6.	My husband	(be) v	ery upset if I	(lose) my wedding
	ring.			
C.	Conditional 3	Dut the works in h	rackets into the / a co	arreat form
1.	future husband T		ner Hight, sne	(not / met) her
2.			am if I	
	Ifho	(1:)		
3.		(drive) more	carefully, he	(not / have) an
3.	accident.	(drive) more	carefully, he	(not / have) an
	accident.			(not / have) an tions (be)
4.	accident. They better.	(win) the rac	e if the weather condit	tions(be)
<ol> <li>4.</li> <li>5.</li> </ol>	accident. They better. What	(win) the race (you / do) if	e if the weather condity	tions (be) (see) the thief steal the jewels?
<ol> <li>4.</li> <li>5.</li> </ol>	accident. They better. What	(win) the race (you / do) if	e if the weather condity	tions(be)
<ul><li>4.</li><li>5.</li><li>6.</li></ul>	accident. They better. What If we	(win) the race (you / do) if	e if the weather condit you y ticket, we	tions (be) (see) the thief steal the jewels?
4. 5. 6. <b>D:</b>	accident. They better. What If we	(win) the race (you / do) if (buy) a lotter	e if the weather condition  you  y ticket, we  ces.	tions (be)  (see) the thief steal the jewels?  (win) a fortune!
4. 5. 6. <b>D:</b> 1.	accident. Theybetter. WhatIf we  Match the two h If I were rich	(win) the race (you / do) if (buy) a lotter	e if the weather condit you y ticket, we ces. a) I'll drink a glass	tions (be)  (see) the thief steal the jewels?  (win) a fortune!  of white wine with it.
4. 5. 6. <b>D:</b> 1. 2.	accident. They	(win) the race (you / do) if (buy) a lotter alves of the sentences of the sentences of the sentences (win) the race (you / do) if (you / do) i	e if the weather condit youy ticket, we ces.  a) I'll drink a glass b) I may arrive on	(see) the thief steal the jewels?  (win) a fortune!  of white wine with it. time.
4. 5. 6. <b>D:</b> 1. 2. 3.	accident. They_better. WhatIf we  Match the two h If I were rich If I hadn't eaten s If I had won the	(win) the race (you / do) if (buy) a lotter alves of the sentence (so much competition	youy ticket, we  ces.  a) I'll drink a glass b) I may arrive on c) I wouldn't smok	(see) the thief steal the jewels?  (win) a fortune!  of white wine with it.  time. e so much!
4. 5. 6. <b>D:</b> 1. 2. 3. 4.	accident. They	(win) the race (you / do) if (buy) a lotter alves of the sentence (so much competition	e if the weather condit you	tions (be)  (see) the thief steal the jewels? (win) a fortune!  of white wine with it. time. e so much! perty.
4. 5. 6. <b>D:</b> 1. 2. 3. 4. 5.	accident. They	(win) the race (you / do) if (buy) a lotter alves of the sentence (so much competition	e if the weather condit you y ticket, we  ces.  a) I'll drink a glass b) I may arrive on c) I wouldn't smok d) I'd invest in pro e) I can have a sho	(see) the thief steal the jewels?  (win) a fortune!  of white wine with it. time. e so much! perty. wer before the meeting.
4. 5. 6. <b>D:</b> 1. 2. 3. 4. 5. 6.	accident. They	(win) the race (you / do) if (buy) a lotter alves of the sentence (so much competition e train	e if the weather condition  you y ticket, we  ces.  a) I'll drink a glass b) I may arrive on c) I wouldn't smok d) I'd invest in proce il can have a shoof) I wouldn't feel so	tions (be)  (see) the thief steal the jewels?  (win) a fortune!  of white wine with it. time. e so much! perty. wer before the meeting. o sick now!
4. 5. 6. <b>D:</b> 1. 2. 3. 4. 5. 6. 7.	accident. They	(win) the race (you / do) if (buy) a lotter alves of the sentence (so much competition e train	e if the weather condityou	(see) the thief steal the jewels?  (win) a fortune!  of white wine with it. time. e so much! perty. wer before the meeting. o sick now! t a new sports car!
4. 5. 6. <b>D:</b> 1. 2. 3. 4. 5. 6.	accident. They	(win) the race (you / do) if (buy) a lotter alves of the sentence competition e train	e if the weather condition  you	(see) the thief steal the jewels?  (win) a fortune!  of white wine with it. time. e so much! perty. wer before the meeting. o sick now! t a new sports car!

## E: Write sentences beginning I wish...

- 1. It's raining, and you hate the rain. I wish it wasn't raining.
- 2. You live in a big city and you don't like it. I wish I lived in a village.

- 3. You're poor, but you'd like to be rich!
- 4. You haven't got a car and you need one.
- 5. You would like to own a dog.
- 6. You can't speak a foreign language.
- 7. A friend hasn't arrived and that's a pity.
- 8. You have eaten too much and feel ill.
- 9. You have lost your purse.
- 10. You have missed the last bus home.
- 11. You failed your exam because you didn't work hard enough.
- 12. You have just watched a terrifying horror film and regret it!

#### **Unit 7: Question Forms**

#### A: Write yes / no or wh-questions. Be careful of your choice of TENSE!

1. where / you / live?

Where do you live?

- 2. you / pass / your exam / last semester?
- 3. what / your parents / do / at the moment?
- 4. where / we / go / tonight?
- 5. you / ever / visit / the Louvre in Paris?
- 6. who / you / talk to / at the party last week?
- 7. how far / be / the city centre / from here?
- 8. Mary / drive / to the wedding / tomorrow?
- 9. whose / dog / be / it?
- 10. why / she / not / come yesterday?
- 11. you / think / it / rain / this evening?

#### **B:** Write the questions for these answers.

1. I'm 28 years old. How old are you?

- 2. I live in Paris.
- 3. I am a secretary.
- 4. Yes, I have a son and a daughter.
- 5. No, I've never been to Morocco.
- 6. I'm going to the Seychelles this summer.
- 7. It's 10 a.m..
- 8. He's been working here for 5 years.
- 9. She was born in France.
- 10. I am 1.63 metres tall.
- 11. The baby weighs 8 kilos.

