# UNIT 1a Grammar: Tenses

## Present

### Present Simple

- habitual actions or permanent states
  - *He goes swimming every day.*
  - *She works in a bank.*
- arranged future actions (timetables, programmes, etc)
  - *The match begins at 8:30 next Monday evening.*

### Present Continuous

- repeated actions with *always, forever, constantly* (often to show annoyance)
  - *You're always leaving the cap off the toothpaste.*
- actions in progress/temporary actions
  - *He's sleeping at the moment. They're hunting for a flat.*
- current trends and developments
  - *Oil prices are rising at present.*

### Present Perfect

- recently completed actions
  - *She has just painted her room.*
- actions beginning in the past and continuing up to the present, focusing on the result
  - *He has written three books.*

### Present Perfect Continuous

- past actions producing visible results in the present
  - *She has been painting her room. (It smells of paint.)*
- an action beginning in the past and continuing up to the present, focusing on the action especially with *for* or *since*
  - *She has been waiting for two hours but there's still no sign of him.*
- action showing annoyance, irritation or surprise
  - *What have you been doing to my computer?*

### Time Expressions:

- *usually, often, always, every day, in the morning, on Mondays etc*
- *now, at present, at the moment, these days, still, today, tonight, nowadays etc*
- *since, yet, for, already, just, ever, so far, recently, lately, still, how long etc*

### Stative verbs

- describe a state and do not have continuous forms. These include verbs related to:
  - senses: see, hear, smell, feel, taste
  - thinking: think, agree, believe, consider, doubt, feel (= think) etc
  - emotion & feeling: forgive, hate, loathe, like, dislike, love, mind, wish etc
  - other: appear/seem, be, belong, have (= possess), keep (= continue), matter, owe, possess/own etc

### Notes

- Verbs of the senses can have continuous forms, but then there’s a change in meaning.
  - *I’m seeing my dentist tomorrow.* (= a prior arrangement) **BUT** Do you see those birds? (ability to see)
- The verbs *think, consider* and *expect* can have continuous forms when they refer to an activity.
  - *Be quiet, please! I’m thinking. BUT I think you are wrong.* (= I believe)
- Have can have continuous forms in certain expressions such as: *have a bath, have a nap, have fun, have a good time* etc.
  - *We were having a good time at the party when the fire broke out.*
  - **BUT** Since you have his phone number, you can call him. (= possess)
1a Grammar: Tenses

1 Put the verbs in brackets into the appropriate present tense.

0 Our firm is launching (launch) two new products next week.
1 "Why (he/leave)?"
"Because he (play) football at 6:30 this evening."
2 Dancers at the ballet school (rehearse) for the performance since last November.
3 You (not/really/think) I'll eat this stew! It (smell) awful!
4 I (try) to complete that jigsaw for over three months now!

5 "Why (you/feel) Annie's forehead?"
"I (think) she's got a temperature."
6 The place looks like a bombsite! What (do) all day?
7 Come on John! You (know) me since high school! You (not/really/believe)
I would do such a terrible thing.
8 The opposition party (appear) to be making ground in the opinion polls.
9 Randall (kick) the ball into the net and it (be) a goal!

HAS BEEN TO / HAS BEEN IN / HAS GONE TO

He has been to Berlin.
(= He has gone and come back.)

He has been in Buenos Aires for a year. (= He lives there.)

He has gone to Toledo.
(= He hasn't come back yet.)

2 Fill in the blanks with have been to, have been in or have gone to in their correct form.

0 I have been to Cambodia three times.
1 Mrs Bates ...................... Cologne.
She won't be back for at least three weeks.
2 Nick ...................... Wales
for three years now, studying for his degree.
3 Why don't you ask Clare about the tropics?
She ...................... Thailaond.
4 He ...................... visit
his father. I'm afraid you've just missed him.

3 Put the verbs in brackets into the Present Simple or Present Continuous.

Terry Poole 0) is (be) an engineer who 1) (work) for an international aid organisation. Although he normally 2) (work) in Indonesia, at present he 3) (supervise) a project in Rwanda which 4) (involve) the co-ordination of local people, aid workers and engineers like himself. Although he 5) (enjoy) the experience, he 6) (doubt) the project will be finished soon.

4 Put the verbs in brackets into the Present Perfect or Present Perfect Continuous.

Stonehenge 0) has been (be) the subject of archaeological debate for many years. No one 1) (yet/explain) satisfactorily why or how it was built, although teams of experts 2) (excavate) the site for years and a team of American scientists 3) (recently/start) working in the area with sophisticated new equipment. Popular theories 4) (suggest) that Stonehenge was built as a temple, but no one 5) (manage) to work out how the stones were transported there. A group of students from Bangor University 6) (discuss) the possibility of re-enacting the journey from Wales, where such stones are to be found, overland to Stonehenge, and sponsors 7) (come) forward with offers of financial assistance. The British Museum 8) (also/announce) a forthcoming exhibition of artefacts from the Stonehenge period, which they 9) (gather) over the last five years from all over Northern Europe.
### FUTURE FORMS

<table>
<thead>
<tr>
<th><strong>will/shall</strong></th>
<th><strong>be going to</strong></th>
<th><strong>Future Continuous</strong></th>
<th><strong>Future Perfect</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>predictions, offers, promises, requests, suggestions</td>
<td>intentions</td>
<td>actions in progress at a certain time in the future</td>
<td>actions finished before a certain future time, usually with before, by, by then, by the time, until/till</td>
</tr>
<tr>
<td>Will you help me with the dishes? Shall I get you some coffee?</td>
<td>I know my clothes are dirty. I'm going to wash them tomorrow.</td>
<td>I'll be flying to Paris this time tomorrow.</td>
<td>By the end of July he will have been in Athens for two months.</td>
</tr>
<tr>
<td>on-the-spot decisions</td>
<td></td>
<td>logical assumptions about sb's actions in the present</td>
<td>logical assumptions about sb's actions</td>
</tr>
<tr>
<td>&quot;Your clothes are dirty.&quot; &quot;Are they? I'll wash them.&quot;</td>
<td>planned actions</td>
<td>He will be sleeping now. (It's midnight.)</td>
<td>He will have gone to sleep by now.</td>
</tr>
<tr>
<td>opinions, hopes, fears, especially with think, expect, suppose, imagine, fear etc</td>
<td>possible action seen in the future as a result of sth else</td>
<td>previously planned actions (instead of Present Continuous)</td>
<td></td>
</tr>
<tr>
<td>I think he'll pass the test.</td>
<td>He doesn't know how to light a fire. He's going to burn himself.</td>
<td>I'll be seeing Sam tonight. Would you like me to tell him the news?</td>
<td></td>
</tr>
</tbody>
</table>

**Time Expressions:**
- tomorrow, the day after tomorrow, tonight, soon, next week/month/year, in a week/month/year etc

**Note**
- by/before are used with Future Perfect in affirmative sentences; until is used in negative sentences
- She will have cleaned the house by 6 o'clock.
- She won't have cleaned the house until 6 o'clock.

### OTHER WAYS OF EXPRESSING THE FUTURE

- **be + to-infinitive** (future plans, instructions)
  - The meeting is to take place on Wednesday.
  - You are not to leave the premises until 17:00.

- **be about + to-infinitive/be on the point of + gerund** (immediate future)
  - They are about to leave.
  - They are on the point of leaving.
5 Choose the correct item.

0 “Any news from Tess?”
   “Yes. She ........ tomorrow on the 9:15 train.”
   A will have been arriving  C arriving
   B will have arrived  D arrives

1 “I suppose your report isn’t ready yet.”
   “Don’t worry. I ........ it by tomorrow.”
   A will have been finishing  C am finishing
   B will have arrived  D do you

2 “So, are you coming along, after all?”
   “Well, I don’t know. What time ........?”
   A you’re leaving  B will you be leaving
   C do you leave  D you leave

3 “I’ve called Eddie a half dozen times but he won’t answer the phone.”
   “Try once more. He ........?”
   A will sleep  B will be sleeping
   C is to be  D will have finished

4 “Well, I first came here last June.”
   “So by the end of May you ........ with us for almost a year.”
   A will have been working  C are to work
   B are going to have worked  D will work

5 “Shall I call Mr Simpson?”
   “I think he ........ now.”
   A will be working  B is to work
   C is working  D will work

6 “Is Nigel still here?”
   “Yes, but hurry up, he is just .........”
   A about to leave  B about leaving
   C to be leaving  D to leave

7 “Do you know it’s Maggie’s birthday today?”
   “Yes, she ........ a party tonight.”
   A has  B is having
   C is to have  D will have

8 “Doesn’t she feel nervous about having to teach that class?”
   “I shouldn’t think so as she’s such an experienced teacher. By May she ........ teaching for fifteen years.”
   A is going to be  B has been
   C will have been  D is to be

6 Put the verbs in brackets into an appropriate present or future form.

“If I 0) am (be) re-elected, I 1) ........................................ (give) you my word that the first issues I
2) ........................................ (tackle) are those of the environment and education. As of next month, I
3) ........................................ (serve) my country in a public capacity for 6 years; I 4) ........................................ (hope) to continue for at least as many more. While the general attitude 5) ........................................ (seem) to be that things in this country 6) ........................................ (go) from bad to worse, I believe that by the end of my next term of office, we 7) ........................................ (be/able) to look back and count the improvements that have been made. In fact, I am so confident that if this 8) ........................................ (not/be) the case, I 9) ........................................ (never/make) another promise in my life. But I firmly believe that these 10) ........................................ (be) years of positive change and dramatic improvements.”

7 Fill in will or be going to.

0 A: I’m going to start learning Chinese.
   B: Are you? Will you let me know what it’s like as I’d like to have a go too?
   A: Sheila .................. have an operation next Tuesday.
   B: If you tell me which hospital she’ll be in, I’ll go and visit her.

A: I have to be at work by 8:30.
   B: But it’s nearly 8:00. You .................. be late.

A: I’m sure I .................. pass the course this time.
   B: I hope you do. You’ve worked really hard this term.

A: Look at those clouds. It’s definitely going to rain.
   B: Is it? I .................. bring the chairs in from the garden, then.

A: So, are you ready to go?
   B: I’ve told you a thousand times! I .................. come.

A: if you buy the flowers, I’ll get some chocolates.
   B: OK, but get a move on or we .................. be late.
### Grammar: Tenses

#### Past

<table>
<thead>
<tr>
<th>Past Simple</th>
<th>Past Continuous</th>
<th>Past Perfect</th>
<th>Past Perfect Continuous</th>
</tr>
</thead>
<tbody>
<tr>
<td>actions completed in the past when there is direct or indirect time reference</td>
<td>past actions in progress/ happening at a given point in time</td>
<td>past action which happened before another past action</td>
<td>a longer past action which continued up to another past action</td>
</tr>
<tr>
<td>He left an hour ago. (direct time reference)</td>
<td>She was still working at eight o’clock yesterday evening.</td>
<td>She had already typed all the letters before her boss arrived.</td>
<td>She had been cooking all day long when Tom came home with some fish and chips.</td>
</tr>
<tr>
<td>She phoned before the boss came. (indirect time reference)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>past habitual actions</td>
<td>past action in progress interrupted by another action</td>
<td>past action in progress</td>
<td>actions producing visible results in the past</td>
</tr>
<tr>
<td>He travelled/used to travel a lot when he was young.</td>
<td>She was leaving when the phone rang.</td>
<td>she was painting her room.</td>
<td></td>
</tr>
<tr>
<td>past actions happening one after the other</td>
<td>simultaneous past actions</td>
<td>Tom has always dreamed of being in a musical; he might make it one day.</td>
<td></td>
</tr>
<tr>
<td>He stood up, picked up his briefcase and left the office.</td>
<td>While Jane was getting dressed, Tom was enjoying his drink.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>past actions which won’t be repeated</td>
<td>polite inquiries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marilyn Monroe starred in “The Seven Year Itch”.</td>
<td>I was wondering if you could help me.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Time Expressions: yesterday, then, when, ago, How long ago ...?, last night/week/year etc</td>
<td>Time Expressions: while, when, as. all morning/evening, day, night etc</td>
<td>Time Expressions: before, after, already, just, for, since, till/until, by the time, never etc</td>
<td>Time Expressions: for, since, how long, before, until etc</td>
</tr>
</tbody>
</table>

### Used to / Get Used To / Would

- **used to + infinitive** (past habitual action/state)
  - This theatre used to be a hospital.
  - He used to work till late at night. (He doesn’t anymore.)

- **be/get used to + gerund/noun** (habitual action)
  - She isn’t used to driving on the left.
  - I haven’t got used to living abroad yet.

- **would** (repeated past action and routine)
  - When I was at my grandparents’ cottage, I would wake up early and go for a ride.
8 Put the verbs in brackets into an appropriate past tense.

0 He walked (walk) to the front of the stage, took (take) a bow and waved (wave) to the audience.

1 Her clothes were soaked because she .............................................. (walk) in the rain.

2 We .............................................. (not/enjoy) the play so we .............................................. (leave) early.

3 While you .............................................. (sleep) Joan .............................................. (try) hard to finish her dissertation.

4 Susan and Tom .............................................. (meet) when they .............................................. (study) in Edinburgh 20 years ago.

5 In June 1979 they .............................................. (still/build) this shopping centre.

6 They .............................................. (walk) to the water's edge, .............................................. (wade) in and .............................................. (swim) to the other side.

7 While the soldiers .............................................. (advance), they did not realise that the enemy .............................................. (plan) a surprise attack.

8 The politician .............................................. (already/finish) his speech by the time the TV reporter .............................................. (arrive).

9 By the time Monica .............................................. (get) to the library, Elena .............................................. (already/do) all the research.

3 “You’re looking miserable.”
“1 ...... on my thesis when my computer suddenly crashed.”
A was working C would work
B used to work D have been working

4 “Did you hear the rain last night?”
“Yes, it ...... all night.”
A had been pouring C has poured
B was pouring D was poured

5 “Can’t we just order a nice bit of cod?”
“Don’t be ridiculous! We ...... all this way to eat fish and chips.”
A haven’t been coming C aren’t coming
B haven’t come D hadn’t come

6 “I love your car.”
“This old thing? We ...... it for fifteen years.”
A had had C have had
B have been having D used to have

7 “What’s wrong with Robert?”
“I don’t know. He ...... up, slammed the door and stormed out of the building.”
A got C was getting
B has got D had got

8 “Mary is having difficulty fitting in.”
“Well, I guess she ...... to this type of work.”
A didn’t use C doesn’t get used
B isn’t used D hasn’t been used

9 “Every Christmas Eve all the family ...... the tree together.”
A would have decorated C had been decorating
B would decorate D used to decorating

10 When I lived downtown, I ...... to the cinema almost every night.
A was going C have been going
B went D had been going

11 Sue ...... from a severe bout of flu at the time.
A recovered C would recover
B used to recover D was recovering

12 “How’s Peter doing?”
“I don’t know. I ...... from him for months.”
A have to hear C haven’t heard
B didn’t hear D don’t hear

13 “What ...... you say that, George?”
A is making C makes
B was making D had made
10 Put the verbs in brackets into the appropriate past tense.

If it hadn't been for Louis, Joan's trip to Paris would have been a complete disaster. She met him before, but she wasn't certainly glad that she had by the end of her stay. The first thing that happened was that the hotel where she had planned to stay received her booking, so they had no room for her. Then, as she tried to get a taxi to take her to another hotel, someone on a motorbike snatched her bag with all her tickets and credit cards in it. As her French was quite rusty, she didn't know how to explain what had happened. It was then that Louis approached her and introduced himself.

5 "Will you finish with the audio-video equipment by 12:30 pm?"
"Possibly, but I'll let you know beforehand."
A finish  
B finished  
C be finishing  
D have finished

6 "George is in hospital."
"Yes, I've heard he's making good progress."
A makes  
B is making  
C will make  
D would make

7 "I'm getting my work permit next week."
"It's about time. You'll be here for two months by then."
A are  
B will be  
C will have been  
D have been

8 "How do you like your sushi?"
"Well, it's really different. It's the first time I've eaten Japanese food."
A have eaten  
B eat  
C am eating  
D have been eating

9 "Wasn't sacking Mary rather harsh on his part?"
"Not really; he had warned her several times in the past."
A had warned  
B was warning  
C warns  
D will warn

10 "Where's Jonathan?"
"He has gone to the travel agent's."
A has been  
B has gone  
C has been going  
D had gone

CONVERSATIONAL GRAMMAR

11 Choose the correct item.

0 "Tina is still looking for a decent flat."
"How long is she looking?"
A was she looking  
B is she looking  
C had she looked  
D has she been looking

1 "Has Paul come to terms with his examination results?"
"Yes. He has accepted the fact that he'll have to resit."
A had accepted  
B has accepted  
C accepted  
D has been accepting

2 "Did you really have an awful time at the Jordans?"
"Yes. I don't think I'll ever visit them again."
A don't think  
B am not thinking  
C won't be thinking  
D think not

3 Gerald just can't work shifts.
A used to  
B be used  
C get used to  
D used to

4 Alison feels healthier and fitter than she used to.
A had  
B would  
C were  
D used to

12 Complete the expressions with words from the list below.

- flout  • devour  • imitate  • mow  • raze
- concede  • squirm  • interrupt  • heal

0 to squirm with embarrassment
1 to get used to a wound  
2 to defeat  
3 to a meal  
4 to a city  
5 to the grass  
6 to a speech  
7 to the law  
8 to sb's behaviour
1. He's never flown before.
2. It's the first time he's (ever) flown.
3. It's been a long time since he visited us.
4. When did you leave school?
5. How long ago did you leave school?
6. He joined the golf club ten months ago.
7. It's a month since she moved to Austria.
8. She started English lessons a year ago.
9. Having had dinner, I went to bed.
10. I think there will be a war soon.
11. I don't believe that he'll agree.
12. While I was walking down the street, I saw Mary.
13. Was there any response to his appeal?
14. The race will/is going to be held/take place tomorrow.
15. She started doing her homework as soon as her brother had left for school.
16. When did you last have a haircut?
17. She wrote the book while she was on holiday.
18. I only slept for an hour last night.
19. It is certain that he'll pass his exams.
20. France hasn't won a gold medal in this sport for ages.
21. She was going to hand in her notice when the boss decided to promote her.
22. He has tried to lose weight before.
23. Stephen realised something terrible had happened as soon as he saw May crying.

13. Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. It's been months since I last spoke with Paul.
   1. It's been months since I last spoke with Paul.
   2. It's been months since I last spoke with Paul.
   3. It's been months since I last spoke with Paul.
   4. It's been months since I last spoke with Paul.
   5. It's been months since I last spoke with Paul.

2. He has never felt so angry before.
   1. He has never felt so angry before.
   2. He has never felt so angry before.
   3. He has never felt so angry before.
   4. He has never felt so angry before.
   5. He has never felt so angry before.

3. She was going to hand in her notice when the boss decided to promote her.
   1. She was going to hand in her notice when the boss decided to promote her.
   2. She was going to hand in her notice when the boss decided to promote her.
   3. She was going to hand in her notice when the boss decided to promote her.
   4. She was going to hand in her notice when the boss decided to promote her.
   5. She was going to hand in her notice when the boss decided to promote her.

4. He has tried to lose weight before.
   1. He has tried to lose weight before.
   2. He has tried to lose weight before.
   3. He has tried to lose weight before.
   4. He has tried to lose weight before.
   5. He has tried to lose weight before.

5. France hasn't won a gold medal in this sport for ages.
   1. France hasn't won a gold medal in this sport for ages.
   2. France hasn't won a gold medal in this sport for ages.
   3. France hasn't won a gold medal in this sport for ages.
   4. France hasn't won a gold medal in this sport for ages.
   5. France hasn't won a gold medal in this sport for ages.

6. It is certain that he will compensate you for the damage he has done.
   1. It is certain that he will compensate you for the damage he has done.
   2. It is certain that he will compensate you for the damage he has done.
   3. It is certain that he will compensate you for the damage he has done.
   4. It is certain that he will compensate you for the damage he has done.
   5. It is certain that he will compensate you for the damage he has done.

7. Stephen realised something terrible had happened as soon as he saw May crying.
   1. Stephen realised something terrible had happened as soon as he saw May crying.
   2. Stephen realised something terrible had happened as soon as he saw May crying.
   3. Stephen realised something terrible had happened as soon as he saw May crying.
   4. Stephen realised something terrible had happened as soon as he saw May crying.
   5. Stephen realised something terrible had happened as soon as he saw May crying.
14 Choose the correct item.

1. "John really ought to lose some weight."
   "You're right; he ........ very heavily during the walk yesterday."
   A was breathing  C has been breathing
   B had breathing  D had been breathing

2. "I heard Roy and Alice had an argument."
   "Do you know what .......... it this time?"
   A has started  C had been starting
   B started  D had started

3. "I wonder how Jeff is doing."
   "I haven't got a clue. It's been a long time since I .......... to him."
   A have spoken  C had spoken
   B spoke  D speaking

4. "It's a pity she had to pull out of the competition."
   "Yes, especially since she .......... such excellent progress."
   A is making  C had been making
   B made  D has been making

5. "Who's going to collect your mail while you're on holiday?"
   "No. She .......... for the airport when I arrived at her home."
   A would leave  C had already left
   B had been leaving  D left

6. "Did you get to see Frances in the end?"
   "No. She .......... for the airport when I arrived at her home."
   A would leave  C had already left
   B had been leaving  D left

7. "Helen moved to London last week."
   "Well, I suppose she'll find it difficult to .......... on the left."
   A be used to driving  C get used to driving
   B use to drive  D be used to drive

8. "How long have you been with Sears Ltd?"
   "By next month I .......... there for a year."
   A will be working  C am going to work
   B have worked  D will have been working

9. "Did you stay up late yesterday?"
   "Not really. I went to bed after Monica .......... ."
   A was leaving  C leaving
   B had left  D has left

15 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. I believe the man you're looking for is standing next to us.
   feeling
   I ........................................ to us is the one you're looking for.

2. Jeremy joined the cricket club a year ago.
   member
   Jeremy's .......................................... a year.

3. It was proposed that a new leisure centre should be built.
   forward
   They ............................................. to build a new leisure centre.

4. The elections take place next Sunday.
   scheduled
   The ............................................. next Sunday.

5. I believe there will be an economic crisis soon.
   estimation
   In .............................................. imminent.

6. The final question in part 6 wasn't answered correctly by anyone.
   answer
   Nobody ........................................... the final question in part 6.

7. Mozart started composing music during his early childhood.
   young
   Mozart ........................................ child.

8. According to Dr Donovan, Rosie is bound to be offered the position.
   doubt
   According to Dr Donovan, .................................. the position.

9. He's been writing the novel for nearly two years.
   started
   It is ........................................... the novel.
16 Read the text below and think of the word which best fits each space.

POST IN HISTORY

Although it may 0) come as a surprise to many people, postal services have existed in various parts of the world for thousands of years. There is ample evidence to suggest that 1) ...................... the Assyrians and Babylonians had postal services. In China, a regular postal service was established in the seventh century BC, which attained such a high level of efficiency 2) ...................... the centuries that, some 2,000 years after its institution, it was winning the admiration of European explorers like Marco Polo. Efficient postal services were also established in the Persian and Roman empires, 3) ...................... these services were mainly confined to members of the state; private citizens had to make 4) ...................... with slaves and merchants to deliver their correspondence. In medieval Europe, official postal services were organised by emperors and the papacy. 5) ...................... as in ancient times, though, private citizens continued to entrust their correspondence 6) ...................... various travellers. It wasn't until the fourteenth century AD that merchants – those private citizens with the greatest need for a speedy and regular exchange of correspondence – began to 7) ...................... regular courier services. The needs of business led to the development of the postal service 8) ...................... we know it today.

PHRASAL VERBS 1

17 Look at Appendix 1 and fill in one of the prepositions or adverbs below.

- beneath • off • up to • in for • in with
- down on • on • down with • into

0 Susan gets all the perks because she's in with the administration.
1 She feels it is ...................... her to socialise with uneducated people.
2 As a vegetarian, Paul is ...................... people who eat meat.
3 He'll be ...................... it when his parents discover he took the money.
4 Half the staff are ...................... the flu this week.

1b English in Use

5 She doesn't eat crisps or chocolate; she's ...................... healthy food.
6 Our dog has been ...................... its food for days now.
7 Do you know what's ...................... at the cinema tonight?
8 I don't know what he's been ...................... but he looks very embarrassed.

PHRASAL VERBS 2

act on: do whatever is advised/suggested
act up (inf): behave awkwardly or badly/not work properly
answer (sb): respond rudely to sb
back (inf):
answer for: be responsible for sth/pay for/vouch for
answer to: be under the command of sb/
back down: cease to oppose or demand
back out (of): withdraw (from)
back up: support/confirm
bear on (f): be relevant to/affect
bear with: be patient

18 Fill in the correct preposition(s) or adverb.

0 The Minister's statement does not bear on this case in any way.
1 The Prime Minister said that he would speak to his advisors and then act ...................... their advice.
2 You can't change your mind now. It's too late to back ...................... the deal.
3 The plant manager answers directly ...................... the head of the company.
4 I was prepared to back ...................... her story because I knew it was the truth.
5 The baby has been acting ...................... all day. I think she must be teething.
6 The accused will answer ...................... his actions in the highest court in the land.
7 Faced with such formidable opposition to his proposal, he had no choice but to back ......................
8 I was always in trouble for answering ...................... when I was at school.
9 If you can bear ...................... me a little longer, I'll try to explain the reasons behind our actions.
### IDIOMS/FIXED PHRASES 1

<table>
<thead>
<tr>
<th>Phrase</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>all but</td>
<td>nearly, almost/except</td>
</tr>
<tr>
<td>all in (inf):</td>
<td>exhausted</td>
</tr>
<tr>
<td>all told:</td>
<td>altogether</td>
</tr>
<tr>
<td>for all:</td>
<td>in spite of</td>
</tr>
<tr>
<td>of all people:</td>
<td>used to express annoyance/surprise because a certain person was thought to be unsuitable</td>
</tr>
<tr>
<td>all along:</td>
<td>from the beginning</td>
</tr>
<tr>
<td>all the same:</td>
<td>yet, however</td>
</tr>
<tr>
<td>all in all:</td>
<td>when everything is considered</td>
</tr>
<tr>
<td>for all I know:</td>
<td>as far as I know</td>
</tr>
<tr>
<td>for all I care:</td>
<td>I don't care</td>
</tr>
</tbody>
</table>

### IDIOMS/FIXED PHRASES 2

<table>
<thead>
<tr>
<th>Phrase</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>take sth into account</td>
<td>consider sth</td>
</tr>
<tr>
<td>on account of:</td>
<td>because of</td>
</tr>
<tr>
<td>on no account:</td>
<td>under no circumstances</td>
</tr>
<tr>
<td>on this/that account</td>
<td>for this/that reason</td>
</tr>
<tr>
<td>on the air:</td>
<td>broadcasting (opp.: off the air)</td>
</tr>
<tr>
<td>in the air:</td>
<td>existing, but not talked about</td>
</tr>
<tr>
<td>up in the air:</td>
<td>uncertain</td>
</tr>
<tr>
<td>clear the air:</td>
<td>remove suspension or bad feeling</td>
</tr>
<tr>
<td>be up in arms:</td>
<td>be very angry</td>
</tr>
<tr>
<td>on the alert:</td>
<td>on the lookout; expecting sth</td>
</tr>
</tbody>
</table>

### 19 Fill in the blanks with one of the idioms/fixed phrases.

0. I've **all but** finished; just give me a few minutes.
1. ........................................, it seemed to be quite a good suggestion.
2. He promised to come to the party on Friday; ...........................................
   I don't think we should count on him.
3. ........................................ his hard work, he didn't get a promotion.
4. I don't know how they found out, but they've known about it ........................................ .
5. I've been reading this newspaper for ten years .........................................
6. She told me her name was Joan but ........................................ she could be lying.
7. I don't think I'll go out tonight. I'm .........................................
8. I never expected you ........................................ to say such a thing!
9. You can take the whole lot .........................................

