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Кафедра иностранных языков №2

***ПРАКТИЧЕСКАЯ ГРАММАТИКА
АНГЛИЙСКОГО ЯЗЫКА***

Методическая разработка

по грамматике английского языка
для студентов 1-го курса ФКСиС и ФИТиУ

В 2-х частях

Часть 1

How English Grammar Works

Минск 2005

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Л.С. Карпик, Н.Г. Касперович, Р.И.Коваленко, Н.И.Дубовец, Ю.К.Лобач,
И.И.Ершова, О.В.Пинчук, Л.Е.Синкевич, Д.А.Пархоменко

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Содержащиеся в разработке упражнения составлены с учетом лексико-грамматического минимума, которым студенты должны владеть на данном этапе обучения.

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Библиотека БГУИР

ARTICLES

1. Complete this true story. Put in a/an or the.

A man decided to rob bank in the town -where he lived. He walked into..... bank and handed..... note to one of..... cashiers,cashier read..... note, which told her to give..... man some money. Afraid that he might have..... gun, she did as she was told..... man then walked out of..... building, leaving..... note behind. However, he had no time to spend..... money because he was arrested..... same day. He had made... mistake. He had written... note on... back of ... envelope. And on other side of..... envelope was his name and address. This clue was quite enough for..... detectives on the case.

2. Complete the sentences with the articles where necessary.

1. He readily gives ... advice to everybody who asks him for it.
2. What ... absent-minded student!
3. She is quite ... young girl.
4. She's got such ... lovely hair!
5. He is such ... fool!
6. Could you give me ...information I asked for in my letter?
7. This is going to be ... rain and... cold weather all next week.
8. What ... good work you have done!
9. What ... unexpected pleasure!
10. What ... shame! You didn't write down your home task.
11. It's ... pity you don't ride a bicycle.

3. Complete the sentences with the word given (university etc.) use " the" where necessary.

1. (university)
 - a) In our country many people go to
 - b) If you want to get a degree, you normally have to study at ...
 - c) This is only a small town but... is the biggest in the country
2. (hospital)
 - a) Nora works as a cleaner at .. .
 - b) When Ann was ill, we all went to ... to visit her.
 - c) My brother has always been very healthy. He's never been in ...
 - d) Peter was injured in an accident and was kept in ... for a few days.
3. (church)

- a) John's mother is a regular churchgoer. She goes to ... every Sunday.
 - b) John himself doesn't go to ...
 - c) John went to ... take some photographs of the building.
4. (prison)
- a) Ken's brother is in... for robbery.
 - b) The other day the fire brigade were called to put out a fire.
 - c) The judge decided to fine the man 1 500 instead of sending him to ...

4. Some of these sentences are correct, but some need “the” (perhaps more than once). Correct the sentences where necessary. Put “RIGHT” if the sentence is already correct.

1. Everest was first climbed in 1953.	RIGHT
2. Milan is in north of Italy.	
3. Africa is much larger than Europe.	
4. Last year I visited Mexico and .United States.	
5. South of England is warmer than north.	
6. Portugal is in western Europe.	
7. France and Britain are separated by Channel.	
8. Jim has travelled a lot in Middle East.	
9. Chicago is on Lake Michigan.	
10. The highest mountain in Africa is Kilimanjaro (5,895 metres).	
11. Next year we are going to ski in Swiss Alps.	
12. United Kingdom consists of Great Britain and Northern Ireland.	
13. Seychelles are a group of islands in Indian Ocean.	

5. Choose the correct form, with or without “the”.

- 1. Have you ever been to / the British Museum (the ... is correct)
- 2. Hyde Park / The Hyde Park is a very large park in central London.
- 3. Another park in central London is St James's / the St James's Park.
- 4. Grand Hotel / The Grand Hotel is in Baker Street / the Baker Street.
- 5. We flew to New York from Gatwick Airport / the Gatwick Airport near London.
- 6. Frank is a student at Liverpool University / the Liverpool University.
- 7. If you're looking for a good clothes shop. I would recommend Harrison's / the Harrison's.
- 8. If you're looking for a good pub. I would recommend Ship Inn / the Ship Inn.
- 9. Statue of Liberty / The Statue of liberty is at the entrance to New York harbour / the New York harbour.

10. You should go to Science Museum / the Science Museum. Its very interesting.

4 11. John works for IBM / the IBM now. He used to work for Bitish Telecom /
... British Telecom

12. "Which cinema are you going to this evening?" "Classic / The Classic".

13. I'd like to go to China and see Great Wall / the Great Wall.

14. Which newspaper shall I buy — Independent / the Independent or Herald / the Herald?

15. This book is published by Cambridge University Press / the Cambridge University Press.

6. Complete these sentences using "the" + one of these adjectives:

injured poor rich sick unemployed homeless.

1. The young have the future in their hands.
2. Ambulances arrived and took to hospital;
3. Life is all right if you have a job, but things are not so easy for
4. Julia has been a nurse all her life. She has spent her life caring for
5. In England there is an old story about a man called Robin Hood. It is said that he robbed and gave the money to
6. need more help from the government.
7. We were happy to hear that all recovered after the accident.

7. What do you call the people of these countries?

	one person (a/an ...)	the people in general
1. Canada?	a Canadian	the Canadians
2. Germany?
3. France?
4. Russia?
5. China?
6. Brazil?
7. England?
8. And your country?

8. Complete the sentences using one of the following words. Use "the" if necessary. Radio, size 43, Question 8, television, army, police, dinner, fire brigade.

1. "The examination paper wasn't too difficult but I couldn't answer .
2. We heard the news on
3. "Have you got these shoes in ... ?"
4. My brother is a soldier he is in
5. ... stopped me because I was driving too fast.
6. "Are you going out this evening?" "Yes, after
7. Sheila spends most of her free time watching...
8. Help! Fire! Somebody call....

9. Fill in the blank spaces with “a”, “the”, “or”, “-“ (no word).

1. Our train leaves from ... Platform 5.
2. There are special schools for...blind in our country.
3. We went camping beside ... Lake Michigan.
4. Which is ... longest river in ... South America?
5. The other day ... fire brigade was called to put out a fire.
6. We go on holiday at ... Christmas and ... Easter.
7. Many people think that all... Swedes are tall and fair.
8. What... good advice!
9. Don't you work in ... record shop in ... High Street?
10. United States of America is located on ... North American continent.
11. Oh, Joe, I've gone and asked ... Wedells to ... dinner.
12. The three men came to ... turning at... corner of... Grosvenor Hotel.
13. When.... Titanik was crossing ... Atlantic she struck ... iceberg.
14. What's on ... radio?
15. Do you go to ... cinema very often? No, not very often. But I watch a lot of films on ... television.
16. The highest peak of... British Isles is ... Ben Nevis, situated in .. Grampian Mountains of... Scotland.
17. ... Statue of Liberty is on ... Liberty Island in New York.
18. Last night we saw a play at... Royal Theatre.
19. National Gallery is in ... Trafalgar Square in London.
20. When was ... telephone invented?

NOUNS

I. Countable and uncountable nouns

1. Can you divide these into uncountable and countable?

book, cup, dust, flour, happiness, knowledge, love, milk, meat, paper, mountain,

music, oil, piano, rain, river, snow, song, table, wall.

2. Test yourself. Can you put these words in pairs (one uncountable, one countable) expressing similar ideas?

Ex.: furniture-table

accommodation advertisement baggage banknote bread cars fact flat furniture
information job journey loaf money publicity suitcase table traffic travel work

3. These nouns are normally uncountable. Most can be made countable by adding *piece* (e. g. a piece of advice). Do you know which three can be made countable by adding *a flash of*, *a stroke of* and *a clap of* advice knowledge lightning luck news research rubbish spaghetti thunder.

4. The words in the box are the answers to clues 1 to 12. Nine of the words are nearly always uncountable and four are nearly always countable. Write the answers to the clues in the correct column.

travel accommodation secrecy research sheep advice furniture people information
teeth countryside work mice

Ex.: It's usually scientific.

1. They chew.
2. It's the opposite of city.
3. It includes tents, houses, flats and rooms.
4. Cats chase them
5. It's the opposite of openness.
6. People love giving it but hate taking it.
7. They live in flocks.
8. It is supposed to broaden the mind.
9. Your home would be empty without it-
10. They are the most dangerous animals on earth.
11. It's at the heart of modern technology.
12. It brings in money.

Uncountable	Countable
research	

5. The words in the box are not really countable or uncountable, but six are always singular and six always plural. Put the words in the correct column.

the news the police scissors each (of them) politics either (of them) the poor both (of them) everyone all (of them) trousers maths

always singular
(_____ is)

always plural
(_____ are)

6. Match the unit measure on the left with the most suitable noun on the right.

a/an	slice	}	of	fog
	item		bread	
	clap		luck	
	patch		sugar	
	stroke		bread	
	article		thunder	
	loaf		rain	
	lump		fresh air	
	shower		news	
	breath		clothing	

II. Plurals of nouns

1. Write the plurals of these nouns.

address box brush computer desk face guy list loss mess patch peach play poppy
reply toy tree video witch worry

2. Divide these into seven groups.

aircraft crisis dozen mathematics means mouse news police scissors sheep thousand
tooth wolf troops economics ox phenomenon medium fungus outskirts clothes wife
physics goods

1. Countable nouns with singular (and plural) in-s *series, analysis - analyses*
2. Other nouns with singular and plural the same *trout, salmon*
3. Nouns that have a plural without - s - after a number *hundred* (e, g. two hundred) thousand million
4. Nouns with singular in — f(e), plural in- ves *calf— calves half-halves*
5. Other nouns with irregular plurals *child - children foot- feet*
6. Uncountable singular nouns ending in-s (normally no plural) *athletics politics*
7. Plural nouns with no singular *arms cattle*

3. Chose the right variant.

1. Janus Dough shot down thirteen enemy (craft, craftes, crafts)
2. The (wolves, wolfs) have been shot
3. He ordered two (gin - and - tonics, gins -and - tonics, gins - and - tonic)
4. He showed me the (photos, photos) of his country house
5. They sound the only (means, mean's, mean) to cross the river was to swim

6. All the available (data, datum, dates) show that the revolution started in the 18th century

7. He goes out in all (weather, weathers)

8. It costs 25 (pence, pennies)

9. The ships were bringing (cargoes, cargo) from all over the world

10. Last Saturday we went fishing, but we didn't catch many (fishes, fish, fishes)

11. Her favourite flowers are (forget - me - nots, forgets - me - not, forgets - me nots)

12. There are many (gooses, geese, geeses) in the field

13. There are two (salmons, salmon) in the aquarium

14. The sunlit (roots, rooves, roofes) look wonderful.

III. Mixed singular and plural

1. Choose the best combination for each blank.

Class is	club has	orchestra is	school has	staff do
class are	club have	orchestra are	school have	staff does

- 1) a. In England, a state - to give time to religious education
b. My daughters - decided to hold their sports day next Saturday
- 2) a. The - given £5000 to charity this year
b. The —fifty per cent more members than a year ago
- 3) a. The - not like the new manager
b. - not need to be increased
- 4) a. Jane's - in Room 6
b. Our - planning a party,
- 5) a. The - just thing up - let's hurry in
b. An - composed of string, wind, and percussion instruments

2. Choose the right verb.

1. A group of teenagers in the town (has/ have) organised a scheme to help old people with their shopping.
2. A number of people (has/have) complained about the noise
3. Do you think three people (is/are) a big enough tip?
4. Hamburger and chips (is/are) not a very healthy lunch
5. In the latest rail union vote, the majority (has/have) voted to go on strike; the rest of the members (is/are) expected to support the strike fairly solidly.
6. Two kilos (is/are) pretty small for a newborn baby.
7. Our teenage son thinks there (is/are) a number of good reasons for staying up late and having a good time.
8. More than one house in our street (has/have) been broken recently.
9. A couple of dangerous - looking men (is/are) waiting for you outside.

10. One of my friends (has/have) just won two tree plane tickets to New York.
11. Six weeks (is/are) a long time to wait for news of your family.
12. The majority of the children's parents (is/are) unemployed.
13. A lot of shops (is/are) opening on Sundays now
14. The Philippines (has/have) signed the new human rights agreement.
15. The police think that more than one person (was, were) in the stolen car
16. Tom and Rosie were late, but the rest of us (was/were) on time.
17. (Is/are) bacon and eggs what you usually eat for breakfast
18. We've just learnt that a couple of club members (has/have) been chosen for the national team.

3. Insert "is" or "are".

1. Where ... the glasses?
2. Money ... not everything.
3. There ... a lot of sheep in the field.
4. Knowledge - power.
5. My hair ... clean.
6. No news ... good news.
7. Julia's clothes ..in her wardrobe.
8. Our team ... the best,
9. The team ... discussing strategy now.
10. What... your politics?
11. My family ... early risers.
12. Phonetics ... a branch of linguistics.
13. Your jeans ... too tight.
14. Billiards ... a game played with balls and long tapering sticks called cues on an oblong, cloth - covered table.