#### C: Put a question tag on the end of these sentences.

You won't be late, will you?
 He's tired, ......?
 You've got a television, .....?
 Jack's on holiday, .....?
 You don't know Fred, ....?
 You weren't listening, ....?
 Don't break that plate, ....?
 He wouldn't do that, .....?
 She can't swim, .....?

	He'd never met her before,? I'm too noisy,?	
D:	Yesterday you had a job interview. Tell a frid	end what the interviewer asked you.
1.	Where are you from?	He asked me where I was from.
2.	How old are you?	
3.	Can you drive?	He asked me if I could drive.
4.	What languages can you speak?	
5.	What are your hobbies?	
6.	Why do you want this job?	
7.	Have you done secretarial work before?	
8.	Which university did you study at?	
9.	How long have you been working in your prese	ent job?
10.	Have you ever worked abroad?	
11.	Do you enjoy travelling?	
12.	When can you start?	

# **Unit 8: Infinitive/Gerund**

<b>A:</b>	Put in the infinitive or th	e -ing form of the verb in brackets.
1.	I was overjoyed	(see) you at the party.
2.	The nuclear station is not	likely(blow up) although it may shut down.
3.		(see) such poverty when she visited India.
4.	It's possible	(work) all day without being disturbed.
5.	You are free	(leave) any time you want to.
6.	You should be able to pract	ctise(sing) every day.
		(discover) a new chemical element.
8.	I don't mind people	(ask) me questions.
9.	He works too slowly	(be) any use to me.
10.	He can 't stand	(wait) for other people.
11.	I guess there is no point _	(sit) around here any longer.
		nough for us(drink).
13.	Please stop	_(interrupt) me when I am trying to explain something.
		(buy) flowers for my girlfriend's birthday.
		(waste) time trying to explain this to you.
		(enter) the house but says he didn't take anything.
	• • • • • • • • • • • • • • • • • • • •	(spend) my holidays in Spain.
		e refused(accept) it.
		(repair) my motorcycle.
20.	Why does John keep	(write) to you?

# B: Complete the report by putting the verbs in the correct form, using ing or to.

Swimmer abandons Channel swim
James Forsyth has decided (1)(abandon) his second attempt at (2)(swim) the English Channel after (3)(break) his ankle in a cycling accident. His decision (4)(postpone) this attempt came after a two week holiday (5)(mountainbike) in Majorca with his wife. His first attempt was also unsuccessful and he is unlikely (6)(be) back training for quite a few months. He said in a recent interview that he had not yet decided whether (7)(try) one more time, but denies (8)(lose) total interest in the project. 'I aim (9)(raise) money for a local charity' he explained. He continued by (10)(say) that if he could manage (11)(find) the time, he would do a lot more charity work.
C: Put in the infinitive or ing form of the verbs in brackets.  1. It's no use
D: Complete the sentences with these verbs.    stay
1. Julie suggested to the movies but I was really tired and decided against it.  2. Would you mind the window, please?  3. I like Susan very much but she does tend an awful lot.  4. Can someone show me how the film in this camera?  5. You seem a lot of weight.  6. Everyone wanted him the tournament.  7. They don't allow you in this building.  8. She wouldn't let me the letter she had written to her aunt.  9. I would advise you the night because the roads are treacherous.  10. Child psychologists do not encourage TV after 9 o'clock at night.
E: Correct the following sentences.
<ol> <li>Tom suggested me to buy a new laptop computer.</li> <li>Why do you dislike to watch TV with me.</li> <li>Trying some of this wine. Maybe you will like it.</li> <li>I am looking forward to see you soon.</li> <li>He apologised me for the delay.</li> </ol>

- 6. Did you have any trouble to get a green card for the States.
- 7. It is a waste of time to go to the Psychology lecture.
- 8. I can't afford going on holiday.
- 9. Foreigners are not used to drive on the left
- 10. I'm going to Spain learning Spanish.

F:	Complete the senten	ces with either the <i>infinitive</i> or <i>-ing</i> form.
1.	It is difficult	(find) a place to park in this town.
2.	Peter prefers	(drive) rather than travelling by train.
3.	It's time	(clean) this kitchen.
4.	She was sitting in he	r armchair(watch) television.
5.	I can't help	(fall) in love with you.
6.	I've given up	(try) to communicate with John.
7.	There is no point	(spend) too long on the individual questions.
8.	She used to	(say) she would return to her job when the children grew up
9.	If you put off	(explain) it to her, then it will only become worse.

10. Many dream of (win) the lottery so that they never have to work again.

## **Unit 9: Relative Clauses**

A:	Complete the sentences	with the/a correc	t form or nothing	(i.e. leave it blank)
1.	Alexander Fleming was	the man	discovered p	enicillin.
2.	I like meeting people	have	travelled widely.	
3.	The school	I was educated	has been demolish	ed.
4.	The man	_ I was talking to l	ast week gave me a	nother version of the
	events.			
5.	I am working for a const	ruction company _	hea	d office is in Leeds.
6.	My grandfather,	was an ex	traordinary pianist	, lived until the age of 78.
7.	The book	_ we read in the c	ourse was written b	y Roald Dahl.
8.	For years he lived a life	W	as very pleasurable	
9.	My car,	I bought in Germa	any, needs repairing	<del>5</del> .
10.	Jeremy,	is a famous author	r, is coming to see i	ne today.

#### B: Join the following sentences paying particular attention to word order.

- 1. Look at the teacher. He is talking to his pupil.
- 2. Ireland exports computer components. They are made mostly in Dublin.
- 3. John looked anxiously at his watch. He wished he hadn't come to the party.
- 4. There were a lot of people here earlier. They wanted to talk to you.
- 5. There was an actor there. His work took him all over the world.
- 6. I was talking to a woman. Her husband was killed in the war.
- 7. The man got on the bus. He was carrying a cat in a box.
- 8. Somebody called while you were out. I can't remember his name.
- 9. I work mainly in the Marketing Department. It is the smallest department in the company.
- 10. My boss decided to employ me as his assistant. His work takes him all over the world.