### 20 Fill in the blanks with one of the idioms/fixed phrases.

0. Instead of bottling up your feelings, let's talk about it and **clear the air**.
1. The fire fighters are always ........................................ for forest fires, particularly in the summer.
2. There's a feeling of anticipation ........................................ at the moment.
3. The villagers are ........................................ about the proposed motorway.
4. I haven't been able to travel much lately ........................................ my car having broken down.
5. His future is still ........................................; he can't decide whether to become a surgeon or a psychiatrist.
6. You must ........................................ his educational background ........................................ when deciding what work to give him.
7. The meeting tomorrow is very important; ........................................ should you be late.
8. There's been a hurricane in Manila, and all flights have been cancelled ........................................ .
9. You can't go into the studio just yet as the programme is still ........................................ .
23 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. The suspect could not explain why he had sand in his boots.
   account
   The suspect ........................................ in his boots.

2. What he told me made me very curious to hear the rest of the story.
   appetite
   What he told me ........................................ the story.

3. I don't mind staying in on a Saturday night if I have good company.
   averse
   I'm ......................................................... night if I have good company.

4. Miss Hayes will explain the day-to-day running of the office to you.
   acquaint
   Miss Hayes ........................................... running of the office.

5. I don't know how I can make it up to you for spoiling your plans.
   amends
   I don't know ........................................................... your plans.

6. It is a foregone conclusion that Mark will get the job.
   saying
   It .......................................................... the job.

7. Our teacher doesn't like it when we leave the classroom without asking first.
   approve
   Our teacher ........................................... without asking first.

8. Those official files cannot be seen by the public until the end of the decade.
   access
   The public .................................................. files until the end of the decade.

9. Being her only niece, Ann is very precious to her.
   apple
   Being her only niece ........................................ eye.
10 You need to consider the fact that he hasn't spoken French for years.

allowances
You need to .................................................. he hasn't spoken French for years.

11 Sheila was the only one who came up with a solution to the problem.

succeeded
Only Sheila .................................................. to the problem.

12 I was surprised not to see Meg at the party but I later heard she was ill.

apparently
I was surprised that Meg .................................. .

13 I know this route looks dangerous but I can't think of a better option.

alternative
However dangerous this route looks, ...........................................

think of.

14 Because of the lack of co-operation, he decided to leave the project unfinished.

abandon
He chose .................................................. to lack of co-operation.

15 Helen won't be happy till she gets a full refund.

than
Nothing .................................................. Helen.

16 I always think about transport costs when job hunting.

consideration
I always .................................................. when job hunting.

17 Becky didn't tell you because she assumed you already knew.

granted
Becky didn't tell you .................................................. you already knew.

18 How would you deal with such a challenge?

presented
What .................................................. such a challenge?

19 The neighbours will look after our house while we are away.

eye
The neighbours .................................................. while we are away.

---

FIXED PHRASES

held in abeyance (f): halted temporarily
be of/have no fixed abode (f): be homeless
out and about: 1) outdoors
2) travelling from one place to another
in the abstract: in a general way
of its own accord: automatically
agree to differ/disagree: stop arguing because there is no chance of agreement
in arrears: have not paid the money they owe
cast aspersions (f): criticise
cost an arm and a leg (inf): be very expensive
be thrown off balance:
be beside oneself with anger/excitement:
be in arrears:
in the abstract:
of its own accord:
agree to differ/disagree:
in arrears:
in the abstract:
of its own accord:
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in the abstract:
of its own accord:
agree to differ/disagree:
in arrears:
in the abstract:
of its own acco

School English in Use
24 Complete the sentences using one of the fixed phrases in an appropriate form.

1 If you ........................................ until the market improves, you'll get a better return on your investment.

2 Doctors in World War II ........................................ in plastic surgery techniques.

3 Ben's dreams of a university education ..................... when his father died and he was forced to earn a living.

4 The swimming pool is ...................... to all pupils unless accompanied by a teacher.

5 A holiday in the UK ....................................... these days.

6 My TV has been ........................................ all week. I'll have to call a repairman.

7 Households that are more than six months ..................... with their mortgage repayments will face repossession of their homes.

8 You don't need to worry. This kind of rash will ..................... usually clear up

9 Costs must be ..................... if the company is to survive the economic downturn.

10 It's nice to see him ....................................... again after his illness.

6 I'm not sure I can answer that. I've only thought about it in the ............. before.

A general  
B hypothetical  
C indefinite  
D abstract

7 You'll never convince me! We'll just have to ............. to differ.

A agree  
B consider  
C admit  
D consent

8 The entire staff was thrown off ............. by the announcement of the takeover.

A composure  
B disarray  
C stable  
D balance

26 Choose the correct item.

1 A small dog went for my ankles but I adroitly managed to dodge/shirk/slip/duck it.

2 We all have to work harder because he's always evading/ducking/shirking/dodging his duties.

3 The Prime Minister managed to shirk/dodge/duck/evade any tricky questions.

4 The damp has affected/swayed/influenced/impressed his health; he's got rheumatism.

5 I'm sure that living with a vegetarian has swayed/influenced/affected/impressed me to eat less meat.

6 Before I pay for the painting, I need proof that it is a(n) real/valid/authentic/natural Picasso, not a copy.

7 He may appear to be authentic/natural/genuine/real but in fact he's a compulsive liar.

8 If you have stomach problems it is best to avoid rich/extravagant/lavish food.

9 I was rather embarrassed when John gave me such a(n) well-off/extravagant/rich/affluent gift.

10 The country derives the majority of its revenue from one stock/ware/merchandise/commodity - coffee.

27 Fill in artificial, false.

0 false

1                passport

2                alarm

3                beard

4                note

5                limbs

6                light

7                flowers

8                belief

9                pearls

10               impression

11               additives

25 Choose the correct item.

1 During winter the shelters are full of people of no fixed ...........

A residence  
B abode  
C home  
D domicile

2 Until your finances are in the ............., it's not a good idea to take out a loan.

A credit  
B funds  
C profit  
D black

3 The matter has been left in ............. until the legal ramifications have been explored.

A recess  
B suspension  
C abeyance  
D waiting

4 It was an extremely hostile article which cast ............. on the conduct of the entire cabinet.

A criticism  
B aspersions  
C disapproval  
D abuse

5 Could I pick your ............. on the subject before the meeting?

A brains  
B mind  
C head  
D intellect
28 Read the text below and decide which answer (A, B, C or D) best fits each gap.

A VOLTE FACE

It has long been the mantra of health \( \text{A) ...E...} \) everywhere that animal fats were, quite literally, a \( \text{B) .......} \) sin. The general public received many a \( \text{C) .......} \) warning from the medical establishment that animal fats directly contributed to high levels of blood cholesterol, which is a major contributor to arteriosclerosis and heart disease.

Guidelines were produced \( \text{D) .......} \) such advice as: avoid eating more than a couple of eggs a week, stick \( \text{E) .......} \) low-fat dairy products and \( \text{F) .......} \) fatty meat products to an absolute minimum.

But all of this well-meaning advice has been \( \text{G) .......} \) out of the water by new findings that suggest that there is, in fact, no connection whatsoever between the cholesterol content of food and how cholesterol is produced in the blood \( \text{H) .......} \). Diet is but one of a considerable number of factors, the most important being the \( \text{I) .......} \) effects of other lifestyle choices, such as whether you smoke or drink, and how much exercise you get.

0 A tutors  
1 A lethal  
2 A stern  
3 A increasing  
4 A by  
5 A have  
6 A blown  
7 A canal  
8 A unified

A) YOLTE  
B) FACE  
C) sages  
D) elders

B) killer  
C) deadly  
D) fatal

B) rigid  
C) hard  
D) rough

B) stretching  
C) prolonging  
D) extending

B) in  
C) to  
D) at

B) keep  
C) let  
D) hold

B) shattered  
C) torn  
D) exploded

B) flow  
C) stream  
D) course

B) assembled  
C) motley  
D) cumulative

29 Read the text below and think of the word which best fits each space. Use only one word in each space.

SLEEP

Are you one of those people who toss and turn all night, \( \text{A) unable} \) to get to sleep? Although many people who have sleeping problems, either chronic or occasional, automatically reach for sleeping pills when they sense a difficult night \( \text{B) .......} \) of them, a number turn to natural remedies, which are not only cheaper but safer \( \text{C) .......} \) the long run. Most poor sleepers will, at some point, have tried the well-known trick of consuming a hot drink such as milk before going to bed. But \( \text{D) .......} \) are aware of the more unusual folk remedies that can help them \( \text{E) .......} \) their way to a restful night's sleep. One effective remedy involves running very cold water over the forearms and lower legs for several minutes just before hopping into bed. The shock of the cold \( \text{F) .......} \) by the warmth of the bed relaxes the body and leads to drowsiness. Another unusual approach has to do with eating - or, \( \text{G) .......} \) precisely, chewing. Eating an apple just before bedtime, taking particular care to chew the peel slowly and thoroughly, can help eyelids droop. The reason? Apple peel contains a natural substance which induces relaxation. Not only that, the chewing action is relaxing in \( \text{H) .......} \). Other than that, meditation, stretching, reading and even walking around prove helpful for many people. In short, there are many ways to avoid the pill-popping route. And if all \( \text{I) .......} \) fails, you can always try counting sheep!
30 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

**INTERPRETING HISTORY**

One of the most common problems students face in learning to become thoughtful readers of historical narrative is ridding themselves of the desire to find the one ‘right’ answer, the one essential fact, the one interpretation. These problems are, of course, deeply rooted in the way textbooks present history; as a of facts marching straight to a settled outcome. To overcome these problems requires teaching students to look at more than one source; to use the rich of historical documents available that present alternative accounts, voices, and on the past. Because history is a dialogue amongst historians not just about what events took place in the past, but about how and why those events, what we know and believe about the past constantly changes. Because of this, some philosophers argue that history is too to be of much value. But absolute truth is a rare commodity in this world. It is no less available from history than it is from other academic fields, like science. historians are aware of the pitfalls in their search for historical truth and try to avoid them. Likewise, students of history who are aware of the subject’s inherent are better prepared to study and interpret it.

31 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

0 Nobody spoke when the teacher asked who the culprit was.
remained
Everyone remained silent when the teacher asked who the culprit was.

1 My boss says I can use his car whenever I want to, so long as I’m careful.
disposal
My boss ..., so long as I’m careful.

2 The news was a shock to us.
aback
We ..., news.

3 James realised that he could never be an architect.
cut
James realised ..., an architect.

4 They chose not to drive because they thought there would be too much snow.
fear
They chose ..., too much snow.

5 I’m sick of that programme; I’ve watched it too often.
off
I’ve ..., I’ve watched it too often.

6 I never have enough time these days.
short
I ..., these days.
### FUNCTIONS OF MODALS

#### Ability/Inability

**I can** see smoke in the distance.
**She can't** speak German.
When I was at school, **I could** play the piano. (repeated action)
**He was able to** escape through a window. (single action)

#### Possibility/Impossibility

**Reckless driving can result in road accidents.**
**You could be right.**
**He may be** lucky this time.
**She might come with us. (but I don’t think so)**
**You can’t be serious!**
It's almost midnight. **She should be here any moment now.**

#### Obligation/Duty

**She must pay the rent by Friday.** (strong obligation or duty)
**I have to meet the boss at noon.** (obligation)
**He had to** have an X-ray before going to the consultation.

#### Necessity

**I need to improve my French.**
**The house needs cleaning.**
**He has to see a dentist soon.**
**Must I go with you?**
**Do I have to/need to finish this now?**
**Need he sign the form?**

#### Absence of Obligation or Necessity

**You needn’t worry - everything’s under control.**
**I don’t have to** leave until 3pm.
**You needn’t have waited** for me. (but you did)
**They didn’t need to** make any more food. (so they didn’t)

#### Logical Assumption (affirmative)

**He must be nervous about the test.**
**You must be feeling** very sad after the loss of your father.
It's already 6:00. **She must have left** by now.
**He must have been lying** all along.

#### Logical Assumption (negative)

**It can’t be yours – isn’t yours blue?**
She **can’t be enjoying** herself; she hates classical music!
He can’t **have broken** the kitchen window. He wasn’t even there!
You **can’t have been listening** properly. Mary would never be so rude to anyone.

#### Advice, Suggestions

You don’t look well. **You should take a holiday.**
**You ought to** try harder. That’s what I would do.
**You ought not to** complain so much.
**You really must see** a doctor about your headaches.

#### Criticism

We **should have made** sure that the tickets were valid. (but we didn’t)
**He ought to have cooked** dinner. (but he didn’t)
**You could have helped** me (but you didn’t)

#### Prohibition

**You mustn't eat in this room.**
**You may not** make personal phone calls during working hours.
**You are not to** eat in this room. (= it’s against the rules)
**You can’t park here.** (= you aren’t allowed to park here)

#### Requests, Offers

Can you hurry up, please?
**Would/Will** you pass me the salt?
I’ll give you a lift.
**Shall I make the tea?**
FUNCTIONS OF MODALS

- They take no -s in the third person singular except for have to, need and dare.
- They have no infinitive or present participle forms except for need, have to and dare.
- They are followed by the bare infinitive except for ought to and have to.
- They form their negative and interrogative forms in the same way as the auxiliaries (e.g. may not, may I ...?) except for need, have to and dare.

Notes

- Need and dare are usually followed by a bare infinitive if they are used as modals; otherwise they are followed by a full infinitive.
  
  You needn't come. or You don't need to come.

- Be able to, be allowed to and have to are used to replace the missing tenses of can, may (when expressing permission) and must respectively.
  
  When you pass your test, you will be able to drive.
  
  You are allowed to leave as soon as you finish the exam.
  
  He had to have an operation.

- Could/was able to are used to talk about a general ability whereas was able to is used to talk about an action in a particular situation. Both can be used in negatives and questions.
  
  Although he was tired, he was able to swim to safety.
  
  He couldn't/wasn't able to admit he was wrong.
  
  Were you able to/Could you find your way?

- Have to expresses external obligation whereas must expresses obligation imposed or agreed with by the speaker.
  
  According to the law, all motorcyclists have to wear a helmet when riding their motorcycles.
  
  I must visit my grandparents more often. (I feel obliged.)

- May and might both express possibility, although may is slightly stronger.
  
  He may come if you ask him to.
  
  She might come if she has time. (slight possibility)

Fill in the blanks with the correct form of can, be able to, must or have to.

0 Students have to pass an entrance examination in order to be accepted by this college.
1 Our father told us that we ........................................... be home by 10 pm.
2 Despite his lack of experience, he ........................................... get the job.
3 You ........................................... get a visa to travel to the USA.
4 You ........................................... be careful with electricity.
5 Brian ........................................... buy his new car as he'd been given a bonus at work.
6 If you want to be a member of the club, you ........................................... register with the secretary.
7 I gave up French as I ........................................... get down to studying.
8 She was so short she ........................................... reach the door handle.
9 We ........................................... go yet. It's not that late.
2 a Grammar: Modals

2 Rewrite the following sentences using the words in capitals, as in the example.

0 It's possible that Eve forgot about the meeting.
   MAY
   Eve may have forgotten about the meeting

1 Would you like me to help you?
   CAN

2 Give this message to Mrs Bates, please!
   WILL

3 I'm sure the President didn't make such a contradictory statement.
   CAN'T

4 Is it possible to pay in instalments?
   COULD

5 Do you want to have a look at my article before I hand it in?
   WOULD

6 Aunt May cooked chicken soup for us, even though we told her we were eating out.
   NEEDN'T

7 He didn't make sure he had a spare tyre and he got a puncture miles from anywhere.
   SHOULD

8 It is extremely dangerous to strike a match at a petrol station.
   MUST

9 It's a good idea to get a dental check-up every six months.
   OUGHT

10 Is there any possibility of the flight being cancelled?
   MIGHT

11 Is it possible to pay by credit card?
   MAY

12 There's a possibility Paul will come to the party this evening.
   MIGHT

13 It is necessary for governments to take action against tax evasion.
   MUST

14 Sue didn't leave home in time and now she is running late for work.
   SHOULD

15 I believe business is now experiencing a severe recession.
   MUST

16 I'm sure Harry didn't spend the whole evening studying for his French exam.
   CAN'T

17 Is it really necessary for me to make the presentation tomorrow?
   HAVE

18 It is uncertain whether he will be appointed Minister of Health.
   MIGHT

19 It is not advisable to make personal phone calls at work.
   OUGHT

20 It was wrong of you to rely on Michael's support.
   SHOULD

21 Perhaps she was behaving so arrogantly because of her insecurity.
   MAY

22 Is it a good idea to apply for the junior accountant's post?
   SHOULD

23 It wasn't very polite of you not to notify them about the change of plans.
   COULD
# MAY – MUST – CAN'T

**Present Simple**  
Perhaps he works as a teacher.

**Present Continuous**  
I suppose he is working hard.

**Future Simple**  
I don't think he will win.

**Future Continuous**  
Perhaps they will be playing tennis.

**Past Simple**  
I don't think he worked very hard.

**Past Continuous**  
I'm sure she wasn't working last week.

**Present Perfect**  
Perhaps he has left work.

**Present Perfect Continuous**  
I'm sure they have been living here for years.

**Past Perfect**  
Perhaps he had forgotten about the appointment.

**Past Perfect Continuous**  
I'm sure he hadn't been studying hard enough.

**Present Infinitive**  
He may work as a teacher.

**Present Continuous Infinitive**  
He must be working hard.

**Present Infinitive**  
He can't win.

**Present Continuous Infinitive**  
They may be playing tennis.

**Perfect Infinitive**  
He can't have worked very hard.

**Perfect Continuous Infinitive**  
She can't have been working last week.

**Perfect Infinitive**  
He may have left work.

**Perfect Continuous Infinitive**  
They must have been living here for years.

**Perfect Infinitive**  
He may have forgotten about the appointment.

**Perfect Continuous Infinitive**  
He can't have been studying hard enough.

### 3 Read the following situations and write sentences using the modals in the list above.

0. I'm sure Madonna's new CD hasn't been released yet.

   *Madonna's new CD can't have been released yet.*

1. I strongly believe David is not lying this time.

2. George is thinking of buying a house this year but he's not sure whether he will.

3. I'm sure Linda is earning a high salary.

4. I'm sure Mark was living in Spain at the time.

5. Perhaps you will need to hand in a research paper.

6. I'm sure believe he wasn't just speculating when he said that prices will rise.
2a Grammar: Modals

**MUSTN'T / NEEDN'T**

<table>
<thead>
<tr>
<th>mustn't (= it's forbidden/not allowed)</th>
<th>needn't (= it's not necessary)</th>
</tr>
</thead>
<tbody>
<tr>
<td>You mustn't eat in the library.</td>
<td>You needn't learn it by heart.</td>
</tr>
<tr>
<td>You are not allowed to eat in the library.</td>
<td>It's not necessary for you to learn it by heart.</td>
</tr>
<tr>
<td>You may not eat in the library.</td>
<td>You don't need to learn it by heart.</td>
</tr>
<tr>
<td></td>
<td>You don't have to learn it by heart.</td>
</tr>
</tbody>
</table>

4 Read the following situations and write sentences using mustn't or needn't.

0 You aren't allowed to use a dictionary during the exam.
   You mustn't use a dictionary during the exam.

1 It isn't necessary for Brian to finish the reports quickly.

2 It isn't necessary for Mary to go to work tomorrow.

3 Eating and drinking is prohibited on the Metro.

4 It's not necessary to submit my proposal so early.

**DIDN'T NEED TO / NEEDN'T HAVE**

Didn't need to shows that it wasn't necessary for something to happen and it didn't happen.

Needn't have shows that it wasn't necessary for something to happen but it did happen.

<table>
<thead>
<tr>
<th>Didn't need to</th>
<th>Needn't have</th>
</tr>
</thead>
<tbody>
<tr>
<td>He didn't need to go to work on Sunday.</td>
<td>It wasn't necessary for him to go to work on Sunday, so he didn't.</td>
</tr>
<tr>
<td>She needn't have bought so many eggs.</td>
<td>It wasn't necessary for her to buy as many eggs as she did.</td>
</tr>
</tbody>
</table>

5 Read the following situations and write sentences using didn't need to or needn't have.

0 It wasn't necessary for Andrew to take so much money for his holiday because everything was less expensive than he expected.
   Andrew needn't have taken so much money on holiday with him.

1 It wasn't necessary for Mrs Smith to cook an evening meal for her family last night as her husband took them out to dinner.

2 It wasn't necessary for Mr Jones to collect his wife from the airport yesterday as his son volunteered to pick her up.

3 It wasn't necessary for Paul to stay up all night. The exam he was studying for was cancelled.
2a Grammar: Modals

--- STRUCTURAL CONVERSION ---

1 Perhaps she is abroad.
   She may be abroad.
2 Perhaps she wasn't taking a bath.
   She may not have been taking a bath.
3 Perhaps he has been/was studying.
   He may have been studying.
4 I think she has lost her way.
   She must have lost her way.
5 I suppose he has left Austria.
   He must have left Austria.
6 I'm sure he was in Germany.
   He must have been in Germany.
7 It is certain that he'll fail.
   He is bound to fail.
8 It is certain that she (has) attended the ceremony.
   She is certain to have attended the ceremony.
9 I must reject this plan.
   I have no option but to reject this plan.
   I will to reject this plan.
10 I'm sure she hasn't forgotten.
    She can't have forgotten.
11 I'm sure he isn't lying to us.
    He can't be lying to us.
12 It wasn't necessary for you to buy so many roses as you did.
   You needn't have bought so many roses.
13 Was it necessary for her to behave like that?
   Did she need/have to behave like that?
14 It wasn't necessary for me to walk to work as he gave me a lift.
   I didn't need to walk to work as he gave me a lift.
15 There's no need to correct the tests today.
   Don't bother to correct the tests today.
   It isn't necessary to correct the tests today.
   You needn't to correct the tests today.
   You don't need to correct the tests today.
16 He isn't obliged to tell you the truth.
   He needn't tell you the truth.
   He doesn't need/have to tell you the truth.
17 It is important for you to learn to drive.
   You need/have to learn to drive.
18 Are exams compulsory at this school?
   Do you have to sit for exams at this school?
19 Senior students don't have to take tests.
   It's optional for senior students to take tests.
   It's not compulsory for senior students to take tests.
20 It is against the rules to write your answers in ink.
   You mustn't write your answers in ink.
21 It is forbidden to speak politely to your teachers.
   You mustn't speed in the city centre.
   Under no circumstances should/must you speed in the city centre.
22 He couldn't go out because it was raining.
   The rain prevented him from going out.
23 It is advisable to speak politely to your teachers.
   You should speak politely to your teachers.
   You had better speak politely to your teachers.
24 It would be a good idea to go on a diet.
   You had better go on a diet.
   You should/ought to go on a diet.
   It is advisable to go on a diet.
   It's a good idea to go on a diet.
25 Why didn't you consult your lawyer?
   You should have consulted your lawyer.
26 Shall we work out the details?
   Shall we work out the details?
27 Shall I help you with the dishes?
   Would you like me to help you with the dishes?
28 Could you come on Monday?
   Would Monday be convenient for you?
   How does Monday suit you?
29 May I borrow your car?
   Do you mind if I borrow your car?
   Would you mind if I borrowed your car?
   Could I borrow your car, please?
   I was wondering if I could borrow your car.
30 Would you like to open an account?
   Would it interest you to open an account?
   Would you be interested in opening an account?
   How would you/do you feel about opening an account?
   How about opening an account?
31 She is unlikely to pass her exams.
   It is unlikely/not likely that she'll pass her exams.
   There's little likelihood/possibility of her passing her exams/ that she'll pass her exams.
   It's doubtful whether she'll pass her exams.
32 He is likely to win the prize.
   It is likely that he will win the prize.
   It is very possible that he will win the prize.
   He could certainly win the prize.
   There is every likelihood that he will win the prize.
   He may/might well win the prize.
6 Complete the second sentence so that it has a similar meaning to the first sentence using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1 Jeff, shall we go out tonight?
   how
   Jeff, ................................................... tonight?

2 It is very possible that he'll be promoted.
   ever
   There .................................................. promoted.

3 It is certain that he will return this afternoon.
   bound
   He .......................................................... this afternoon.

4 He wasn't able to understand the radio message because of interference.
   impossible
   The interference on the radio .................................. the message.

5 Why haven't you signed this form at the bottom?
   sign
   Weren't .................................................. at the bottom?

6 Could he have been telling the truth?
   likely
   Is ........................................................... the truth?

7 Could you come on Saturday?
   suit
   How ........................................................... you?

8 How do you feel about going on an excursion?
   like
   How ........................................................... on an excursion?

2 “Oh, this looks familiar.”
   “I ...... it to you before.”
   A had to show C needn't have shown
   B may have shown D didn't need to show

3 Louisa is still in Palma, so you ...... her at the library.
   A couldn't see C weren't able to see
   B mustn't have seen D can't have seen

4 “Whose are these keys?”
   “Oh, they're Mary's; she ...... them.”
   A must have left C ought to be left
   B should have left D might be left

5 “Do you think Sally will be offered a place at the University?”
   “Definitely; in fact, she's very likely ...... the scholarship.”
   A that she will get C that she gets
   B to be getting D to get

6 “Kelly's late; that's not like her.”
   “She ...... about your date.”
   A might forget C might have forgotten
   B could be forgetting D could forget

8 Complete the second sentence so that it has a similar meaning to the first sentence using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1 You don't have to inform the agency beforehand.
   compulsory
   It ....................................................... the agency in advance.

2 May I borrow your typewriter?
   mind
   Do ....................................................... your typewriter?

3 You won't be able to enter the country unless you have a visa.
   prevented
   Passengers without a visa .................................. the country.

4 You mustn't start writing before the test starts.
   rules
   It ....................................................... until the test has started.
9 Read the text below and think of the word which best fits each space. Use only one word in each space.

**COSMETIC SURGERY**

Today, more people than ever are choosing to go under the knife in order to enhance their appearance. From cheek implants to liposuction, men and women of all ages are flocking to surgeons who promise they can forestall the ravages of time or make them look more beautiful.

2) .......... subjects are as controversial as the escalating use of cosmetic surgery to reshape perfectly functioning body parts towards some subjective aesthetic ideal. Many vehemently oppose the whole idea, denouncing it as an expression of society's worst impulses. Others embrace it, citing its ability to change lives. No .......... what one's stance, it cannot be denied that cosmetic surgery (not to be confused with plastic surgery, the surgical specialty dedicated to repairing body defects) to birth disorders, trauma, burns and disease is a story of continual expansion, increased consumer demand, and growing social acceptability. What was once the province of celebrities and the rich has trickled down the social scale and is now within the grasp of anyone with the time and inclination. What was once kept wraps is now discussed openly, if not brazenly.