IV. Possessive's or the of structure

1. Choose the right variant.

1. Who was it? -Oh, it was (a student of Mrs. Grey's, a student of Mrs. Grey Mrs. Grey's student).
2. I was in the (grocer's, grocers') and I heard some woman say it.
3. (Tess's, Tosses', Tess'es) mother doesn't allow her to stay long in the open.
4. (Peter and Helen's, Peter's and Helen's) hat is on the second floor.
5. In stressing her (mother's - in- law. mother – in law's, mother's - in - law's) peasant origin she found it easier to disregard her.
6. I think you can buy it at (Harrods's, Harrods', Harrds).
7. This is my (children's, childrens') room.
8. For (goodness', goodness, goodnesses) sake, stay at home at least today.

2. Rewrite these using "s" or "of the".

Ex.: the club + its monthly meeting - the club's monthly meeting
 his parents + their car-his parents' car
 the world + its end-the end of the world

Angela + her leg
 the trees + their highest branches
 your dog + its leg

the bank + its branch in Paris
the table + its leg
my family + its name
our company + its best sales manager
next week + its timetable
the police force + its main problem
last night + its party
today + its news
my suitcase + its lock
your office + its floor
the town + its atmosphere

3. Make two noun groups from each set of words.

Ex.:

File: your secretary, legal documents:
your secretary's File, the file of legal documents.

1. Story: Helen, the French Revolution
2. Bed: the stream, the patient
3. Policy: full employment, the company
4. Style: my favorite author, the 1930s
5. Place: language education, women
6. Ideas: modern physics, my son
7. Rules: the club, football
8. View: the committee, the lake
9. Head: the cat, the queue
10. Arm: the chair, John.

THE ADJECTIVE AND THE ADVERB

1. Choose the best word in the following sentences.

1. Of all the days last week, Saturday was the (gloomier / gloomiest). 2. Giskard is (the more reliable / most reliable) of my robots, strong and sturdy. 3. "Dual-job families in the United States work for (longer / longest) hours than in most other industrialized countries", says a work expert. 4. The (more injured / most injured) was a Spaniard, who was struck by a bull, which then fell on him. 5. We've got to be (more aggressive / most aggressive) in tackling this problem if we expect to see more change more quickly. 6. AIDS remains (more dangerous / the most dangerous) pandemic in the developing world. 7. I plan to make you (more beautiful / the most beautiful) suit imaginable. 8. This day is (funner / more fun) than yesterday. 9. Of the two paintings, I like this one (better / best). 10. Of our three dogs, that one is (more gentle / most gentle). 11. You are (nicer / the nicest) person I know. 12. Your

photograph looks (more natural / most natural) than mine. 13. Of all the pancakes, this blueberry one is (rounder / roundest). 14. Now and then my (very elderly / more elderly) uncle stays with us. 15. You are a (more extraordinary / most extraordinary) investigator.

2. Use the word given in capitals at the end of each line to form a word that fits in the space in the same line.

- | | |
|---|------------|
| 1. The situation has grown ... since your requests were placed with the Vice-Secretary. | BAD |
| 2. Our relationship with their worlds are very | TOUCH |
| 3. Surely the feeling of the isolation would be less ... this time. | DREAD |
| 4. There would be the ... medical treatment. | CONSTANT |
| 5. Do you now understand the human brain ... than you did? | WELL |
| 6. Teaching people ways to become more ... through the use of solar power is the most rewarding aspect of Kenny Grigar's job. | EFFICIENCY |
| 7. College computer systems should receive the ... level of protection in this era of identity theft and unauthorized intrusions. | HIGH |
| 8. There are millions of worlds in the Galaxy that are habitable and that probably do not possess indigenous ... life. | INTELLECT |
| 9. Why do I feel ... when I get out of the water even when it's a hot afternoon? | COLD |
| 10. Why should one sound be more ... than another? | PREFER |
| 11. We make them plan ... trees than they took down. | MANY |
| 12. The task is next to | POSSIBLE |
| 13. Human beings are often | LOGIC |
| 14. His work habits were | LEGEND |
| 15. Each weather office transmits at a ... frequency. | SPECIFY |
| 16. I believe that, in that case your victory would be a very ... one. | COST |

3. Complete the sentences with a comparative or superlative form of the adjective from the box. You may use some words more than once.

little nice good deep close small wet lovely few much needy spectacular

1. Mrs. Parks is the (...) of the two helpers. 2. He was under no illusion that Roth

liked him. He was under (...) illusion that he liked Roth. 3. "You're a nice guy and the (...) father there could be, but not the hero type," Ben said. 4. Chuck is (...) of the four brothers. 5. Most people would feel (...) comfortable at the minimum intensity level allowed by the control. 6. The history he was viewing grew (...) interesting as it went along. 7. Baley sank (...) in his chair and allowed his mind to retreat into private thought. 8. At one point, he splashed through a narrow stream of water. How strange! It made him no (...) than he was! 9. I'll give it my (...) try. 10. I worked longer hours, more weekends, and took (...) vacations than my co-workers. 11. Which policies can the U.S. government take to make sure that the American worker remains, dollar-per-hour, the (...) productive in the world? 12. I am definitely looking for the (...) price, but I am also tired of cheap stuff that's going to break right away. 13. The money was supposed to go to new program aimed at helping the (...) districts improve test scores of poor performing students. 14. "Sony" claims the portable player is the (...) of its class. 15. Other giant planets have rings also, but Saturn has the (...) rings. 16. Your (...) friend hates fireworks.

4. Fill in each space in the following sentences with an appropriate adjective. Add a preposition to each adjective.

involved	disappointed	engaged	typical	interested	amused	good
right	shocked	absent	proud	ashamed	different	famous
						crowded

1. Stop hitting that little boy - you should be (...) yourself. 2. I used to love watching football but I'm just not (...) it any more. 3. You've been (...) so many classes that you'll have to repeat the year. 4. It's (...) him to arrive late — he's always doing it. 5. I'm afraid I'm not (...) his jokes - I find them bad taste. 6. We were (...) this restaurant - the service was so slow. 7. He got (...) many clubs and societies and had no time to study. 8. He used such bad language I was really (...) what I heard. 9. Life in the south countries is very (...) life in the north countries. 10. He's very (...) maths and physics but hopeless at languages. 11. Greece is (...) the Parthenon and its beautiful islands. 12. The streets were (...) shoppers and you could hardly move. 13. You were (...) the party — you said it would be great fun. 14. She was (...) John for a long time but then she married someone else! 15. Well done for passing the exam! We're so (...) you.

5. Copy the word groups if they are in the correct order, rewrite them if the word order is wrong.

- 1) a queen-size very old brass bed
- 2) a young black man
- 3) blue several helium balloons
- 4) a dark tall man
- 5) an unusual floral orange boarder

- 6) a wooden big spoon
- 7) a frying large old pan
- 8) a birthday big delicious cake
- 9) a big fat Italian opera singer
- 10) a pair of black leather riding boots
- 11) a pink silk beautiful blouse
- 12) a round large ball
- 13) an old big brick factory
- 14) an old wooden ugly desk
- 15) two white small paper cups
- 16) some Japanese tiny TV sets
- 17) a red plastic cheap raincoat.

6. Choose the best word in the following sentences.

1. Stop playing inside before you do any (farther / further) damage. 2. For (farther / further) information, please, write to the above address. 3. She went on to (farther / further) education. 4. We'd better not go any (farther / further) today. 5. I got into trouble during the summer and slipped even (farther / further) on my downward spiral. 6. This is the (highest / tallest) building in the city. 7. Mt. Everest is (higher / taller) than Mt. Fuji. 8. He had risen to (higher / taller) rank and (greater / bigger) privileges, but that too, had increased Department hostility against him. 9. His (greatest / biggest) weakness, of course, is his sympathy for Earth. 10. The lady in the very (high / tall) heels has visited us often. 11. You have a (natural / physical) talent for this, but you still have to learn craft. 12. We can say buildings, people and trees are (high / tall). 13. Home and family are always (high / tall) on your list of priorities. 14. Ferrari produces cars with very (strong / powerful) engines. 15. The oxygen-supply problem was the (last / latest) of several complications associated with the spacewalk. 16. The two of you will get (farther / further) together than you will with the entire team.

7. Choose the necessary word.

1. Jody's published copy was (better / best) than her rough draft. 2. Her reaction was (more pleasant / pleasanter) than I expected. 3. Of all the science projects, yours was the (more interesting / most interesting). 4. This speaker seems (nervouser / more nervous) than the preceding one. 5. Your left ankle is (more swollen / most swollen). 6. Of those four kittens the tiniest is (more playful / most playful). 7. It was the smile that was (most / more) noticeable. 8. He was (high / tall), at least eight centimetres (higher / taller) than Daneel, who was some five centimetres (higher / taller) than Baley. 9. The grant program promotes creating (less / smaller) learning environments in large high schools. 10. And the (higher / taller) he rose, the more easily he would shatter in case of a fall. 11. In a 20-

day period more than a dozen storms, including the (most powerful / strongest) ever measured, erupted from the face of the sun. 12. However (small / little) your chances of success are if you go, those chances are zero if you do not go. Think of that, Baley, but please - not too (long / longer). 13. These trousers are made of (strong / powerful) material so they won't tear easily. 14. Come and look! There's a (large / great) view from the window. 15. Does your country import a lot of (foreign / strange) goods? 16. He looks (slim / skinny) and handsome since he lost weight. 17. The other survivalists spent their days together in difficult, (physical / natural) work.

8. Match items from the list to. make as many compound adjectives as possible. You need to use some words more than once.

not less than 14:

broad	class
narrow	tempered
absent	qualified
well	hidden
open	classified
light	known
kind	behaved
highest	dressed
better	built
bad	fingered
ill	hearted
first	minded

not less than 19:

left	white
one	loving
red	generated
long	faced
blond	lipped
good	looking
thin	haired
baby	legged
solar	handed
water	eyed
white	
dead	

9. Fill in each space with an appropriate compound adjective formed from the words in Exercise 8.

1. As (...) individual - the official behaved properly. 2. You look stronger than the (...) actor they used. 3. You always look so (...) and grave. 4. If professor McGonagall has a heart, she keeps it (...) most of the time. 5. The (...) electricity is cheaper than that provided by other means. 6. (...) teachers are sent to larger schools. 7. What makes the person frown and seem (...) and grow impatient at the fact that you were not reached instantly? 8. Even the most (...) dogs can't swim forever, and each year dogs do drown because they are unable to climb out of swimming pools. 9. He is a (...) dog. He is never told "No" twice. 10. "We know enough to get him", said the commander, (...) with tremendous effort. 11. The commander had gone (...) his lined face a tired mask. 12. Change those awful clothes you're wearing. You must be (...) for your interview. 13. When he doesn't like something he starts shouting; he is very (...). 14. He never remembers anything - he is very (...). 15. He's very (...) — perhaps it comes from doing all the weightlifting in the gym. 16. In our entire

class, a (...) student writes most legibly.

10. Fill in each space in the following sentences with an appropriate word from the box. You may use some words more than once.

few	fast	many	close	soon	little	possible
cheap	expensive	friendly	fine	much	long	

1. He dashed as (...) as he could to the top of the tallest tree in the forest. 2. Every light source was designed so as to irritate as (...) people as possible and to please just as (...). 3. You stay young as (...) as you use your imagination. 4. He enjoys dancing as (...) as I do. 5. Because many adult literacy students lack adequate transportation, the services must be as (...) to the recipients as possible. 6. No one in the village will have a suit as (...) as yours. 7. As (...) as he lay down, he understood that he must be ill indeed. 8. "The task is to design a robotic brain as (...) to human as possible and that would require a certain poetic..." . 9. Going by train is almost as (...) as taking the coach. They both cost around \$6. 10. She ran as (...) as her little legs would carry her. 11. Bill doesn't eat as (...) meals as she does. 12. If she had as (...) money as he did she would think differently. 13. Computers are not quite so (...) as they were. 14. A bicycle isn't as (...) as a car 15. Edmund had the time and the concentration and the ambition to learn as (...) as he could. 16. He wasn't as (...) as he usually is.

11. Complete the following sentences with too, enough, very, so, such, or rather, using them in the correct position.

1. A person you sometimes find very attractive could be annoying. 2. He studied the news sheets only long to see that they said nothing about the case. 3. He had watched long to see that. 4. I am glad that your memory of me has meant much to you. 5. Jealousy is all often an irrational emotion and not to be dismissed by mere logic. 6. The technology isn't economical today to justify solar energy efficiency. 7. It seems as if you are have more than, but that may not be the case. 8. You should be able to climb high to get a terrific view. 9. Aunt Lisa built a lovely home here. 10. I would take one-half week vacations than full weeks. 11. The taxi arrived late. 12. The chore was done slowly. 13. Where did the expert put the ugly trophy? 14. We searched the house frantically for the lost credit card. 15. Sooner or later, he must grow tired from those exercises. 16. The lake is calm. 17. I did the assignment carefully. 18. Do you imply I am old to be a pioneer? 19. If we were demonstrative in our affection, that might well be the kiss of death for him. 20. Invitations were sent out early in the week.

12. Use the word given in capitals at the end of each line to form a word that fits in the space in the same line.

Earthquake rocks in Afghanistan
Half a million people have been left ... (1) after
a... (2) earthquake destroyed thousands of homes and caused
... (3) damage to hundreds of others in northern Afghanistan
living memory, leaving ... (5) damage in its wake.