#### C: Correct the following sentences.

- 1. The man which lives next door is very friendly.
- 2. Everything what he said was correct.

- 3. The person which I wanted to see was not available until Monday.
- 4. Yesterday I met Mario who told me he was getting married. .
- 5. Mr Smith is going to go to Moscow where his daughter has been living for some time now.
- 6. Mr Carlisle, whom I spoke last night, is very interested in our new project.
- 7. She couldn't come to the conference that was a pity.
- 8. Suzanna has many friends, most of which she went to school with.
- 9. She tried on several jackets, none of whom fit her.
- 10. Melanie, that has just bought a house near Gatwick, is getting married.

#### **D:** Rewrite the sentences

- 1. A plane crashed into the ocean yesterday. It was carrying 345 passengers.
- 2. The paintings have now been recovered. They were stolen from a mansion in London. ,.
- 3. At the end of the street is a path. The path leads to a lake.
- 4. I live in a very nice flat. It overlooks some beautiful gardens.
- 5. Somebody phoned while you were in town. He was called Jack.

#### **Unit 10: Modal Verbs**

#### A: Choose the correct form of the verbs: can, could and (be) able to.

- 1. I really enjoyed staying with my aunt when I was a child because she always told me I could/was able to watch TV after 10 o'clock.
- 2. I couldn't have found/haven't been able to find my filofax for days now.
- 3. As soon as she arrived <u>I could/was able to</u> see from her face that she was depressed.
- 4. Why did I have to listen to you? I could have been/can be at home now instead of here.
- 5. You should have taken a taxi or you <u>could phone/could have phoned</u> me for a lift.
- 6. This refrigerator was \$567 but <u>I could/was able to</u> get a discount because it was slightly damaged.
- 7. I have no idea where my sister is. She could/can be in the North Pole for all I know.
- 8. It is difficult to understand how miners work under such conditions. I can't/couldn't.
- 9. She was able to be/could have been a star but she became a nurse instead.
- 10. I could/can drive but I can't ride a bike.

<b>B</b> :	Choose the correct f	orm of the verb: must/have to/mustn	't/ needn't/don't have to.
1.	You	pay a month's rent in advance. The lar	ndlord always insists on it.
2.	You	complete and return the completed for	m before Friday, 10th March
3.	In Britain, motorcycl	ists wear crash helmet	S.
		drink alcohol while taking these tablet	
5.	You	have a licence to have children.	
6.	You	put out the rubbish. I can do that later.	
7.	Mr Brown	work late in the office since he	changed his job.
8.	Mary has a weight prowants to lose weight.	roblem. She knows she	give up fried food if she
9.	During the Antarctic drinking water.	expedition the explorers	melt the snow to get
10.	You	all remember to lock the door when yo	ou leave.

#### C: Choose the correct form of the verbs: must/can't/may/might.

- 1. You <u>must be/can't be</u> very proud of your daughter winning the prize.
- 2. That play has been such a success. It <u>must be / can't be</u> easy to get tickets to see it.
- 3. You <u>must be / must have been</u> parched after carrying those heavy boxes. I must put the kettle on.
- 4. We thought you would have visited us when you were in town. I suppose you <u>must be/</u> <u>must have been</u> too busy.
- 5. I'm sure you could pass the examination if you tried. You <u>mustn't be/ can't be</u> using the proper learning strategies.
- 6. Why did you work there? You <u>might have enjoyed</u>/ <u>can't have enjoyed</u> working in such an environment.
- 7. The shop <u>may be delivering/must be delivering</u> our new suite today.
- 8. You will have to go over the books again. You <u>might have been concentrating/ can't have</u> been concentrating when you looked at them the first time.
- 9. I just called the office but I guess they <u>may have/ may be having</u> a lunch break.
- 10. If you carry those heavy suitcases you must/might injure yourself.

#### D: These sentences are wrong. Correct them.

- 1. I don't know who gave me this CD. It should have been my uncle.
- 2. She shouldn't be out so late. Look at her. She mustn't be more than fifteen.
- 3. They didn't want to come with us at first, but finally we could persuade them to come.
- 4. Will you like a cup of tea with your cake?
- 5. Mary hasn't to work on Saturdays any more.
- 6. 'You must have been Anthony's brother. Hello, I'm Roger.'
- 7. I phoned yesterday and they said he's just left for a two day trip to Malibu.
- 8. We mustn't have booked seats for the show because the theatre is half empty.
- 9. I can't have to go to work yesterday so I stayed in bed till lunchtime.
- 10. You mightn't have cooked all that food.

## Unit 11: Countable and uncountable nouns and some/any

#### A: Which is correct (A) or (B)?

- 1. Mrs Johnston goes to (a) **church** (b) **the Church** every day of the week.
- 2. Jenny does a lot of business in (a) Far East (b) the Far East.
- 3. (a) **Computer games** (b) **The Computer games** are one of the things of the modern world not liked by all.
- 4. I like eating (a) spaghetti (b) the spaghetti.
- 5. She spent most of her life travelling in (a) **Europe** (b) **the Europe** and (a) **Middle East** (b) **the Middle East**.
- 6. In Ireland children go to (a) **school** (b) **the school** from nine o'clock until four o'clock every day.
- 7. There's been a terrible accident. Call (a) police (b) the police.
- 8. There are millions of stars in (a) space (b) the space.
- 9. I would love to live near (a) sea (b) the sea.
- 10. Do you know how to play (a) guitar (b) the guitar.