The thing about beauty that makes it the perfect marketing concept is its elusiveness. when you have it, you're constantly at risk of losing it, or at least being jostled aside by someone with more of it. Cosmetic surgery success is built on the powerful emotions of denial and envy, not just vanity. It thrives on our refusal to accept the body we were with, and our collective denial of aging. It feeds our envy of those who embody nature's most powerful but fleeting charms: youth, strength and beauty.

**PHRASAL VERBS 1**

10 a) Match the phrasal verbs in bold with the definitions given.

1 Perhaps you could hold your questions until the end of the lecture rather than keep breaking in.

2 The two countries have broken off diplomatic relations.

3 War in the Falklands broke out in 1982.

4 The car broke down just as we were leaving the house.

5 When accused, she broke down and confessed her guilt.

6 Breaking into a smile, Tim said "Happy birthday."

7 Breaking through the poverty barrier was his first step to becoming a top scientist.

8 Since they did nothing but quarrel, they decided to break up.

a to end sth suddenly
b to stop functioning
c to end a relationship
d to overcome obstacles or difficulties
e to suddenly start doing sth
f to begin suddenly (of war, disease, fire etc)
g to lose control of oneself
h to interrupt


b) Use each other meaning of break down, break out and break up correctly in a sentence.

1 i break down = fail

ii break down (of ideas, information etc) = separate into smaller parts in order to understand sth

2 i break out (of) = escape (from)

ii break out (in a rash or sweat) = to appear suddenly on the skin of

3 i break up = divide into smaller parts

ii break up (of crowd or gathering) = be dispersed/separated

iii school breaks up = school term ends and holidays begin (inf. British)
**PHRASAL VERBS 2**

11 a) Replace the words in bold with one of the phrasal verbs in the correct form from the list below.

- break through
- bear out
- balance against
- blow up
- bank on
- brush up on
- blow over
- become of
- build up
- book up

0 What has happened to John? I haven't seen him for ages.

1 Over the years he has accumulated an impressive collection of artefacts from all over the world.

2 Your request for greater financial support has to be assessed in relation to the claims from other departments.

3 He may come tomorrow but don't depend on it.

4 Their disagreement about where to spend their holidays soon stopped and was forgotten.

5 The restaurant was fully reserved so we went to another.

6 I accept your excuse. His statement supports the truth of your story.

7 Fortunately, no one was in the car when it exploded.

8 I must improve my Italian before going to that meeting in Rome.

9 After days of rain, the sun finally became visible from behind the clouds.

b) What are the different uses of burn down and burn up? Use each meaning correctly in a sentence.

1 burn down = sth is completely destroyed by fire

2 i burn up = destroy/get rid of sth by burning

ii burn up (of an engine) = use fuel

**IDIOMS/FIXED PHRASES 1**

12 Match the idioms/fixed phrases with the definitions.

<table>
<thead>
<tr>
<th>idiom</th>
<th>definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 black and blue all over</td>
<td>a fed up</td>
</tr>
<tr>
<td>1 by and large</td>
<td>b very lively</td>
</tr>
<tr>
<td>2 behind bars</td>
<td>c sudden clever idea</td>
</tr>
<tr>
<td>3 full of beans</td>
<td>d show neither profit nor loss</td>
</tr>
<tr>
<td>4 drop a brick</td>
<td>e be very expensive</td>
</tr>
<tr>
<td>5 browned off</td>
<td>f covered with bruises</td>
</tr>
<tr>
<td>6 a brainwave</td>
<td>g suddenly and unexpectedly</td>
</tr>
<tr>
<td>7 out of the blue</td>
<td>h in prison</td>
</tr>
<tr>
<td>8 break even</td>
<td>i on the whole</td>
</tr>
<tr>
<td>9 cost a bomb</td>
<td>j do/say sth tactless</td>
</tr>
</tbody>
</table>

**IDIOMS/FIXED PHRASES 2**

13 Look at Appendix 2 and explain the following idioms/fixed phrases in bold.

1 Stop beating about/around the bush and come to the point.

2 You should take the bull by the horns and go and see him right now.

3 The name rings a bell but I can't remember who she is.

4 The scandal was laid bare by an ambitious journalist.

5 Tom is the teacher's blue-eyed boy/golden boy.

6 His life was hanging in the balance. We didn't know if he would live or die.

7 I'm afraid I'm broke. I can't lend you any money.

8 He's been in everyone's black books since he was caught cheating in the exam.

9 He decided to make a clean breast of it and tell his wife exactly what had happened.

10 The takeover came as a bolt from the blue.

11 Everything should be set out in black and white so that there will be no room for misunderstanding.

12 He's always playing practical jokes on us; I think it's time we got our own back.

13 My parents' attitude towards the less fortunate really makes my blood boil.

14 You're going to get the job; I feel it in my bones.

15 The researchers realised they had been barking up the wrong tree when the first results came back negative.
16 It might be a good idea to butter up the boss before you ask for a rise.

17 Don't hold your breath waiting for him; he'll never show up.

18 The student was caught red-handed cheating in the Physics exam.

19 John's injury dealt a blow to his hopes of getting onto the Olympic swimming team.

20 I'm glad to see the back of those terrible children.

IDIOMS/FIXED PHRASES 2

14 What sort of person would you describe as
1 a chip off the old block?
2 a wet blanket?
3 big-headed?
4 above board?

PREPOSITIONS

15 Look at Appendix 5 and fill the blanks with the correct preposition.

0 Please take care of your sister while I'm out.
1 You have no choice but to do what he says.
2 Your alibi is consistent with our report.
3 Does this CD belong to anyone?
4 He aimed at the target and squeezed the trigger.
5 The board was agreeable to the proposal.
6 You're very careless about locking the house; anyone could walk in.
7 She was bored by the tedious conversation and tried to change the subject.
8 If you concentrated more on your school work, your grades would improve.
9 My mother is confined to a wheelchair so she doesn't go out very much.
10 She didn't like flying and was apprehensive about making the journey alone.
11 If you can bear to give me a little longer, I'll give you all the information together.

16 Look at Appendix 5 and choose the best alternative.

1 Did you notice the for sale/on sale sign outside the house next door?
2 There's no point trying to talk to Stuart; he's totally absorbed by/absorbed in that magazine.
3 The agent is believed to have been in possession of/in the possession of the documents all along.
4 The social worker received an anonymous letter, warning him not to meddle with/meddle in other people's business.
5 As soon as the deer came in sight/on sight, the hunter pulled the trigger.
6 This letter is to advise you of/advice you on the fact that your overdraft currently stands at £6,435.
7 Some people believe that the end of the world is at hand/in hand.
8 The most upsetting part of her relationship with her parents was that they rarely supported her with/supported her in her decisions.
9 Even though they knew each other on sight/by sight, they had never exchanged words.
10 When the magician was asked the secret of his trick, he responded with/responded to a secretive smile.

17 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1 His father became very angry with him when he heard he had damaged the car.
   blew
   His father blew his top when he heard he had damaged the car.

2 His speech was so confusing that nobody could understand what he was talking about.
   baffled
   Everyone was baffled by his speech.

3 Jenny's birthday is on the same day as the Queen's. coincides
   Jenny's birthday coincides with the Queen's.

4 Some children treat their younger siblings badly. cruel
   Some children are cruel to their younger siblings.
5 He bought a new jacket without having planned to.
   spur
He bought .................................................. moment.

6 Initially, losing one's job can seem awful; afterwards it can work out well, for some people.
   blessing
Losing one's job has proved .................................. some people.

7 He's a pleasant man socially, but he's a tough businessman.
   bargain
He's a pleasant man ................................................. business.

8 He has an obsession about the dishonesty of lawyers.
   bee
He .......................................................... dishonesty of lawyers.

9 The young actress was very nervous before the audition.
   butterflies
The young actress .................................................. audition.

10 She was just about to pass out when someone offered her a seat.
   verge
She was .......................................................... when someone offered her a seat.

11 Simon couldn't remember ever having met the woman.
   recollection
Simon .......................................................... ever having met the woman.

12 Malcolm has finally decided to leave his job at the bank.
   hand
Malcolm has .................................................. at the bank.

13 He got up very early this morning.
   crack
He .......................................................... this morning.

14 He didn't seem to consider anything to be as important as winning that medal.
   matter
Nothing .......................................................... winning that medal.

15 The conference will now take place at a later date.
   postponed
The conference .................................................. a later date.

16 The diplomat has been arrested because it is believed he had been spying for his government.
   suspicion
The diplomat has been arrested ................................ for his government.

**WORD USAGE**

**18 Fill in the blanks with one of the words from the box below in the correct form.**

- laugh • smile • giggle • chuckle • sneer • grin • snigger • smirk • beam • titter • guffaw

0 Mr Jones chuckled to himself as he read a funny story in the newspaper.

1 The audience started ......................... nervously when the cameras pointed their way.

2 The students ......................... when they saw that their teacher had sat on some chewing gum.

3 I hardly ever ......................... at jokes. I just don't find them funny.

4 The woman ......................... with pleasure when she saw her daughter get off the plane.

5 Fiona ......................... pleasantly at her neighbour when she saw her walking through the park.

6 When he ......................... loudly at the joke, everyone in the theatre turned to look at him.

7 The boy could do nothing but ......................... nervously when he was asked to stand up in front of the class.

8 It's disgusting the way she ......................... at everyone who doesn't dress as well as she does.

9 Mr Smith always ......................... when he sees me; I get the feeling he knows something I don't.

10 Those teenage girls do nothing but ......................... when they see boys they like.
A PRECIOUS METAL

Gold has several qualities that have made it a commodity of exceptional value throughout history. It is attractive in colour and brightness, it is found in nature in a relatively pure form, and its is such that it is virtually indestructible. Because of gold's pleasing visual qualities, it was one of the first metals to attract man's

Examples of elaborate gold workmanship have survived from the ancient Egyptians, Minoans, Assyrians and Etruscans, many in nearly perfect condition. Today, gold continues to be a highly favoured material out of which to craft jewellery and other objects.

The search for gold has been a major force in history. Indeed, the hope of finding gold was a major impetus for Europe's of the Americas. Such were Central and South America's gold reserves that the looting of their palaces and temples, and the influx of gold that almost unbalanced the economic structure of Europe.

Today, approximately 45% of all the world's gold is held by governments and central banks in vaults. Gold is the world's preferred reserve asset since, unlike paper currencies, gold retains its value during times of war, recession and social upheaval.

COLLOCATIONS

20 Fill in the following collocational grid.

<table>
<thead>
<tr>
<th></th>
<th>geese</th>
<th>lions</th>
<th>monkeys</th>
<th>wolves</th>
<th>fish</th>
<th>ants</th>
<th>bees</th>
<th>cows</th>
<th>grapes</th>
<th>sheep</th>
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<tbody>
<tr>
<td>a gaggle of</td>
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</table>
21. Read the text below and decide which answer (A, B, C or D) best fits each gap.

**DEFAULTS AND BAILOUTS**

One somewhat strange 0) ... of modern life is, despite the fact that everybody uses money and it's a vital 1) ...... of all our lives, surprisingly few of us understand the least little bit about financial systems and economics. Most people are quite simply clueless. Hence people become extremely angry and likely to behave in wholly 2) ...... ways when it comes to the subject of defaults and bailouts.

First of all, a default is not a get out of jail free 3) ...... . It does not mean that the debts owed by a bank in a bank default or by a nation in a 4) ...... default simply disappear. They do not.

The other 5) ...... misconception is with regards to bailouts. It is true that government or international bailouts use taxpayers' money to rescue banks and nations. However, this money is not given away. They are loans with interest that create profits for those that supply the money. There is also a 6) ...... that allowing a bank to default will simply be hitting the rich in their pockets and therefore banks should be allowed to go to the 7) ...... . But the banking sector is an economic 8) ...... in every country worldwide. If people lose confidence in a nation's banks, it will have a major effect on the economy and will hurt ordinary citizens far more than it will the rich.

0 (A) facet    B slant    C plane    D surface
1 A unit    B component    C item    D factor
2 A inane    B risible    C outlandish    D irrational
3 A stamp    B card    C paper    D file
4 A sovereign    B imperial    C regal    D majestic
5 A essential    B key    C foremost    D head
6 A epic    B saga    C myth    D fable
7 A hedge    B gate    C fence    D wall
8 A upholder    B mainstay    C prop    D column

22 Read the text below and think of the word which best fits each space.

**HOLIDAYS**

One of the greatest problems with holidays, 0) apart from the usual travel complications and accommodation difficulties, is the expectations we have of them. From the moment we begin planning our trip until the moment we leave our house – suitcase 1) ................. hand and brimming with excitement – we envision scenes of great joy and relaxation. Once on holiday, we believe, 2) ................. the stresses of our daily life will vanish. We will become different people, even; relaxed and 3) ................. not a care in the world, our 'true' personalities can come to the fore. Unfortunately, the reality typically ends up having 4) ................. in common with the idyllic preconception. From the traffic jam on the way to the airport to the rude receptionist at the hotel, life's irritations don't miraculously disappear when abroad. Our well-formed expectations 5) ................. how our family members or other travel partners will think, feel, and behave whilst away also don't help. Expecting others to act as we prefer is a surefire 6) ................. to end up feeling stressed, angry and frustrated. But there is a bright side. The problems that crop 7) ................. on holiday are often a welcome distraction 8) ................. the nagging feeling that we aren't actually enjoying ourselves as much as we should!
23 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

FLAMENCO

Flamenco is the music, song and dance of the Andalucian region of Spain. It developed in 14th century as 0) various groups, who were social outcasts, mingled on the fringes of Spanish society.

A passionate and 1) ........................................ art form, flamenco's aim is to express the deepest human emotions. In a flamenco performance, the dancer will often stand 2) ........................................ for the first moments, absorbing the strums of the guitar and the singing until 3) ........................................ hits them. Then, with precise footwork and elaborate body movements, they will begin to interpret the music – music which often expresses the anguish of the mistreated ethnic 4) ........................................ of flamenco's history.

In flamenco dancing, the men's steps are intricate, with toe and heel clicking. Footwork is important for the women too, but the 5) ........................................ use of hands and body takes 6) ........................................ . Facial expressions also play a great part in flamenco, reflecting the dancer's desire to convey the deepest feelings they are experiencing.

Duets are often the most 7) ........................................ flamenco dances. The dancers keep their eyes firmly locked each other, constantly and aggressively fuelling one another in what becomes a competition of passion and emotion. Losing control is never an option, though. The passionate display is always tempered by sustaining the highest levels of grace and 8) ........................................ of movement.

24 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

0 Nobody spoke when the teacher asked who was to blame.

remained

Everyone remained silent when the teacher asked who the culprit was.

1 Ian is sure he was right to turn down the job.

regrets

Ian ...................................................... the job.

2 They have decided to go to Crete for the summer.

intention

It ...................................................... for the summer.

3 Mum says it was stupid of me to give up French.

idiot

Mum says ...................................................... French.

4 I only came to see you.

reason

My ...................................................... you.

5 Is it likely that you will move before July?

chances

What ...................................................... July?

6 Not many people went to the last match of the season.

turnout

There ...................................................... the last match of the season.
UNIT 3a Grammar: Infinitive & -ing Forms

TENSES OF THE INFINITIVE FORM

<table>
<thead>
<tr>
<th>Active Voice</th>
<th>Passive Voice</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Regular Verb</strong></td>
<td><strong>Irregular Verb</strong></td>
</tr>
<tr>
<td><strong>Present</strong></td>
<td>(to) cook</td>
</tr>
<tr>
<td><strong>Present Cont.</strong></td>
<td>(to) be cooking</td>
</tr>
<tr>
<td><strong>Perfect</strong></td>
<td>(to) have cooked</td>
</tr>
<tr>
<td><strong>Perfect Cont.</strong></td>
<td>(to) have been cooking</td>
</tr>
</tbody>
</table>

The full infinitive is used:
- after certain verbs:
  advise sb, afford, agree, allow sb, appear, be allowed, compel, decide, encourage, expect, hope, intend, invite, manage, pretend, proceed, promise, refuse, remind, seem, tell sb, tend etc.

- with impersonal construction + adjective.
  It was nice of him to send you roses.

- with only and just (unsatisfactory result).
  He phoned only to say that he wouldn't be coming.

- in expressions such as: to tell you the truth, to cut a long story short, to be honest/fair etc.
  To tell you the truth, I haven't seen him since Monday.

- after certain nouns (pleasure, nuisance, nightmare etc).
  It's a pleasure to see you.

- after question words (who, where, what etc).
  I don't know what to do.

The bare infinitive is used:
- with modals (can, could, may, might, should, must, will, would).
  He can go if he wants to.

- with need, dare (as auxiliary verbs).
  You needn't work today.
  I don't talk to him.

Notes:

a) dare expressing courage or lack of courage can be followed by bare or full infinitive
  I don't dare (to) tell her the truth.
  He dared (to) attempt it again.

b) dare expressing threats, warning, anger, etc is followed by bare infinitive
  Don't you dare lie to me again!
  How dare you speak to me like that!

c) dare expressing challenge is followed by full infinitive
  I dare you to climb up that tree.

- with had better/would rather/would sooner.
  You'd better go to bed.

- with make (= force), let (= allow), see, hear, smell, feel, watch, notice (in active voice).
  He let me watch TV.

Note
Notice, make, see, hear, tell, watch in passive voice are followed by full infinitive.
  The baby was made to eat all his soup.

- after why (not) to make suggestions.
  Why not meet again some day?
  (Why don't we meet ...)

- with too and enough.
  She's too old to drive a car. (negative)
  He's old enough to drive a car. (positive)
3a Grammar: **Infinitive & -ing Forms**

### Notes
- **too + adj/adverb + full infinitive (negative)**
- **adj/adverb + enough + full infinitive (negative)**
- **enough + noun + full infinitive (positive)**
- **so + adjective + full infinitive**
- When the subject of the verb is not the same as the subject of the infinitive we indicate it by using object forms.

He is too young to get married.
He isn't old enough to get married.
He's got enough money to get married.
She was so gullible as to believe his story.
I would like him/John to come.

### INFINITIVE & PRESENT PARTICIPLE WITH VERBS OF PERCEPTION & OTHER PHRASES

<table>
<thead>
<tr>
<th>See</th>
<th>Hear</th>
<th>Listen</th>
<th>Watch</th>
</tr>
</thead>
<tbody>
<tr>
<td>+ bare infinitive (complete action)</td>
<td>+ present participle (incomplete action/action in progress)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>go, come (when used to refer to physical activities)</th>
<th>spend/waste time</th>
<th>be busy</th>
</tr>
</thead>
<tbody>
<tr>
<td>+ present participle</td>
<td>+ present participle</td>
<td></td>
</tr>
</tbody>
</table>

### Conversational Grammar

**1. Choose the correct item.**

0. "I haven't heard from Hugo recently. Is he around?"
   "Yes, but he's thinking of going .......... in the French Alps soon."
   A to trek  B trekking  C to be trekking  D trek

1. She didn't know who .......... to for help.
   A turn  B to have turned  C having turned  D to turn

2. "Where's Anne?"
   "She's busy .......... the washing up."
   A doing  B be doing  C have done  D to do

3. "The Government appear to have made up their minds at last."
   "It's about time! They've spent months .......... this issue."
   A debating  B to debate  C having debated  D have been debating

4. "I don't think he will admit it was his fault."
   "I agree. It takes courage .......... the truth."
   A to reveal  B reveal  C revealing  D to be revealing

5. No matter what Jo said, she couldn't make him .......... her point.
   A to see  B be  C to be seen  D have seen

6. "So, whose fault was it? Jane's or Brian's?"
   " .......... fair, they were both partly to blame."
   A Being  B To be  C To  D Being

7. I can't believe Peter was .......... naive as to trust her.
   A so  B too  C as  D enough

8. Sarah is honest and hard-working but she tends .......... a little stubborn at times.
   A be  B to be  C being  D to have been

9. "She was great, wasn't she?"
   "Absolutely. I can't recall the last time I heard her .......... such an inspiring speech."
   A deliver  B to deliver  C to be delivering  D has been delivering
TENSES OF THE -ING FORM

<table>
<thead>
<tr>
<th>Active Voice</th>
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<tr>
<td>Present</td>
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<td>cutting</td>
<td>being cut</td>
</tr>
<tr>
<td>Perfect</td>
<td>Perfect</td>
</tr>
<tr>
<td>having cut</td>
<td>having been cut</td>
</tr>
</tbody>
</table>

The -Ing form is used after:

- prepositions.
  - Don't leave without saying goodbye.

- detest, dislike, enjoy, fancy, hate, like, loathe, love, prefer, resent.
  - (hate, like, love, prefer when used in the conditional are followed by full infinitive)

- it's no use/good, it's (not) worth, there's no point (in), feel like, can't stand, can't help, be/get used to, be/get accustomed to, have difficulty (in), in favour of.

- admit, anticipate, appreciate, avoid, consider, defer, delay, deny, endure, entail, escape (= avoid), envisage, evade, finish, forgive, imagine, incur, involve, keep (= continue), look forward to, mention, mind, miss, pardon, postpone, practise, prevent, recall, recollect, report, risk, save, shirk, suggest, understand, etc.

Note
When the subject of the verb is different from the subject of the -ing form, we indicate it by using object forms or possessives (more formal).

I hate him/his/Jerry's interrupting me.

VERBS TAKING INFINITIVE OR -ING FORM WITHOUT A CHANGE IN MEANING

- begin, start, continue, cease, commence, omit
  - He continued listening to the radio.
  - He continued to listen to the radio.

Note
The -ing form is not used after the continuous form of these verbs.

- advise, allow, permit, recommend, intend followed by an object take a full infinitive whereas they take an -ing form when not followed by an object (intend can also take a full infinitive when not followed by an object)
  - He allowed us to eat in the classroom.
  - He allowed eating in the classroom.
  - He recommended us to take plenty of exercise.
  - He recommended (our) taking plenty of exercise.

- sth needs/requires/wants can be followed by an -ing form or by a passive infinitive
  - The car needs servicing/to be serviced.
### 3a Grammar: Infinitive & -ing Forms

**2 Put the verbs in brackets into -ing form or the correct form of infinitive.**

<table>
<thead>
<tr>
<th>Verb</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>leave</td>
<td>The police allowed him <strong>to leave (leave)</strong> after he had made a statement.</td>
</tr>
<tr>
<td>take</td>
<td>1. She advised us <strong>to take (take)</strong> the short cut through the woods to save time.</td>
</tr>
<tr>
<td>follow</td>
<td>2. The doctor recommended <strong>to follow (follow)</strong> a diet of fresh fruit and vegetables.</td>
</tr>
<tr>
<td>postpone</td>
<td>3. There's no use <strong>to postpone (postpone)</strong> your visit; you'll have to go sooner or later.</td>
</tr>
</tbody>
</table>

**VERBS TAKING INFINITIVE OR -ING FORM WITH A CHANGE IN MEANING**

<table>
<thead>
<tr>
<th>Verb + to-infinitive</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>forget</td>
<td>I forgot to visit the museum.</td>
</tr>
<tr>
<td>remember</td>
<td><strong>Remember to lock the door before you leave the house.</strong></td>
</tr>
<tr>
<td>try</td>
<td><strong>We tried to persuade him not to go, but he wouldn't listen.</strong></td>
</tr>
<tr>
<td>stop</td>
<td><strong>She stopped to talk to her neighbour as she was taking her dog for a walk.</strong></td>
</tr>
<tr>
<td>mean</td>
<td><strong>He is understood to agree</strong></td>
</tr>
<tr>
<td>propose</td>
<td><strong>I propose trying that new Chinese restaurant.</strong></td>
</tr>
<tr>
<td>regret</td>
<td><strong>I regret buying this car because it is always breaking down.</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Verb + -ing form</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>forget</td>
<td>I'll never forget visiting that museum.</td>
</tr>
<tr>
<td>remember</td>
<td>She remembers locking the door before leaving the house.</td>
</tr>
<tr>
<td>try</td>
<td>They tried advertising their business in the local newspaper.</td>
</tr>
<tr>
<td>stop</td>
<td>They stopped talking when the teacher came into the class.</td>
</tr>
<tr>
<td>mean</td>
<td><strong>It means changing the original plans.</strong></td>
</tr>
<tr>
<td>propose</td>
<td><strong>I propose building three more classrooms.</strong></td>
</tr>
<tr>
<td>regret</td>
<td><strong>I regret telling you that your application has been rejected.</strong></td>
</tr>
<tr>
<td>(be) understood</td>
<td><strong>He is understood to agree</strong></td>
</tr>
<tr>
<td>want</td>
<td><strong>I want to extend my visa.</strong></td>
</tr>
<tr>
<td>dread</td>
<td><strong>I dread going to the doctor.</strong></td>
</tr>
</tbody>
</table>

**Verbs involving -ing form**

<table>
<thead>
<tr>
<th>Verb + to-infinitive</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>extend</td>
<td>I want to extend my visa.</td>
</tr>
<tr>
<td>involve</td>
<td>It means changing the original plans.</td>
</tr>
<tr>
<td>entail</td>
<td><strong>I am understood to agree</strong></td>
</tr>
<tr>
<td>understand</td>
<td>I can understand his feelings angry about their decision.</td>
</tr>
<tr>
<td>feel</td>
<td><strong>It wants recharging.</strong></td>
</tr>
<tr>
<td>need</td>
<td><strong>I want sth done</strong></td>
</tr>
<tr>
<td>suggest</td>
<td><strong>I suggest trying that new Chinese restaurant.</strong></td>
</tr>
<tr>
<td>try</td>
<td><strong>They tried advertising their business in the local newspaper.</strong></td>
</tr>
<tr>
<td><em>suggest</em> + -ing form</td>
<td><strong>They are understood to agree</strong></td>
</tr>
<tr>
<td><em>suggest</em> + -ing form</td>
<td><strong>They are understood to agree</strong></td>
</tr>
<tr>
<td><em>suggest</em> + -ing form</td>
<td><strong>They are understood to agree</strong></td>
</tr>
<tr>
<td><em>suggest</em> + -ing form</td>
<td><strong>They are understood to agree</strong></td>
</tr>
<tr>
<td><em>suggest</em> + -ing form</td>
<td><strong>They are understood to agree</strong></td>
</tr>
</tbody>
</table>

### Notes
- **Infinitive** is used to show an action that is not part of the main verb's sentence.
- **-ing form** is used to show an action that is part of the main verb's sentence.

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**39**
3a Grammar: Infinitive & -ing Forms

- **hate + to-infinitive** = hate what one is about to do
  
  *I hate to interrupt* you but I need some help.

- **hate + ing form** = feel sorry for what one is doing
  
  *I hate causing* you inconvenience.

- **be** **sorry** + **to**-**infinitive** = regret sth/feel regret
  
  *I am sorry to hear* of his illness.

- **be sorry** + **for** + **-ing form** = apologise
  
  *I am sorry for shouting* at you.

- **be afraid + to-infinitive** = the subject is too frightened to do sth
  
  *She was afraid to drive* the car.

- **be afraid** + **of** + **-ing form** = the subject fears that the action expressed by the gerund may happen
  
  *She didn’t want to drive the car; she was afraid of causing an accident.*

**CONVERSATIONAL GRAMMAR**

3 Choose the correct item.

1. His colleagues secretly tried .......... his advancement in the company.
   
   A blocking                               C block
   B to block                               D to be blocking

2. I propose we .......... the speeches until the end of the event.
   
   A leaving                               C leave
   B to leave                               D be leaving

3. Would you rather .......... at home or regular hours in an office?
   
   A to work                               C worked
   B work                                  D working

4. “Are you coming to the wedding?”
   “Yes but I would prefer not .......... to the reception afterwards.”
   