Reports slams TV for young
A new report describes the ... (6) effects of TV on
children's educational and ... (7) development.
After ... (8) periods of watching TV, children tend to become
absent-minded and ... (9). The report also says many TV
programs are ... (10) for children and it is the
responsibility of parents to

OME
OWER
ESTROY
ELIEVE
HARM
EMOTION
LONG
FORGET
SUIT

13. Choose the best word in the following sentences.

1. This truck makes (sudden / suddenly) stops. 2. It often stops (sudden / suddenly). 3. I go swimming quite (frequent / frequently). 4. Margaret is a (frequent / frequently) visitor to the public pool. 5. This is an (unkind / unkindly) thing to say. 6. The angry person spoke (unkind / unkindly) to me. 7. You did that (careless / carelessly). 8. The riders went on a (peaceful / peacefully) trip in the mountains. 9. The toddler slept so (peaceful / peacefully). 10. Many lively children are (patient / patiently) waiting for their talkative parents. 11. Once you have a little more information about the painting, you can (easy / easily) search various databases on the Web that list stolen art. 12. He looked at his son (steady / steadily). 13. He held himself grimly to a (steady / steadily) walk. 14. "It always bothers some of my colleagues when I tell them that, if a conclusion is not (poetic / poetically) balanced, it cannot be (scientific / scientifically) true." 15. Does anyone think that my idea is a (crazy / crazily) one? 16. Some people drive (crazy / crazily) when it rains. 17. That person arrives (late / lately) for every meeting. 18. Outlined by a warm spotlight, the ship soared (higher / taller), more gracefully, and yet more powerfully than the Solarian ships had. 19. Now, hang on (tight / tightly) to your seat. 20. Daily those roosters crow so (loud / loudly). 21. (Quick / quickly) he grabbed the fire extinguisher from the fireplace. 22. Shanna hit the ball (hard / hardly) during her first practice. 23. The hamster (hard / hardly) eats anything.

14. Fill in each space in the following sentences with an appropriate adverb using the words in the list.

long	aim	quick	surprise	sufficient	rapid	scarce	constant
happy	total	care	continue	wonder	sudden	instant	final

1. It won't be (...) before solar-generated electricity will cost you no more than the electricity from your company. 2. Don't wander (...) this year. 3. Conditions will change (...). 4. We are a (...) wonderful couple. 5. We will be (...) grateful to you for help. 6. He nodded (...), put a hand on his son's shoulder and muttered. 7. He was (...) aware of the initial acceleration. 8. He would have to ask questions (...), take nothing for granted. 9. He was (...) aware of his own existence. 10. I wish to strike (...) to the heart of the matter. 11. When he (...) dressed again, he surveyed the results (...) in a mirror. 12. The village was (...) covered with volcanic stuff. 13. The monkey crept (...) towards the loaves of bread. 14. Individual weather offices (...) broadcast updated weather warnings. 15. We get along (...).

15. Rewrite the following sentences, adding the adverb or adverbs in the brackets in the correct positions.

1. I went to the post office. (yesterday) 2. I've become interested in skiing. (recently) 3. We play football. (in the playground, after school, often) 4. He drives. (very carefully, on the motorway) 5. I have visited the United States. (never) 6. I like ice-cream. (not chocolate, only) 7. I cooked and washed the dishes. (as well) 8. You'll finish your homework if you don't hurry up. (never, in time) 9. I love traveling by plane. (very much) 10. We arrived (on Sunday morning, at nine o'clock, at the station) 11. She won't be coming to work. (today, probably) 12. He performed the part. (on Saturday, superbly, at the National Theatre) 13. She visits her mother. (usually, in hospital, at the weekends) 14. Our party won't raise taxes. (definitely) 15. Can you come? (at six o'clock, to my office).

16. Make up adverbs using the words given at the end of each line. Complete the sentences with the correct form (comparative or superlative) of these adverbs.

- | | |
|--|-------------|
| 1. Sweeping the kitchen takes ... of all the chores. | LONG |
| 2. My sister walks ... to school than from school. | SLOW |
| 3. Jana hits the ball ... of the entire team. | HARD |

- | | |
|---|------------------|
| 4. To avoid a collision, the first car stopped ... of the four. | ABRUPT |
| 5. The winners shot ... than the losing team. | OFTEN |
| 6. Marcus swam ... today than yesterday, | WELL |
| 7. Of the entire team she runs | SLOW |
| 8. Carry these eggs ... than jelly beans. | CARE |
| 9. Kay acts ... when she is frightened. | COURAGE |
| 10. He deals with us | HONEST |
| 11. I like this painting ... of the entire display. | VERY MUCH |
| 12. This light shines ... of all the lights in our home. | BRIGHT |
| 13. My parents awake ... than I do. | EARLY |
| 14. Of the triplets Angela waits | PATIENT |
| 15. When our group spotted a snake, Fred reacted | FEARFUL |
| 16. The manicurist worked ... than the hair stylist. | HARD |
| 17. Of the twins, he draws | ARTISTIC |
| 18. The third appraiser eyed the ring | CLOSE |

17. Fill in each space in the following sentences with an appropriate adverb using the words in the list.

easy	sure	direct	large	long	much	right
carelessly	heavy	high	hard	deep	brisk	never

1. "You are going to be involved in a very delicate matter, in which you may (...) make a mistake. 2. The sight of you seems to make my thought flow more (...) . 3. "The astrosimulator works (...) on the visual centre of the human brain. The visual and kinesthetic senses are interfered with for the sake of a greater illusion of reality, but the auditory sense remains (...) untouched. 4. The lies could not (...) continue, for different people were told different things. 5. If you benefit by learning, is it not only (...) and fair that you should teach in your turn? 6. Paperwork weighs (...) on your shoulders this beautiful day. 7. I don't think very (...) of him. 8. He (...) eats during the day. 9. Do you work (...) on your lessons? 10. The repairman worked extremely (...) yesterday. 11. Still waters run (...). 12. Today, an eagle flew (...) away from its nest. 13. Accidental death can (...) be entirely done away with. 14. (...) the car slid around the corner. 15. You may discover one day that you are a lot (...) versatile than you think. 16. The dangerous part of your status is your tendency to spend (...) than you can afford.

18. Fill in the blank with good or well.

1. Her grandmother paints ceramics (...). 2. That dog under the table does not feel (...) in this heat. 3. Wow! You do that so (...)! 4. They were praised for their (...) behaviour. 5. His exams went (...). 6. This is a (...) way to tie a double knot.

7. You are doing (...)! Keep it up! 8. Oprah swims very (...) for a beginner. 9. Mother and I worked (...) together. 10. You did so (...) in the softball game yesterday. 11. Dr. Barton is a (...) internist. 12. That city in the Midwest has an extremely (...) water system 13. During the summer months Charlie was hired by a (...) company. 14. Patricia and Mickey play golf (...) at the Troon course. 15. A (...) turkey dinner often makes us tired. 16. Enthusiasm is wonderful, but it's also (...) to have a plan. 17. Are you feeling (...) today? 18. You did a (...) job! 19. They behaved (...). 20. Has your friend read two (...) books lately? 21. You estimated that answer quite (...). 22. Women are very (...) at multi-tasking. 23. You are (...) at taking on massive challenges. 24. You have to start feeling (...) about yourself. 25. "They couldn't very (...) portray me, ma'am," said Baley dryly. 26. You are (...) at putting puzzles together, so don't give up now. 28. I like my steak cooked (...).

19. Complete the sentences using an appropriate word.

1. He hadn't (ever / never) seen an alligator before today. 2. The dolphin did not do (no / any) tricks in the show. 3. Our cookies (weren't / were) hardly edible. 4. There (weren't / were) scarcely any cookies in the jar. 5. I (can't / can) hardly see the board from here. 6. Victor never tells (anything / nothing) that is told to him. 7. Our school scarcely has (no / any) water fountains. 8. I don't know (nothing / anything). 9. The divers (couldn't / could) hardly breathe. 10. He doesn't want (none / any). 11. There (is / isn't) scarcely any food in the pantry. 12. Don't do that (ever / never) again. 13. They don't want (anybody / nobody) to help them. 14. These horses haven't (no / any) water. 15. I never do (nothing / anything) right. 16. Neither of the copiers do (nothing / anything) dearly. 17. Brett doesn't want (nobody / anybody) to tell him what to do. 18. There wasn't (anyone / no one) in the store. 19. I don't want (none / any). 20. Our mail person (hasn't / has) (none / no) helpers. 21. I couldn't take (any / none) with me. 22. I don't want (nothing / anything). 23. They will not do it for (nothing / anything). 24. The patient can't have (any / no) visitors. 25. Neither of the voters spoke to (nobody / anybody). 26. Some children haven't (never / ever) been to the zoo. 27. You may not go to (neither / either) place. 28. I'm doing (nothing / anything) for a whole week. 29. I couldn't find (anything / nothing) to read. 30. The photographer shouldn't have waited for (none / any) of the others in the group.

20. Use the words given at the end of each line to form a word that fits in the space in the same line.

THE STORM

He left moving ... (1) into the downpour. The lightning was flickering almost ... (2) and the thunder was a muted growl that rose to a ... (3) crescendo every few minutes.

STEADY
CONTINUE
LOUD

For the first time in the life, Baley found himself envying a robot. Imagine being able to walk through that; to be ... (4) to water, to sight, to sound; to be able to ignore surroundings ... (5) and to have a pseudo-life that was ... (6) courageous; to know no ... (7) fear of pain or of death, because there was no pain or death.

And yet to be ... (8) of originality of thought, to be incapable of unpredictable leaps of intuition --

Were such gifts not too ... (9) for humanity to pay for them?

At the moment, Baley couldn't say. He knew that once he no ... (10) felt terror, he would know that no price was too ... (11) to pay for being human. But now he experienced nothing but the feeling that to be a human being was to overcome these ... (12) terror, this intense agoraphobia.

INDIFFERENT

LIGHT HEART

ABSOLUTE

DREAD

CAPABLE

COST

LONG

HIGH

SEAT DEEP

Miscellaneous

Fill in each space with an appropriate form of an adjective or adverb. You may use the words in the list.

1. A chain is no (...) than its weakest link
2. He would be prepared for (...) surroundings.
3. I found that the opportunities were (...) here if you were willing to work.
4. But (...) information on the survivalists was vague.
5. "Do you grow (...), sir?" she addressed him sardonically in the to-a-superior intonation.
6. English as a second language programs have become the (...) growing adult literacy services in the country.
7. I think that red is (...) of the colours in a rainbow.
8. The (...) care you give to the others, the (...) successful you are.
9. This frisbee flies (...) than that one.
10. The (...) you learn, the (...) you find the stability you seek.
11. The (...) people know about this, the (...).
12. The (...) magnets get to each other, the (...) it is to pull them apart.
13. The (...) you learn, the (...) you realize that the way you've been doing things needs to be revised.
14. At the state school board meeting last week board members discussed whether make some exams (...) than they had been previously.
15. The human tendency to personify is (...).
16. A ceilometer uses an (...) laser beam to detect clouds.

17. You are very (...), but you don't have to carry the weight of the world.
18. It should be (...) to find ways to increase your income.
19. Invite the people with whom you'd (...) like to have a (...) conversation.
20. He may do far (...) for you than he ever would have otherwise.
21. The solar storms caused (...) damage on Earth.
22. My views are (...). Others would find them intolerable.
23. Although you are a (...) worker, you are not inflexible.

a) less/more ... better/worse	i) most ... meaningful	q) further
b) closer ... harder	j) more	r) impatient
c) more... more	k) minimal	s) faster
d) more/less difficult	l) unfashionable	t) fastest
e) irrepressible	m) hard	u) brightest
f) invisible	n) stronger	v) better ... more
g) capable	o) wider	w) more ... more
h) easy	p) endless	

PRESENT TENSES

1. Are the verbs forms right or wrong?

1. Water boils at 100 degrees Celsius.
2. The water boils. Can you turn it off?
3. Look! That man tries to open the door of your car.
4. Can you hear those people? What do they talk about?
5. The moon goes round the earth.
6. I must go now. It gets late.
7. I usually go to work by car.
8. "Hurry up! It's time to leave." "OK, I come."
9. I hear you've got a new job. How do you get on.

2. Put the verb in the correct form, Present Continuous or Present Simple.

1. Let's go out. It isn't raining (not/rain) now.
2. Julia is very good at languages. She speaks (speak) four languages very well. Hurry up! Everybody _____ (wait) for you.
3. " _____ (you/listen) to the radio?" "No, you can turn it off."
4. " _____ (you/listen) to the radio every day?" "No, just occasionally."
5. The River Nile _____ (flow) into the Mediterranean.
6. Look at the river. It _____ (flow) very fast today - much faster than usual.