<b>B</b> :	Put in mucl	h/many, (a)	little,	(a)few, a	lot of,	plenty	of where	necessary
------------	-------------	-------------	---------	-----------	---------	--------	----------	-----------

1. There has been \_\_\_\_\_ rain recently.

2.	You've got to hurry up. There's time to waste.  I am enjoying my time here. I have friends and we get together regularly.
3.	I am enjoying my time here. I have friends and we get together regularly.
4.	There weren't that people at the party that I knew.
5.	There is no rush. We have time.
6.	He has so money, he doesn't know what to do with it.
7.	I last saw Jeremy years ago.
8.	Nowadays people have servants in their houses.
9.	Nowadays people have servants in their houses.  I have friends that I can trust but not many.
10.	It has cost us money to furnish this house.
c.	Convert the following contanges
	Correct the following sentences.  We don't have much boxes to carry.
	I'm afraid I have a bad news.
	Four persons were injured in the car crash.
	We had a very good travel across Europe.
	I love to eat some bananas when I am really hungry.
	Jane's parents are some very nice people.
/.	Thank you very much. That was very nice dinner.
	French are famous for their culinary talents.
	He was told to go in the bed and stay there until he was better.
	I have visited United States on many occasions and I really enjoyed it.
	The half of the money I gave to my sister so that she could buy a dress.
	Most of tourists come to this part of Germany for the outdoor activities.
	Both us were extremely tired after our walking holiday in Greece.
	I didn't see nothing.
	We spent much money on things we will never need.
16.	Mr Elliot knows all on his street.
ΙΙμ	sit 12 : Comparisons
UI	it 12 : Comparisons
۸.	Put in the comparative of the adjectives and adverbs in brackets, and <i>than</i> , where
А.	
	necessary.
1.	Going by bus is going by train. (cheap)
2.	I was after the holiday than I was before it. (tired)
3	It took me to get here expected (long)
4.	Can you please speak? (slow)
5.	Can you please speak? (slow) Sharon is a lot than she was as a child. (friendly)
6.	I am unable to walk much (far).
7.	Your room looks a lot since you tidied it up. (good)
8.	My brother has been working for Lufthansa for 4 years now. (old)
9.	At the moment, finding a job is than making new friends. (important)
10.	My sister is a lot me. (old)
<b>.</b>	
	Complete the sentences, using the correct form of the word(s) supplied and adding
	any other words needed.
1. 2.	Do you happen to know what (big) planet in our solar system is? (soon) we leave the better.
	Lets go to France by car. It is much(cheap)
J.	

4.	I think you'll find it is (not /warm) it looks.  Can't you run (fast)?
	Can't you run (fast)?
6.	The extent of his injuries was far more (serious) than we originally thought.
7.	Anna's salary is (same) mine.  That was (deliaious) most Ilva had in a long time.
	That was (delicious) meal I've had in a long time.
ን. 1በ	The more work you do now, (happy) you will be about your examination. Which pop singer sings (beautifully) in your opinion?
10.	which pop singer sings (ocautifully) in your opinion:
C:	Correct the following sentences.
1.	What is the biggest city of the world?
2.	Don't go by train. It's lot more expensive.
3.	The final examination was more easier than we expected.
4.	Her injuries were much more serious as we first thought.
5.	My sister is elder than me.
6.	Marjorie earns the same amount of money than me.
7.	That building there is the eldest in this town.
8.	Of all the people working in this company, Adam has the lesser experience.
9.	He is so noisy. It is a lot more quietest when he is not around.
10.	The more people who lend a hand, the least we will have to do later.
	WAO The Beach of Water
Ur	it 13: The Passive Voice
۸.	Complete the story using either the active or passive voice.
	s building, which is the oldest surviving example in the country,(1)(say) to be the most expensive house in Canada. Currently the house
 (2)	
(3)	(report) to be haunted and many people down the centuries (4)
(5)	(build) in 1123 by Michel Davidson, and it (6)
	(have) a remarkable history ever since then. Many famous people
are	said (7)(stay) in the house on many occasions including Oliver
	mwell. Henry Reede (8) (live) in the house for the past ten
	rs. While the house (9) (restore) some years ago, Mr Reede
	ducted some research into the history of the house. 'I (10) (read)
	there are secret chambers somewhere' he said. 'We (11)(look)
	them for quite some time now but (12)(not find) them. However,
we	do hope to find them some day.
D.	Complete the following centences using the passive voice
	Complete the following sentences using the passive voice.
1.	Animal Farm (write) by George Orwell.
2. 3.	I've collected all the necessary articles that (need) to write this paper.  If you hadn't been so unprofessional you (sack)
3. 4.	If you hadn't been so unprofessional, you (sack).  The man who (suspect) of stealing your handbag has been captured.
<del>-</del> . 5.	Lady Spence (hold) at gunpoint during a robbery in her home at
٠.	Dorchester yesterday.
6.	We had hoped to get a look at some of the exhibits but the gallery
	(restore) last May when we were there.
7.	This company is very inefficient. The telephone (never/answer) promptly.
8.	It seems to me that no proper records(keep)

9. 10.	Many items President Kennedy	(damage) during t (shot) in 19	he robbery. 963.		
C:	Correct the following sen	itences.			
1. 2. 3. 4. 5. 6. 7. 8. 9.	This room is cleaning every day. Gregory get liked by everyone. All his money were stolen and he couldn't fly home to London. Everything possible is doing to solve the problems in other countries. Brian are having the roof repaired finally. The hunted killer is believe to be living in Boston. Mr Gregory doesn't like being keeped waiting.				
Un	it 14: Reported Spe	ech			
A:	Complete the following s	entences.			
<ol> <li>3.</li> <li>4.</li> <li>5.</li> </ol>	John said he (go) to a concert with Jane last week.  I thought you (go out with) him any longer.  At half-time the team thought they (have) a good chance to win.  She said she (not/ do) want to talk to you.				
7.	'Stay in bed for a while' th	e doctor said. The d	octor told		
8. o	'Don't be naughty', Malcol' 'I will come this afternoon	m said. Malcolm said. Mary said.	id		
10.	'You can drive?', Julie ask	ked. Julie asked	iiu		
	Correct the following sen				
1. 2. 3. 4. 5. 6. 7. 8. 9.	He asked Jane when did she leave school.  Someone was wondering if has Alex arrived yet.  The boss said them they could leave early.  The doorman asked me to see my membership card.  An official asked what we was doing.  Tom said me that he did not like tennis.  Mary told that she wasn't available for anybody this morning.  My father told me stay where I was.				
Un	it 15: Phrasal Verbs	3			
1.	We had to	the meeting because	e so many people were	ill.	
	(a) call down (	b) call off	(c) call out	(d) call back	
2.	We had to	the meeting until the	e following week.		