   A going                                 C having gone
   B to go                                 D to have gone

5. “Everything I do fails; I’m a walking disaster.”
   “I suggest you .......... complaining and count your blessings.”
   
   A stopping                              C to have stopped
   B stop                                   D to stop

6. “Have you made your decision yet?”
   “I’d prefer .......... right now, if you don’t mind.”
   
   A not answer                            C not to answer
   B not answering                          D to not answer

7. “I thought you liked a challenge!”
   “Not the kind that involves .......... off a bridge with a rubber band round my ankles!”
   
   A jumping                               C to jump
   B jump                                  D to jumping

8. “Has Paul been told yet?”
   “Not yet. I dread his .......... out!”
   
   A to find                               C finding
   B find                                   D to be finding

9. “I refuse to write the report.”
   “How dare you .......... the boss’s instructions!”
   
   A to defy                               C to be defying
   B defying                                D defy

10. “Is there something wrong?”
    “Yes, but I’m afraid .......... you because you’ll be angry.”
    
    A of telling                            C to tell
    B telling                                D tell
4 Put the verbs in brackets into the -ing form or the correct form of the infinitive.

1. The architect resented (modify) the design at such a late stage.
2. If you want to learn to ride, you must first try (maintain) control of the horse.
3. She's certain to want to come to the party but I very much doubt she'll wish (participate) in the dancing.
4. I suggest you (consult) a specialist for a second opinion before having the operation.
5. They began (argue) at breakfast and are still quarrelling now.
6. I don't support (use) live animals for experiments under any circumstances.
7. Daniel intends (take) a gap year between school and university and wants to travel around Europe.
8. It was strange that the file went missing, because he distinctly remembered (put) it in the cabinet before he left.
9. I hate (say) this, but I think you've overstepped the mark this time.
10. I vaguely recall (meet) him in 1999 at a teaching seminar.
11. The flowers need (arrange) and the cake needs to be baked.
12. Concerning my eldest son, I wouldn't even venture a guess as to why he is planning (do).

5 Put the verbs in brackets into the -ing form or the correct form of the infinitive.

Like many people, I dislike 0) having (have) someone 1) (look) over my shoulder while 2) (read) my newspaper on the bus. I find it difficult 3) (prevent) myself from 4) (say) something sarcastic to the onlooker, as 5) (peruse) one's newspaper is a private affair. To my mind, 6) (invite) a reader's space in this way is rather like 7) (join) a private conversation. We seldom seem 9) (tolerate) rudeness of this kind in ordinary circumstances. I consider my precious few minutes with a newspaper exactly that - mine!

6 Put the verbs in brackets into the -ing form or the correct form of the infinitive.

It is difficult 0) to understand (understand) why millions of cinema-goers queue for hours 1) (obtain) tickets to see the latest "blockbuster", only 2) (discover) that the film is a bitter disappointment. 3) (pay) scant regard to reliable reviews, they appear 4) (prefer) 5) (place) their trust in extravagant claims made by the film promoters. These are the marketers whose sole purpose is 6) (boost) ticket sales, thereby 7) (line) the pockets of the film makers and 8) (ensure) a tidy profit, 9) (enable) them 10) (produce) yet another film of equally poor quality. So, if you're anxious 11) (know) whether you're likely 12) (get) value for money, and if the last film you saw was a real let-down, try 13) (read) what the critics say, first.

7 Put the verbs in brackets into the -ing form or the correct form of the infinitive.

You know that dreadful feeling: 0) sleeping (sleep) through the alarm clock and then 1) (worry) that you'll be too late 2) (meet) your friend for coffee or 3) (get) to work on time. Few people have reason 4) (stop) and wonder how many others might also be 5) (hurry) to various destinations at that moment, 6) (know) they will probably miss their appointments. Although you might not be a particularly punctual person, you may still be tempted 7) (ask) why British social lives are so often ruled by the clock. Perhaps we would all benefit from 8) (slow) down and 9) (follow) the examples of southern Europeans. In Greece, for example, punctuality frequently obeys the laws of "rubber time", 10) (allow) for flexibility and the reassuring thought that nobody worries too much if you arrive a little later than expected.
8 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1 I refuse to pay the bill.
   intention
   I have ................................................................. the bill.

2 He is too irresponsible to run the department.
   charge
   He is not .............................................................. of the department.

3 Sheila is worried about the proposed changes at work.
   prospect
   The ................................................................. worry.

4 Would you please keep your mobile phone switched off during the flight?
   mind
   Would you ........................................................... the plane is airborne?

5 We waited on the bus for an hour before the engine was fixed.
   took
   They ................................................................. while we waited on the bus.

6 Ian was not used to doing such strenuous training.
   habit
   Ian was ............................................................... strenuously.

7 You should always wear a seatbelt.
   unwise
   It is ................................................................. a seatbelt.

8 I apologise but I completely forgot about our appointment.
   confess
   I must ............................................................... my mind.

9 There’s a possibility that you may be able to get a grant.
   eligible
   We are pleased .................................................... a grant.

10 At least make an attempt at the exercise; it might not be as difficult as you think it is.
   try
   If you ............................................................... it easier than you think.
11 Perhaps a high-fibre diet will do you good. 
benefit 
You .......................................................... high-fibre diet.

12 He continued his speech, even though they all appeared uninterested. 
on 
He .......................................................... that they all appeared uninterested.

13 Sonia's preference is for a nine-to-five job. 
rather 
Sonia .......................................................... from nine to five.

14 I will probably have to get my car serviced soon. 
need 
My car .......................................................... soon.

15 It is believed that the two rival companies have agreed to the merger. 
through 
The two rival companies .......................................................... the merger.

16 Nadia said nothing because she was afraid of offending them. 
fear 
Nadia remained silent .......................................................... offence.

17 It was very nice of you to let us know about the change in venue. 
appreciate 
We .......................................................... change.

18 He didn't have a clue about what it would be like to live in the country. 
envisage 
He .......................................................... in the country.

19 If you invest all your savings in this scheme, you may lose them. 
risk 
You run .......................................................... if you invest them in this scheme.

20 I don't really want to go to the reception. 
feel 
I .......................................................... to the reception.

21 I bet you wouldn't swim that far out! 
dare 
I don't .......................................................... that far out!

22 When he locked the door, the telephone rang. 
just 
He .......................................................... the telephone ringing.

23 Your sending her flowers in hospital was a thoughtful gesture. 
kind 
It .......................................................... in hospital.

24 I couldn't help noticing how friendly he's been towards you recently. 
not 
His .......................................................... my notice.

25 I am delighted to make your acquaintance. 
pleasure 
It is .......................................................... you.

CONVERSATIONAL GRAMMAR

9 Choose the correct item.

1 "How much time do I have to make my choice?"
"I suggest you ........... a quick decision."
A having made  C made
B to make  D make

2 "I'm sure you miss the island, having lived there for so long."
"Yes, I can't imagine ........... it again."
A not seeing  C not having seen
B not to see  D not to be seeing

3 "So, what did the President have to say?"
"He mentioned pension reform and went on ........... that he would reduce unemployment figures."
A adding  C to be adding
B add  D to add

4 "Did you enjoy your picnic?"
"Yes, we had a great time and on the way home we stopped ............ the sunset."
A to admire  C to have admired
B admiring  D admire
10 Read the text below and think of the word which best fits each space.

LUNCH

These days, breakfast is widely regarded as the most important meal of the day and dinner the most enjoyable, but lunch? Well, lunch often 1) gets short shrift. For many office workers, it's a quick snack eaten 2) off the go - a sandwich scoffed down whilst checking emails and spreadsheets; a burger eaten whilst running errands. Many employees even skip lunch 2).

Should 3) ................. off for lunch be mandatory in the workplace? There are compelling arguments that it should, and not just from the 4) ................................ of view of employee well-being. According to a recent survey, lost productivity from workers who fail to take a lunch break costs British companies close to £50 million a day. The reason? Office employees who don’t eat a decent lunch struggle to concentrate fully in the afternoon.

Just a generation 5) ................................ two ago, people understood the importance of lunch. Today, thanks to increasing competition in the workplace and the faster pace of life in general, lunch seems to be going the way of the dodo. Surveys reveal that the majority of British working adults work straight 6) ......................... their lunch break and nearly half believe that official lunch breaks are a 7) ................................ of the past. If you regularly 8) ................................ lunch a miss, change your habit now. The brain needs constant refuelling in order to perform optimally. Skip lunch and your mental focus will be below par for more than half the day.

PHRASAL VERBS 1

11 a) Look at Appendix 1 and fill in one of the prepositions below, then give a synonym for each phrasal verb.

- up - off - on - about - in - round
- out - over - through

0 The rioting was brought about by a huge increase in the price of bread.
1 Let's all chip in and buy her a gift.

2 He brought .................................. the business deal through sheer persistence.
3 His new song caught ................................ right away and entered the top ten the week after its release.
4 Don't forget to bring ................................ the matter of the new park at the council meeting.
5 CBN has just brought ................................ a new CD of a collection of songs from the sixties.
6 Tradition has been carried ................................ into our time in many ways.
7 He was brought ................................ by his grandmother as he had been orphaned at an early age.
8 We brought the unconscious woman ................................ with smelling salts.
9 The cold weather has brought ................................ his cough again.
10 That law was brought ................................ to protect tenants from being exploited by their landlords.
11 The young actress carried ................................ the performance without a hitch.
12 Carry ................................ with your work, please. There's no time to waste.
13 The soldier carried ................................ his orders, doing exactly what he had been told to do.
14 Negotiations between the union and the management have been carrying ................................ for months without a result.
15 He will carry his plan ................................ despite all your objections.
16 She is always carrying ................................ like a lunatic when she loses something.
17 She was walking too quickly for me to catch ................................ with her.

b) What's the difference between charge to and charge with? Use each meaning correctly in a sentence.

i charge to sb = bill sb ................................

ii charge with = publicly accuse sb of committing a wrong deed ................................
12 Match the phrasal verbs in bold with one of the definitions given.

0 I'll call at the travel agency to collect our tickets.
1 As soon as John reached Vienna he was called back to Paris.
2 His condition calls for immediate medical attention.
3 The meeting was called off due to the chairman's illness.
4 You'd better call in a solicitor before writing your will.
5 My cousin was called up at the age of 19 and died in Vietnam a year later.
6 The union has called out its members to try to get a better deal.
7 The bully cleared off when he saw the teacher approaching.
8 They cleared out the garage to make room for their new car.
9 It's been raining all morning but it seems to be clearing up now.
10 If you cleared away all these books, we'd have room to eat.

13 Fill in the blanks with one of the idioms/fixed phrases.

0 Trying to make them understand how teenagers think is a lost cause. They are so conservative.
1 Paul was asked to chair the meeting as the director was away on business.
2 Laura passed her exam. She came top of the class.
3 He kept on striking when he started throwing his weight around at work.
4 I don't know how he consoled to moan about my spelling when his is even worse.
5 You look... Would you like me to call a doctor for you?
6 John managed to... despite his chronic illness.
7 If you... and speak nicely to your father, he might take you to the fair this afternoon.
8 Bert and Tom are as different as... It's hard to believe that they are brothers!
9 Those boys are very rude to me. They are always...
10 Instead of just sitting there feelingbad, why not talk about it and...?
11 She... when a colleague started criticising her work.
14 Fill in the blanks with one of the idioms/fixed phrases.

0 Fred thought the test was a piece of cake; he has no doubt that he has passed it.
1 I have plenty of spare time but very little money because I am .................. .
2 Kate is feeling .................. because her boyfriend has left her.
3 12 June is .................. for my sister. It's the day she launched her own business.
4 Looking for Susan in New York is simply .................. ; she could be anywhere.
5 You can't fool me with your .................. ; I know you're not really upset.
6 Please don't bring up that old argument with Joe when you see him. Just .................. .
7 While some people claim the country is .................. , others think the new government will be able to improve matters.
8 The little boy .................. taking the last piece of cake from the tin.
9 All the money I'd invested went .................. when the stockmarket crashed.

15 Look at Appendix 5 and fill in the blanks with the correct preposition.

0 The children were late and had to make a dash for the school bus.
1 The woman exulted her son's success as a writer.
2 We'll have to economise heating or we won't be able to pay the bill.
3 I dream becoming a millionaire and buying a big yacht.
4 The student was eligible a full grant to study at university.
5 The employee showed total disregard the company rules and was dismissed.
6 The driver was distracted the commotion and didn't notice that the traffic lights had changed.
7 John was so engrossed the film that he forgot about the cake that was in the oven.
8 We were totally entranced the prima ballerina's dancing.
9 The doctor told me I was deficient iron and would have to take supplements.
10 Michael was delighted his promotion to office manager.

16 Look at Appendix 5 and fill in the blanks with the correct preposition.

0 We sold our house at a profit; we made £2,000.
1 He put the car gear and drove off.
2 She's working as a waitress the time being, but her ambition is to become an actress.
3 I've met Nicole Kidman the flesh. I even shook her hand.
4 She's been a diet for weeks, but she hasn't lost much weight.
5 We have a car loan until ours has been repaired.
6 Strictly the record, his work is below standard.
7 The workers have been strike for three weeks.
8 I realised something was of the ordinary when Ann didn't show up for work today.
9 We were shocked when she called him an idiot his face.
10 He was pain after the operation.
11 times he wishes he had never become a doctor.
12 all accounts, he is the best basketball player in the association.
17 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1 Have you ever thought of changing jobs?
   mind
   Has .................................................. jobs?

2 These two cars are not in the same class at all.
   comparison
   There .................................................. cars.

3 He never stops criticising people.
   limit
   There .................................................. people.

4 It's not our habit to eat so early.
   used
   We .................................................. so early.

5 What do you think of his appearance?
   strike
   How .................................................. you?

6 That man has no pity whatsoever.
   devoid
   That man .................................................. pity.

7 He is likely to be promoted.
   cards
   It is .................................................. promoted.

8 We were elated by the birth of our first grandchild.
   moon
   We .................................................. was born.

9 Employees failing to abide by the rules will be dismissed on the spot.
   sack
   Employees failing to abide by the rules .................................. immediately.

10 Our boss criticises our work all the time.
   fault
   Our boss .................................................. work.

11 I don't mind whether you come in the morning or the afternoon.
   difference
   It .................................................. in the morning or the afternoon.

12 Women outnumber men by two to one in the company.
   twice
   There .................................................. in the company.

13 It's quite likely he will resign soon.
   chance
   There's .................................................. will resign soon.

14 As soon as she saw my flatmate, my mother decided she didn't like him.
   dislike
   My mother .................................................. my flatmate.

15 Could you have a quick look at my essay before I give it in?
   cast
   Could you .................................................. before I hand it in?

16 My father has been healthier since he moved to the country.
   improved
   My .................................................. my father.

17 The public reacted angrily to the minister's remarks.
   drew
   The .................................................. the public.

18 The company has changed a lot since the new management took over.
   undergone
   The company .................................................. since the new management took over.

19 Frances is unlikely to be promoted.
   prospect
   There's .................................................. his pre-election promises.

20 The minister's actions do not conform at all to his pre-election promises.
   contrast
   The minister's actions .................................................. his pre-election promises.
**FIXED PHRASES**

- **put a damper on:** ruin sth or make it less enjoyable
- **be in the dark about sth:** be unaware of sth
- **don't give up your day job (Inf):** continue to do sth you know rather than trying sth new
- **in broad daylight:** in full view of the public/easily seen
- **deal a blow to sb or sth:** cause sb great difficulty or spoil their plans
- **be on the defensive:** protect oneself because one feels insecure or threatened
- **by definition:** having a quality simply because of what it is
- **(for) donkey's years (Inf):** (for) a very long time
- **on the dot:** punctually, exactly on time
- **lend an ear:** listen to sb in a careful and sympathetic way
- **play it by ear:** act in a situation by responding to events rather than according to plan
- **ease off:** reduce in degree, speed or intensity
- **at the cutting edge:** at the forefront of (eg. technology)
- **on edge:** tense/nervous/anxious
- **to no effect (f):** unsuccessful; ineffective
- **(not) see eye to eye with sb:** (dis)agree with sb
- **have an eye for:** be good at judging, the worth/quality of sth
- **more to sth/sub than meets the eye:** sth/sub is more important/interesting than is first seen

18. **Complete the sentences using one of the fixed phrases in an appropriate form.**

1. Todd hadn’t prepared for his TV appearance, so he had to .......................... and improvise.
2. John’s losing his money and passport on the first day .......................... on his holiday.
3. Julia’s really been .......................... waiting for the results of her university entrance exam.
4. Breakfast will be at 7 am .........................., latecomers will go hungry!
5. She’s been .......................... at work ever since she was criticised by her boss for losing an important contract.
6. Despite being identical twins, Deidre and Donna don’t .......................... on everything.
7. Mrs Gibson is an extremely shrewd shopper and .......................... a bargain.
8. Initially Brian appears shy and introspective but there’s ..........................

19. **Choose the correct item.**

1. I know you have a good voice and have ambitions to be an opera singer, but don’t give up your day .......... yet!
   A situation  C job
   B work  D place

2. I am in the .......... as to where Chris was last night.
   A shade  C pink
   B dark  D black

3. Breaking his leg dealt a .......... to his chances of becoming a professional footballer.
   A thump  C hit
   B strike  D blow

4. Jane is a sympathetic listener. She lent me a(n) .......... when I lost my job.
   A mind  C ear
   B mouth  D eye

5. Let’s make a dash for the train now, as the rain seems to be .......... off.
   A easing  C reducing
   B slowing  D running

6. Our firm is so successful because it is at the cutting .......... of computer technology.
   A limit  C verge
   B fringe  D edge
CORNISH PASTIES

The Cornish pasty is one of England's most loved and iconic types of pasty. Evidence for pasties in British cuisine dates as far back as the 13th century. However, it was only during the 1800s — when the tasty snack evolved in Cornwall to meet the needs of tin miners — that the Cornish pasty attained its claim to the crown of English pasties.

In the past miners carried their pasties to work in a tin bucket, which they heated by burning a candle. Pasties were the perfect convenience food for Cornwall's miners as the ingredients (usually meat, potato, onion and swede in a pastry casing) provided the hard-working men with enough to see them through their long, arduous day. Moreover, the pasty's thick crust (crimped edge) made it the ultimate hand-held meal. Miners used the crimped edge to hold the pasty whilst eating and thus avoid being poisoned by the tin and copper dust on their fingertips. They then left the discarded crimping for the 'Knockers' (ghosts) which were said to exist down the mines. Knockers were believed by the miners to cause all manner of mischief unless they were placated with titbits of food.

Today, the Cornish pasty's great international appeal is often attributed to the collapse of Cornwall's tin mining industry and the subsequent migration of its miners all over the world. Whatever the reason, variations of the pasty can now be found in many countries. However, any Cornish man or woman will tell you that a true Cornish pasty can only be made and baked in Cornwall and that anything else is but a pale imitation of the original.

21 Fill in the blanks with one of the following words.

- heritage • inheritance • legacy • will

0 The two brothers of the family fell out over the inheritance when their father died.
1 The family were called to the solicitor's office for the reading of their grandfather's will.
2 The old man's back trouble was the result of a childhood fall from a horse.
3 The Acropolis is part of Greece's national heritage.
4 His will be held in trust until he is an adult.

6 .................................. an ocean
7 .................................. an allegation
8 .................................. the cause of sth
9 .................................. an area for oil

23 a) Fill in interval, intermission, break.

1 .................................. between school lessons
2 .................................. for coffee
3 .................................. in the middle of a film
4 .................................. in conversation
5 .................................. for lunch
6 .................................. between two acts of a play

b) Fill in keen, enthusiastic.

1 .................................. eye
2 .................................. on music
3 .................................. about travelling
4 .................................. response
5 .................................. sense of smell
6 .................................. greeting
7 .................................. swimmer
AUTISM DAY

World Autism Awareness Day is 0) on April 2nd and aims to promote understanding of all issues related to people 1) as being on the spectrum of autism disorders. Like many neurological disorders, ASDs can result in many 2) that can lead to discrimination.

There are many within the autism community who dispute that the condition is a disorder at all and instead forward the view that autism is simply a normal neurological variation and part of the neurodiversity of the human race and, as such, should not be pathologised.

This take on ASDs has lead to a certain amount of 4) between the scientists researching autism conditions and the organisations raising awareness of the conditions. A number of 5) fear that researchers would like to find a cure for autism, which they maintain would rob them of the 6) of their individuality, while researchers claim to only want a better understanding of the condition and to be able to offer help with some of the effects of autism such as 7) social anxiety. Those involved in research into ASDs 8) that autism should not simply be eradicated but, nonetheless, that it needs to be better understood.

25 Read the text below and think of the word which best fits each space. Use only one word in each space.

QUEEN VICTORIA

Queen Victoria first learnt of her destiny 0) during a history lesson at the age of ten. Recalling the moment some four decades later, Victoria's governess said that the future queen had reacted to the discovery 1) declaring "I will be good." Young Victoria's combination of earnestness and egotism marked her 2) a child of the age that bears her name. Yet, as queen, Victoria rejected important Victorian values and developments. She had no interest in social issues, for example, 3) though 19th century Britain was an age 4) reform. She was resistant to technological change too, even as mechanical and technological innovations reshaped the face of European civilisation. Most significantly, Victoria was a queen determined to retain political power yet she (unwillingly and unwittingly) presided 5) the transformation of the sovereign's political role 6) a ceremonial one.

Queen Victoria remained on the throne for a 7) of 63 years. She is associated with Britain's great age of industrial expansion, economic progress and, especially, empire. At her death, it was said that Britain had a worldwide empire 8) which "the sun never set".
26 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

PROTECTING YOUR RIGHTS

Copyright is the inalienable, 0) legally secured right to publish, reproduce and sell the matter and form of a literary, musical, dramatic or artistic work. Copyright is specifically designed to protect an artist, publisher, or other owner against any 1) .................................................. copying of his works – whether that be by publishing it, performing it in public, filming it, broadcasting it, causing it to be distributed to 2) .................................................. or making any adaptation of the work. A copyright supplies a copyright holder with a kind of 3) .................................................. over the created material, which assures him of both control over its use and the monetary benefits derived from that. Historically, copyrights grew out of the same system as royal patent grants, by which certain authors and printers were given the 4) .................................................. right to publish books and other materials. The 5) .................................................. purpose of such grants was not to protect authors’ or publishers’ rights but to raise government revenue and to give governing authorities control over 6) .................................................. contents. The Statute of Anne, passed in England in 1710, was a 7) .................................................. in the history of copyright law as it recognised that authors should be the 8) .................................................. beneficiaries of copyright law. Today, the Berne Convention of 1886 and the Universal Copyright Convention of 1955 protect rights at an international level recognised in all countries.

27 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

0 Nobody spoke when the teacher asked who the culprit was.
remained
Everyone remained silent when the teacher asked who the culprit was.

1 You will have to give up the whole idea.
option
You .................................................. the whole idea.

2 Victory was stolen from the sprinter at the finish of the race.
robbed
The sprinter .................................................. line.

3 They have definitely agreed to lend us the money.
committed
They .................................................. the money.

4 Do you have to wear a uniform at school?
compulsory
Is .................................................. at school?

5 Don’t pay any attention when she complains.
notice
Don’t .................................................. complaints.

6 They remain close friends, despite having had many arguments.
fallen
They .................................................. have had many arguments.
We form the passive voice by putting the verb to be into the same tense as the active verb and adding the past participle of the active verb. The object of the active verb becomes the subject of the passive verb. The subject of the active verb becomes the 'agent' of the passive verb and is preceded by 'by'. The agent is omitted when it is a) a pronoun, b) a word like one, someone, people etc, c) easily understood. (Someone destroyed the evidence. → The evidence was destroyed.) Most transitive verbs can be used in the passive.

<table>
<thead>
<tr>
<th>Tenses</th>
<th>Active Voice</th>
<th>Passive Voice</th>
</tr>
</thead>
<tbody>
<tr>
<td>Simple Present Simple Past</td>
<td>The assistant types reports. The assistant typed reports.</td>
<td>Reports are typed (by the assistant). Reports were typed (by the assistant).</td>
</tr>
<tr>
<td>Present Continuous Past Continuous</td>
<td>The assistant is typing reports. The assistant was typing reports.</td>
<td>Reports are being typed (by the assistant). Reports were being typed (by the assistant).</td>
</tr>
<tr>
<td>Present Perfect Past Perfect</td>
<td>The assistant has typed reports. The assistant had typed reports.</td>
<td>Reports have been typed (by the assistant). Reports had been typed (by the assistant).</td>
</tr>
<tr>
<td>Simple Future Future Perfect</td>
<td>The assistant will type reports. The assistant will have typed reports.</td>
<td>Reports will be typed (by the assistant). Reports will have been typed (by the assistant).</td>
</tr>
<tr>
<td>Conditional Present Infinitive Perfect Infinitive</td>
<td>The assistant would type reports. The assistant would have typed reports.</td>
<td>Reports would be typed (by the assistant). Reports would have been typed (by the assistant).</td>
</tr>
<tr>
<td>Gerund Perfect Gerund</td>
<td>The assistant hates people asking her to type reports. The assistant remembers her boss having asked her to type reports.</td>
<td>The assistant hates being asked to type reports. The assistant remembers having been asked to type reports (by her boss).</td>
</tr>
</tbody>
</table>

**Notes**

- Conversational and informal English often replaces the passive form with an active form with get. The get-passive is normally used in constructions without an agent. Mary got hit. He got cut.

- Have + object + past participle can be used colloquially to replace a passive verb when we want to talk about an accident or misfortune. She had her leg broken. (Her leg was broken.)

**Use**

The passive voice is used:

- when the person who performs the action ("agent") can easily be understood, or is unknown. 
  He has been arrested. (= The police have arrested him.)
  A new government has been elected (= easily understood: by the citizens).

- when it is necessary to express sth more formally.
  Some people think the Minister was involved in the conspiracy to overthrow the government. → It is thought that the Minister was involved in the conspiracy to overthrow the government. / The Minister is thought to have been involved in the conspiracy to overthrow the government.

- when we are interested in the action itself rather than the person who performs it.
  The new hospital will be opened tomorrow (by the Minister of Health).

- when we mean to be tactful by not naming the agent.
  All my shampoo has been used. (instead of: You've used all my shampoo)
FURTHER POINTS ON THE PASSIVE VOICE

- Make, hear, see, help are followed by to + infinitive in the passive voice.
  He made her leave. → She was made to leave.
- Let becomes was/were allowed to in the passive. When the subject of let and the object of the infinitive that follows let are the same, then let, when used in the passive voice, is followed by a reflexive pronoun + bare passive infinitive.
  She let me go out. → I was allowed to go out.
  Don't let him tease you. → Don't let yourself be teased.
- The passive voice with verbs of reporting such as assume, believe, consider, feel, know, report, say, think, understand etc is formed in two ways. a) It + passive verb + that-clause b) subject + passive verb + to-infinitive.
  They believe she is a spy. → It is believed that she is a spy.
  They believe she is a spy. → She is believed to be a spy.
- Verbs which take two objects such as allow, ask, give, lend, send, etc have two passive forms.
  He showed me the way to the door. → I was shown the way to the door. The way to the door was shown to me.
- Passive voice can take by + agent or with + instrument (a person is involved), material, past participles such as filled, packed etc. It was cut with a knife. (by someone)
  Ice cream is made with milk. The stadium was filled with thousands of spectators.
- When put into passive voice, verbs that take a dependent preposition are immediately followed by the preposition. She accused me of lying. → I was accused of lying.
- When turned into the passive voice, prepositional verbs of movement change to other synonymous verbs which take no preposition.
  Columbus reached/arrived in America in 1492. → America was reached (NOT arrived in) by Columbus in 1492. The royal couple entered/went into the room arm in arm. → The room was entered (NOT gone into) by the royal couple arm in arm.
- Modals do not change in the passive voice. We change the active infinitive into passive infinitive.
  They can't repair the building. → The building can't be repaired.