7. We usually _____ (grow) vegetables in our garden but this year we _____ (not/grow) any.
8. "How is your English?" "Not bad. It _____ (improve) slowly."
9. Ron is in London at the moment. He _____ (stay) at the Park Hotel. He _____ (always/stay) there when he's in London.
10. Can we stop walking soon? I _____ (start) to feel tired.
11. "Can you drive?" "I _____ (learn). My father _____ (teach) me."
12. Normally I _____ (finish) work at 5.00, but this week I _____ (work) until 6.00 to earn a bit more money.
13. My parents _____ (live) in Bristol. They were born there and have never lived anywhere else. Where _____ (your parents/live)?
14. Sonia _____ (look) for a place to live. She _____ (stay) with her sister until she finds somewhere.
15. "What _____ (your father/do)?" "He's an architect but he _____ (not/work) at the moment."
16. (at a party) Usually I _____ (enjoy) parties but I _____ (not/enjoy) this one very much.
17. The train is never late. It _____ (always/leave) on time.
18. Jim is very untidy. He _____ (always/leave) his things all over the place.

3. Choose the correct item.

1. I (see/ am seeing) that the situation is out of control.
2. The sausages (are tasting/taste) delicious.
3. (Do you enjoy/Are you enjoying) this party?
4. You haven't said a word all morning. What (are you thinking/do you think) about?
5. He (has/is having) a Siamese cat.
6. These flowers (are smelling/smell) nice.
7. I (don't know/am not knowing) where she keeps the keys.
8. Why (are you feeling/do you feel) your pockets? Have you lost anything?
9. Why (do you smell/are you smelling) the milk? Do you think it has gone off?
10. Anna is Italian. She (is coming/comes) from Italy.
11. That dress (looks/is looking) nice on you.
12. Paul (listens/is listening) to a new record in his room.
13. If you (don't look/aren't looking) at that comic book, I'd like to see it.
14. Joan (weighs/is weighing) 50 kilos.
15. Mary (is/is being) very naughty these days.

4. Complete these sentences using the Present Simple or the Present Continuous. Use the verb given in brackets.

1. My sister (wait) patiently for her exam results.
2. We (not travel) by train very often.
3. I..... (consider) accepting that job in Crete.
4. The film (end) with a dramatic car chase.
5. I'm sorry, I..... (feel) too tired to go out this evening.
6. We (have) a great time here in London.
7. you (see) much of your brother these days?
8. We (rely) on you to bring the keys with you.
9. I..... (wish) people didn't smoke in restaurants.
10. Who you (think) you are, speaking to me like that!

5. Read the text below and look carefully at each line. In most of the lines there is one word too many, a word that does not fit grammatically. Write this unwanted word on the right. If a line is correct, put a tick (✓). The first two are given as examples.

THE GREENHO

US

- | | |
|--|--|
| <ol style="list-style-type: none"> 1. This week in Kyoto in Japan the latest conference 2. on the environment is being taking place. The whole 3. world is today watching to see what happens 4. as delegates from more than 165 countries discuss 5. what measures need not to be taken to reduce the 6. fumes that do create the Greenhouse Effect. They 7. are hope to agree on ways of reducing the amount 8. of carbon dioxide and other gases that we 9. send into the atmosphere. These gases to act the way a 10. greenhouse does and, as a result, the Earth is 11. be getting hotter and hotter all the time. The 12. temperature it is rising gradually and 13. in 100 years' time the Earth will be hotter by about 4°C. 14. The problem is be getting worse as more cars 15. are make an appearance on our already crowded roads. 16. The solution in Kyoto is depends on what the United States, | <hr/> <p style="text-align: center;">being</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> |
|--|--|
- the most powerful nation on Earth, feels is in its interests.

6. Read the situations and write sentences. Choose one of the following:

arrive break go up grow improve lose

1. Mike is looking for his key. He can't find it.Hy has lost his key.
2. Margaret can't walk and her leg is in plaster. She _____.
3. Maria's English wasn't very good. Now it is much better. _____.
4. Tim didn't have a beard last month. Now he has a beard. _____.
5. This morning I was expecting a letter. Now I have it _____.
6. Last week the bus fare was 80 pence. Now it is 90. _____.

7. Match the sentences with the meaning of the tense used in each of them.

- | | |
|---|--|
| 1. Cantona passes to Hughes... and Hughes scores! | a) action started in the past and continuing up to the present |
| 2. Who's been drinking my orange juice? | b) permanent situation |
| 3. Light travels faster than sound. | c) past action at an unstated time connected with the present |
| 4. He's been watching TV since 6 o'clock. | d) sports commentary |
| 5. Spencer opens the door and sees the murderer. | e) action happening at/around the moment of speaking |
| 6. He lives in Tokyo. | f) timetable |
| 7. I've learnt a lot in this class. | g) action expressing irritation |
| 8. The film starts at 11 o'clock. | h) dramatic narrative |
| 9. My mother is cooking dinner. | i) law of nature |
| 10. He has written to the Prime Minister. | |

8. Write a question for each situation.

1. John looks sunburnt. You ask: (you / sit in the sun?) Have you been sitting in the sun?
2. You have just arrived to meet a friend who is waiting for you. You ask: (you / wait / long?) _____.
3. You meet a friend in the street. His face and hands are very dirty. You ask: (what / you / do?) _____.
4. A friend of yours is now living in Baker Street. You want to know "How long...?" You ask: (how long / you / live / in Baker Street?) _____.
5. A friend tells you about his job - he sells computers. You want to know "How long...?" You ask: (how long / you / sell / computers?) _____.

_____.

9. Put the verb into the Present Continuous (I am - ing etc.) or Present Perfect continuous (I have been - ing etc.).

1. Maria has been learning (learn) English for two years.
2. Hello, Tom. I _____ (look) for you all morning. Where have you been?
3. Why _____ (you/look) at me like that? Stop it!
4. We always go to Ireland for our holidays. We _____ (go) there for years.
5. I _____ (think) about what you said and I've decided to take your advice.
6. "Is Ann on holiday this week?" "No, she _____ (work)."
7. Sarah is very tired. She _____ (work) very hard recently.

10. Underline the correct tense in the following sentences.

1. I am writing in connection with the advertisement which appeared/ has appeared on 3 December.
2. I originally studied/ have studied mechanical engineering at university and I graduated/ have been graduating with a first-class degree.
3. I now completed/ have now completed a postgraduate degree in business and administration.
4. I've been trying/I've tried to find a permanent job for a considerable time.
5. Indeed, I have already worked/I have already been working for several companies on a temporary basis.
6. In my first job, I was/ have been responsible for marketing.
7. I've been applying I have applied for several posts this year but I still did not manage/ have not managed to find what I'm looking for.
8. The last job I applied/ have applied for required applicants to speak some Japanese.
9. I started learning/ have been learning Spanish a few months ago but I did not obtain/have not obtained a qualification in it yet.
10. I did not apply/ have not applied for a job with your company before.
11. I hoped/ have hoped that you would consider my application favourably.
12. However, I have been waiting/ have waited for a reply for several weeks and I still have not received/ did not receive any answer.

PASSIVE VOICE

1. Turn from active into Passive.

e.g. – We made some suggestions to improve the project.

- Some suggestions to improve the project were made.

1. Skin-divers don't wear heavy breathing apparatus. 2. The bill includes service. 3. Are the TV crew making a film of the elections? 4. Navy engineers will raise the wreck tomorrow. 5. Underwater cameras have located the site of the sunken treasure. 6. Coastguards had received the lost yachtsman's S.O.S. signal at midnight. 7. Last year they were building a new ring-road round the city. 8. Somebody accused me of stealing the money. 9. Some governments put pressure on foreign companies to make donations for political purposes. 10. Many countries will allow foreign investment on a joint-venture basis. 11. The Department of Electronics has recently objected to special concessions given to IBM. 12. In earlier times, people regarded multinationals as heroes, but now they view them with suspicion. 13. They made a decision to reduce export orders.

2. Put the verbs in brackets into the correct passive form.

There is an old castle in Norwich which 1) is believed (believe) to 2) ... (haunt). It 3) ... (call) North Castle and it 4) ... (say) that ghosts can 5) ... (see) there at night. The castle 6) ... (build) 400 years ago and 7) ... (own) by two old ladies who 8) ... (believe) to be witches. One day, long ago, they both disappeared and they 9) ... (never/see) again. In 1985 the castle 10) ... (buy) by a businessman and 11) ... (convert) into a luxurious hotel. The castle 12) ... (visit) by quite a few guests every year and special groups 13) ... (organize) to watch for ghosts. It has been long time since any ghosts 14) ... (see), but one night a trick 15) ... (play) on some visitors by a local couple, who dressed up as the two "witches". They 16) ... (see) by a guest, who said she 17) ... (frighten) almost to death. The couple apologised the next day, and 18) ... (tell) never to visit the castle again, certainly not in the middle of the night dressed up as witches.

3. Choose the verb from the table below to complete each sentence by putting the verb into the correct form. You should try to use each verb once.

Arrest wake knock check translate find drive make spend hear carry
postpone hold

1. The music at the party was very loud and ... from far away. 2. A decision ... until the next morning. 3. That building is dangerous. It ought to ... down before it falls down. 4. Her new book ... recently into a number of foreign languages. 5. The

injured man couldn't walk and he 6. I don't mind driving but I prefer to ... by other people. 7. The meeting ... because he fell ill yesterday. 8. I told the hotel receptionist that I wanted to ... up at 6.30. 9. If you kick a policeman, you 10. The police are looking for the missing boy. He can't ... anywhere. 11. When you go through customs, your luggage 12. Do you think that less money ... on arms? 13. Next year's congress ... in San Francisco.

4. Use the verb in the proper tense and voice: Simple, Past or Future Present.

1. When are you going to post this parcel? – It (post) in an hour I think. 2. What language you (teach) when you (study) at the University? – French. 3. Why they (not, come) to the party? – Well, I (not, know). They (send) the invitation about a week ago. 4. When the tickets (book)? – In a week. 5. When I (reach) the building I (stop) by a policeman who wanted to see my pass. 6. Students (allow) to use dictionaries at the exam? – No, dictionaries (not, allow). 7. The mother (tell) not to worry about her sick boy. “He (examine) soon by the doctor. Everything (be) all right, I'm sure”, said the nurse. 8. I wonder whether Alice (invite) to the conference. Her report is very interesting. 9. The old man (fall) down and (break) his leg. He (take) to hospital by a passing motorist. 10. These textbooks (use) in all schools? – No. 11. Don't worry. Everything (do) in time. 12. Ask the librarian about the new books which (receive) last week. You (give) all the necessary information. 13. This book (discuss) at the next meeting of our English club. A lot of students (take part) in the discussion. 14. Mr.Short is a good lecturer. He always attentively (listen) to.

5. Change the following sentences into their passive equivalents.

a) using by-object.

1. Sometimes passengers leave things behind in the plane. 2. The audience recognized the popular melody. 3. Mr.Russel will make the opening speech. 4. The receptionist is greeting the colonel pleasantly. 5. A good tailor can fix these clothes easily. 6. Mr.Humfries has run Bertram's hotel for years.

b) without using by-object.

1. He introduced Eliza to Mrs. Higgins. 2. They have invited many people to the party. 3. Somebody wants you on the phone. 4. The Customs officer asked me what I had to declare. 5. They speak French, German and Italian in Switzerland. 6. The hostess placed a steaming dish on the table. 7. People always laugh at funny stories. 8. Everyone is talking much about the new movie.

c) using “it is said” (known, etc.).

1. They know that she is a wonderful singer. 2. Everyone expects that the weather will get a little warmer soon. 3. People say that ancient manuscripts have

been found in the Dead Sea region. 4. They believed that the Strasbourg Fair was a wonderful thing. 5. They believe that he was killed at the front. 6. They say that Nick lived on potatoes and vinegar.

d) using two kinds of passive constructions.

1. I've taught him a good lesson. 2. The parents promised the child a nice present. 3. Mrs. Higgins offered Eliza a cup of tea. 4. He gave me a pack of cigarettes. 5. The waiter will bring your breakfast in a moment. 6. They showed the scientists a new research centre. 7. They paid him part of the money. 8. The doctors advised him to take a long holiday.

6. Translate these sentences choosing the correct form of the verb.

1. Наш багаж был осмотрен таможенниками вчера.
a) had been examined b) was examined c) had been examined
2. Этот вопрос обсуждался, когда я вошел в комнату.
a) was discussed b) is being discussed c) was being discussed
3. Статья будет переведена к шести вечера.
a) will be translated b) is being translated c) will have been translated
4. Этот вопрос обсуждается сейчас на собрании.
a) are being discussed b) is discussed c) is being discussed
5. Письмо только что напечатали.
a) was typed b) has been typed c) was being typed
6. Она показала мне статью, которая была переведена ее братом.
a) has been translated b) had been translated c) was translated

7. Look at the notes and write a news report using the Passive.

Lives – lose – in a major sea tragedy in the Pacific Ocean. The disaster happened when the ship – hit – something unknown. Women and children - put – into lifeboats first while the men – tell – to stay on the ship. A nearby ship – bring – into action as a rescue vessel. The men who – leave – on the ship – rescue. Unfortunately some of the men – frighten – and jumped into the water. It – believe – they are now dead. Survivors – take – to hospital – by helicopter and maximum effort now – make – to find the missing men.