	(a) put up	(b) put over	(c) put off	(d) put out
3.	After his aunt died he _	some n	noney.	
	(a) came into	(b) came upon	(c) came by	(d) came across
4.	If you don't know a wo	ord, you should	in the dictiona	ry .
	(a) look it up	(b) look it over	(c) look after it	(d) look into it
5.	She was so convincing	that we were complet	tely by l	ner.
	(a) taken over	(b) taken in	(c) taken after	(d) taken out
6.	The story sounds good	but I'm sure he	It can't be tru	e.
	(a) made it for	(b) made it out	(c) made it up	(d) made for it
7.	He was upset when his	girlfriend left him, bu	ıt he'll i	t.
	(a) get past	(b) get round	(c) get away with	(d) get over.
8.	I'll ask Anna whether sl	ne could	for the night.	
	(a) put me down	(b) put me off	(c) put me up	(d) put me aside
9.	John had	_ a large sum of mone	ey for his retirement.	
	(a) put up	(b) put by	(c) put in	(d) put out
10.	I hadn't seen John for y	ears and then I	him in the su	permarket.
	(a) ran over	(b) ran into	(c) ran under	(d) ran up
11.	He agreed to	my flat while I	was on holiday.	
	(a) look into	(b) look at	(c) look after	(d) look forward to
12.	After visiting London v	ve decided to	Scotland and th	en Ireland.
	(a) make for	(b) make to	(c) make out	(d) make up for
13.	They have been	each other fo	or four years.	
	(a) going out with	(b) going in for	(c) going back	(d) going up with
14.	That's a matter I'd like	you to		
	(a) look for	(b) look into	(c) look away from	(d) look after
15.	Hehis r	nother.		

	(a) takes out	(b) takes after	(c) takes in	(d) takes up
16.	I always knew that they	would	me in a crisis.	
	(a) stand behind	(b) stand on	(c) stand over	(d) stand by
17.	After seven years togeth	er their marriage has	·	
	(a) broken out	(b) broken in	(c) broken down	(d) broken through
18.	I don't w	ell with my in-laws.		
	(a) get on	(b) get off	(c) get up	(d) get over
19.	I couldn't quite	what was writt	en on the note.	
	(a) make off with	(b) make towards	(c) make out	(d) make for
20.	Although I didn't really	agree with her, I	to her in the	e end.
	(a) gave out	(b) gave up	(c) gave off	(d) gave in
21.	I read the magazine ever	y week so I decide to	a subse	cription for a year.
	(a) take after	(b) take out	(c) take up	(d) take in
Un	it 16: Prepositions	<b>;</b>		
1.	His life depends	a heart transplar	ıt.	
	(a)on	(b) in	(c)out	(d) over
2.	The police ran	the thieves but did	ln't catch them.	
	(a) into	(b) for	(c) around	(d) after
3.	Could you turn left	the next junct	tion.	
	(a) in	(b) on	(c) at	(d) through
4.	He is the fastest man	the world.		
	(a) of	(b) in	(c) on	(d) by
5.	How often do you borro	w the lib	rary.	
	(a) from	(b) off	(c) in	(d) at
6.	She took the bottle down	n the shel	f.	

	(a) from	(b) with	(c) at	(d) in
7.	In order to get to the	supermarket I had to d	lrive your l	nouse.
	(a) along	(b) into	(c) through	(d) past
8.	You shouldn't look _	the sun	binoculars	
	(a) at; through	(b) on; out of	(c) towards; by	(d) in; in
9.	The Isle of Skye lies	the west	coast of Scotland.	
	(a) on	(b) at	(c) off	(d) in
10.	Are you looking for	anything	particular.	
	(a) on	(b) at	(c) off	(d) in
11.	I'm sorry but John's	holiday at	the moment.	
	(a) in	(b) on	(c) at	(d) for
12.	He is no	o means certain of wha	t he's doing.	
	(a)in	(b)of	(c)at	(d)by
13.	The students couldn'	t get the s	teel barricades.	
	(a) into	(b) over	(c) off	(d) towards
14.	He was shot right	the eyes.		
	(a) between	(b) with	(c) at	(d) in
15.	We must pass this te	st all cost	S.	
	(a) in	(b) at	(c) up	(d) with
16.	The company is no le	onger operating	a profit.	
	(a) at	(b) in	(c) with	(d) under
17.	Julia is	the whole a very nice a	girl.	
	(a) at	(b) on	(c) with	(d) in
18.	He will	all probability become	e the next Prime Ministe	er.
	(a) at	(b) under	(c) with	(d) in

19.	We do not have any li	lac underwear	stock at the	moment.
	(a)on	(b) in	(c) at	(d)out of
20.	You cannot get a refu	ndsal	e goods.	
	(a) with	(b) for	(c) on	(d) under
An	swer Key			
Uni	it 1: Present Tenses			
A	1. 'm trying 2. 'm not using 3. 's teaching 4. 'm looking 5. Are you waitin 6. 're always forg 7. 's rising 8. are you doing 9. aren't you wea 10. 're always argu	etting 'm cleaning ring		
В	<ol> <li>do not belong</li> <li>is coming</li> <li>doesn't eat</li> <li>am looking</li> <li>take</li> <li>deals</li> <li>are making</li> <li>Do you know</li> <li>am applying</li> <li>is falling</li> <li>is writing</li> <li>is working</li> <li>teaches is lead</li> </ol>	do not want  is doing depends		
C	15. is rising  1. remembers 2. works 3. 'm working 4. 's snowing 5. are they talkin 6. Do you know 7. never go 8. usually stay 9. 's 10. 's 11. Do you believe 12. live do y 13. own	'm staying doesn't eat isn't working		