1 Turn the following sentences from active into passive, or vice versa.

1 Susan will have redecorated her flat by the end of the month.

2 Which car did the family eventually choose?

3 The bus timetable is going to be changed during the summer period.

4 You must return all books to the library within a week.

5 Lucy is known to have applied for the manager's position.

6 Don't let them take advantage of you.

7 Will all the new students be made to learn a second language?

8 He wasn't allowed to leave the premises.
The government department should have sent all the necessary forms.

The toddler dislikes being forced to eat breakfast.

Peter believes he has left his wallet in his jacket pocket.

Don't let the gloomy weather depress you.

I just don't like people staring at me.

Turn the following from active into passive where necessary.

1 When they hired Hilary, her manager introduced her to important contacts in the industry, and before long she was promoted to head of department.

2 The shops have lowered their prices for the sales. The difficulty is that the credit card company has cancelled my credit card, so I can't buy anything.

3 Sally says that Harvard University has offered her a place on their Bachelor of Arts course, but she's decided to reject it as Radcliffe has admitted her too.

4 Lucy gave me a novel in which someone stole Monet's Water Lilies from the National Gallery.

5 The ATM withheld my card last night, so now I'll probably get it back on Monday. I just hope the machine doesn't discharge my card over the weekend.

6 Most people believe that the government should do more to protect the local environment. I don't think they are doing enough to encourage people to recycle.

7 From the manner in which the committee spoke of Madeline Adams, you would have thought they were going to promote her, but instead of that they've just dismissed her.

8 It appears they have diagnosed her symptoms as influenza, but they are testing her for suspected pneumonia as well.

9 My car's battery went flat and they had to tow it to a mechanic. I will have to pay for the tow truck charges, but if they have to replace the battery I don't have to pay because the guarantee still covers it.

10 When they appointed Therese as head chef of the restaurant, they gave her permission to add any new dishes, so she may replace their existing menu.
CONVERSATIONAL GRAMMAR

3 Choose the correct item.

1. She was anxious ......... for the post of Personal Assistant to the Director.
   A to select    C to be selected
   B to have selected    D to be selecting

2. "Why are the Newtons asking for loan repayment modifications?"
   "Because their house ........... in the flood."
   A was damaged    C had damaged
   B damaged    D was being damaged

3. "How's the new town planning project going?"
   "Oh, there's still a lot ......... ."
   A having done    C to be done
   B has been done    D done

4. "How did his speech go?"
   "With all the noise outside, he couldn't ........... himself heard."
   A make    C be made
   B be making    D have made

5. "Did you hear anything about last month's Barclays' robbery?"
   "Yes eventually the robbers ........... given a ten-year sentence."
   A were being    C had
   B were    D been

---

STRUCTURAL CONVERSION

1. It is said that this poem was written by Elytis.
   This poem was written by Elytis, so it is said.

2. Nothing more can be done about this matter.
   There's nothing more to be done about this matter.

3. Someone fitted her new costume.
   Her new costume was fitted.

4. They don't allow speeding in the city.
   Speeding isn't allowed in the city.

5. I'd love you to take me out.
   I'd love to be taken out (by you).

6. He lets people laugh at him.
   He lets himself be laughed at.

7. Your contract says that you are to be present by 8 am every day.
   You are expected to be present by 8 am every day, according to your contract.

8. Her story didn't deceive me.
   I wasn't taken in by her story.

9. He wore a hat so that no one would recognise him.
   He wore a hat to avoid being recognised.

10. I love people asking for my autograph.
    I love being asked for my autograph.

11. They couldn't hear him.
    He couldn't make himself heard.

12. They saw him enter the building.
    He was seen to enter/entering the building.

13. Who made this dress?
    Who was this dress made by?

14. No actor can be expected to remember all the names of the plays he has acted in.
    No one can expect an actor to remember all the plays he has acted in.

---

4. Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. She allows her colleagues to take her attention from her work.
   distracted
   She ......................................................... by her colleagues.

2. She locked the door so that nobody would disturb her.
   avoid
   She ......................................................... disturbed.
4a Grammar: Passive Voice

3 We can't do much for him now.

little
There ......................................................... now.

4 I believe parking is prohibited in this area.

permit
I don't think ...................................................... in this area.

No student can be expected to know every word in the book.

students
Nobody ......................................................... in the book.

The agreement states that you must pay the instalment once a month.

according
The instalment ..................................................... to the agreement.

7 I don't like it when people I don't know very well ask me personal questions.

being
I .............................................................. people I don't know very well.

8 His claim that he didn't know anything didn't deceive me.

taken
I .............................................................. he didn't know anything.

Using notes is forbidden in this examination.

allowed
Notes ......................................................... in this examination.

10 I'd hate them to forget about me.

left
I'd ............................................................... out.

Allegedly, this book was written by two people.

said
This .............................................................. two people.

12 The patient couldn't walk, so they had to carry him home in a wheelchair.

be
As the patient couldn't walk he ........................................ in a wheelchair.

CONVERSATIONAL GRAMMAR

5 Choose the correct item.

1 "How was your dinner?"
   "A great success! Our guests ate the appetizers, the two main courses and the dessert. There was literally nothing ........... ."
   A to be left  C have left
   B left       D has been left

2 "Is there any news about the ex-President?"
   "Well, he's reported .......... the country last night."
   A to be leaving  C to have left
   B that he left  D to leave

3 "What do you think of Umberto Eco's novel The Name of the Rose?"
   "Well, it ............ widely regarded as his best, but to tell you the truth I'm not crazy about it."
   A has been  C is being
   B was       D is

4 "Did you enjoy your graduation ceremony?"
   "Oh yes; I didn't like .......... photographed all the time, though."
   A being    C to have been
   B having been  D it to be

5 "How was your first day in your new job?"
   "Extremely embarrassing! We were .......... present ourselves and talk about our previous work experience."
   A been asked to  C being asked
   B asked     D asked to

6 Underline the correct item.

0 He hates being asked/asking to sign autographs.

1 The new wing of the museum will be open/opened tomorrow by the Minister of Culture.

2 It is said that the new cinema complex will have been/to be completed by the summer.

3 He recalled having/having been severely bitten by insects the last time he was in the area.

4 The walls of our classroom were filled with/by colourful pictures.

5 This machinery has been wore/worn out by constant use.

6 This old house hasn't been lived/lived in for years.

7 The author is said that he spent/to have spent a fortune on his new villa.
7 Read the text below and think of the word which best fits each space. Use only one word in each space.

TEA

Tea (botanical name Camellia sinensis) was discovered in China nearly five thousand years ago, but it took several thousand more years before the plant found its way to other parts of the world. Today, tea is grown successfully in over fifty countries, though only about three dozen countries produce it in such quantities to render the crop commercially important. To water, tea is the world’s most consumed drink.

Of the five main types of tea (black, green, white, oolong and pu-erh), black and green teas account for about 98% of world consumption. White tea was largely unknown outside China and the Orient recently, but today it is gaining popularity in other countries. The beverage itself is not white but pale yellow, and has a delicate flavour and a subtly fruity, sweet aftertaste. Of all the teas, white tea is the processed – the leaves and buds of the Camellia sinensis plant are simply allowed to wither in natural sunlight before being lightly processed.

6) the mood to try something new? Pu-erh tea is slowly making its way into Western tea culture. Pu-erh tea – 7) called because of its origin from the pu-erh region of China – has a very distinctive flavour. It is bold and earthy, with an intensely rich, full-bodied palate that typically improves with aging. Loved by coffee addicts, pu-erh tea can be an acquired taste, but 8) that is well worth acquiring.

4b English in Use

1. They’ve come our way of thinking at last.
2. He came a collection of valuable old coins in the attic.
3. How did you come this painting? It’s a Picasso, you know.
4. This diamond ring came me from my great-grandmother.
5. After she was hit on her head by the cricket ball, it took her several minutes to come
6. How much did the supermarket bill come this week?
7. Did the new play at the National Theatre come your expectations?
8. Those tomato seeds I planted in the spring haven’t come yet.
9. He came several thousand pounds when his grandfather died.
10. The party went rather well. Everyone seemed to have enjoyed themselves.
11. The students are coming very well in Maths this term.
12. It came that Sue’s husband had been arrested for speeding.
13. I don’t know what’s come him; he’s been acting very oddly lately.
14. He came a rush after eating a kilo of strawberries.
15. Her latest novel is coming in paperback soon.
16. Long hair for men is coming again. More and more men are starting to wear their hair long.
17. After the flood, hundreds of volunteers came with offers of assistance.
18. We don’t know yet how we’ll solve the problem but I’m sure someone will come a solution soon.
19. Most of the companies which managed to come the economic crisis are now operating very successfully.
20. I’m not sure how the accident came but I suspect somebody was being careless.
PHRASAL VERBS 2

deal in: trade in sth
deal with: tackle a problem, cope with
do away with: abolish; get rid of
do down: criticise
be done for: be in serious trouble
do out of: deprive of/cheat
do up: fasten (a coat etc)
do with: need/would like
do without: manage in spite of lack of sth
drive at: imply, suggest

9 Fill in the correct phrasal verb.
0 Can you do up my dress, please?
1 I'm ............... here comes my teacher and she'll see I should be in my Maths lesson.
2 The law limiting the amount of foreign exchange you can take out of the country should have been ............... years ago.
3 I'm thirsty. I could ............... a cup of tea.
4 What were you ............... when you said you might not see Mark for some time?
5 He ............... antique furniture and paintings.
6 The old man was ............... his life savings by a confidence trickster.
7 Surely you can ............... sugar in your coffee for once?

IDIOMS/FIXED PHRASES 1

10 Match the idioms/fixed phrases with the definitions.

0 keep an eye on sth a have a feeling that sb is talking about you
1 be green b within the rules/just
2 take it easy c manage to look serious
3 feel one's ears d be inexperienced
4 (keep) a straight e very quickly
face f guard/protect sth
5 be worn out g insist
6 one's flesh and h be very tired
blood i family member
7 fair and square j not work too hard, relax
8 in a flash
9 put one's foot down

Now make sentences using the idioms.

0 Keep an eye on the children for me, will you?
1 ..........................................
2 ..........................................
3 ..........................................
4 ..........................................
5 ..........................................
6 ..........................................
7 ..........................................
8 ..........................................
9 ..........................................

IDIOMS/FIXED PHRASES 2

11 Look at Appendix 2 and explain the meaning of the idioms/fixed phrases in bold.

1 There were so many gatecrashers at the party that I couldn't even see the people I had invited.
2 My teacher and I got off on the wrong foot in the first lesson but now we are good friends.
3 Don't take her for granted; she won't be here for ever.
4 After I broke up with my fiancé, I was comforted by the fact that there are plenty more fish in the sea.
5 Most politicians have the gift of the gab.
6 "It's all Greek to me," she said as the professor was explaining the new Maths problem.
7 In politics, there is always a little give and take.
8 I heard it through/on the grapevine that we are going to get a rise next month.
9 When he met Jennifer he instantly fell head over heels in love with her.
10 He put his foot in it when he told Sally about the surprise party they were planning for her.
11 I was asked to make a speech but I couldn't speak because I had a frog in my throat.
12 Look at Appendix 5 and fill in the blanks with the correct preposition.

0 My cousin has a flair for languages and can speak more than six.
1 The factory owner is not in the habit of fraternising his workers.
2 All the animals in the forest fled the fire.
3 If you have a grievance the company, please lodge a formal written complaint.
4 My car is guaranteed rust for eight years.
5 The teacher told me to stop fidgeting and to sit still and concentrate.
6 I was furious my sister always borrowing my clothes without my permission.
7 His glee the news of his success was a joy to see.
8 You mustn't grieve one trivial mistake.
9 He has a fixation becoming the best doctor in the world.
10 She does nothing but fret being overweight yet never tries to diet.
11 His fidelity the firm has won him great respect.
12 He is always gloating his meteoric rise as an actor.
13 He is certainly good maths, if not much else.

13 Look at Appendix 5 and fill in the blanks with the correct preposition.

1 Her sales methods have been criticised as being odds with company policy.
2 I found the ring in the street purely luck.
3 I didn't go to see him fear of catching his cold.
4 That house has been up sale for two years.
5 Come to the party all means.
6 We regard this atrocity as an offence humanity.
7 all, I spent £500 on holiday.
8 Margot prefers not to buy goods credit.

9 He went to the meeting disguise as not to be recognised.
10 There were a lot of problems at the beginning of the school year, but the end everything was all right.
11 He was so surprised by the news that he was a loss for words.
12 Our teacher was a bad mood today; he shouted everyone.
13 Try to get the photograph focus this time.
14 They were the trail of the Yeti when the blizzard started.
15 answer to your question, the meeting will take place next Tuesday.

14 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words including the word given.

1 "That meal would have satisfied a king!" he exclaimed.
   "That .....................................................!" he exclaimed.
2 No matter what he does, people don't seem eager work on the project.
   He doesn't seem ..................................................... the project.
3 There are hardly any people in the centre of the city in August.
   The centre ..................................................... in August.
4 The war has caused emigration to increase.
   The war ..................................................... emigration.
5 The board had a secret meeting in order to discuss changes in company policy.
   The board ..................................................... company policy.
6 She will probably come before the end of May.
   In ..................................................... of May.
7 Young children ask a lot of questions.

8 I won’t stay overnight; I’d rather not put you to any trouble.

9 The manager is investigating your complaint.

10 She often exaggerates how much she earns.

11 Anne has decided to buy fewer clothes from now on.

12 Mary always ignores her parents’ advice.

13 I was just about to ring him when he called.

14 Her mother smiled with delight when Sarah gave her the flowers.

15 His sudden outburst was not consistent with his character.

16 Nothing would induce him to leave the house without locking the door.

17 Since he retired, his main pastime has been gardening.

18 Marie has the annoying habit of losing her keys.

19 The board of directors will not meet again until the end of the year.

20 A new arrangement over working conditions has been made between the management and the union.

---

**FIXED PHRASES 1**

- be/have at one’s fingertips: be/have easily available/have free access to
- blow a fuse: become very angry/lose one’s temper
- come to the fore: become important or popular
- put on a brave face/put: try to hide one’s disappointment
- without fail: (do sth) no matter what
- few and far between: scarce/rare
- in the flesh: in person
- in full flow: (talking) at length
- bear fruit: be successful
- on the face of it: judging by how sth appears
- point the finger of suspicion: blame sb for sth
- see fit: think suitable or right
- flat broke: penniless
- not have the foggiest idea: not know sth at all
- get cold feet: be nervous or frightened
- by/from force of habit: used to doing sth without thinking
15 Complete the sentences using one of the fixed phrases in an appropriate form.

1. Daphne is feeling anxious and is ........................................ about changing her job.
2. The fact that Jane was the only one in the office ........................................................... at her for the missing petty cash.
3. Why are you accusing me of breaking the window? I haven't ........................................................... what you are talking about.
4. The chances of winning the lottery are unfortunately ........................................................... .
5. I have tea and cereal every day for breakfast ........................................................... .
6. Living in the city centre means that you have all the necessary amenities ........................................................... .
7. The deadline for the project is June 1st ........................................................... .
8. ........................................................... the economy seems to be improving but in reality there is the possibility of a recession.

16 Choose the correct item.

1. After buying an expensive new penthouse, Marianna was flat .......
   A. shattered   C. smashed
   B. broke       D. torn
2. The new political party came to the ....... after the general election.
   A. front       C. side
   B. back        D. fore
3. On the eighth day of the strike the Minister ....... fit to make a statement.
   A. saw         C. looked
   B. showed      D. appeared
4. Harry blew a ....... when his holiday was cancelled.
   A. switch      C. fuse
   B. plug        D. socket
5. Despite her poor exam results, Alice put a ....... face on the situation.
   A. tough       C. courageous
   B. brave       D. bold
6. I was thrilled to meet Ewan McGregor in the ....... when I sat next to him at the theatre.
   A. meat        C. flesh
   B. blood       D. vein

17 Match the items from column A with those from column B and then fill in the blanks with the correct idiom.

<table>
<thead>
<tr>
<th>Column A</th>
<th>Column B</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 as tough as</td>
<td>a dog</td>
</tr>
<tr>
<td>1 as silent as</td>
<td>b rake</td>
</tr>
<tr>
<td>2 as right as</td>
<td>c sheet</td>
</tr>
<tr>
<td>3 as sick as</td>
<td>d old boots</td>
</tr>
<tr>
<td>4 as strong as</td>
<td>e cucumber</td>
</tr>
<tr>
<td>5 as thin as</td>
<td>f post</td>
</tr>
<tr>
<td>6 as white as</td>
<td>g the grave</td>
</tr>
<tr>
<td>7 as cool as</td>
<td>h chalk and cheese</td>
</tr>
<tr>
<td>8 as deaf as</td>
<td>i an ox</td>
</tr>
<tr>
<td>9 as different as</td>
<td>j rain</td>
</tr>
</tbody>
</table>

0 .................................... 2 .................................... 4 .................................... 6 .................................... 8 ....................................
1 .................................... 3 .................................... 5 .................................... 7 .................................... 9 ....................................

0 You couldn't make her cry if you tried. She's as tough as old boots.
1 You'll have to speak louder; he's .................................... .
2 She turned .................................... when he told her the news about the accident.
3 Let him carry the trunk. He's .................................... .
4 You may not feel well now, but you'll be .................................... in a few days.
5 I promise to be .................................... about your secret.
6 Why is she dieting? She's already .................................... .
7 After eating twelve chocolate bars, he was .................................... .
8 Although everyone else was shaking with nerves, Betsy was .................................... .
9 John and his brother are not at all alike; they're .................................... .
**FIXED PHRASES 2**

**18 Complete the sentences using one of the fixed phrases in an appropriate form.**

BUSINESS GIFT-GIVING IN CHINA

In many countries, gift-giving is rare in the business world. Indeed, it frequently carries negative connotations since it can be construed as bribery. Such is the case in China, where lavish gift-giving was at one time an important part of business etiquette, but is today largely frowned upon. Official policy forbids the practice as the gesture is considered bribery – a criminal offence in the country.

Still, attitudes to gift-giving are soft in many organisations. The entire process must, however, be approached discreetly. For instance, if you wish to give a gift to an individual, you must do so in private and always in the context of friendship, never business. Giving a gift to an entire company can be acceptable, but the gift must only be presented once all business have been concluded. The gift should be wrapped (although not too elaborately) and under no circumstances should it be obviously expensive since the company must not feel under any obligation to reciprocate. There may be times when a gift will absolutely not be accepted. Should you find yourself in this situation, say you understand and gracefully the gift.

The Chinese do not usually accept a gift when it is first presented, but will politely refuse three times to reflect modesty and humility. Continue to insist and once the gift is accepted, express grace always. Offer your gift using both your hands and do not expect it to be opened in your presence. It will be set aside and opened in private. This tradition exists so the recipient does not appear greedy or material. It also eliminates any concern that the recipient's face might show any disappointment with the gift.

22 Choose the correct item.

0 I'm very sorry, but these are out of stock at the moment.
   A goods  C commodities  D supplies
   B wares

1 Each of the house must pay his own tax.
   A dweller  C settler  D inhabitant
   B resident

2 My father has decided to a beard to cover a small scar he has on his chin.
   A rear  C breed  D grow
   B bring up

3 The farmer makes money by thoroughbred horses.
   A bringing up  C breeding  D growing
   B nurturing

4 I spent hours watching a bird its young.
   A rear  C grow up  D grow
   B breed

5 "He my rubber, miss!" shouted the boy.
   A acquired  C abducted  D swiped
   B ripped off

6 My grandmother was a lovely person who pleasure from helping others.
   A gathered  C deduced  D collected
   B derived

7 You were really when you paid £100 for those shoes. They're not even leather!
   A swiped  C pinched  D pilfered
   B ripped off

8 Many forest animals were killed in the fire.
   A dwelling  C inhabiting  D settling
   B residing

9 This city has four million .
   A tenants  C inhabitants  D settlers
   B dwellers
23 Read the text below and decide which answer (A, B, C or D) best fits each gap.

GERMANY
The German nation has been through some 0) ....... turbulent history since it's 1) ........... in 1871. It is a history that has resulted in some long-held resentments that even now still 2) ........... the nation. Under the rule of the 3) ........... fist of the first German Chancellor, Otto Von Bismarck, Germany quickly attained power in the world as the country industrialised rapidly. It wasn't long before Germany began to 4) ........... British productivity and became the largest industrial nation in Europe. As the twentieth century 5) ........... , Germany's increasing militarism and the Kaiser's desire for the expansion of the German Empire to give the nation 'a place in the sun' became two of the decisive factors that would lead to the First World War. German industrial production was put on a war 6) ........... but the war effort also lead to suffering amongst the German civilian population and three quarters of a million died from malnutrition during the war.

The shame of defeat and the 7) ........... measures imposed on the country by the Treaty of Versailles are blamed for the subsequent economic collapse of the country, the rise in German nationalism and the advent of the Nazi era; with all the disastrous consequences the dictatorship would have worldwide, the results of which continue to 8) ........... the country to this day.

0 A openly B mistakenly C certainly D decidedly 1 A foundation B inauguration C installment D investiture 2 A bear B dog C rat D horse 3 A wooden B iron C rigid D inflexible 4 A outlast B outearn C outstrip D outlay 5 A cradled B bulged C dawning D averred 6 A footing B arming C handing D legging 7 A reciprocal B disciplinary C subjective D punitive 8 A haunt B scare C weigh D judge

24 Read the text below and think of the word which best fits each space. Use only one word in each space.

ISLAND LIFE
Life 0) on a small island may seem idyllic, but the reality of living year-round on a small piece of land surrounded by sea is, all too often, anything 1) .................... . When the tourist season is over, life and activity on many small islands virtually shut 2) .................... . Shopkeepers, hoteliers and restaurant owners flee for the mainland, leaving those who remain to endure the winter months with little entertainment and few services. With not much to do and precious 3) .................... people to interact with, loneliness, boredom and frustration can consume even the most self-sufficient and independent 4) .................... people. Then there are the practical problems. When hit by severe weather, small islands are often left cut 5) .................... from the mainland for days or even weeks, meaning goods and emergency services cannot get to them. Power cuts on islands can take weeks to fix, 6) .................... can telecommunications breakdowns. In short, living on a small island, life is magnified. 7) .................... good, bad, important or insignificant, life's rhythms are felt more intensely. 8) .................... those seeking a temporary escape from the pressures of modern-day life, however, the relaxed pace of island life during wintertime can offer the perfect solution.
25 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

LEOPARDS

Leopards are a very wide-ranging carnivore species. They are found in Africa, Asia and the Middle East. Their success in the wild stems partly from their opportunist hunting behaviour (leopards will eat virtually anything they can hunt down); partly from their ability to climb trees even when carrying a heavy carcass; and partly from their exceptional hunting ability. Indeed, it is the leopard's ability to adapt to a diverse range of environments that has helped it survive the increasing human intrusion in its habitats.

4) Nocturnal, leopards rest in trees or thick bush during the day, their spotted coats providing almost perfect camouflage. When night falls, they use their keen sense of smell and excellent eyesight to capture prey. Being solitary creatures, leopards go out of their way to avoid one another. Each leopard's territory is another's only slightly, if at all, and are generally not tolerated except for the purposes of mating. Indeed, unexpected encounters between leopards often lead to fights.

Leopards are graceful and commanding cats. Sadly, populations today do show a declining trend and they are endangered in several parts of the world. Secretive, and shrewd, the leopard's notorious ability for stealth, not to mention its beauty, makes it a prize on safari.

26 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

0 Nobody spoke when the teacher asked who the culprit was.
remained
Everyone remained silent when the teacher asked who the culprit was.

1 Some people accept that life is full of problems.
resigned
Some people full of problems.

2 He makes too many mistakes to be considered for promotion.
frequent
His be considered for promotion.

3 He will not be put off taking that trip to China.
deter
Nothing trip to China.

4 Neil is unreliable and often breaks his promises.
goes
Neil is unreliable and promises.

5 Virtue is of little value in a corrupt government.
counts
Virtue government.

6 Margaret is said to be a very good cook.
reputation
Margaret very good cook.
UNIT 5a Grammar: Reported Speech

Direct speech is the exact words someone said or wrote.
Reported speech is retelling exactly what someone said or wrote, without using their actual words.

There are three types of Direct Speech which can be reported:
A statements  B questions  C commands/requests

<table>
<thead>
<tr>
<th>Direct Speech</th>
<th>Reported Speech</th>
</tr>
</thead>
<tbody>
<tr>
<td>• STATEMENT</td>
<td>• THAT-CLAUSE</td>
</tr>
<tr>
<td>&quot;The plane will be late,&quot; they said.</td>
<td>They said (that) the plane would be late.</td>
</tr>
<tr>
<td>• QUESTION</td>
<td>• WH-CLAUSE or IF-CLAUSE</td>
</tr>
<tr>
<td>&quot;Why are you late?&quot; she asked.</td>
<td>She asked why I was late.</td>
</tr>
<tr>
<td>&quot;Are you feeling well?&quot; he asked me.</td>
<td>He asked me if I was feeling well.</td>
</tr>
<tr>
<td>• COMMAND/REQUEST</td>
<td>• TO-INFINITIVE</td>
</tr>
<tr>
<td>&quot;Don't touch it!&quot; he said.</td>
<td>He told me not to touch it.</td>
</tr>
<tr>
<td>&quot;Turn on the light, please,&quot; he said.</td>
<td>He asked me to turn on the light.</td>
</tr>
</tbody>
</table>

The most common reporting verbs are say, tell and ask.

- We use say with or without to + personal object in direct speech but without to + personal object in reported speech.

  "I don't know what to do," he said to Mary.
  He said (that) he didn't know what to do.

- We use tell in direct and reported speech with a personal object.

  "I don't know where the café is," she told me.
  She told Mary to wait outside the head teacher's office.

Notes

- We can use say + infinitive.
  The teacher said to study harder.

- We cannot use say about. We can use tell sb/speak/talk about instead.
  He told us/spoke/talked about his experiences travelling in Canada.

- We use ask in reported questions and commands.
  He said to me, "Please don't move!"
  He asked me not to move.
  He said, "Do you like strawberries?"
  He asked me if I liked strawberries.