8. Translate into English paying attention to the construction modal verb + Infinitive Passive.

1. Это стихотворение придется выучить наизусть.
2. Книги должны быть возвращены в библиотеку.
3. Экзамены планируется сдать осенью.
4. Упражнение может быть сделано без труда.
5. Письмо нужно переписать еще

раз. 6. Ему следует позаботиться о своих родителях. 7. Обед должен быть готов в два. 8. Перевод не следовало делать письменно. 9. Работа должна быть выполнена в срок.

9. Fill in “by” or “with”.

1. The window was broken ... a hammer. 2. He was knocked down ... a car. 3. The lion was shot ... a rifle. 4. The novel was written ... D.H.Lawrence. 5. The garden was dug ... a spade. 6. The city was attacked ... the enemy. 7. The pudding was made ... fruit and chocolate. 8. He was hit ... a handbag. 9. The picture was painted ... Jackson Pollack. 10. The house was built ... wood and bricks.

MIXED BAG

1. Use the verbs in the proper tense and voice. Analyse the use of the tense forms in these sentences and translate them into your native language.

1. Where (be) a contract? – It (type) now. It (bring) in a few minutes. 2. When we returned the door already (lock). 3. Trucks and tractors (produce) at this plant. 4. Not a word (say) by the newcomer. 5. Susan is upset. Her favourite record (break). 6. The economic boom of the 1960s (lead) to the rapid growth of multinational activity. 7. What’s going on in the lab? – The results of the experiment (discuss) there. 8. Nick was late for the party, so when he came into the room all the guests (introduce) to each other, some of them (dance) and some (sing) in the next room. 9. When you come here in summer, their house (repair). 10. The secretary (tell) us that the documents (not, sign) yet. 11. The article (translate) by the time you return. 12. The whole village soon (learn) that a large some of money (lose). Sam Benton (lose), the local butcher, (lose) his wallet while taking his savings to the post-office. 13. There has been another rail crash in Scotland. The crash (occur) last night in freezing fog outside Glasgow. Four people (kill) and at least ten (injure). 14. The book (publish) at the end of the year. 15. We have an old musical instrument which is called clavichord. It (buy) by my grandfather many years ago. Recently it (damage) by a visitor. She (try) to play jazz on it! She (strike) the keys too hard and two of the strings (break).

2. Translate into English.

1. Я была очень рада, что моего сына пригласили принять участие в международной конференции по электронике в Женеве. 2. Письма будут напечатаны до того, как вы вернетесь. 3. Когда я пришел, гостям показывали аудитории института. 4. Вчера я встретила Аню. Она сказала, что ей прислали посылку, и она идет на почту. 5. Будьте осторожны. Двери только что покрасили. 6. Комната в беспорядке. Вещи все еще упаковывают. 7. Я думаю, что вам дадут хороший номер в этой гостинице. 8. Цифры, на которые только

что ссылались, были опубликованы в газете на прошлой неделе. 9. Интересно, какой фильм будет демонстрироваться завтра. 10. Письмо было написано моим секретарем два дня назад. 11. Нам не разрешается выносить книги из читального зала. 12. Известно, что в этом районе имеются большие залежи угля. 13. Наша работа должна быть закончена как можно скорее. 14. Мне пришлось подождать. Секретарь сказала, что документы еще не подписаны. 15. Эту книгу можно купить в любом магазине.

PAST TENSES

1. Complete sentences with *did*, *was*, or *were*. All sentences refer to past time.

1. They ___ enjoying themselves. 2. ___ you have a good time? 3. What time ___ you leave? 4. ___ he staying in a hotel? 5. I ___ n't eating. 6. What ___ you do then? 7. Why ___ they sitting there? 8. What ___ they doing? 9. What ___ you say? 10. Why ___ he working late last night? 11. They ___ n't plying cards. 12. She ___ n't understand. 13. I ___ n't having a bath. 14. What ___ the dog eating? 15. They ___ n't buy anything.

2. Complete these sentences by putting the verbs into the past *continuous* or the past *simple*.

1. I (watch) television when the police rang. 2. When the ambulance came we (carry) him into it. 3. She (drive) her car when she suddenly felt ill. 4. When he saw me he (fall) off the wall. 5. We (listen) to the radio when it suddenly stopped working. 6. Why (you/play) cards when he walked into the office? 7. (they/thank) you when you gave them the money? 8. (You/smoke) when you turned on the gas? 9. When I arrived, they (say) hello but continued working. 10. When I got to the hospital, she (sit) in the waiting room. 11. While I (open) the letter, the phone (ring). 12. The car (get) worse all the time. 13. When Jane was at school, she always (lose) things. 14. When I (talk) to George somebody (walk) into my office and (steal) the computer. 15. When I (live) in London, I (walk) through the park every day.

3. Write the verbs in this story in the past *simple* or past *continuous*. Sometimes both tenses are possible. Choose the one that is most likely.

1. He (stop) just before putting his key in the front door. 2. Something (happen) in the back garden... 3. Quietly, he (creep) around the side of the house and (look) through the gate. 4. Two men (stand) at the back of the house holding a ladder. 5. A third man was at the top of the ladder and a fourth inside the house: he (pass) furniture through the window to his partner, who (give) it to his friends below. 6. All four (work) quietly and efficiently, and the pile of the furniture in the garden (get)

bigger by the minute. 7. Derek (can not) believe his eyes: the team of strangers (empty) his entire flat and they (behave) as if this was the most normal thing in the world! 8. He (cough) loudly, and then (say) "Excuse me!" – and the man at the top of the ladder (drop) his portable TV onto the concrete below.

4. Put the verbs into the correct form, past *continuous* or past *simple*.

1. "What (you/do) this time yesterday?" "I was asleep." 2. "(you/go) out last night?" "No, I was too tired." 3. "Was Jane at the party last night?" "Yes, she (wear) a really nice dress." 4. How fast (you drive) when the accident (happen)? 5. Peter (take) a photograph of me, while I (not/look). 6. When I was young, I (want) to be a manager. 7. I haven't seen George for ages. When I last (see) him, he (try) to find a job in London. 8. We were in a very difficult position. We (not/know) what to do. 9. I (walk) along the street when suddenly I (hear) footsteps behind me. 10. Somebody (follow) me. I was frightened and I (start) to run. 11. I realised that someone (steal) my wallet when I (feel) their hand in my jacket pocket. 12. Nobody (watch), so the little boy (take) the packet of sweets from the shelf and (put) it in his pocket. 13. At school I (dislike) the math teacher because he (always pick) on me. 14. I (not understand) what (go on). 15. Several people (shout) at me, and one (wave) a newspaper in front of my face.

5. Put the verbs in brackets into the past *simple* or the past *perfect*.

1. When the police (arrive), the car (go). 2. When I (get) to the shop, it (close). 3. They (eat) everything by the time I (arrive) at the party. 4. When we (leave) the beach, the rain (already start). 6. I (try) telephoning her several times but she (leave) the country. 7. The car (go) when I (look) into the street. 8. The patient (already die) by the time I (see) her. 9. All the garages (close) by the time we (cross) the border. 10. (You already leave) when the trouble (start)? 11. The house was very quiet when I got home. Everybody (go) to bed. 12. I felt very tired when I got home, so I (go) straight to bed. 13. We were driving along the road when we (see) a car which (break) down, so we (stop) to see if we could help. 14. Sorry, I'm late. The car (break) down on my way here. 15 "Was Jill at the party when you (arrive)?" "No, she (go) home."

6. Use *when* or *after* to make one sentence for each situation.

1. He tried on six pairs of shoes. Then he decided he liked the first ones best. 2. Mary did all the shopping. Then she took a short walk round the park. 3. I washed and dried the last plate. Paul came in and offered to help. 4. Mark looked through all the drawers in his room. He started going through the cupboards downstairs. 5. He finished eating lunch. He went to the café in the square for a cup of coffee. 6. I wrote to my girlfriend. Then I watched television for an hour or so. 7. Everybody had a chance to say what they thought. Then we took a vote. 8. I posted the letter. Then I

felt much better about everything. 9. She stopped trying to lose weight. She looked much healthier. 10. He bought presents for everyone in his family. Then he bought something for himself as well.

7. Complete the text with *past perfect continuous*, using the verbs: *drive, lie, repair, work*.

John Latton, 39, an engineer at Felton Plastics in Upton, had a lucky escape after an accident on the A34 in the early hours of the morning. Mr. Latton fell asleep while driving and crashed into a pile of sand left by workers who 1 the road. When he left Felton Plastics at 3.00 this morning, Mr. Latton 2 for 72 hours without any sleep. A passing motorist discovered the accident after the engineer 3 in his car with a broken leg for half an hour. Ambulance workers said that if Mr. Latton 4 any faster his injuries might have been much worse.

8.

a) read the story.

On Wednesday afternoon, everyone in my family was very busy – except me. During the afternoon Erica repaired her car; Steve practiced his karate; Jane did some gardening; Emily played tennis; Justin swam for half an hour; Polly went horse-riding; Alex painted the ceiling in his room light blue. I spent the afternoon sitting reading.

b) now answer the questions:

1. Who had black grease on her hands at teatime? Why? 2. Who had dirt on her hands and knees? Why? 3. Who was wearing a short white skirt? Why? 4. Who was wearing a white jacket and trousers and a black belt? Why? 5. Who was wearing high boots and hard hat? Why? 6. Whose hair had light blue streaks in it? Why? 7. Whose hair was all wet? Why?

9. This is part of a newspaper story written in 1990. Rewrite it, putting the verbs into the *past perfect* or *past simple*. Start your story with the words.

By 1990, Mr and Mrs Charlton had been living in 17 Portland Street for...

Mr and Mrs Charlton have been living in 17 Portland Street for five years. They have tried to move several times, but this has not been possible, as they are unable to sell their house. Several people have looked at the property, but quickly lost interest – and the reason for this is obvious. For three years the garden of 17 Portland Street has been covered by three feet of water. The Charltons tried to find the reason for this strange occurrence, but no one has been able to help. The water level has been rising since 1987, and has damaged the whole of the ground floor: the Charltons have been keeping the water back with sandbags, but of course this is only a temporary defence.

Mrs Charlton says she has contacted the water authorities, the town council, even her local MP, but no one has been able to explain why their back garden has become a swimming pool for all the children in the neighbourhood.

10. Put each verb in brackets into a suitable past tense. Only use the past perfect where this is absolutely necessary.

1. This time last year I (cycle) in the rain along a country road in France with a friend of mine. 2. We (decide) to go on a cycling holiday in Normandy. 3. Neither of us (go) to France before, but we (know) some French from our time at school and we (manage) to brush up on the basics. 4. Now we (wonder) if we (make) the right decision. 5. We (plan) our route carefully in advance, but we (forget) one important thing, the weather. 6. It (rain) solidly since our arrival and that night we (end up) sleeping in the waiting room at a railway station. 7. Then the next morning as we (ride) down a steep hill my bike (skid) on the wet road and I (fall off). 8. I (realise) immediately that I (break) my arm, and after a visit to the local hospital I (catch) the next train to Calais for the ferry home. 9. Unfortunately my parents (not expect) me home for a fortnight, and (go) away on holiday. 10. So I (spend) a miserable couple of weeks alone, reading Teach Yourself French.

11. Choose the most appropriate time expression underlined.

1. Once/Afterwards I'd read the manual, I found I could use the computer quite well. 2. It was more than a month before/until I realised what had happened. 3. I managed to talk to Dave just as/while he was leaving. 4. It wasn't until/up to 1983 that Carol could afford to take holiday abroad. 5. George always let me know by the time/whenever he was going to be late. 6. I was having a bath at the time/that time, so I didn't hear the doorbell. 7. We bought our tickets and five minutes after/later the train arrived. 8. According to Grandpa, people used to dress formally those days/in his day. 9. Everyone was talking but stopped at the time/the moment Mr Smith entered the room. 10. The letter still hadn't arrived by/until the end of the week.

12. Choose the most suitable words underlined.

1. When you passed the town clock, did you notice/were you noticing what time it was? 2. Last night my neighbours were shouting/would shout for hours and I couldn't get to sleep. 3. When you lived in London, did you use to travel /were you traveling by bus? 4. Everyone was having a good time, although not many people danced/were dancing. 5. – Excuse me, but this seat is mine. – I'm sorry, I didn't realise/hadn't realised that you were sitting here. 6. Jane didn't eat/hadn't eaten all day, so she was really hungry at this point. 7. – Steve has forgotten to book the tickets I'm afraid. – He was always doing/would do something like that! 8. It took a while

for me to notice, but I did. Everyone stared/was staring at me. What had I done wrong? 9. Nobody bothered to tell me that the university decided/had decided to have a special holiday that Monday. 10. I was trying/tried to get in touch with you all day yesterday. Where were you? 11. When I got to the cinema Alex had been waiting/was waiting for me. 12. We would always have/were always having breakfast at Rina's on Sundays. 13. Pay no attention to Tom's remarks. He wasn't meaning/didn't mean it. 14. Deborah left/had left before I had time to talk to her. 15. The explanation was simple. In 1781 HMS Sovereign on her way back from India had sighted/sighted an empty boat drifting off African coast.