- 14. 'm learning
- 15. 's trying
- 16. flows
- 17. Do you like
- 18. 'm getting -
- 19. smell
- 20. 's repairing knows

#### **Unit 2: Past Simple and Continuous**

- A 1. brought
  - 2. bought
  - 3. met
  - 4. ate
  - 5. wrote
- **B** 1. How did you get there?
  - 2. Who did you go with?
  - 3. Where did you stay?
  - 4. Was the weather good?
  - 5. What did you think of the food?
  - 6. What did you do during the day?
  - 7. Did you go out in the evenings
  - 8. Did you buy any souvenirs?
  - 9. Did you make any new friends?
  - 10. How long did the journey home take?
- C 1. didn't come was
  - 2. didn't read wasn't
  - 3. didn't finish ran out
  - 4. didn't eat were
  - 5. didn't catch arrived
- **D** 1. was dreaming went off
  - 2. were waiting arrived
  - 3. rang was having
  - 4. didn't go was raining
  - 5. saw was wearing
  - 6. broke was washing slipped
  - 7. was carrying felt
  - 8. was going went out
  - 9. were watching came knocked
  - 10. were you doing was preparing
  - 11. fell was watching
  - 12. was seeing

#### **Unit 3: Present Perfect**

- **A** 1. Mary has moved house.
  - 2. Fred and Frank have started a company.
  - 3. My parents have gone to Greece.

B

 $\mathbf{C}$ 

D

 $\mathbf{E}$ 

F

 $\mathbf{G}$ 

Н

2.

3.

4.

've lost

has he been working

've been reading

Have you heard

Sue has got married. 4. Granny has celebrated her 80th birthday. 5. 2. He has learnt French. She has bought a dress. 3. 4. I have cleaned it. 5. He has found his cat. He has grown a beard. Have you ever travelled to Hollywood? Have you ever met Bill Clinton? 3. 4. Have you ever written a novel? Have you ever run a marathon? 5. Have you ever given money to charity? it hasn't rained this week. I haven't spent any money this week. 3. 4. I haven't seen him today. 5. I haven't received any post this month. it hasn't been warm this spring. It has been raining. Jack has been shopping. Fred has been painting the kitchen. 4. 5. Maisy has been driving for 4 hours. Harry has been digging the garden. 1. has been learning for 2. have been writing since 3. have been travelling for 4. have been going since has been raining 5. since has been looking 6. for 7. has been selling since have been waiting 8. for has been playing since 10. have been watching for have been building have built 1. has been writing 2. has written have been painting 3. have painted have been saving have saved 4. have been watching have watched 6. have you written 1. Have you been studying

have you been doing; 've been waiting

hasn't read

have been playing

've known

10. has been marking

haven't finished 9.

's broken.

- I has she studied/has she been studying
  - 3. wrote
  - 4. Did you visit
  - happened 7.
  - 10. made
  - 13. worked
- 5. hasn't been
- 8. has had; fell
- 11. have just remembered
- 14. has lived

hadn't found

had forgotten

- 2. did he begin
- have gone
- 9. has won; has won
- 12. Have you replied
- 15. never had

#### **Unit 4: Past Perfect**

- A 2. He had already eaten lunch.
  - They had already started the exam.
  - Everybody had gone to bed.
  - He had already left for work.
- В 1. stood up
  - had broken down 2.
  - 3. had had
  - 4. went
  - 5. had written
- $\mathbf{C}$ had eaten 1.
  - 2. had been smoking
  - 3. had worked
  - had been looking
  - 5. had been waiting
  - 6. had had
  - had been decorating
  - had been watching
  - had eaten 9.
  - 10. had been travelling
- D 1. had left
  - 2. have made
  - 3. had already started
  - has finally stopped 4.
  - 5. have just had
  - had not cleaned 6.

  - had made 7.
  - 8. have really had
  - had noticed 9.
  - 10. had heard

#### **Unit 5: Future Tenses**

- 'm meeting A 1.
  - 2. leaves
  - does the film begin 3.
  - are you doing

- 5. 're having
- 6. does the concert start starts
- 7. 's coming 's catching arrives
- **B** 2. What are you going to see?
  - 3. Who are you going to go with?
  - 4. How are you going to travel?
  - 5. How much luggage are you going to take?
  - 6. What souvenirs are you going to buy?
- C 2. The cat is going to chase the mouse
  - 3. The boat is going to sink
  - 4. John is going to miss his train.
  - 5. The thief is going to steal a car.
  - 6. He is going to jump.

#### D The correct form is:

- 1. I'm meeting
- 2. is taking
- 3. does your train leave
- 4. I'll get
- 5. stops
- 6. I'll get
- 7. will rain
- 8. are going to buy
- 9. I'm going to watch
- 10. I'll lend
- 11. Shall

#### **Unit 6: Conditionals**

A	1.	visit	will / can / may / might / must / should go
	2.	rains	will / can / may / might / must / should eat
	3.	don't pass	will / can
	4.	will / may / might lose	don't stay
	5.	won't / may not / might not catch	doesn't hurry
	_	,	_

6. will / may / might telephone need

**B** 1. did would / might fee1

2. would / might / could you do won

came
 were
 would / might be would / might learn

5. would understand explained6. would / might be lost

C 1. hadn't missed wouldn't / mightn't have met 2. wouldn't / mightn't have failed had worked

2. wouldn't / mightn't have failed3. had drivenhad workedwouldn't / mightn't have had

4. would / could / might have won had been wouldn't / mighth t have had

5. would / might you have done had seen

6. had bought would / could / might have won

- **D** 1. d 2. f 3. g 4. b 5. j 6. i 7. h 8. e 9. a 10. c
- E 3. I wish I were rich / I wish I wasn't poor.
  - 4. I wish I had a car.
  - 5. I wish I had a dog.
  - 6. I wish I could speak a foreign language.
  - 7. I wish he / she had arrived.
  - 8. I wish I hadn't eaten so much.
  - 9. I wish I hadn't lost my purse.
  - 10. I wish I hadn't missed the last bus home / I wish I had caught the last bus.
  - 11. I wish I had worked harder / I wish I hadn't failed my exam.
  - 12. I wish I hadn't watched that film.