There are some common expressions with say, tell and ask. These are:

say  say good morning etc, say a few words, say no more, say one's prayers, say sth, say so, say for certain etc

tell  tell the truth, tell a lie, tell sb the time, tell sb one's name, tell sb's fortune, tell a story, tell a secret, tell sb so, tell sb the way, tell one from another, tell the difference etc

ask  ask a favour, ask the time, ask a question, ask the price etc

1 Fill in the blanks with say, tell, speak or ask in the right form.

0  "I don't think he will be on time," he said.
1  Mark likes ...................... about his schooldays.
2  She ......................... the price of the hairdryer that was in the sale.
3  He ......................... goodbye to his mother and left for school.
4  Father used to .......................... us a story before we went to bed.
5  Sharon ......................... me to help her with her homework.
6  "I can't .............. her secret," she .............. to me.
7  I think he will come but I can't ................... for certain.
CHANGING FROM DIRECT INTO REPORTED SPEECH

Verb tenses change as follows:

Direct Speech
Simple Present
"I drink coffee every morning," she said.

Present Continuous
"I'm having a nice time," she said.

Present Perfect Simple
"I've booked my summer holiday," he said.

Present Perfect Continuous
"I've been waiting for you all morning," he said.

Past Simple
"I failed my driving test," he said.

Past Continuous
"I was watching TV at 9 pm," he said.

Past Perfect Simple
"He said (that) he had booked his summer holiday.

Past Perfect Continuous
"He said (that) he had been waiting for me all morning.

Simple Future
"I'll tidy my room tomorrow," she said.

Future Continuous
"I'll be working in Paris next year," he said.

Note: Past Perfect Simple and Continuous do not change their forms in Reported Speech.

The following words also change:

Direct Speech
this/these
here
come (when referring to direction)
bring.

He said to me, "They came into the room
and sat down."

She said to me, "Stand here and wait for me." 

Reported Speech
that/those/the
there
go
take

→ He told me they went into the room and sat down.

→ She told me to stand there and wait for her.

Pronouns and possessive adjectives change according to the meaning of the sentence.

Direct Speech
He said, "I can't do it myself."

Reported Speech
He said (that) he couldn't do it himself.

Time expressions change as follows:

Direct Speech
tonight
now
now that
today
yesterday
tomorrow
tomorrow morning
last night
the day before yesterday
the day after tomorrow
this week/month/year
last week/month/year/Monday etc
next week/month/year/Monday etc
two days/years etc ago

"He left last week," she said.

Reported Speech
that night
then, at that time, at once/immediately
since
that day
the day before, the previous day
the day after, the following day, the next day
the morning after, the following morning/the next morning
the night before, the previous night
two days before
in two days' time/in two days
that week/month/year
the previous week/month/year/Monday etc
the following week/month/year/Monday etc
two days/years etc before

→ She said (that) he had left the previous week/the week before.
### Grammar: Reported Speech

There is no change in the verb tenses in reported speech when:

<table>
<thead>
<tr>
<th>Possibility/Impossibility</th>
<th>Permission/Concession</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>the sentence expresses a general truth or permanent states and conditions.</strong></td>
<td>My mother said, “It gets dark earlier in the winter.”</td>
</tr>
<tr>
<td>My mother said (that) it gets dark earlier in the winter.</td>
<td></td>
</tr>
<tr>
<td><strong>the introductory verb is in the Present, Future or Present Perfect tense.</strong></td>
<td>She says/will say/has said, “I can cook well.”</td>
</tr>
<tr>
<td>She says/will say/has said (that) she can cook well.</td>
<td></td>
</tr>
<tr>
<td><strong>the verb of the sentence is in the Unreal Past (e.g. 2nd type conditionals, wishes, it’s time, would rather, suppose, as if)</strong></td>
<td>He said, “I would rather they didn’t stay with me.”</td>
</tr>
<tr>
<td>He said (that) he would rather they didn’t stay with him.</td>
<td></td>
</tr>
<tr>
<td><strong>the following verbs are used: had better, could, would, used to, needn’t have, should, might and ought to.</strong></td>
<td>Her boyfriend said, “I really ought to go home.”</td>
</tr>
<tr>
<td>Her boyfriend said (that) he really ought to go home.</td>
<td></td>
</tr>
<tr>
<td><strong>there is Past Simple or Past Continuous in a Clause of Time.</strong></td>
<td>She said, “When I was swimming, I got cramp.”</td>
</tr>
<tr>
<td>She said (that) when she was swimming, she got cramp.</td>
<td></td>
</tr>
<tr>
<td><strong>the sentence expresses sth which is believed to be true. In this case the verb tense can either change or remain unchanged. However, if the sentence expresses sth which is not believed to be true, then the verb usually changes.</strong></td>
<td>He said, “Ethiopia is an underdeveloped country.” (true)</td>
</tr>
<tr>
<td>He said (that) Ethiopia is/was an underdeveloped country.</td>
<td></td>
</tr>
<tr>
<td><strong>it is up-to-date reporting.</strong></td>
<td>Anne said, “War has broken out.”</td>
</tr>
<tr>
<td>Anne said (that) war has broken out.</td>
<td></td>
</tr>
</tbody>
</table>

### 2 Rewrite the following sentences in reported speech.

<table>
<thead>
<tr>
<th>Original Sentence</th>
<th>Reported Speech</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 “Don’t walk on the white carpet!” said the mother to her son.</td>
<td>The mother told her son not to walk on the white carpet.</td>
</tr>
<tr>
<td>1 “Egypt has a very long recorded history,” she said.</td>
<td>“Egypt has a very long recorded history,” she said.</td>
</tr>
<tr>
<td>2 “Do you think Terence will join us for dinner tonight?” Joanne asked me.</td>
<td>“Do you think Terence will join us for dinner tonight?” Joanne asked me.</td>
</tr>
<tr>
<td>3 Peter said, “The waiter has made a mistake with the bill.”</td>
<td>Peter said, “The waiter has made a mistake with the bill.”</td>
</tr>
<tr>
<td>4 “Stop picking on your younger sister?” he said to his daughter.</td>
<td>“Stop picking on your younger sister?” he said to his daughter.</td>
</tr>
<tr>
<td>5 “Would it be possible to extend my club membership?” Adrienne asked the manager.</td>
<td>“Would it be possible to extend my club membership?” Adrienne asked the manager.</td>
</tr>
<tr>
<td>6 “I have no intention of lending Nick my car,” said Diane.</td>
<td>“I have no intention of lending Nick my car,” said Diane.</td>
</tr>
<tr>
<td>7 “What did the car dealer tell you?” Isabelle asked me.</td>
<td>“What did the car dealer tell you?” Isabelle asked me.</td>
</tr>
</tbody>
</table>
### Modal Verbs in Reported Speech

Modal verbs generally remain unchanged in reported speech. Some of them, however, change as follows:

<table>
<thead>
<tr>
<th>Modal Verb</th>
<th>Direct Speech</th>
<th>Reported Speech</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>must</strong></td>
<td>He said, &quot;You must try harder.&quot;</td>
<td>He said (that) I had to try harder.</td>
</tr>
<tr>
<td></td>
<td>He said, &quot;I must get my hair cut.&quot;</td>
<td>He said (that) he would have to get his hair cut.</td>
</tr>
<tr>
<td></td>
<td>He said, &quot;You must try that new restaurant.&quot; (advice)</td>
<td>He said (that) I must/should try that new restaurant.</td>
</tr>
<tr>
<td></td>
<td>He said, &quot;You must always lock the door before you leave.&quot; (duty)</td>
<td>He said (that) I must/should always lock the door before I leave/left.</td>
</tr>
<tr>
<td></td>
<td>He said, &quot;You must be tired.&quot; (logical assumption)</td>
<td>He said (that) I must be tired.</td>
</tr>
<tr>
<td></td>
<td>He said to me, &quot;You mustn't enter that room.&quot;</td>
<td>He told me (that) I mustn't/wasn't to/couldn't enter that room or He told me not to enter that room.</td>
</tr>
<tr>
<td><strong>can</strong></td>
<td>He said, &quot;I can help you.&quot;</td>
<td>He said (that) he could help me.</td>
</tr>
<tr>
<td></td>
<td>He said, &quot;I can finish it tomorrow.&quot;</td>
<td>He said (that) he would be able to finish it the following day.</td>
</tr>
<tr>
<td><strong>shall</strong></td>
<td>He said, &quot;Shall I open the door?&quot;</td>
<td>He offered to open the door.</td>
</tr>
<tr>
<td></td>
<td>He said, &quot;What shall I do?&quot;</td>
<td>He asked what he should do.</td>
</tr>
<tr>
<td></td>
<td>He said, &quot;When shall we arrive?&quot;</td>
<td>He asked when they would arrive.</td>
</tr>
<tr>
<td></td>
<td>He said, &quot;I shall be in Wales next week.&quot;</td>
<td>He said he would be in Wales the following week.</td>
</tr>
<tr>
<td><strong>needn't</strong></td>
<td>He said, &quot;You needn't worry.&quot;</td>
<td>She said I didn't need to/didn't have to worry.</td>
</tr>
<tr>
<td></td>
<td>She said, &quot;You needn't give me a lift tomorrow.&quot;</td>
<td>She said I wouldn't have to give her a lift the following day.</td>
</tr>
<tr>
<td><strong>may</strong></td>
<td>He said &quot;It may snow tonight.&quot;</td>
<td>He said it might snow that night.</td>
</tr>
<tr>
<td></td>
<td>He said &quot;You may go.&quot;</td>
<td>He said I could go.</td>
</tr>
</tbody>
</table>

- When must expresses obligation, it changes into had to (when the sentence in direct speech refers to the present) or would have to (when the sentence in direct speech refers to the future).
- When must expresses advice, duty or logical assumption, it does not change or it changes into should.
- mustn't usually remains unchanged or it is expressed by wasn't to/weren't to/couldn't or a negative infinitive.
- can changes into:
  - could when the sentence in direct speech refers to the present.
  - would be able to when the sentence in direct speech refers to the future.
- shall changes into:
  - offered when it expresses willingness to do sth.
  - should when it asks for advice.
  - would when it is used instead of will.
- needn't changes into:
  - didn't need to/didn't have to when the sentence in direct speech refers to the present or remains the same.
  - wouldn't have to when the sentence in direct speech refers to the future.
- may changes into:
  - might when it expresses probability.
  - could when it expresses permission or concession.
3 Rewrite the following sentences in reported speech.

1 The waitress said, "Shall I put the leftover pizza in a doggy bag for you?"

2 My boss said, "You needn't attend the meeting tomorrow."

3 The supervisor said, "You mustn't overlook such a serious mistake again."

4 Margaret said to the airhostess, "When shall we be landing?"

5 Martin said, "I can give you a definite answer next Friday."

6 My lawyer said, "You needn't give me your final answer now."

7 Peter said, "I may not finish my project in time."

8 The chairperson said, "We must meet again on Saturday afternoon."

9 The assistant chef said, "What shall I do with the extra pastry dough?"

10 He said, "You must be very hungry."

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**EXCLAMATIONS - "YES" & "NO" SHORT ANSWERS – QUESTION TAGS**

A Exclamations are introduced in reported speech by exclaim, say or give an exclamation, with an exclamation of surprise/horror/disgust/delight, thank, warn, wish, call etc. They usually become statements when reported and the exclamation mark becomes a full stop.

Direct Speech

She said, "Happy Birthday!"

"Yuk!" she said when she saw the mouldy cake.

He said, "You idiot!"

Reported Speech

She wished me (a) happy birthday.

She gave an exclamation of disgust when she saw the mouldy cake.

He called me an idiot.

B "Yes" and "No" short answers are expressed in reported speech by subject + appropriate auxiliary/ introductory verb.

Direct Speech

"Will you come with me? he said.

"Yes," he said. "Can I have a pay rise?" he said.

"No," the boss replied.

Reported Speech

He asked me if I would go with him and I said I would.

He asked (the boss) if he could have a pay rise and but the boss refused/said he couldn't.

C Question Tags

Question tags are omitted in reported speech. However, we can use the verb remind as a suitable introductory verb in order to retain their effect.

Direct Speech

"This isn't the first time she has made this mistake, is it?" he said.

Reported Speech

He reminded me that it wasn't the first time (that) she had made that mistake.
4 Turn the following sentences into reported speech.

1. "Will you lend me your car?" he said. "No," his father said.

2. "What a wonderful present!" Frances said.

3. "Well done! That was a wonderful performance," she said to them.

4. She said, "Be careful with that knife! It's very sharp!"

5. "Good luck with the test," he said.

6. "That's revolting!" he said when he tasted the soup.

7. "The curry we ate at the restaurant made us ill, didn't it?" Joe said. "It certainly did," Elizabeth replied.

8. "You liar!" she said to him.

9. "Will you remind me to phone Jim later?" he said. "Yes," I said.

INTRODUCTORY VERBS

<table>
<thead>
<tr>
<th>Introductory Verbs</th>
<th>Direct Speech</th>
<th>Reported Speech</th>
</tr>
</thead>
<tbody>
<tr>
<td>agree, claim, demand</td>
<td>&quot;Yes, I'll take the job.&quot;</td>
<td>He agreed to take the job.</td>
</tr>
<tr>
<td>offer + infinitive</td>
<td>&quot;I know the Prime Minister.&quot;</td>
<td>He claimed to know the Prime Minister.</td>
</tr>
<tr>
<td>promise</td>
<td>&quot;I must be informed of your decision now.&quot;</td>
<td>He demanded to be informed of my decision immediately.</td>
</tr>
<tr>
<td>refuse</td>
<td>&quot;Shall I help you?&quot;</td>
<td>He offered to help me.</td>
</tr>
<tr>
<td>threaten</td>
<td>&quot;I will write to you next week.&quot;</td>
<td>He promised to write to me the next/ following week.</td>
</tr>
<tr>
<td>advise, allow, ask, beg, command, encourage, forbid, instruct</td>
<td>&quot;No, I won't tell you the answer.&quot;</td>
<td>He refused to tell me the answer.</td>
</tr>
<tr>
<td>invite, order, permit, remind, urge</td>
<td>&quot;Slow down or I'll get out of the car.&quot;</td>
<td>He threatened to get out of the car if I didn't slow down.</td>
</tr>
<tr>
<td>warn, want</td>
<td>&quot;You should see a doctor.&quot;</td>
<td>He advised me to see a doctor.</td>
</tr>
<tr>
<td></td>
<td>&quot;You can leave early.&quot;</td>
<td>He allowed me to leave early.</td>
</tr>
<tr>
<td></td>
<td>&quot;Please, don't shout at me.&quot;</td>
<td>He asked me not to shout at him.</td>
</tr>
<tr>
<td></td>
<td>&quot;Please, please, don't punish me.&quot;</td>
<td>He begged me not to punish him.</td>
</tr>
<tr>
<td></td>
<td>&quot;Turn around!&quot;</td>
<td>He commanded her to turn around.</td>
</tr>
<tr>
<td></td>
<td>&quot;Go on, buy yourself a new car!&quot;</td>
<td>He encouraged me to buy a new car.</td>
</tr>
<tr>
<td></td>
<td>&quot;You mustn't talk during the test.&quot;</td>
<td>He forbade us to talk during the test.</td>
</tr>
<tr>
<td></td>
<td>&quot;Turn left at the traffic lights.&quot;</td>
<td>He instructed me to turn left at the traffic lights.</td>
</tr>
<tr>
<td></td>
<td>&quot;I'd like you to come to my wedding.&quot;</td>
<td>He invited me (to go) to his wedding.</td>
</tr>
<tr>
<td></td>
<td>&quot;Stop talking at once!&quot;</td>
<td>He ordered me to stop talking.</td>
</tr>
<tr>
<td></td>
<td>&quot;You may enter the palace.&quot;</td>
<td>He permitted me to enter the palace.</td>
</tr>
<tr>
<td></td>
<td>&quot;Don't forget to post the letters.&quot;</td>
<td>He reminded me to post the letters.</td>
</tr>
<tr>
<td></td>
<td>&quot;Think about it very seriously.&quot;</td>
<td>He urged me to think about it very seriously.</td>
</tr>
<tr>
<td></td>
<td>&quot;Don't believe a word.&quot;</td>
<td>He warned me not to believe a word.</td>
</tr>
<tr>
<td></td>
<td>&quot;I'd very much like you to come.&quot;</td>
<td>He very much wanted me to go.</td>
</tr>
</tbody>
</table>
5a Grammar: Reported Speech

<table>
<thead>
<tr>
<th>Verb phrase</th>
<th>Reported Speech Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>accuse sb of</td>
<td>&quot;You lied to me.&quot;</td>
</tr>
<tr>
<td>admit (to)</td>
<td>&quot;Yes, I'm the culprit.&quot;</td>
</tr>
<tr>
<td>apologise for</td>
<td>&quot;I'm sorry I missed the meeting.&quot;</td>
</tr>
<tr>
<td>deny</td>
<td>&quot;I didn't lose the tickets.&quot;</td>
</tr>
<tr>
<td>insist on</td>
<td>&quot;You must let me help you.&quot;</td>
</tr>
<tr>
<td>suggest</td>
<td>&quot;Let's go to the park!&quot;</td>
</tr>
<tr>
<td>complain to sb about + -ing form/noun</td>
<td>&quot;You're always late to work!&quot;</td>
</tr>
<tr>
<td>agree claim</td>
<td>&quot;Yes, it is a foolish idea.&quot;</td>
</tr>
<tr>
<td>complain</td>
<td>&quot;You never listen to me.&quot;</td>
</tr>
<tr>
<td>deny exclaim</td>
<td>&quot;No, I didn't see the accident.&quot;</td>
</tr>
<tr>
<td>explain</td>
<td>&quot;Cheating in exams is a very serious matter.&quot;</td>
</tr>
<tr>
<td>inform sb</td>
<td>&quot;The cheque for the car is in the post.&quot;</td>
</tr>
<tr>
<td>promise</td>
<td>&quot;I'll be very careful.&quot;</td>
</tr>
<tr>
<td>suggest</td>
<td>&quot;You ought to try harder.&quot;</td>
</tr>
<tr>
<td>remind sb</td>
<td>&quot;Remember you're on a diet.&quot;</td>
</tr>
<tr>
<td>warn sb</td>
<td>&quot;That water's hot!&quot;</td>
</tr>
<tr>
<td>explain to sb + why/how + clause</td>
<td>&quot;That's how I recognised the film star.&quot;</td>
</tr>
<tr>
<td>wonder where/what/why/how + clause</td>
<td>He asked himself, &quot;Why is she unhappy?&quot;</td>
</tr>
<tr>
<td>wonder where/what/how + infinitive (when the subject of the infinitive is the same as the subject of the verb)</td>
<td>He asked himself, &quot;Where shall I buy her present?&quot;</td>
</tr>
</tbody>
</table>

5 Rewrite the following sentences in reported speech, using an appropriate introductory verb.

1. "Would you like to come to a show with me tonight?" he said.
   He asked her, "Would you like to come to a show with me tonight?"

2. "Shall we buy some new furniture for the study?" she said.
   She asked him, "Shall we buy some new furniture for the study?"

   She wondered why he was unhappy.

4. "I'll give you the money back tomorrow," she said.
   He promised, "I'll give you the money back tomorrow."

5. She asked herself, "When shall I see him again?"
   He wondered when she would see him again.

6. "Give us the money or we'll reveal your secret," the blackmailers said to her.
   He warned her that they would reveal her secret.
5a Grammar: Reported Speech

In everyday conversation, we use a mixture of statements, commands and questions. When changing them into reported speech, we can connect them with the following linkers: and, as, adding that, and he added that, because, but, since, and he/she went on to say, and he/she continued, explaining that etc or the introductory verb in present participle form. Language features such as oh, well etc, which are used in direct speech, are omitted in reported speech.

Direct Speech
“Oh, it’s very cold,” he said. “Shall I close the window?”
“He can’t come,” she said. “He has a meeting.”
“Why don’t you buy a Mini?” he said.
“They’re very economical to run.”

Reported Speech
He remarked that it was very cold and offered to close the window. (Oh is omitted.)
She said that he couldn’t go as/because/since he had a meeting.
He suggested that I should buy a Mini, explaining that they are/were very economical to run.

MIXED TYPES OF REPORTED SPEECH

6 Turn the following into reported speech.

1 “I know that John’s an adventurous businessman,” Paul said. “I’d never have expected him to get mixed up with such a notorious firm, though.”

2 “When I first came here,” Susan said, “I had a hard time with the language, but now that I’ve been here for five years, I find I can communicate without any difficulty.”

3 She went on to say, “I usually only teach beginners classes but since we’re understaffed at the moment, I have to take an advanced class too.”

4 “I hope,” he said, “that you’ll consider taking over the shop when I retire as you’ve developed an excellent eye for antiques. And that’s quite a compliment, I assure you, coming from me.”
5a Grammar: Reported Speech

5  "Who are you going to leave the house to?" I asked my uncle. "Perhaps," I went on, "you should leave it to Sarah as she seems to be the most attached to it."

6  "Don't imagine that just because I've criticised you, I don't think you're a good musician," he said to me. "With enough practice, I have no doubt that you will be able to work as a professional."

7  "Is he going to accept the job offer," she asked, "or will he just continue to stagnate here until it's time for him to retire?"

8  "I've heard her say that she may give up her job and open a restaurant," he said. "She's certainly a good enough cook to do it."

9  "I needn't have bothered to buy a new tyre," she said, "as I didn't have to change the old one after all."

10 "I couldn't believe my ears when I heard they'd split up," she said to me. "Could you phone Jane to see if it's really true?"

11 "Oh, it looks as if we'll have to cancel the meeting since Julia is going to be away," he said. "Do you know when she'll be back?"

12 "What do you think about going to a new restaurant tonight?" he said to his wife. "I've just read about one that's meant to be very good."

13 "By the way, if anyone rings while I'm out," she told her secretary George, "please take a message and tell them that I won't be here until tomorrow afternoon."

14 "I might be able to come," he said to Sarah, "although I won't be able to let you know until tomorrow."

15 "Shall I pass on the news to the staff?" I asked him, "or would you prefer I didn't until you've had a chance to confirm it with the boss?"

16 "All right, I made a terrible mistake, but I really didn't do it on purpose," she said.
7 Rewrite the following dialogue in reported speech.

Mr Jones: Mr Smith, would you come into my office, please?
Mr Smith: Certainly, sir.
Mr Jones: Look, we have a problem with the office Christmas party. Mrs White was organising it, but she has been taken ill.
Mr Smith: Would you like me to arrange it instead?
Mr Jones: That would be wonderful! And you'll definitely get a gift basket for yourself and your wife for your extra work.

8 Rewrite the following passage in direct speech.

The postman asked Mr Wood to sign for the parcel, explaining that it had been sent by Recorded Delivery. Mr Wood exclaimed that it was the gardening book he had been waiting for, and wondered whether the postman was interested in gardening. The postman said that he was very keen on it and that he had a very large garden that was difficult to look after. He asked if Mr Wood could give him any advice on the subject, and Mr Wood offered to lend him the book. The postman accepted his offer gladly and thanked him.

9 Choose the correct item.

1. "What lie did Liz tell you this time?"
   "She claimed ...... before she was two."
   A that she could write   C about writing
   B to writing              D that she write

2. "What was Bob yelling about?"
   "He warned ...... touch that wire."
   A me to not               C that I don't
   B that I not              D me not to

3. "So, how is Anne getting to the airport?"
   "She said that her brother ......... her a lift."
   A would have given        C should give
   B would give               D could be given

4. "Did they find out who had taken the money?"
   "Yes. Robert finally admitted ......... it all."
   A to spend                C to have spent
   B have spending           D to having spent

5. "Why do you look so upset?"
   "Mum refused ......... after my flat while I'm away."
   A my looking              C to looking
   B to look                 D me to look

6. "What did the dietician say to Angela?"
   "He advised ......... down on fats or she would develop heart problems in later life."
   A to cut                 C her to cut
   B that she cuts          D her cut

7. "What did Ivan suggest?"
   "He suggested ......... on an excursion tomorrow."
   A going                  C we to go
   B us to go               D to going

8. The firefighter ordered ......... the building at once.
   A to everyone evacuating C to be evacuated
   B everyone to evacuate   D evacuating

9. "What's the matter with Terry and Paula?"
   "They said that if the business continued to do so badly, they ......... sell the house."
   A would have to          C had to
   B must                   D should

10. "How did Gina react when you arrived at her surprise birthday party?"
    "She exclaimed ......... a wonderful surprise."
    A to be                    C being
    B that it was              D to being
10 Rewrite the following dialogue in reported speech.

Sally: I'm sorry to bother you, Jackie, but I've run out of sugar. Do you think I could borrow some?
Jackie: Yes, of course. Brown or white?
Sally: I'd rather have white. Do take some money for it, please.
Jackie: Don't be silly! I won't accept any money.
Sally: Well, all right, if you insist. What about me buying you some more tomorrow?

11 Rewrite the following passage in direct speech.

The doctor told Mr Green to sit down and tell him what was wrong. Mr Green replied that his knee hurt when he walked and he complained it was keeping him awake at night. The doctor asked him to roll up his trousers and explained that he needed to examine his knee. Mr Green enquired whether it was anything serious, and the doctor assured him that he had just strained a muscle and advised Mr Green to rest his leg, adding it would be better in a few days. The doctor warned him not to walk on it, otherwise he could do some permanent damage to it.

12 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. "I don't approve of people who tell lies," he said. disapproval
   He ........................................ tell lies.
2. She refused to go to bed until she had seen her favourite soap opera. insisted
   She ........................................... she went to bed.
3. "Should I ask for help or do it myself?" Jeff wondered. himself
   Jeff ........................................... do it himself.
4. "No, I didn't laugh at him," Danny said. laughed
   Danny ............................................. at him.
5. "That's the way the radiator should be installed," the shopkeeper said to us. how
   The ........................................... install the radiator.
6. "Let's go to the planetarium next Saturday," he said. going
   He .............................................. Saturday.
7. "The food is awful here," George said. about
   George ........................................ there.
8. "Honestly, I will wash up for you this evening," Max told his mother. do
   Max ........................................ evening.
9. "I'd really like it if you could come sailing with us," Terry said to me. me
   Terry ........................................ with them.
10. "Shall I help you with your research?" Jenny said. to
    Jenny ........................................ research.
13 Read the text below and think of the word which best fits each space. Use only one word in each space.

TRUFFLES

Of the hundreds of different types of mushrooms that are regularly consumed in the world, 0) one in particular is prized 1) ................. all others: the truffle. At first sight, you could be forgiven for doubting the truffle's worthiness of its title 'king of the mushrooms'. Round, warty, and irregular in shape, truffles look 2) ..................... but appetising. But get past the deceptive appearance and an intense aroma and superb flavour awaits you.

Truffles, which 3) ..................... all mushrooms are fungi, grow underground in close association with the roots of certain species of tree. Although found in many countries around the world, truffles are extremely rare as environmental conditions must be just right in order for them to grow. The rarity of truffles, 4) ..................... with the fact that pigs or dogs are needed to sniff 5) ..................... their subterranean locations, explains their exorbitant price: typically around $2,000 per kilogram.

Because the conditions needed for truffles to thrive are exceptionally difficult to reproduce commercially, most truffles bought and sold today are harvested from the wild. Many varieties of truffle exist, but black and white truffles – from France and Italy 6) ..................... are the most sought 7) ..................... Because these truffles are in such high demand, many fraudulent dealers buy inferior truffles and colour them in order to pass them 8) ..................... as black or white truffles. In order to guarantee the authenticity of a truffle, it must be bought from a reliable dealer with an established reputation. To best enjoy truffles, they should be eaten fresh and uncooked shortly after being harvested, as the strength of their flavour decreases rapidly with time.