13. Chose the right tenses (past or past perfect: simple or continuous).

One afternoon a big wolf (wait) in a dark forest for a little girl to come along carrying a basket of food to her grandmother. Finally a little girl did come along and she (carry) a basket of food. "Are you carrying that basket to your grandmother?" asked the wolf. The little girl said yes, she was. So the wolf (ask) her where her grandmother lived and the little girl (tell) him and he (disappear) into the wood. When the little girl (open) the door of her grandmother's house she (see) that there was somebody in bed with a nightcap and nightgown on. She (approach) no nearer than twenty-five feet from the bed when she (see) that it was not her grandmother but the wolf, for even in a nightcap a wolf doesn't look in the least like anybody's grandmother. So the little girl (take) an automatic pistol out of her basket and (shoot) the wolf dead. Moral: It is not so easy to little girls nowadays as it used to be.

FUTURE FORMS

Instant decisions

1. Say what your decision is in these situations, or what you offer to do.

Use these verbs: *answer, carry, have, post, shut*

> You and your friend have come into the room. The window is open, and it is cold. *I'll shut the window.*

1. The phone is ringing. You are the nearest person to it.
.....
2. The choice on the menu is fish or chicken. You hate fish.
.....
3. You are meeting a friend at the station. He has two suitcases. There's a bag, too.
.....
4. Your friend has written a letter. You are going to walk into town past the post office.
.....

Will and won't for the future

2. Use the notes to write about what will happen next weekend.

- > it / be / warm / tomorrow *It will be warm tomorrow.*
1. Tom / watch/ the match
 2. Harriet's party / be / fun
 3. Trevor / not put up / the shelves
 4. Laura / be / annoyed
 5. Andrew / study / all weekend
 6. Rachel / not do / any work

Will and shall

3. Complete the conversation. Put in *will* or *shall*.

Rachel: What (>) *shall* we do today?
Vicky: It would be nice to go out somewhere. The forecast says temperatures
(1)..... rise to thirty degrees.
Jessica: (2) we go for a walk?
Rachel: That sounds a bit boring. What about the seaside? We could get a bus.
Jessica: How much (3) it cost? I haven't got very much money.
Vicky: It isn't far. It doesn't cost much.
Jessica: Everywhere (4)..... be so crowded today because it's a
holiday. The journey (5) take ages.
Rachel: Come on, Vicky. (6)..... we leave Jessica behind
if she's going to be so miserable?

4. Put in the verbs with *be going to*.

Laura: What are you doing with that camera?
Trevor: (>) *I'm going to take* (I /take) it to work. (1).....
(I/lend) it to Phil. (2) (he/ take) a few photos
with it.
Laura: Why can't he buy his own camera?
Trevor: He's got one, but it isn't working properly. (3).....
(it/be) a while before he can get it repaired.
Laura: Well, how long (4) (he/ keep) ours? When
(5)..... (we /get) it back?
Trevor: (6) (he / have) it over the weekend.
(7) (we / get) it back on Monday.

Laura: Well, I hope (8) (it /not /get) damaged.

Predictions

5. What would you say in these situations? Use these words: *be sick, crash, get wet, lose, not stop, rain.*

> The sky is full of dark clouds. *It's going to rain.*

1. Now it's starting to rain. There's nowhere to shelter, and you haven't got an umbrella.
.....

2. You feel awful. There's a terrible feeling in your stomach.
.....

3. You are playing Scrabble. The game is nearly over and you are 100 points behind.
.....

4. You can see a plane coming down. It's out of control and falling to the ground.
.....

5. You are waiting for a train. There's one coming, but you don't know if it's the one you want. It's travelling very fast.
.....

Will and be going to

6. Complete the news report about the village of Brickfield.

Use *will* or *be going to*. Sometimes either is possible.

We have learned this week that the local council has plans for Westside Park in Brickfield.

The council (>) *is going to sell* (sell) the land to a builder, Forbes and Son. The plans are all ready. "(1) (we / build) fifty houses," said Mr Forbes. "In two years' time everything (2) (be) finished. I'm sure people (3) (like) the houses. Most of them (4) (be) for young families. And we intend to take care of the environment. (5) (we / not / cut) down all the trees, only a few of them". But people living near the park are angry. "This is a terrible idea. We're all against it," said Mrs Mary. "(6) (we / have) a protest march on Saturday. I expect everyone in Brickfield (7) (be) there. We've reached our decision.

(8) (we/stop) this plan."

The present continuous for arrangements

7. For each situation write a sentence with the present continuous. Use the verbs in brackets.

> Mike and Harriet have accepted an invitation to Tom's party next week. (go)
They're going to Tom's party next week.

1. Laura has agreed to be in the office on Saturday. (work)
.....
2. Claire has just bought a plane ticket to Cairo dated 15 May. (fly)
.....
3. Mark has arranged a meeting with his boss at four o'clock this afternoon. (see)
.....
4. Matthew and Daniel have booked a tennis court for tomorrow afternoon, (play)
.....

Present tenses for the future

8. Put the verbs into the present continuous or the present simple.

Emma: (>) *Are you doing* (you / do) anything tonight?

Matthew: Yes, (1) (I / go) to the station to meet my friend Richard. (2) (he / stay) here for the weekend, remember? His train (3) (get) in at eight fifteen.

Emma: Oh, of course. I'd forgotten about that.

Matthew: Maybe we'll see you later. What (4)..... (you / do) tonight?

Emma: Oh, (5) (I / go) to the cinema with Vicky and Rachel and a couple of other people. The film (6) (finish) quite early, so (7) (we / go) to a pizza place afterwards.

Be to and be about to

9. Complete these sentences on the news. Some are spoken by the newsreader in the studio and some by reporters on the spot. Use *be to* or *be about to* with the verbs in brackets.

> The new museum *is to open* (open) in the autumn.

> The Prime Minister is at the microphone now. He *is about to* start (start) speaking.

The leading runner is nearly there now. She (win) the race.

Taxes (go) up from next April.

The US President (visit) Ireland in the new year.

The riot isn't over yet, but the police are here. They (move) in.

The talks on world trade (take) place later this year.

When I get there, before you leave, etc

10. Put in the verbs. Use *will* or the present simple.

Sarah: If (>) *you take* (you / take) a train, (>) *it'll be* (it / be) much more comfortable. If (1) (you / need) a car, you can hire one when (2)..... (you / get) to Glasgow.

Mark: If (3)..... (I/hire) a car, (4)..... (it/be) too complicated. I'd rather take my own.

Sarah: It's too dangerous. You might fall asleep on the motorway.

Mark: I won't fall asleep. I can play loud music. Anyway, (5)..... (I / get) there much quicker when (6) (there / be) no traffic on the road. As soon as (7) (I / arrive), (8) (I / ring) you, I promise.

Sarah: (9) (I / be) worried until (10) (I /hear) from you. But don't ring before (11)..... (I /be) awake in the morning.

Mark: (12) (I / lie) down for a couple of hours before (13)..... (I/go).

Sarah: Good idea. (14)..... (you/be) exhausted tomorrow if (15)..... (you/not / get) some sleep this evening.

Present perfect and continuous

11. Join each pair of sentences using the word in brackets.

> You can apply for a better job soon. But you need to have more experience first, (when)

You can apply for a better job when you've had more experience.

> I'm going to listen to this tape. I'll be travelling on the motorway tomorrow, (as)
I'm going to listen to this tape as I'm travelling on the motorway tomorrow.

1. You shouldn't decide now. You need to think about it first. (until)

.....

2. I think of you next week. I'll be lying on the beach. (when)

.....
3. We can leave in a minute. I need to pay the bill first. (as soon as)

.....
4. We can discuss it later. We'll be sitting on the plane together. (while)

.....
5. You can use the computer in a minute. I'll have finished with it soon. (when)

Will be doing

12. Put in the answers. People are saying what they will be doing as part of their routine.

> David: When are you going to the club, do you know?
(Nick goes to the club every Friday.)

Nick: *I'll be going there next Friday.*

1. Vicky: Are you likely to see Ilona in the near future?
(Emma sees Ilona every day.)

Emma: tomorrow.

2. Claire: Are you going to France again soon?
(Henry goes to France every summer.)

Henry:

3. Jessica: When are you going to play badminton again?
(Matthew plays badminton every weekend.)

Matthew:

4. Andrew: When are you next having lunch in the canteen?
(Daniel has lunch in the canteen every day.)

Daniel:

Will be doing

13. You want to ask a friend to do something for you or to let you do something. Find out if it is convenient for your friend. Use the verbs in brackets.

> You want to have a look at your friend's magazine tonight. (read)

Will you be reading your magazine tonight?

1. You want your friend to take your library book back today. (go to)

.....
2. You want your friend to send your best wishes to Vicky soon. (write to)

.....
3. You want to use your friend's calculator this afternoon. (use)

.....
4. You want your friend to give a photo to Daniel tomorrow. (see).

.....
5. You want your friend to give you a lift to the festival. (drive)
.....

6. You want your friend to give a message to her sister soon. (phone)
.....

Will have done

14. Plummer. Paul wants to be an artist. He's reading about a famous artist called Winston.

Winston Plummer was a great artist, who had a wonderful career. He won lots of prizes before he was twenty. By the age of twenty-five he had had his own exhibition. He was the subject of a TV documentary by the time he was thirty. By the age of thirty-five he had become world-famous. He made millions of pounds from his pictures before he was forty.

Paul is daydreaming about his own future career. What is he thinking?

> I hope *I'll have won lots of prizes* before I'm twenty.

1. Perhaps my own exhibition by the age of twenty-five.
2. I wonder ifby the time I'm thirty.
3. Maybe.....by the age of thirty-five.
4. I hope by the age of forty.

Will have done

15. How good is your maths? Can you work out the answers?

> It's quarter to six. Melanie is putting something in the oven.

It needs to be in the oven for an hour and a half. When will it have cooked?

It will have cooked at quarter past seven.

1. It's seven o'clock in the evening, and Andrew is starting to write an essay. He writes one page every fifteen minutes. He plans to finish the essay at midnight. How many pages will he have written? He will have written pages.
2. It's Monday morning, and Sarah is travelling to work. It's twenty miles from her home to the office. How far will she have travelled to and from work by the time she gets home on Friday?
3. Matthew is doing press-ups - one every two seconds. How many will he have done after five minutes?

MODAL VERBS

1. Harriet is visiting David, who hurt himself when he fell off a ladder.

Complete the conversation using can or a form of be able to. Sometimes there is more than one possible answer.

Harriet: Hello, David. I'm sorry I haven't *been able to come* (come) and see you before. I've been really busy lately. How are you?

David: I'm OK, thanks. (a)..... (I / walk) around now.
The doctor says (b) (I / go) back to work soon. It'll be nice (c) (get) out again. I hate being stuck here like this. I haven't (d)..... (do) anything interesting.

2. Put in *can* or *be able to* in the necessary tense and form.

Sometimes two variants are possible. Use a negative if necessary.

Ex.: Suddenly all the lights went out. We *couldn't* see a thing.

- a) The computer went wrong, but luckily Emma put it right again.
- b) There was a big party last night. You hear the music half a mile away
- c) I learnt to read music as a child. I..... read it when I was five.
- d) People heard warnings about the flood, and they..... move out in time.
- e) The train was full. I..... find a seat anywhere.
- f) I've been looking for your glasses but I.....find them yet.
- g) By the time Phillis was ten, shespeak three languages.
- h) I got home early last night, so I..... watch my favourite programme on TV.
- i) I.....eat anything when I was younger, but now I have to be more careful.
- j) He.....pass the exam because he had studied hard.

3. How would you ask for permission in these situations?

Use *Can I ?*, *Could I... ?* or *May I... ?* and these verbs: *borrow, join, look at, use*

Ex.: You are at a friend's flat. You want to make a phone call.

Can I use your phone?

- a) You need a calculator. The person sitting next to you has got one.
- b) You have gone into a cafe. Three people who you know from work are sitting at a table. You go over to the table
- c) You had to go to a lecture, but you were ill. Your friend went to the lecture and took notes. Next day you are well again and you see your friend.....

4. Put in the correct forms.

Rita: I hear you've moved into a new flat with a couple of friends.
Emma: Yes, it's a nice flat, but the landlady is really strict. *We aren't allowed to do* (we / not / allow / do) anything. It was my birthday last month, and (a)..... (*I / not / allow / have*) a party.
Rita: Oh, (b) (we / allow / have) parties at our place, luckily (c)..... (we / allow / do) anything, more or less. We're hoping to have an all-night party soon, but I'm not absolutely sure if (d)..... (*w e / allow / hold*) it.

5. Are you asking for permission, or are you asking what the rule is? Put in *May I...?* or *Am I allowed to ...?*

Ex.: *May I* use your computer?

Am I allowed to smoke in this cinema?

- a)cross the road here?
- b)ask you a personal question?
- c)rollerblade in this park?
- d)drive a car without insurance?
- e)read your magazine?

6. Fill in: *can, couldn't, may, mustn't, can't* or *(not) be allowed to*.

David: (a) *Can*.....I go to the cinema tonight?

Mrs Stone: You know you (b) go out during the week.

David: But (c) go out last Saturday either. I think Dad is too strict.

Mrs Stone: You (d)..... speak about your father like that. He's doing what he thinks is best.

David : (e) I have some friends over, then?

Mrs Stone: I'm afraid you (f)..... We're having some friends to dinner.