#### **Unit 7: Question Forms**

- **A** 2. Did you pass your exam last semester?
  - 3. What are your parents doing at the moment?
  - 4. Where shall we go / are we going tonight?
  - 5. Have you ever visited the Louvre in Paris?
  - 6. Who did you talk to at the party last week?
  - 7. How far is the city centre from here?
  - 8. Is Mary driving / going to drive to the wedding tomorrow?
  - 9. Whose dog is it?
  - 10. Why didn't she come yesterday?
  - 11. Do you think it'll rain this evening?
- **B** 2. Where do you live?
  - 3. What do you do? / What is your job?
  - 4. Have you got / Do you have any children?
  - 5. Have you ever been to Morocco?
  - 6. Where are you going on holiday this year? / this surnmer?
  - 7. What time is it?
  - 8. How long has he been working here?
  - 9. Where was she born?
  - 10. How tall are you?
  - 11. How heavy is the baby? / What does the baby weigh?
- C 2. isn't he?
  - 3. haven't you?
  - 4. isn't he?
  - 5. do you?
  - 6. were you?
  - 7. will you?
  - 8. would he?
  - 9 can she?
  - 10. had he?
  - 11. aren't I?

- **D** 2. He asked me how old I was.
  - 4. He asked me what languages I could speak.
  - 5. ...what my hobbies were.
  - 6. ...why I wanted that job.
  - 7. ...if I had done secretarial work before.
  - 8. ...which university I had studied at.
  - 9. ...how long I had been working in my present job.
  - 10. ...if I had ever worked abroad.
  - 11. ...if I enjoyed travelling.
  - 12. ...when I could start.

# **Unit 8 : Infinitive/Gerund**

A		to see to blow up to see to work to leave singing to discover asking to be waiting sitting	D	1. 2. 3. 4. 5. 6. 7. 8. 9.	going closing to talk to change to have lost to win to smoke read to stay watching
	12. 13. 14. 15. 16. 17. 18.	to drink interrupting to buy to waste entering spending to accept to repair writing	E	<ol> <li>1.</li> <li>2.</li> <li>3.</li> <li>4.</li> <li>6.</li> </ol>	Tom suggested buying a new laptop computer. Why do you dislike watching TV with me? Try some of this wine. Maybe you will like it. I am looking forward to seeing you soon. He apologised to me for the delay. Did you have any trouble getting
В		to abandon swimming breaking to postpone mountainbiking to be to try losing to raise saying to find		7. 8. 9. 10.	a green card for the states? It is a waste of time going to the Psychology lecture. I can't afford to go on holiday. Foreigners are not used to driving on the left. I'm going to Spain to learn Spanish.
C	1. 2. 3. 4. 5. 6. 7. 8. 9.	crying worrying registering to announce to bring die to be to bring to do changing	F	1. 2. 3. 4. 5. 6. 7. 8. 9.	to find driving to clean watching falling trying spending say explaining winning

# **Unit 9: Relative Clauses**

- **A** 1. who/that
  - 2. who/that

D

- 3. where
- 4. whom/who/nothing
- 5. whose
- 6. who
- 7. which/that/nothing
- 8. which/that
- 9. which
- 10. who
- **B** 1. Look at the teacher who is talking to his pupil.
  - 2. Ireland exports computer components which/that are mostly made in Dublin.
  - 3. John, who wished he hadn't come to the party, looked anxiously at his watch.5.
  - 4. There were a lot of people here earlier who/that wanted to talk to you.
  - 5. There was an actor there whose work took him all over the world.
  - 6. I was talking to a woman whose husband was killed during the war.
  - 7. A man, who was carrying a cat in a box, got on the bus.
  - 8. Somebody, whose name I can't remember, called while you were out.
  - 9. I work mainly in the Marketing Department, which is the smallest in the company.
  - 10. My boss, whose work takes him all over the world, decided to employ me as his assistant
- C 1. The man who/that lives next door is very friendly.
  - 2. Everything that/nothing he said was correct.
  - 3. The person whom/who/that/nothing I wanted to see was not available until Monday.
  - 4. Yesterday I met Mario, who told me he was getting married.
  - 5. Mr Smith is going to go to Moscow, where his daughter has been living for some time now.
  - 6. Mr Carlisle, <u>to</u> whom I spoke /who I spoke <u>to</u> last night, is very interested in our new product.
  - 7. She couldn't come to the conference, which was a pity.
  - 8. Suzanna has many friends, most of whom she went to school with.
  - 9. She tried on several jackets, none of which fit her.
  - 10. Melanie, who has just bought a house near Gatwick...

## **Unit 10: Modal Verbs**

- A 1. could
  - 2. haven't been able to
  - 3. could
  - 4. could have been

- 1. A plane carrying 345 passengers crashed into the ocean yesterday.
- 2. The paintings stolen from a mansion in London have now been recovered.
- 3. At the end of the street is a path which leads to the lake.
- 4. I live in a very nice flat which overlooks some beautiful gardens.5. Somebody called Jack phoned while you were out.

- 5. could have phoned
- was able to 6.
- 7. could be
- 8. couldn't
- 9. could have been
- 10. can
- В 1. have to
  - 2. must/have to
  - 3. must/have to
  - 4. mustn't
  - needn't/don't have to
- 6. don't have to/needn't
- 7. has had to
- 8. must/has to
- 9. had to
- 10. must

- $\mathbf{C}$ 1. must be
  - 2. can 't be
  - 3. must be
  - 4. must have been

  - 5. can't be

- 6. can't have enjoyed
- 7. may be delivering
- 8. can 't have been concentrating
- 9. may be having
- 10. might
- D It must have been my uncle.
  - She can't be more than fifteen.
  - 3. ...we were able to persuade them to come.
  - 4. Would you like a cup ...
  - 5. Mary doesn't have to work
  - 6. You must be Anthony's brother.
  - 7. ...said he had just left for a two day trip to Malibu.
  - 8. We needn't have booked
  - 9. I wasn't able to/couldn't go to work ...
  - 10. You needn't have cooked all that food.