PHRASAL VERBS 1

14 Look at Appendix 1 and fill in the blanks with one of the prepositions or adverbs from the box below.

- out of - off - into - for - back - on - up - down on - in - out - at - up on

0 The government has decided to cut back expenditure on health services.
1 He was cheated ..................... his full holiday entitlement due to a change in company policy.
2 I truly feel ..................... you in your terrible misfortune.
3 The interviewer kept cutting ..................... when the Minister was trying to answer the question.
4 Sales of houses have dropped ..................... considerably this year.
5 She's trying to get on with her schoolmates but she doesn't really fit ..................... .
6 Their house was cut ..................... from the village by the flooding river.
7 Winter is coming. It's getting darker and the days are really starting to draw ..................... .
8 He had to draw ..................... his savings to pay his rent after he was made redundant.
9 I wish you wouldn't fly ..................... me like that every time I make a mistake.
10 The limousine drew ..................... in front of the theatre and the actress got out.
11 Yes, I've already heard the news. Simon dropped ..................... to tell me this morning.
12 During the power workers' strike the electricity was cut ..................... at regular intervals.
13 He was forced to drop ..................... college when his father died.
14 The unforeseen expense on the new house ate ..................... my savings, but it was worth it.
15 He was told to cut ..................... sugar and fat or he would suffer serious health problems.
16 This composition would be better if you cut ..................... the second paragraph.
17 They've fitted ..................... their kitchen with new cupboards.
18 She drew the lecture ..................... to nearly three hours although it was only supposed to last an hour.
19 We'll have to organise a union meeting if we want to head ..................... a strike.
20 Could you check ..................... the children and see what they're up to?
15 Match the phrasal verbs in bold with the definitions given.

0 The soldiers fell back when the enemy appeared on the horizon.
1 During the war many men joined up in order to defend their country.
2 She fell back on her own ingenuity when all else failed.
3 John fell for Susan at first sight. They got married a month later.
4 The roof of the house fell in during the earthquake.
5 To avoid an argument, she fell in with her husband’s plans.
6 When Tom saw the food, he fell on it and ate it greedily.
7 Attendance has greatly fallen off during the Christmas period.
8 They always fall out with each other over the household accounts.
9 Their holiday plan fell through when the children became ill.

0 a to fall in love with sb
1 b to decline
2 c to agree with
3 d to fail to happen
4 e to retreat
5 f to quarrel
6 g to collapse
7 h to attack
8 i to enlist in the army
9 j to turn to sth for help

16 Look at Appendix 2 and explain the following idioms/fixed phrases in bold.

1. Linda must be lacking in grey matter if she can’t understand this.
2. She has lived here so long that she knows the town like the back of her hand.
3. Would you hold your horses and stop complaining? I’ll be ready as soon as I can!
4. All the praise he’s got from his teachers has gone to his head; now he thinks he’s the best student in the school.
5. I’d appreciate it if you could lend me a hand with these bags; I can’t carry them all by myself.
6. Kristina had her hands full after giving birth to triplets.
7. When he failed the exam for the third time, he lost heart and decided not to try again.
8. Mary is hand in glove with her supervisor, and as a result knows everything that’s going on in the office.
9. When they heard the sound of police sirens, the burglars took to their heels and managed to escape.
10. I heard the news straight from the horse’s mouth; John himself told me he was planning to change jobs.
11. I didn’t tell him my plans; I know he’s incapable of keeping things under his hat.
12. He has so much time on his hands now that he’s retired that he’s taken up several new hobbies.
13. As the politician hadn’t had the chance to prepare a speech, he had to deliver one off the cuff.
14. She had her heart in her mouth all the time the firemen were trying to rescue her child from the building.
15. A torch comes in handy when you go on a camping trip.
16. Talking this matter over again is just flogging a dead horse; we don’t have anything new to discuss.
17. Someone is going to have to do something about the violence at football matches before the situation completely gets out of hand.
18. You have to try ice-skating a number of times before you get the hang of it.
19. You should be careful about criticising her as she always takes it to heart.
20. She was a bit of a dark horse; nobody knew she was a published poet.
17 Fill in the blanks with one of the idioms/fixed phrases above.

0 George has so many irons in the fire that if he decides not to accept the sales job he has the pick of at least seven other positions.

1 It’s your own fault you got the sack; now you will have to ..............................................................

2 When someone threatened to report him to the police, Peter was out of the house ...........................................

3 Having worked for the firm for years, she knew all the ......................................................... of company policy.

4 The children who broke the window will ............................................................. when their father finds out.

5 When she introduced her two friends, she tried to ............................................................. by mentioning the interests they had in common.

6 Our neighbours do their best ............................................................. by buying the latest model car and most expensive furniture.

7 She ................................ cooking a three-course dinner for fifteen people.

8 He was ................................ at the party as he didn’t know anyone who was there.

18 Look at Appendix 5 and fill in the blanks with the correct preposition.

0 You should not use aerosols because they’re harmful to the environment.

1 Surgeons operated ...................... her last night; her condition is said to be satisfactory.

2 The teacher was deaf ................. Nick’s explanation of why he hadn’t done his homework.

3 It was so cold in the tent that the children had to huddle up ...................... to keep warm.

4 She haggled ...................... the shopkeeper over the price of the souvenir.

5 We still haven’t heard ...................... the insurance company about our claim.

6 Commuters found themselves faced ...................... a lengthy public transport strike.

7 I’ve received an invitation ...................... the annual nurses’ conference in Glasgow.

8 Mr Smith is becoming increasingly impatient ................. this class as they never pay attention.

9 I’m indebted ...................... my husband for his support in my new business venture.

10 The computer in the reception is inferior ...................... the one in my office.

11 He says he’s feeling a bit ................. colour today.

12 ...................... regard to your request, I’m afraid there’s nothing I can do about it.

13 She wasn’t allowed in the cinema because she was ...................... age.

14 The castaways were stranded ...................... an island for nearly a week.

15 He is a solicitor ...................... profession.

16 This coat was ...................... a sale when I bought it so it was very cheap.

17 He is ...................... arrears with his loan repayments.

18 I will lend you the money ...................... condition that you pay it back within the month.

19 Strawberries are only ...................... season in May and June.

20 He is an expert ...................... name only; he actually knows very little about the subject.
19 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. Everyone was in a deep sleep when the fire started. **sound**
   Everyone ..................................................... broke out.

2. She doesn't know whether she should marry him. **minds**
   She ............................................................. him.

3. She sued the newspaper as the article they'd written about her had damaged her reputation. **injurious**
   She sued the newspaper as ........................................... her reputation.

4. Seeing the damage to his car, Jerry became furious. **beside**
   Jerry ............................................................. he saw the damage to his car.

5. He was dismissed for neglecting his work. **led**
   His ............................................................. dismissal.

6. She looks exactly like her mother. They could be taken for twins! **exact**
   She's ............................................................. her mother.

7. His illness was serious but he managed to recover from it. **of**
   In ............................................................., he managed to get over it.

8. They promised me they would come. **word**
   They ............................................................. come.

9. The occasional cream cake won't do you any harm. **now**
   A ............................................................. won't do you any harm.

10. He resented the way she spoke to him. **exception**
    He ............................................................. she spoke to him.

11. There is a bus to the station every half hour on Saturdays. **intervals**
    There is a bus to the station ........................................... on Saturdays.

12. We found her manner rather off-putting. **by**
    We ............................................................. her manner.

13. No matter how much he was criticised, his confidence was not affected. **amount**
    No ............................................................. his confidence.

14. Jane goes abroad a lot in the course of her job. **involves**
    Jane's ............................................................. abroad.

15. How will the changes affect the company? **implications**
    What ............................................................. the company?

16. They have no idea why Lena resigned. **mystery**
    It's ............................................................. Lena resigned.

17. They should have given us more time to finish the work. **insufficient**
    We ............................................................. to finish the work.

18. The concert was cancelled because of the strike. **resulted**
    The strike ............................................................. cancelled.

19. I happened to see James as he walked past the door. **caught**
    I ............................................................. he walked past the door.

20. He made an attempt to solve the equation, but he couldn't do it. **go**
    He ............................................................., but he couldn't do it.
**Fixed Phrases**

- **gain ground:** make progress/become more popular
- **beat sb at their own game (Inf):** to use an opponent's tactics/methods to defeat them
- **give the game away:** reveal a secret or one's feelings
- **throw down the gauntlet:** challenge sb
- **gild the lily:** spoil sth beautiful by additions
- **fit like a glove:** fit perfectly
- **move the goalposts:** change the rules or demands of a situation
- **have a lot going for you:** have a lot of things in your favour
- **as good as:** practically, very nearly
- **up for grabs (Inf):** available to those who are interested
- **dig one's own grave:** cause one's own failure
- **grind to a halt:** slowly stop/come to an end
- **come/get to grips with:** consider seriously and start to take action
- **get off the ground:** begin or start functioning
- **come to grief:** be unsuccessful
- **make a go of it/sth:** have some success
- **for good:** permanently
- **stick to one's guns:** keep to your opinion

---

**20 Complete the sentences using one of the fixed phrases in an appropriate form.**

1. For a new invention ......................................................... a lot of time and money are needed.
2. If you are computer literate, you ......................................................... in the workplace nowadays.
3. When inflation reached double figures, the government had to ........................................... the problem.
4. The new Pension Act .............................................................. eliminates some of the basic rights of pensioners.
5. You'll ..................................................... if you keep dropping hints about Peter's surprise birthday party.
6. The patient was told that he ......................................................... with his unhealthy diet.
7. The lawyer knew that to win his case he had ......................................................... the prosecuting counsel ...........................................
8. All Sue's efforts to keep the business going ........................................... and she was forced to declare herself bankrupt.
9. Their marriage had its difficulties, but they ......................................................... for the sake of her children.

**21 Choose the correct item.**

1. For busy people in today's society, lifestyle management is gaining ...........................................
   - A points  
   - B speed  
   - C ground  
   - D terrain

2. We at Buyrite throw down the ....................................... to competitors to match us for price, quality and service.
   - A mittens  
   - B gauntlets  
   - C sword  
   - D hat

3. Every time the government meets their demands, the union leaders move the ...........................................
   - A lamp posts  
   - B goalposts  
   - C bus stops  
   - D roadblocks

4. The designer is averse to gilding the ..................................., preferring clean, simple lines for his creations.
   - A lilies  
   - B roses  
   - C daisies  
   - D daisies

5. During pioneer days a lot of land in the United States was up for ...........................................
   - A gain  
   - B taking  
   - C promotion  
   - D grabs

6. With fuel in short supply, machinery in the factory slowly ground to a(n) .............................................
   - A halt  
   - B finish  
   - C pause  
   - D end

7. This lovely new dress fits like a ...........................................
   - A treat  
   - B gauntlet  
   - C gown  
   - D glove

8. The teacher was adamant and stuck to his ................................ about the date of the final exam.
   - A weapons  
   - B guns  
   - C thumbs  
   - D neck

9. David decided that smoking was ruining his health and so gave it up for ...........................................
   - A all  
   - B always  
   - C good  
   - D once
22 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

HEALING FLOWERS

From time 0) Immemorial, flowers have cast a spell on mankind, as the human senses are powerfully affected by beauty and fragrance. Although we primarily appreciate flowers for the 1) .................................. effects they have on our psyche, many contain compounds that can influence our physical 2) .................................. . The bright yellow star-shaped flowers of St. John's wort, for example, have been used for centuries to treat cuts and burns, as they contain compounds with 3) .................................. properties. Likewise, calendula blossoms have been used since Roman times to heal wounds because they contain substances that reduce 4) .................................. . Marigold is a good all-purpose healer, especially potent for skin problems, throat disorders and poor 5) ..................................; and echinacea flowers are known to help fight off certain viral infections, especially the common cold. In recent studies, the pink and white flowers of the hawthorn tree have been shown to improve the symptoms of heart disease, including shortness of breath, fluid 6) .................................. and fatigue. And tea made from chamomile flowers is a favourite to help to ease indigestion and other gastrointestinal complaints. The incredible 7) .................................. properties of flowers have been exploited by humans for millennia. Botanists believe there are probably more than a quarter of a million species of 8) .................................. plant in the world. As mankind continues to investigate the healing powers of flowers, doubtless many more will make their way into our medicine cabinets.

23 Fill in lost, stray.

0 lost money 1 .................. dog 2 .................. property 3 .................. opportunity 4 .................. bullet 5 .................. cat 6 .................. child 7 .................. hope 8 .................. youth 9 .................. lock of hair

24 Fill in produce, generate.

1 .................. cars in a factory 2 .................. discussion 3 .................. new jobs 4 .................. warmth/power 5 .................. offspring 6 .................. bad feelings 7 .................. a play

25 Fill in the collocational grid.

<table>
<thead>
<tr>
<th>fake</th>
<th>counterfeit</th>
<th>forged</th>
<th>mock</th>
<th>false</th>
</tr>
</thead>
<tbody>
<tr>
<td>money</td>
<td>fur</td>
<td>cream</td>
<td>painting</td>
<td>pears</td>
</tr>
</tbody>
</table>
26 Choose the correct item.

1. I hate the way Tony .......... around looking so self-important.
   A struts  B scampers  C slithers  D slinks

2. The dog .......... under the table when I shouted at him for eating my steak.
   A slithered  B slunk  C strutted  D scampered

3. Rosie the kitten .......... playfully around with a ball.
   A slunk  B strangled  C slithered  D scampered

4. A long, green snake .......... through the grass and disappeared.
   A strangled  B slunk  C straited  D scampered

5. She tried to .......... Tom’s importance to the company in order to gain a promotion for herself.
   A diminish  B shrink  C slurk  D scamper

6. Due to inflation, my savings have gradually .......... to practically nothing.
   A fallen  B dwindled  C reduced  D rejected

7. My new pullover .......... to half its previous size when I washed it.
   A shrank  B reduced  C diminished  D dwindled

8. I need to .......... my weight by about ten kilos for health reasons.
   A reduce  B diminish  C dwindle  D shrink

9. I don’t think you’re suitably .......... for this party.
   A clothed  B clad  C wearing  D dressed

10. The mountains were .......... in thick cloud.
    A clothing  B clothed  C dressing  D dressed

27 Read the text below and decide which answer (A, B, C or D) best fits each gap.

CORALS

Many of the most endangered coral species around the world are .......... severe pressure from the aquarium trade. Corals are notoriously hard to .......... in captivity and therefore the trade is still .......... dependent on harvesting from the wild. Trade in coral and coral reef species is substantial. An estimated 30 million fish and 1.5 million live stony corals are removed from seas around the world every year. The aquarium industry targets some 1,500 species of reef fish. Many die .......... transit, leading collectors to gather even more animals to .......... for their losses. Furthermore, many of the fish taken for the aquarium trade are captured using cyanide and other poisons. The result, more often than .........., is consumer fraud: aquarium fanciers frequently buy fish that are in the .......... of dying from the poisons used to capture them. Sadly, international law has failed, and continues to fail, to protect coral reefs and tropical fish from being .......... by a growing collectors market. The 21st century will be the most important in the existence of coral reefs over the past 5,000 to 10,000 years. Humans will make important decisions (either intentionally or by indecision) that will .......... the fate of these fragile and crucially important ecosystems.

0 A undergoing  B in  C having  D under
1 A propagate  B proliferate  C manufacture  D fabricate
2 A adequately  B closely  C heavily  D amplify
3 A through  B in  C via  D over
4 A settle  B counteract  C compensate  D offset
5 A not  B follows  C choice  D so
6 A manner  B process  C way  D action
7 A cut  B reduced  C decimated  D lessened
8 A choose  B decide  C validate  D verify
28 Read the text below and choose the correct answer (A, B, C, or D).

CHARCUTERIE

Charcuterie is the ancient art of preparing cooked meats, especially pork, and 0) ... \( \ldots \) ... them into cured hams, pates, terrines, sausages and other such 1) \( \ldots \) ... delicacies. This ancient 2) \( \ldots \) ... method was first developed by the Romans but found its apotheosis in medieval France. France today still produces the best charcuterie in the world and the various food items produced in French charcuteries are highly 3) \( \ldots \) ... by nearly all the world's 4) \( \ldots \) ... gastronomes. There can be little doubt that charcuterie was first developed as a way of preserving meat long before the 5) \( \ldots \) ... of refrigeration. The main preservative was salt and the use of drying and smoking techniques to 6) \( \ldots \) ... moisture from the meats and thus ensure a much longer 1) \( \ldots \) ... life. Today, though there is no need to cure meats so that they keep longer, charcuterie products are still as popular as ever. This is not so surprising when you consider that master charcutiers have had hundreds of years to perfect the flavours and seasonings to 8) \( \ldots \) ... the tastebuds and palate of food lovers everywhere.

0 A turning  
1 A sought-after  
2 A nutritious  
3 A decorated  
4 A essential  
5 A entrance  
6 A extract  
7 A cupboard  
8 A cox

B changing  
B looked-after  
B gastronomical  
B rewarded  
B leading  
B passage  
B withdraw  
B shelf  
B lure

C shaping  
C cared-for  
C culinary  
C honoured  
C paramount  
C crossing  
C elicit  
C table  
C tempt

D bringing  
D open-mouthed  
D nutritional  
D prized  
D key  
D advent  
D delete  
D rack  
D attract

29 Read the text below and think of the word which best fits each space. Use only one word in each space.

SMALL TALK

It's often said the British talk about the weather more than any other nationality in the world. Some people even go 0) \( \ldots \) ... far as to claim that they talk about little 1) \( \ldots \) ... But while it may seem that the British 2) \( \ldots \) ... have an undue obsession with the weather, the fact is, climatic conditions are a common topic of conversation all around the world. This is hardly surprising. After all, the weather is one of the few things that we all have in common, and it influences us profoundly. It affects our 3) \( \ldots \) ... of mind, our daily activities, our weekend plans, and more.

But that's only part of the story. There's really a lot 4) \( \ldots \) ... to it than that. In Britain, conversations about the weather are usually not really about the weather at all. The British use comments about the weather to 5) \( \ldots \) ... the ice in social situations, fill awkward or uncomfortable silences during conversations or, simply, as a greeting. Remarks like 'Nice day, isn't it? ', 'Ooh, isn't it hot?' and 'Looks 6) \( \ldots \) ... rain, no?' are not requests for meteorological data. Rather, they are ritual greetings used to indicate someone wishes to engage you in conversation; they are conversation fillers when a person is stuck 7) \( \ldots \) ... something to say; or they are simply signs of friendliness. Learners of the English do 8) \( \ldots \) ... to understand the fundamental function remarks about the weather serve in British social interaction.
30 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

LAKE VICTORIA

Lake Victoria is the largest of all Africa's lakes and the second largest freshwater lake in the world. Situated in East Africa, its 0) extensive surface is shared by three countries: Uganda, Tanzania and Kenya.

Sadly, Lake Victoria is at the centre of a perfect storm of environmental crises today. Millions of litres of 1) ........................................... sewage and industrial waste flow into Lake Victoria every week, fouling its waters. Agricultural 2) ..................................... into the lake is high and excessive 3) .............................................. of natural vegetation along its shoreline has affected its ecology. A booming fish export industry has lead to the extinction of many of the lake's fishes, and exploding algae blooms now regularly suffocate the lake's flora and fauna. Water hyacinth has become a major 4) .............................................. plant species. Even Lake Victoria's circumference is shrinking. The reason? Lake Victoria is unique in that most of its water (some 80%) comes from 5) .............................................. falling directly onto its surface, not water from inflowing rivers and streams. Thus, Lake Victoria is highly vulnerable to global warming. Any decrease in 6) .............................................. causes this incredibly shallow lake (the average depth is just 80 metres) to shrink in size.

The problems that affect Lake Victoria are so severe that there is consensus amongst scientists that, unless action is taken soon, this much-needed body of water will cease to sustain life or even dry up completely. Over thirty million people's lives are 7) .............................................. from that of Lake Victoria's, making this one of the world's worst 8) .............................................. environmental disasters.

31 Complete the second sentence so that it has a similar meaning to the first, using the word given. Do not change the word given. Use between three and eight words, including the word given.

0 Nobody spoke when the teacher asked who the culprit was.
   remained
   Everyone remained silent when the teacher asked who the culprit was.

1 The lecturer is an expert on modern art.
   wide
   The lecturer .............................................. art.

2 He behaved in an incomprehensible way at the party.
   beyond
   His behaviour .............................................. comprehension.

3 I consider him my worst enemy.
   look
   I .............................................. enemy.

4 Mary is bound to pass her exam.
   foregone
   It .............................................. her exam.

5 Len tried to do the exercise, but without success.
   matter
   No .............................................. do the exercise.

6 Only Paul succeeded in acquiring high grades.
   failed
   Everyone .............................................. high grades.
ADJECTIVES

Adjectives describe people, places, things, ideas, etc. They have only one form in singular and plural, and can be placed before nouns or after verbs such as appear, keep, make, feel, sound, smell, look, taste, etc.

She is a pretty girl.  It smells horrible.
They are hard-working students.  Keep quiet, please!

Most common adjectives (large, long, heavy, late, etc.) do not have a particular ending. However, there are certain common endings for adjectives which are formed from nouns and verbs. These are:

- -able fashionable - -ous courageous - -ist racist
- -al classical - -esque picturesque - -less careless
- -ant petulant - -ful careful - -like businesslike
- -ar angular - -ian Canadian - -ly friendly
- -ary imaginary - -ible possible - -ory introductory
- -ate fortunate - -ic historical - -ous famous
- -en wooden - -ical historical - -some quarrelsome
- -ent dependent - -ious hilarious - -y lucky
- -ean Shakespearean

The most common prefixes used with adjectives are:

- a- amoral
- ab- abnormal
- anti- anti-aircraft
- dis- dishonest
- extra- extracurricular
- hyper- hypersensitive
- il- illegal
- im- impossible
- in- intolerant
- ir- irregular
- mal- malnourished
- non- non stop
- over- overgrown
- post- postmodern
- pre- premature
- pro- pro-American
- sub- subtropical
- super- superhuman
- un- untrue
- under- undermanned

1 Write the adjectives made from the following words.

<table>
<thead>
<tr>
<th>day</th>
<th>rust</th>
<th>energy</th>
</tr>
</thead>
<tbody>
<tr>
<td>victory</td>
<td>accident</td>
<td>sun</td>
</tr>
<tr>
<td>base</td>
<td>responsibility</td>
<td>hesitate</td>
</tr>
<tr>
<td>fear</td>
<td>affection</td>
<td>circle</td>
</tr>
<tr>
<td>use</td>
<td>life</td>
<td>glory</td>
</tr>
<tr>
<td>beauty</td>
<td>fool</td>
<td>humour</td>
</tr>
</tbody>
</table>

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

1 I was told that the information I was looking for was classified and ........................................ to the public.
2 His ...................................... business methods have gained him a bad name.
3 Jane's ...................................... behaviour towards her superiors led to her dismissal from the job.
4 The manager was so ...................................... with his work that he failed to notice me standing there.
5 The child was emaciated and ...................................... after being abandoned by its parents.
6 "Her hand writing is ......................................; how does she expect me to read it?"
7 Special schools are recommended for ......................................, children.
8 The city of Hong Kong is known to be noisy, ...................................... and polluted
Notes on Adjectives

• **Compound adjectives** are formed with:

  - present participles
  - past participles
  - cardinal numbers + nouns
  - prefixes and suffixes
  - well, badly, ill, poorly + participles

  **Example:**
  - long-standing debt, long-playing record
  - self-employed carpenter, candle-lit restaurant
  - one-year-old girl, three-day course, a £30 pair of shoes
  - non-stop show, waterproof watch
  - well-paid clerk, ill-fitting shirt, poorly-paid assistant

• Some adjectives ending -ly look like adverbs (friendly, motherly, lonely, lovely). These adjectives form their adverbs by adding the word **way/manner/fashion**. She behaved **in a very friendly way/manner/fashion**.

• Some adjectives such as **poor, late** and **old** have different meanings, according to where they are placed in the sentence.
  - **My grandfather is very old**. (in years)
  - **Tony is an old friend of mine**. (I've known him for a long time)

• Certain adjectives can be used with the **to** to represent a group as a whole:

  - the rich, the dead, the young, the unemployed, the homeless, the blind, etc

• Present and past participles can be used as adjectives.

  **Present participles** describe the **quality** of a noun.
  - annoying behaviour (What kind of behaviour? annoying)
  - Past participles describe how the subject feels.
  - annoyed teacher (How does the teacher feel? annoyed)

• Nouns describing materials, substances, purpose, and use can be used as adjectives, but they do not have comparative or superlative forms and cannot be modified by **very**.

  - a cotton shirt, a stone wall, a summer dress, **BUT** a wooden table (NOT *wood table)
  - a silver brooch, a gold necklace, a chopping board, **BUT** a woollen coat (NOT *wool coat)

  However, there are adjectives derived from the above nouns. These adjectives have a metaphorical meaning.
  - silky hair (hair like silk), golden hair, silvery moon, stony look, etc

• There are certain adverbs such as **above, upstairs, downstairs, inside**, etc which can be used as adjectives. An **upstairs room**, the **downstairs bathroom**, the **above rule**, the **inside page** etc.

• **Little, old and young** are often used in fixed adjective-noun combinations, so they are always placed next to the noun they modify.

  - This **young man** spends too much money. That **little girl** seems to be lost.

• Adjectives which describe absolute qualities such as **left, right, single, correct, equal, absent**, etc do not have comparative or superlative forms.

3 **Make compound adjectives to describe the following:**

1. A boy who has straight hair.
2. A woman with green eyes.
3. A dog which barks constantly.
4. A car that moves fast.
5. A parent who has a broad mind.
6. A table with three legs.
7. A teacher with good qualifications.
8. A student who speaks French.
9. A workshop which lasts four hours.
10. A room with poor lighting.
6a Grammar: Adjectives – Adverbs

4 Fill in the appropriate present or past participle.
1 That's a most ......................... (irritate) noise, isn't it?
2 Thankfully, the results of the survey were thoroughly ......................... (encourage).
3 The news came as a shock to everyone. The community was ......................... (devastate).
4 It was ......................... (exhilarate) to be back in San Francisco after such a long time.
5 Hamilton's novel was ......................... (inspire) by a real person.
6 It was very ......................... (move) to see such true love and devotion.

5 Underline the correct item.
1 Father drove us to the station in stone/stony silence.
2 It would be a good idea to pack one or two pairs of thick woollen/wool socks.
3 The lake looked magnificent in the slivery/silver moonlight.
4 Jenny got a beautiful gold/golden brooch for her birthday.
5 Monica visited her aunt in her summer/summery house in Majorca.
6 The actress was wearing a stunning long silky/silk dress.

ORDER OF ADJECTIVES
A general guide to the ordering of adjectives is given below. However, this cannot always be strictly followed since when there is more than one adjective in a sentence, it is rather difficult to say in exactly what order they should be placed, as this depends on the speaker's feeling or intention.