David: (g) I at least watch TV for a while?

Mrs Stone: Yes, you (h)....., but only after you've done your homework.

David: But I haven't got any homework.!

Mrs Stone: Oh! Well, in that case, you (i)..... go out, but you (j).....be home late.

David: I'll be home by 11, I promise.

7. Complete the conversations. Use the words in brackets and a form of *have to*.

Ex.: Melanie: David's broken his leg. *He's had to go* (he's/go) to hospital.

Harriet: Oh no! How long *will he have to stay* (will/he/stay) there?

Melanie: I don't know.

1. Claire: I parked my car outside the hairdresser's, and while I was in there, the police took the car away. I've got it back now. But (I/pay) a lot of money.

Henry: How much (you/pay)?

Claire: Two hundred pounds!

2. Jessica: You're always taking exams. Why(you/take) so many?

Andrew: (I/will/take) a lot more if I want a good job.

3. Mike: We're in a new house now.(we/move). The old place was too small.

Nick: Did it take you long to find a house?

Mike: No, we found one easily.(we/not/look) very hard. But it was in bad condition. (we've/do) a lot of work on it.

4. Nick: My brother (start) work at five o'clock in the morning.

Melanie: That's pretty early. What time (he/get) up?

Nick: Half past three.

8. Put in *must* or *have to/has to*. Choose which is best for the situation.

Ex.: I *have to* go to the airport. I'm meeting someone.

a) You lock the door when you go out. There've been a lot of break-ins recently.

b) Daniel go to the bank. He hasn't any money.

c) Iwork late tomorrow. We're very busy at the office.

- d) You really.....make less noise. I'm trying to concentrate.
- e) I think you..... pay to park here. I'll just go and read that notice.
- f) You reallyhurry up, Vicky. We don't want to be late.
- g) Iput the heating on. I feel really cold.

9. Put in *must*, *mustn't* or *needn't*.

- Ex.: Laura: You *needn't* take an umbrella. It isn't going to rain.
 Trevor: Well, I don't know. It might do.
 Laura: Don't lose it then. You *mustn't* leave it on the bus.
- a) Vicky: Come on. Wehurry. We.....be late.
 Rachel: It's only ten past. We.....hurry. There's lots of time.
 - b) Claire: My sister and I are going a different way.
 Guide: Oh, yougo off on your own. It isn't safe.
 We.....keep together in a group.
 - c) David: I'll put these cups in the dishwasher.
 Melanie: No, youput them in there. It might damage them.
 In fact, wewash them at all. We didn't use them.
 - d) Secretary: I.....forget to type this letter.
 Mark: Yes, it go in the post today because it's quite urgent.
 But the report isn't so important. You.....type report today.

10. Write the sentences using *didn't need to* or *needn't have*.

- Ex.: The previous owners had already decorated the flat, so *we didn't need to decorate it ourselves* (we/decorate/it/ourselves).
- a) Luckily we were able to sell our old flat before we bought the new one, so(we/borrow/any money).
 - b) It was very hot yesterday, so I watered all the flowers.
 And now it's pouring with rain.(I / bother).
 - c) We've done the journey much more quickly than I expected.
 (we / leave / so early)
 - d) A friend had already given me a free ticket to the exhibition, so
 (I / pay/ to go in).
 - e) Service was included in the bill, so/ (you / tip / the waiter).
 It was a waste of money.

11. Fill in: *should, had better or ought to.*

Dear Pete,

I am sorry to hear your sister is being so horrible to you. I think you (a) *should / ought to* continue being pleasant to her. You (b) try at least. If she is still nasty to you, you (c) tell your parents what has been happening. Your sister (d) be punished for what she has been doing to you. You (e).....have told your parents straight away, but you seemed determined to solve the problem yourself.

Good Luck,
Auntie Marge.

12. Complete the conversation. Use *should, ought to, had better or be supposed to* and the verbs in brackets.

Usually there is more than one correct answer.

Vicky: What time . *Are we supposed to be* (we / be) at the coffee morning?

Rachel: The invitation says ten o'clock

Vicky: Well, it's ten now. (a).....(we / hurry).
(b)..... (we / not / be) late.

Rachel: Oh, it won't matter if we're a bit late.

Vicky: I think it would be rude, wouldn't it? I don't think people
(c) (arrive) late when they've been invited to something.

Rachel: You worry too much. (d) (you / not / take) everything so seriously, Vicky. It's a coffee morning, not a job interview.
(e) (we / not / get) there exactly on time.

13. Fill in the correct modal verb and form of the infinitive.

There was a bank robbery in town this morning and PC Jones was sent to investigate. He's reporting his findings to the Chief of Police. Complete what he says.

"Well sir, it (a).....must have been ...(be) a professional gang because it was a very clever job. They (b)..... (know) exactly what they were doing because they didn't leave even one clue behind them. It definitely (c).....(be) Freddy Fingers and his gang because they are in prison. I thought it (d).....(be) Harry but he was in hospital at the time of the robbery, so it (e)..... (be) him either. I (f).....(be) sure, but it (g).....(be) Sly Steve's gang, because they are the only suspects who

don't have an alibi; they (h).....(commit) the robbery. (i).....(I / bring) them in for questioning, sir?"

14. How else can you express the following?

Ex.: Shall we invite them? ... *How about inviting them? Let's invite them.*

- a) May I go out for a minute?
- b) I'll baby-sit if you like.
- c) Let's go for a swim.
- d) You can't use the photocopier.
- e) He might move to Brazil.
- f) Would you mind carrying my luggage?
- g) I couldn't swim when I was five.

15. Read about each situation and then make a request. Use the word in brackets.

- a) It is cold in the restaurant. Ask the waiter to shut the window (could).
Could you shut the window, please?
- b) You want to know the time. Ask someone in the street (could).
Excuse me
- c) You need someone to help you. Ask a friend. (can).....
- d) You have bought some food, but you haven't got a bag.
Ask the assistant (could)
- e) You are carrying a tray. Ask someone to clear a space on the table (mind).....
- f) You are on the phone. You want to speak to the manager (could).....

16. Complete the conversation. Put in *could, shall, will or would*.

- Daniel: Where *shall* we have our picnic, then?
Rachel: This looks all right. (a).....we sit here?
Emma: Oh, I've forgotten the sausages. They're in the car.
Matthew: (b).....I get them?

Emma: Oh, thanks, Matthew.
 Vicky: We (c).....sit by those trees. It looks nicer over there.
 Rachel: No, it's fine here.
 Daniel: Yes, it's better here, I think.
 Emma: (d).....you like a sandwich, Vicky?
 Vicky: Oh, thank you.
 Emma: (e).....you have one, Rachel?
 Matthew: And here are the sausages. (f).....anyone like one?

17. What would you say? There is more than one correct answer.

Ex.: A friend has called at your flat. Invite him to come in.

Would you like to come in?

a) Offer your visitor a cup of tea.

.....

b) You don't know what to say in your letter. Ask your friend for a suggestion.

.....

c) You are walking in town with a friend. Suggest having a cup of coffee.

.....

d) A woman you know is afraid to walk home alone. Offer to walk home with her.

.....

e) You are writing to a friend. Invite her to visit you one weekend.

.....

18. A reporter is interviewing Mrs. Miles for a TV news programme. Complete the conversation. Put in *must*, *can't* or *might*. Mrs. Miles:

My name's Nora Miles, and I'm going to do a parachute jump.

Reporter: Mrs. Miles, you're seventy-three, and you're going to jump out of an aeroplane. You *must* be mad. You (a)..... be serious.

Mrs. Miles: It really (b).....be wonderful to look down from the sky.

I've always wanted to try it.

Reporter: But anything could happen. You (c).....be injured or even killed.

I wouldn't take the risk.

Mrs. Miles: Well, young man, your life (d).....be much fun if you never take risks.

You ought to try it. You never know – you (e).....enjoy it.
 Reporter: Enjoy it? You (f).....be joking!

19. Put in *mightn't* or *couldn't*.

Ex.: I've got one or two things to do, so I *mightn't* have time to come out tonight.

David *couldn't* work as a taxi driver. He can't drive.

- a) We're going to need lots of glasses. We have enough, you know.
- b) Mark..... be in the office tomorrow. He thinks he's getting a cold.
- c) We possibly have a dog, living in a small flat like this.
- d) How can you work with all this noise? I work in such conditions.
- e) Don't ring tomorrow because I be in. I'm not sure what I'm doing.

20. Vicky and Rachel are at college. They're looking for their friend Helen. Complete the conversation. Use *may* or *might* and the verb in brackets. Sometimes you need to use the continuous.

Vicky: I can't find Helen. Have you seen her?

Rachel: *She might be* (she/be) in the music room. (>) *She may be practising* (she/practise).

Vicky: No, she isn't there. I thought (a)..... (she/be) with you.

Rachel: It's a nice day. (b) (she/be) on the Lawn.

(c)..... (she/sit) out there reading the paper.

Or (d)..... (she/have) a coffee.

(e)..... (you/find) her in the canteen.

Emma: No, I've looked there.

Rachel: Well, here comes Jessica. (f) (she/know).

21. Match a statement from column A and one from column B to form a single sentence.

A	B
1. John saw a bright light in the sky	a) which may have been a spaceship.
2. When I got there the house was dark	b) may have been Peter's father.
3. The man who I saw in the car park	c) which might have been my neighbour's.

A	B
4. The people who are buried here	d) that someone must have seen the robbery.
5. I think he must have bought a new bicycle	e) so he must have gone with her.
6. There were so many people there	f) because the one he has looks very new.
7. He wouldn't have gone alone	g) may have lived five hundred years ago.
8. I saw two dogs	h) so they must have gone out.

22. Complete the conversation. Use *can't have*, *might have* and *shouldn't have*.

Harriet: There's a parcel outside. The postman *must have left* (leave) it.

Mike: Well, (a)(he / leave) it outside. He isn't supposed to do that. Someone (b)(take) it. Why didn't he ring the bell?

Harriet: He always rings. (c)(you / be) out when he came.

Mike: I haven't been out. So (d)(he / ring) the bell.

23. Complete the sentences. The second person agrees with the first. Use *might have*, *couldn't have*, etc.

Ex.: Matthew: I'm sure the computer didn't make a mistake. That's impossible.

Emma: No, of course *the computer couldn't have made a mistake*.

a) Mark: I can't see the letter here now. So clearly someone posted it.

Alan: Yes,.....

b) Helen: It's possible Emma didn't hear the alarm.

Rachel: Well, I suppose.....

c) Saran: Henry drove at 100 miles an hour. Don't you think that's dangerous?

Mark: Yes, I do.

d) Daniel: I just don't believe that Andrew has failed the exam.

Vicky: Andrew? Impossible!

24. Write a second sentence so that it has a similar meaning to the first . Use the word in brackets . .

Ex.: Perhaps Susan knows the address. (may)

Susan may know the address.

- a) We should be careful. (ought)
- b) I managed to finish all my work. (able).....
- c) I realize that it was a terrible experience for you. (must).....
- d) It's against the rules for players to have a drink. (allowed).....
- e) The best thing for you to do is sit down. (better).....
- f) The report must be on my desk tomorrow morning. (has).....
- g) It is possible that Joanne did not receive my message. (might)
- h) It's impossible for Martin to be jogging in this weather. (can't).....
- i) Tessa wants a cup of coffee. (like).....
- j) It was not necessary for Nancy to clean the flat. (didn't).....

25. Here is some information for visitors to New York City. Write the missing words. Use one word only in each space.

Before you travel to the US, you *must* find out what documents you need. British people do not (a)..... to get a visa, but there are different rules for different nationalities. For example, you (b) need to show that you have enough money with you. But there's one rule you can be sure about: everyone (c)..... to show their passport. The roads in New York are very busy, but don't worry – you (d)..... get around cheaply and easily by subway. Remember that you are not (e)..... to smoke on public transport or in shops. And don't forget either that you are (f)..... to tip taxi drivers and waiters. New York is not the most dangerous city in the US, but you really (d)..... walk along empty streets at night. And it is safer if you are (h)..... to travel around in a group.

DIRECT and INDIRECT SPEECH

1. Put in the appropriate form of *say, tell or ask*.

1. Ben ____ that the lift is out of order.
2. Lucy ____ Harris that she couldn't go to the pictures with him.
3. He ____ me if I smoked.
4. She ____ Jane if she could play the violin very well.
5. I ____ her if she liked children.
6. What did she ____ you?
7. Please don't ____ Jim what had happened.
8. Ann ____ she did not like Peter.
9. Jack ____ me he was ill.
10. Why didn't you ____ me the truth?

2. Report the statements.

1. Betty said to Lucy, "I'm sorry to disturb you."
2. Dan said, "I've missed my bus, I'll be late and my boss will be furious."
3. The girl said to her friends, "I didn't go to the stadium yesterday."
4. My brother said, "I'm talking on the phone."
5. Nora says to Jack, "I'll tell you what to do."
6. Lora said, "I wish I had something to eat."
7. Bill said, "I've been ill for a fortnight."
8. She said, "I've never set eyes on him in my life."
9. He said, "Bill wants to know if you are free tomorrow."
10. Jane says, "When the doorbell rang I was playing the violin."