#### **Unit 11: Countable and Uncountable/ Some/Any**

- A 1. church
  - 2. the Far East
  - 3. Computer games
  - 4. spaghetti
  - 5. Europe; the Middle East
  - 6. school
  - 7. the police
  - 8. space
  - the sea
  - 10. the guitar
- В 1. a lot of

  - 2. little
  - 3. a few/a lot of/plenty of
  - 4. many
  - plenty of/a lot of
- 6. much
- 7. many/a few
- 8. few
- 9. a few
- 10. a lot of/little
- $\mathbf{C}$ We don'thave <u>many</u> boxes to carry.
  - I'm afraid I have (some) bad news.

- 3. Four <u>people</u> were injured in the car crash.
- 4. We had a very good trip across Europe.
- 5. I love to eat bananas when I am really hungry.
- 6. Jane's parents are very nice people.
- 7. Thank you very much. That was <u>a</u> very nice dinner.
- 8. The French are famous for their culinary talents.
- 9. He was told to go to bed and stay there until he was better.
- 10. I have visited the United States on many occasions and I really enjoyed it.
- 11. <u>Half of the</u> money I gave my sister so that she could buy a dress.
- 12. <u>Most tourists</u> come to this part of Germany for the outdoor activities.
- 13. Both of us were extremely tired after our walking holiday in Greece.
- 14. I didn't see anything
- 15. We spent a lot of money on things we will never need.
- 16. Mr Elliot knows everyone on his street.

#### **Unit 12: Comparisons**

## **Unit 13: The Passive Voice**

- **A** 1. cheaper than
  - 2. more tired
  - 3. longer; than
  - 4. more slowly
  - 5. more friendly
  - 6. farther/further
  - 7. better
  - 8. elder/older
  - 9. more important
  - 10. older than
- **B** 1. the biggest
  - 2. The sooner
  - 3. cheaper
  - 4. not as warm as
  - 5. (any) faster
  - 6. serious
  - 7. the same as
  - 8. the most delicious
  - 9. the happier
  - 10. most beautifully

- **A** 1. is said
  - 2. is being sold
  - 3. is reported
  - 4. have heard
    - 5. was built
  - 6. has had
  - 7. to have stayed
  - 8. has been living/has living
  - 9. was being restored
  - 10. have read
  - 11. have been looking
  - 12. haven't found
- **B** 1. was written
  - 2. are needed
  - 3. wouldn't have been sacked
  - 4. was suspected
  - 5. was held
  - 6. was being restored
  - 7. is never answered
  - 8. are being kept/are kept
  - 9. were damaged
  - 10. was shot
- C 1. What is the biggest city <u>in</u> the World?
  - 2. Don't go by train. It's <u>a</u> lot more C expensive.
  - 3. The final examination was <u>easier</u> than we expected.
  - 4. Her injuries were more serious than we first thought.
  - 5. My sister is older than me.

- 1. The room is cleaned every day.
- 2. Gregory is liked by everyone.
- 3. All his money <u>was</u> stolen and he couldn't fly home to London.
- 4. Everything possible <u>is being done</u> to solve the problem in other countries.

- 6. Marjorie earns the same amount of money as me.
- 7. That building there is the oldest in this town.
- 8. Of all the people working in this company, Adam has the <u>least</u> experience.
- 9. He is so noisy. It is a lot <u>quieter</u> /more <u>quiet</u> when he is not around.
- 10. The more people that lend a hand, the less we will have to do later.

- 5. Brian <u>is</u> having the roof repaired finally.
- 6. The hunted killer <u>is believed</u> to be living in Boston.
- 7. Mr Gregory doesn't like to be <u>kept</u> waiting.
- 8. Gold was <u>discovered</u> in California some years ago.
- 9. The picture <u>was</u> painted by Anabella last year.
- 10. The car needs to be repaired/repairing

#### **Unit 14: Reported Speech**

- A 1. went
  - 2. weren't going out with
  - 3. had
  - 4. didn't
  - 5. would
  - 6. ...when she had left school.
  - 7. ...her to stay in bed.
  - 8. ...not to be naughty
  - 9. ...she would come that afternoon.
  - 10. ...if she could drive.
- **B** 1. He asked Jane when she had left school.
  - 2. Someone was wondering if Alex had arrived yet.
  - 3. The boss said/told them they could leave early.
  - 4. The doorman asked to see my membership card.
  - 5. An official asked what we were doing.
  - 6. Tom said/told me that he did not like tennis.
  - 7. Mary told me that she wasn't available for anybody that morning.
  - 8. My father told me to stay where I was.
  - 9. Jason said he was feeling ill.
  - 10. Roger spoke about his most recent trip to Mexico.

#### **Unit 15: Phrasal Verbs**

#### **Unit 16: Prepositions**

- 1. (b) call off
- 2. (c) put off
- 3. (a) came into
- 4. (a) look it up
- 5. (b) taken in
- 6. (c) made it up
- 7. (d) get over
- 8. (c) put me up
- 9. (b) put by
- 10. (b) ran into
- 11. (c) look after
- 12. (a) make for

- 1. on
- 2. after
- 3. at
- 4. in
- 5. from
- 6. from
- 7. past
- 8. at; through
- 9. off
- 10. in
- 11. on
- 12. by

- 13. (a) going out with
- 14. (b) look into
- 15. (b) takes after
- 16. (d) stand by
- 17. (c) broken down
- 18. (a) get on 19. (c) make out
- 20. (d) gave in
- 21. (b) take out

- 13. over
- 14. between
- 15. at
- 16. on
- 17. on
- 18. in
- 19. in
- 20. on