3. Report the questions.

1. She asked him. "Why did you make me go out tonight?"
2. I said to Jim, "Where were you last month?"
3. She says to me, "Do you think it is right?"
4. The writer says to the editor, "Will the book have been published by spring?"
5. He says, "What are you doing there, Liz?"
6. She asked me, "Are these articles still being printed?"
7. He said to her, "Why don't you spend a few days with Alice?"
8. Sheila asked Kate, "Have you got married?"
9. Lucy asked Jo, "Why wasn't the doctor sent for?"
10. He said to Bert, "When was all this decided?"

4. Report the following requests and orders.

1. The teacher, "Don't be late, Peter."
2. The guard, "Turn back."
3. George, "Don't speak over the phone when I'm listening to music, Betty."
4. The guide, "Mind the step."
5. Mother, "Don't eat so many cakes, children"
6. Peter, "Wait for me, Ann."
7. The teacher, "Don't forget to take your textbook, Jim."
8. Mum, "Remember to post the letter, Kate."
9. Sue, "Don't leave the door open."
10. The officer, "Open the fire."

5. Match the two parts of the sentences.

1. He said he would write a letter ...
2. She said she had left home ...
3. She said they had been planning to go out ...
4. Billy said that when he got there ...
5. John complained they hadn't stayed in the hotel ...
6. He told me the price would be £3 ...
7. I informed my teacher I was unwell and ...
8. She said she did not know ...
9. He ordered them not to stop ...
10. He wanted to know ...

- a) ... because it was too expensive.
- b) ... why I had forgotten everything.
- c) ... which he had intended to write long ago.
- d) ... the theatre was almost empty.
- e) ... what it had been.
- f) ... but then Lucy had started feeling bad.
- g) ... couldn't go hiking.
- h) ... before the telegram came.
- i) ... if I paid cash.
- j) ... and continue their trip.

6. Correct the errors.

1. She asked him where he came from.
2. She asked who Bill had been.
3. She asked me why the tree was cut down.
4. We asked them if they are able to come to our place earlier.
5. The custom officer asked me if I had had anything to declare.
6. Betty said she was busy the next day.
7. He asked me to have done everything at once.
8. She asked me if these books were mine.
9. The teacher told us to stay here.
10. She asked me if she saw me before.

7. Make the sentences direct.

1. He told her that he would help her.
2. Mike told Maurice that he had rung him an hour before.

3. She asked him to come in.
4. She told him she would do all she could.
5. She asked him if he was not homesick sometimes.
6. She asked him if he would come back that day.
7. He asked her what she was going to do the next day.
8. He advised her not to hesitate to say anything she wanted to.
9. Make asked Jane to tell him a joke.
10. She warned him if he did not hurry up he would be late.

8. Complete each sentence in reported speech.

Ex.: Let me help you. – My friend offered to help me.

1. "Why don't we go for a walk?"
She suggested
2. "I wasn't anywhere near the scene of the crime."
The accused claimed
3. "This spot is the best place for a picnic."
My father said
4. "The swallows return every spring and fly past my window."
She explained
5. "Can you answer the phone? I'm having a shower!"
He asked his son
6. "I gave you my homework last week."
The boy insisted
7. "Could you come and pick me up from school today, dad?"
Billy asked
8. "If I were you, I wouldn't drink so much."
He advised his friend
9. "I won't help you because you didn't help me."
a. Joan said
b. Joan refused
10. "I'll bring it back tomorrow."
a. He said
b. He promised

9. Complete the following letter using the correct form of a verb from the list. The first (0) is given as an example.

be buy make snow give miss send cost have live plan go love think enjoy

Dear Rose,

Thanks for your letter. I've got lots of news for you this time; We" went to see 'Titanic'. Everyone had said it ...^{was}... (0) great and that nobody should (1) it. There has been a lot of publicity on TV about it recently which told us how much it (2) to make and all that, and Liz and Tony saw it and said they (3) it. I was a bit disappointed - I didn't think it (4) up to expectations. Anyway, I suggest you (5) and see it and (6) up your own mind.

Ah, yes, I got a call from your uncle in Canada who said he (7) you a parcel - have you got it yet? He said it (8) there, and everything was white but he added they always (9) a heavy winter. He also told me they (10) a new jeep and they (11) to travel round the States in it in the summer. He said he (12) us a ride in it if we popped over for a holiday. I replied that we (13) to go over if he agreed to pay all our expenses! He laughed and said he (14) about it and let us know!

10. Match each report 1 to 10 with the actual words spoken from a) to j).

1. Jim admitted that he might have taken it. (e)
2. Sue denied that she had taken it.
3. Harry doubted whether he had taken it.
4. Diana explained that she had taken it.
5. Bill insisted he had taken it.
6. Mary suggested that she had taken it.
7. Ted confirmed that he had taken it.
8. Ruth claimed that she had taken it.
9. Charles repeated that he had taken it.
10. Sally reassured us that she had taken it.

- a) No, I've definitely taken it.
- b) I don't think I took it.
- c) Don't worry, I've taken it. It's all right!
- d) What about me? Perhaps I took it?
- e) OK, perhaps I did take it after all.
- f) Yes, I took it. I took it, I tell you!
- g) Yes, that's quite correct. I took it.
- h) No, I certainly didn't take it, I can assure you.
- i) You may not believe me, but actually I took it.
- j) You see, it's like this. I've taken it.

11. Rewrite each sentence in indirect speech beginning as shown.

- a) "I wouldn't cook the fish for too long, Bill, if I were you," said Jean.
Jean advised Bill not to cook the fish for too long.
- b) "Helen, would you like to come to lunch on Sunday?" said Mary.
Mary
- c) "Well, in the end I think I'll take the brown pair," said the customer.
The customer finally
- d) "Me? No, I didn't take Sue's calculator," said Bob.
Bob denied
- e) "Don't forget to buy some milk, Andy," said Clare.
Clare reminded
- f) "Look, I might not be able to come on Saturday," said David.
David told us
- g) "Why don't you go and see "The Sound of Music" again, Brian?" I said.
I suggested
- h) "No, you really must stay the night, Sophia," Ann said.
Ann insisted
- i) "Make sure you don't take the A20 in the rush hour, Tim," said Jack.
Jack warned
- j) "You are not allowed to smoke in your room, Dick," said his mother.
Dick's mother

12. Rewrite each sentence so that it contains the word in capitals, and so that the meaning stays the same.

- | | |
|--|---------|
| a) He was warned by the fireman not to re-enter the house.
<u>The fireman warned him not to re-enter the house.</u> | HIM |
| b) There has been a rumour that the president is ill. | IT |
| c) Sue thought it would be a good idea for me to see a doctor. | ADVISED |
| d) The minister proposed regular meetings for the committee. | MEET |
| e) The management claimed that all strikers had returned to work. | WAS |
| f) The travel agent recommended our staying near the airport. | SHOULD |
| g) There has been no report that any lives were lost. | IT |
| h) Jack demanded action from the police. | SHOULD |
| i) David supposed that we didn't want to watch television. | WANTED |
| j) My bank manager invited me to visit him at home. | COULD |

13. Match each report 1 to 10 with the actual words spoken from a) to j).

1. Ann told me that I should take a holiday.(d)
2. Ann expected me to take a holiday.
3. Ann insisted that I should take a holiday.
4. Ann invited me to take a holiday.
5. Ann agreed that I could take a holiday.
6. Ann reminded me to take a holiday.
7. Ann proposed that I should take a holiday.
8. Ann asked whether I would take a holiday.
9. Ann reassured me that I could take a holiday.
10. Ann preferred that I take a holiday.

- a) Would you like to come on holiday me?
- b) Don't worry of course you can take a holiday.
- c) Don't forget to take a holiday, will you!
- d) You should take a holiday.
- e) Are you going to take a holiday?
- f) It's all right by me if you take a holiday.
- g) Actually, I'd rather you took a holiday.
- h) I thought you were doing to take a holiday.
- i) Taking a holiday would be a good idea.
- j) You really must take a holiday.

2. Many people to help.
a) offered b) agreed c) didn't mind d) promised
3. Their teacher against talking to strangers.
a) advised b) recommended c) suggested d) warned
4. My girlfriend suggested .. alone.
a) I go b) going c) I went d) to go
5. Many people on Rita's new hairstyle.
a) complimented b) talked c) commented d) remarked
6. In the end they agreed to our two teams for the tournament.
a) entered b) enter c) entry d) entering
7. I tried to Tara from having her nose pierced.
a) persuade b) discourage c) encourage d) dissuade
8. The actress to having had first-night nerves.
a) admitted b) agreed c) accepted d) confessed

17. Write the appropriate form of the verbs in brackets. More than one form is possible in one sentence.

Ex.: He asked me if I (be) going to the party tonight. *am, was*

1. William says he (want) to be a policeman when he grows up. ...
2. Jenny called after me to ask if I (be) going to the party the following evening. ...
3. At lunch time my wife called to ask me where I (be) all morning. ...
4. She called me on my mobile and asked me where I (be). ...
5. She demanded to know why I (not come) home last night. ...
6. She demanded to know why I (not come) home the night before. ...
7. Nikos asked if I (ever visit) Athens before. ...
8. The teacher wanted to know if I (can take) his class for him that evening. ...

18. Report what the assistant said to you in each shop when you were hunting for a particular piece of computer software.

Ex.: John Brown's Software Store: "I've heard of that particular product. I'm not sure it exists." In John Brown's Software Store the man said he'd never heard of the product, adding that he wasn't sure it existed.

1. Softly Softly: "We don't actually stock what you want but there is a shop down the road that does."
2. Disk Jockey: "We normally keep them but we've had a run on them and I'm afraid we've sold out. We're expecting some in sometime next week."
3. Apple Core: "We only deal with Apple Mac, so we won't be able to help you."

4. Surf'n Byte: "We've got something very similar but I can't guarantee that it will do what you want it to do."

5. Graphics Unlimited: "I think there's a place not far from here where they may be able to help you. A friend of mine bought something similar from them last week."

6. Softly Softly: "You were here a few hours ago. We still don't stock them."

19. Fill each of the numbered gaps with one suitable word.

It was quite an emotional day, I must admit. A few of the younger clerks just (1) ... me good luck and (2) ... I would be happy in my new job. Some of the farewells from older colleagues were quite touching; one said I (3) ... been a kind of model for him, which I (4) ... rather nice. The managing director made a speech at lunch time, the usual gushing stuff about all I (5) ... done for the firm, how much I had (6) ... to its ethos and how the place (7) ... hardly be the same without me. Fortunately he omitted to recall a conversation in which he had (8) ... me an incompetent idiot who didn't deserve to be working in a company as good as his. When it was my turn to respond, I couldn't believe the clichés I (9) ... out with: about what a pleasure it had been to work in a firm that (10) ... such high standards and (11) ... stand comparison with any company in the country; about how I (12) ... miss everybody and how I really (13) ... their kindness in presenting me with a pen. The cleaning lady was the last person to say goodbye to me. She just said she'd always (14) ... me as a gentleman. I thought that (15) ... sweet.

20. Put these sentences into direct speech.

Ex.: The woman said she had felt sick while crossing the Channel.
The woman said: "I felt sick while crossing the Channel."

1. He said he wasn't feeling bad that day.
2. Tom said he would go to see the doctor the next day.
3. She told me she was ill.
4. John asked Mary if she was afraid of storm.
5. Helen told him she had just been examined by a doctor.
6. Kate asked her friend what she liked to do on her days off.
7. He asked his brother what he would do if he did not find the book.
8. She told me that she hadn't been able to ring me up the day before.
9. Ann answered that it was still raining.
10. I asked him when he would take his last exams.

21. Role play (in pairs).

George and Elizabeth were going to get married but have just had a row and are not talking to each other at the moment. The wedding is next Saturday.

A: You're George's bestman. It's your duty to help sort out this problem. You should report George's words and explain what he thinks and he feels.

B: You're a good friend of Elizabeth's. She relies on you. You should report her words and explain her point of view and settle everything down.

George	Elizabeth
<p>“I can't believe she asked me to go to Tahiti! Just before the Day. She knows how crazy I am about the Alps, snow and skiing. I've been there just once in my life and would be happy to experience it again with her. It seems she doesn't understand me at all if she made such a proposal.</p>	<p>“It was all my fault. I'm so sorry. It's not even my idea to go to Tahiti on holiday. My Mom offered this. It had been the dream of her life. I just wanted to make everybody happy.</p> <p>We've been going out since we were sixteen and I love George so much. But I've spoiled the whole thing.</p>
<p>I feel awful, betrayed. Yesterday I was writing my vow and thought Elizabeth would be the one for the rest of my life.</p> <p>My parents have just arrived. What should I tell them now?”</p>	<p>What shall I do now? The cake has already been ordered and my dress delivered. I can't believe he doesn't love me any more.”</p>

22. Prepare (in pairs or individually) a scene from your favourite film in reported speech without mentioning any names. Act it out. The rest of the group should guess what film it is and who is speaking.

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Часть 1

Составители:

**Карпик Людмила Станиславовна,
Касперович Наталья Григорьевна,
Коваленко Римма Исааковна и др.**

Корректор Е.Н. Батурчик

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