<table>
<thead>
<tr>
<th>number</th>
<th>opinion</th>
<th>size/weight</th>
<th>age</th>
<th>shape</th>
<th>colour/temperature</th>
<th>verb/participle</th>
<th>origin/nationality</th>
<th>material</th>
<th>noun</th>
</tr>
</thead>
<tbody>
<tr>
<td>all/both/half/first</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>three</td>
<td>nice</td>
<td>small</td>
<td>round</td>
<td>brown</td>
<td>carved</td>
<td>Chinese</td>
<td>wooden</td>
<td>tables</td>
<td></td>
</tr>
<tr>
<td>one</td>
<td>large</td>
<td>old</td>
<td>rectangular</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>mirror</td>
</tr>
</tbody>
</table>

Notes
- When two or more adjectives of the same category are used, the more general adjective comes before the more specific one.
  a kind, gentle man
- Commas are only used to separate adjectives which are equally important; they are never used to separate the final adjective from the noun it modifies.
  a long, distinguished career a rare, colourful bird

6 Put the adjectives into the correct order.
1 The screenplay was written by a(n) (eccentric, French, brilliant) writer. .........................
2 The flower girl wore a (satin, pretty, white) dress at the wedding ceremony. .........................
3 I'm going to the (spring, Asian, annual) festival on Sunday. .........................
4 The fruit tart is made with (red, fresh, delicious) strawberries. .........................
5 The company has produced a new sports car with (leather, maroon, soft) seats. .........................
6 Corals are (microscopic, orangey-pink, tropical) sea animals .........................
**ADVERBS**

Adverbs usually describe a verb, but they can also modify adjectives, nouns, sentences or other adverbs. That is, adverbs tell us how (adverbs of manner), when (adverbs of time), where (adverbs of place), how often (adverbs of frequency), to what extent (adverbs of degree) something happens or is.

She entered the room slowly. *(how? adverb of manner)*

She left yesterday. *(when? adverb of time)*

The people next door are very unfriendly. *(where? adverb of place)*

She usually goes shopping on Fridays. *(how often? adverb of frequency)*

He was absolutely right in what he said. *(to what extent? adverb of degree)*

- Adverbs of manner are usually formed by adding -ly to the adjective.
  - clever - cleverly
  - bad - badly
  - careful - carefully

- There are also adverbial phrases. They are usually formed with a preposition + noun: at the cinema, in a mess, in the restaurant etc but again and again, now and then, here and there

- Spelling of -ly adverbs
  - quick - quickly
  - basic - basically
  - beautiful - beautifully
  - sly - slyly
  - capable - capably
  - busy - busily

- Adjectives/Adverbs with the same form

<table>
<thead>
<tr>
<th>best</th>
<th>dear</th>
<th>fair*</th>
<th>free*</th>
<th>inside</th>
<th>low</th>
<th>right*</th>
<th>thick*</th>
<th>wide</th>
</tr>
</thead>
<tbody>
<tr>
<td>cheap*</td>
<td>direct</td>
<td>far</td>
<td>further</td>
<td>last</td>
<td>monthly</td>
<td>slow*</td>
<td>thin*</td>
<td>wrong*</td>
</tr>
<tr>
<td>clear*</td>
<td>early</td>
<td>fast</td>
<td>hard</td>
<td>late</td>
<td>past</td>
<td>straight</td>
<td>tight*</td>
<td>yearly</td>
</tr>
<tr>
<td>cold*</td>
<td>easy*</td>
<td>fine*</td>
<td>high</td>
<td>long</td>
<td>quick*</td>
<td>sure*</td>
<td>weekly</td>
<td>well</td>
</tr>
<tr>
<td>daily</td>
<td>extra</td>
<td>first*</td>
<td>hourly</td>
<td>loud*</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Note:**

- He is a fast driver. → He drives fast.
- That was a cheap blouse. → I bought that blouse cheap. (colloquial)
- She was the first guest to arrive. → She arrived first.

The adverbs having an asterisk (*) can also be found with the -ly form. In this case, they are usually placed before verbs, participles or adjectives. Otherwise they are less formal.

Speak clearly (less formal)

Speak clearly, please.

---

**7 Complete the sentences with a suitable adjective or adverb from the list above.**

0 They charged me extra because my luggage was overweight.

1 He's a .................... worker, and he works .................... as well.

2 You must draw the lines very ....................

3 I'd like you to slice the meat very ....................

4 I answered two of the questions ....................

5 They stayed .................... the office to discuss some .................... information.

6 She held .................... to the rope.

7 Go .................... down the road and you'll see the bank on the .................... side.

8 He stopped .................... when he saw the cat in the road.

9 He pays rent ...................., but we pay on a .................... basis.

10 I wish you wouldn't talk so ....................

....................
Adverbs with two forms and different meanings.

<table>
<thead>
<tr>
<th>Adverb</th>
<th>Meaning</th>
<th>Adverb</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>direct</td>
<td>by the shortest route</td>
<td>right</td>
<td>correctly, exactly</td>
</tr>
<tr>
<td>directly</td>
<td>immediately</td>
<td>rightly</td>
<td>wisely</td>
</tr>
<tr>
<td>hard</td>
<td>in a hard way</td>
<td>deep</td>
<td>going a long way down</td>
</tr>
<tr>
<td>hardly</td>
<td>scarcely</td>
<td>deeply</td>
<td>greatly</td>
</tr>
<tr>
<td>high</td>
<td>to a high level</td>
<td>free</td>
<td>without charge or cost</td>
</tr>
<tr>
<td>highly</td>
<td>very much</td>
<td>freely</td>
<td>willingly</td>
</tr>
<tr>
<td>short</td>
<td>suddenly</td>
<td>wide</td>
<td>fully</td>
</tr>
<tr>
<td>shortly</td>
<td>not long, soon</td>
<td>widely</td>
<td>very much</td>
</tr>
</tbody>
</table>

**WORD ORDER OF ADVERBS OF MANNER, PLACE & TIME**

When there is more than one time adverb, the one expressing a shorter time period precedes the one which expresses a longer period.

- **subject + verb (+ object)**
  - manner
  - place
  - time
  - shorter period
  - longer period

| He ate his breakfast | quickly | In the kitchen | at 7:00 | yesterday. |

- **subject + verb of movement (+ object)**
  - place
  - manner
  - time

| He left | home | hurriedly | at 7:00 | at 7:30. |

- **time (when it is not the main focus of the message)**
  - subject + verb (+ object)
  - place
  - manner

| Every weekend | he goes | to the office | by car. |

**Adverbs of frequency** are usually placed after the auxiliary verb or before the main verb, but in short answers they precede the auxiliary verb.

- I have never seen such a huge lion.
- She is late for work again. "Yes, she always is."
- He sometimes goes to the cafeteria after work for a coffee.

**Adverbs of degree** usually go before the words they modify.

- He gave me only £1.

Certain adverbs such as probably, evidently, obviously, actually, certainly, presumably, undoubtedly, etc can be placed at the beginning of a sentence or in the same position as adverbs of frequency.

- Obviously, she suffers a lot.
- I'll certainly be on time.
8 Underline the correct word.

0 Residents may visit the museum **free/freely**, but tourists will have to pay.
1 She worked very **hard/hardly** to get that promotion.
2 The arrow fell **short/shortly** of the target.
3 We walked **deep/deeply** into the forest, following the tracks of the deer.
4 Police described the situation as "**high/highly** dangerous", and warned the public not to approach the area.
5 You’ve **hard/hardly** eaten anything! Do have some more!
6 The winner of the dance competition will **short/shortly** be announced.
7 I was **deep/deeply** touched by everyone’s concern after my accident.
8 The teacher was **right/rightly** upset when the students refused to do their homework.
9 The sword passed **right/rightly** through the knight’s armour.
10 After the flood, the water levels remained very **high/highly** for several days.
11 We went **direct/directly** to the manager as soon as we realised what had happened.

9 Put the adverbs in the right place in the following sentences.

0 She is on time for work. (never)

   She is **never on time** for work.

1 They go out for dinner. (seldom)

2 Peter is bragging about how rich he is. (always)

3 He won an expensive car. (unexpectedly/amazingly/yesterday)

4 I get the feeling of “déjà vu”, that something has happened before. (sometimes)

5 A speech was delivered and the film was shown. (first/later)

6 There’s been talk of people getting laid off. (lately, too much)

7 If you use the buses, it’s a good idea to buy a bus pass. (frequently)

8 People ask me whether I prefer living here to living abroad. (often)

10 Complete the second sentence so that it has a similar meaning to the first sentence using the word given. Do not change the word given. You must use between three and eight words including the word given.

1 It is impossible to keep up with Sharon as she shows great diligence.

diligent

Sharon ................................................................. keep up with her.

2 She was surprised when he suddenly asked her to marry him.

took

His ................................................................. surprise.

3 He decided to have an early night because he was exhausted.

go

He ................................................................. because he was exhausted.

4 His boss had a very high opinion of him.

highly

He was ................................................................. his boss.

5 The boxer dealt a hard blow to the punchbag while training.

hit

The boxer ................................................................. while training.
## 6a Grammar: Adjectives – Adverbs

### Regular Comparisons

<table>
<thead>
<tr>
<th>Adjective Type</th>
<th>Positive</th>
<th>Comparative</th>
<th>Superlative</th>
</tr>
</thead>
<tbody>
<tr>
<td>one-syllable adjectives</td>
<td>small</td>
<td>smaller (than)</td>
<td>the smallest (of/in)</td>
</tr>
<tr>
<td></td>
<td>sad</td>
<td>sadder (than)</td>
<td>the saddest (of/in)</td>
</tr>
<tr>
<td></td>
<td>nice</td>
<td>nicer (than)</td>
<td>the nicest (of/in)</td>
</tr>
<tr>
<td>two-syllable adjectives</td>
<td>happy</td>
<td>happier (than)</td>
<td>the happiest (of/in)</td>
</tr>
<tr>
<td>more than two-syllable adjectives</td>
<td>intelligent</td>
<td>more intelligent (than)</td>
<td>the most intelligent (of/in)</td>
</tr>
</tbody>
</table>

Two-syllable adjectives ending in -er, -ly or -y usually form their comparative and superlative by adding -er or -est to the positive form, whereas those ending in -re or -ful take more and most.

- clever – cleverer – cleverest
- careful – more careful – most careful

### Irregular Comparisons

<table>
<thead>
<tr>
<th>Adjective</th>
<th>Positive</th>
<th>Comparative</th>
<th>Superlative</th>
</tr>
</thead>
<tbody>
<tr>
<td>bad/badly</td>
<td>worse</td>
<td>worst</td>
<td></td>
</tr>
<tr>
<td>good/well</td>
<td>better</td>
<td>best</td>
<td></td>
</tr>
<tr>
<td>little</td>
<td>less</td>
<td>least</td>
<td></td>
</tr>
<tr>
<td>many/much</td>
<td>more</td>
<td>most</td>
<td></td>
</tr>
<tr>
<td>far</td>
<td>farther (of distance only); further</td>
<td>farthest; furthest</td>
<td></td>
</tr>
<tr>
<td>old</td>
<td>oldest; elder (never used with than)</td>
<td>oldest; eldest (of members of a family, only implying seniority of age)</td>
<td></td>
</tr>
</tbody>
</table>

### Compound Adverbs

- are adverbs which are formed by adding -ly to the adjective form: careful - carefully

### Types of Comparisons and Similarities

- **as ... as**
  - **not as/so/such ... as**
  - He is **not as** stubborn as a mule.
  - It's **not such** hard work as I thought.
- **the + comparative ... the + comparative**
  - The **older** he gets, the **more** forgetful he becomes.
- **comparative + and + comparative**
  - The lecture was becoming **more and more** boring.
- **such + ... as + noun/pronoun/clause**
  - I've never seen such a nice baby as theirs.
- **the same ... as (pro)noun + clause**
  - She has **the same** blouse as the one you gave me.
- **less + positive degree + than**
  - Pam is **less helpful** than John.
- **the least ... + positive degree + of/in**
  - She was the **least interested** of all.

- **comparative + than + clause**
  - He is **more tired than** he looks.
- **prefer + gerund + to + gerund = like doing (general)**
  - I prefer **dancing** to **singing**.
- **prefer + to - infinitive + rather than + bare infinitive**
  - I prefer **to walk** to **school rather than** take the bike.
- **would prefer + to - infinitive + rather than + bare infinitive**
  - I would prefer **to swim rather than** sunbathe.
- **would rather/sooner + bare infinitive + than + bare infinitive = would like to**
  - I'd rather/sooner be a doctor than (be) a teacher.
- **clause + as if + clause**
  - She looks as if she's in pain.
• clause + whereas/while/but + clause (comparison by contrast)
  She can hide her feelings whereas/while/but he is like an open book.
• very + positive degree (+ noun)
  This is a very difficult task.

As is used
• for what sb or sth really is (jobs or roles).
  She works as a doctor. (She is a doctor)
• before clauses/phrases. I'll do as you say.
• in certain expressions: as usual, as ... as, as much, such as. He came late as usual.
• after accept, describe, be known, class, refer to, use, regard. She is regarded as an authority on Physics.

11 Complete the second sentence, so that it has similar meaning to the first sentence using the word given. Do not change the word given.

1 Wiltshire is older than most other counties in England. one
   Wiltshire ................................................................. England.
2 More students pass their exams at the new language school than the others in the area.
   rate
   The new language school ........................................ the other schools in the area.
3 Comparative literature is an intriguing subject, whereas linguistics is less so.
   fascinating
   Comparative literature ............................................. than linguistics.

12 Fill in the blanks with as or like.

1 Pam behaved .................. an idiot at the party .................. usual.
2 Jason is not .................. active .................. he used to be; he doesn't play .................. much sport .................. he did when he was at high school.
3 My cherry cake wasn't such a disaster .................. I'd thought it would be, but it didn't taste anything .................. my mother's.
4 This is .................. far .................. the tour goes. It looks .................. if the bus has run out of fuel.
5 If Jane were .................. her sister, she wouldn't have behaved .................. rashly .................. she did.

13 Choose the correct item.

1 "So, what do you think of his new novel?"
   "It's definitely .......... than his previous one."
   A most controversial   C far controversial
   B more controversial   D much controversial
2 This car is ........ of the two models in the showroom.
   A the more modern   C more modern
   B the most modern   D one of the most modern
3 She was chosen as one of ........ dressed women in the world.
   A a better   C most best
   B the better   D the best

4 "There's a great film on at 11 tonight!"
   "I wish it started .......... because I'm too tired to stay up and watch it."
   A more early   C the earliest
   B more earlier   D earlier
5 John is ........ the five children.
   A oldest than   C the oldest of
   B the older of   D the oldest than
1. I've never tasted such a delicious dish.  
   It's the most delicious dish I've ever tasted.

2. If you buy a big house, you'll pay a lot of money.  
The bigger the house you buy, the more money you'll pay.

3. She is more helpful than her sister.  
   Her sister isn't as helpful as she is/ her.

4. Can't you find an easier exercise than this?  
   Is this the easiest exercise you can find?

5. That dress is like Jane's.  
   That dress is similar to Jane's.

6. That skirt is the same as this one.  
   That skirt and this one are alike.

7. The German car is much better than this one.  
   This car can't compare to the German one.  
   There is no comparison between this car and the German one.

8. Can you describe your cousin to me?  
   Can you tell me what your cousin looks like?

9. He is the fastest runner of all.  
   No other runner is as fast as he is/ him.

10. Tony has the same number of pens as Chris.  
    Chris has as many pens as Tony.

11. A DVD player is much more expensive than a TV set.  
    A DVD player is far/a lot more expensive than a TV set.  
    A TV set is much/ far less expensive than a DVD player.

12. A new car is twice as expensive as a second-hand one.  
    A new car is twice the price of a second-hand one.
    A second-hand car is half the price of/half as expensive as a new one.

13. She gave an ironic smile.  
    She smiled ironically.

14. Sheila has a friendly smile.  
    Sheila smiles in a friendly way.

15. I'd prefer to go home now.  
    I'd sooner go home now.

14. Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. I prefer teaching to working in an office.  
   sooner  
   I'd ................................................................. in an office.

2. The new mixer is much better than the old one.  
   comparison  
   There ........................................................................................................ the new one.

3. If you work late tonight, you'll be tired tomorrow.  
   later  
   The ........................................................................................................ you'll be tomorrow.

4. He gave him a fatherly talk.  
   talked  
   He ................................................................. way.

5. Couldn't the newspaper have printed a better headline?  
   could  
   Was that the ................................................................. print?

6. I would never expect Mary to behave rudely.  
   not  
   It's ................................................................. rude.

7. Can you describe the picture to me, please?  
   looks  
   Can ................................................................. please?

8. He is an exceptionally good driver in hazardous conditions.  
   well  
   He ................................................................. conditions.

9. I've never heard such a ludicrous claim.  
   ridiculous  
   It's ................................................................. heard.

10. It's great to go home after a long day.  
    like  
    There's ................................................................. after a long day.

11. She's got as much money as I have.  
    amount  
    She's got ................................................................. have.

12. John and his father look very similar.  
    image  
    John ................................................................. father.
15 Read the text below and think of the word which best fits each space. Use only one word in each space.

CHEKHOV

Anton Chekhov was a Russian playwright and short story writer 0) born in Taganrog in 1860. In 1879, he became a medical student in Moscow, later qualifying as a doctor. With a needy family to support, Chekhov 1) .................. to writing, contributing humorous short stories and sketches to popular newspapers. His major work was to come towards the end of his short life – Chekhov died of tuberculosis in 1904 – his reputation resting chiefly 2) .................. four plays, The Seagull, Uncle Vanya, The Three Sisters and The Cherry Orchard, written in 1896, 1899, 1901 and 1904 3) .................. All four works, while gloomy and pessimistic 4) .................. tone, blend a poetic atmosphere with a sympathetic treatment of characters who, unable to break 5) .................. of the vicious circle that they find 6) .................. in, are trapped in unfulfilling lives which they feel 7) .................. powerless and dispirited to change. They could be regarded as symbolic of the torpor and stagnation of late nineteenth century Czarist Russia. Their realism is a product of Chekhov's scientific training and experience 8) .................. a provincial doctor. They remain masterpieces of Russian literature.

PHRASAL VERBS 1

16 Look at Appendix 1 and fill in one of the prepositions or adverbs below, then give a synonym for each phrasal verb.

• at • off • down • round • up to • by • ahead • across • off with • along • on • away with • through • round to • out of • over • about • on with

0 What are you getting at? I can't understand what you're trying to say.
1 I only get .................. watching TV when the children are in bed.
2 Instead of being given a ticket, the driver got .................. a warning.
3 She's having trouble getting .................. with her sprained ankle.
4 Do you get .................. with your colleagues?
5 If you don't get those invitations .................. today, they'll never arrive on time.
6 How are you getting .................. at school?
7 He has a talent for getting the most complicated ideas .................. .
8 I've been trying to get .................. for ages but the line is always engaged.
9 This awful weather is really getting me .................. .
10 My father is always getting .................. me about my clothes.
11 If you aren't well organised, you'll never get .................. cheating on his tests.
12 I don't know how he gets .................. your work, will you?
13 Stop talking and get .................. your work, will you?
14 She has barely enough money left to get .................. .
15 I wish I could get .................. going to this wedding but I have no choice.
16 News of their "secret" wedding got .................. fast.
17 She says she won't help us, but we'll soon get .................. her.
18 I don't know if she'll ever get .................. her husband's death.
19 What are the children getting .................. in the garden?
17 Fill in the blanks with the correct preposition or adverb.

0 The chemicals give off toxic fumes, so be extremely careful when using them.
1 The teacher reluctantly gave ................ to the students' request to change the date of the exam.
2 The athlete has decided to give ................ amateur competition and become a professional.
3 The man was forced to give himself ................ to the police.
4 She unintentionally gave ................ the secret of the surprise party.
5 Haven't you given ................ your application form yet?
6 Eventually their savings gave ................ and they were forced to apply to the state for assistance.
7 I can't guess the answer. I give ................ !
8 On the news last night it was given ................ that the Prime Minister had resigned.
9 They have hyped this car ................ to such an extent that it should be the biggest seller of the year.

18 Fill in the blanks with one of the Idioms/fixed phrases.

1 She ................ all the time they were announcing the winners of the contest, hoping that her brother would get a prize.
2 Although she enjoys an occasional evening out with friends, as a general rule she ................
3 Starting with only a few thousand pounds, Tom ................ on the stock market and within a year was a millionaire.
4 The enemy were ................ by a surprise air attack.
5 She ................ as a freelance journalist.
6 The tap is dripping, the bath's overflowing, the plumber's on holiday; what a ................ this is!
7 David ................ I'm not sure if he'd hear a bomb drop.
8 If you want to know about the new film you should ask someone who is ................ like a critic.
19 Fill in the blanks with one of the idioms/fixed phrases.

1. I wouldn’t have any doubts about trusting him; I’m sure he’s completely ..........................................................

2. You shouldn’t ............................................................... other people’s problems, even if you don’t consider them to be very serious.

3. Although she had several people to help her, Susan still did ................................................................. of the work.

4. John has a tendency to ........................................................ whenever he’s faced with problems instead of facing up to them.

5. As he wanted to go to university, David decided ................................................................. and study harder.

6. Their research has ............................................................... some aspects of the reproduction of cancer cells, but there is still much to be discovered.

7. The differences between management and the workers ................................................................. when the Union called a strike.

8. If you have time, ............................................................... while you’re on holiday. I’d love to hear from you.

9. That man would ................................................................. to get his own way.

20 Look at Appendix 5 and fill in one of the prepositions below.

0. I’m sure there’s a jinx on this dress. Whenever I wear it I have a terrible time.

1. Terry McWodle has been named ........................................ the new chairman of the football club.

2. Several flights were delayed and so the departure lounge was jam-packed ........................................ angry travellers.

3. The harassed mother juggled ........................................ four bags of shopping, a pushchair and a dog in the middle of the busy high street.

4. Many vegetarians argue that there is no justification ........................................ eating meat in this day and age.

5. I’ve been asked to key this information ........................................ the computer immediately.

6. The businessman insisted that he had no knowledge ........................................ the missing funds.

7. When I was abroad I longed ........................................ a traditional English Sunday lunch.

8. My husband’s always lazing ........................................ while I’m always busy.

9. The donkey climbed the steep track laden ........................................ bags of oranges.

10. Sarah is jealous ........................................ her sister because she is much more popular.

11. She is looking ........................................ for a new job, but hasn’t found anything yet.

12. No one is kinder ........................................ children than he is.

13. I think we should limit this discussion ........................................ the facts.

14. My uncle lectures ........................................ the History of Art at the university.

15. You mustn’t judge people ........................................ the way they dress.

16. Their new baby is being named ........................................ his father.

17. The man kept his child ........................................ his side throughout the journey.

18. He’s not very clever academically but he’s good ........................................ D.I.Y.
21 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. You could let someone else use your old clothes. recycle
   Why ................................................................. old clothes?
2. Severe weather conditions have had a serious effect on traffic. affected
   Traffic .......................................................... conditions.
3. She decided to start her own business because she wanted to be independent. with
   She decided to start ................................................ independent.
4. The loss of the account was not our fault. blame
   We ................................................................. the account.
5. She said she was worried about the problem of pollution. concern
   She ................................................................. pollution.
6. Tom's presence at parties adds to everyone's enjoyment. soul
   Tom ................................................................. the party.
7. Linda did not agree with me about the closure. share
   Linda ................................................................. the closure.
8. The government's retraining programme proved to be unsuccessful due to lack of funds. met
   The government's ................................................ due to lack of funds.
9. The lease on my flat is valid until the end of the year. renewal
   The lease on my flat ........................................... the end of the year.
10. I always get your boys mixed up. between
    ................................................................. your boys.
11. She wants success more than anything else. outweighs
    Her ................................................................. anything else.
12. There are fewer males than females in our country. in
    Males ................................................................. in our country.
13. Mark didn't get home until just before dawn yesterday. hours
    Mark didn't get ................................................ yesterday.
14. Sheena can be bad-tempered in the mornings. tendency
    Sheena ................................................................. in the mornings.
15. The latest developments have made them decide to postpone their visit. view
    They have decided ................................................ the latest developments.
16. He hated the way the media scrutinised his private life. came
    He hated ................................................................. from the media.
17. The current champion has been beaten in this year's tournament. suffered
    The current ......................................................... in this year's tournament.
18. The civil service has completely changed under the present government. undergone
    The civil service ................................................ under the present government.
19. Charles has potential but he hasn't exploited it yet. use
    Charles ................................................................. yet.
20. Some services may be running late due to bad weather. subject
    Some services ...................................................... due to bad weather.
4. When soldiers are on leave they forget about the army's rigid discipline and ..............................................................

5. You ..............................................................
   Larry for tirelessly working with the disabled.

6. All medication must be ..............................................................
   if you have young children.

7. To withdraw cash from your bank account ..............................................................
   you can use an ATM card.

8. Some recently found paintings attributed to Picasso are ..............................................................
   next week.

23 Choose the correct item.

1. It was only when he had been unemployed for six months that Neil's situation hit ............
   A base
   B down
   C home
   D back

2. Investors have taken ............ from the improving economic situation.
   A heart
   B courage
   C consolation
   D meaning

3. I can't tell you ............ the population of Prague, but there's an encyclopedia in the cupboard.
   A in hand
   B off-hand
   C at hand
   D on hand

4. The government is making little ............ in its fight to beat inflation.
   A headway
   B advance
   C improvement
   D forward

5. Once at the skating rink, Ivan was allowed to skate to his heart's ............
   A happiness
   B content
   C contentment
   D delight

6. The art teacher gave the children a free ......... in their creative compositions.
   A offer
   B gift
   C hand
   D kick

7. After making several bad business deals the company was losing money hand over ............
   A finger
   B wrist
   C thumb
   D fist

8. Maggie is so moody and unpredictable. She's apt to fly off the ............ without any real cause.
   A handle
   B strap
   C catch
   D belt
24 Match column A with column B and then fill in the blanks with the correct idiom/fixed phrase.

<table>
<thead>
<tr>
<th>Column A</th>
<th>Column B</th>
<th>Answers</th>
</tr>
</thead>
</table>
| 0 as clear as | a lead | 0 as
| 1 as fresh as | b life | 1 eat
| 2 as hard as | c a mule | 2
| 3 as heavy as | d a rock | 3
| 4 as large as | e a bell | 4
| 5 as stubborn as | f nails | 5
| 6 as steady as | g a daisy | 6
| 7 as thick as | h thieves | 7

0 She has a lovely voice; it's as clear as a bell.
1 I never expected to meet a great actress, but there she was ... at the party.
2 Although she had been up all night, after a short nap she looked ...
3 He's nice enough as a neighbour, but as a businessman he's ...
4 Those boys are ...
   You hardly ever see them apart.
5 I don't think I can move this sofa. It's ...
6 You'll never convince John to do it if he doesn't want to. He's ...
7 Compared with her shiftless, unreliable husband she's ...

25 Match column A with column B and then fill in the blanks with the correct idiom/fixed phrase.

<table>
<thead>
<tr>
<th>Column A</th>
<th>Column B</th>
<th>Answers</th>
</tr>
</thead>
</table>
| 1 as safe as | a a glove | 1
| 2 eat like | b a ton of bricks | 2
| 3 fit like | c a house on fire | 3
| 4 have a memory like | d houses | 4
| 5 go/come down | e wildfire | 5
| 6 get on like | f a sieve | 6
| 7 spread like | g a horse | 7

1 I'm afraid I've forgotten your name again. I
2 Although James and Julie are very different types of people, they ...
3 If your mother finds out you haven't been doing your homework, she'll ...
4 I thought the suit would be too small for me, but it ...
5 It's no wonder he's fat, he ...
6 Don't worry about losing money; this investment is ...
7 Thanks to thorough press coverage, the scandal ...

WORD USAGE

26 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

CAPRI

The 0) mountainous island of Capri, situated off Italy's Amalfi coast, is one of the most visited areas in Italy. Chic, sophisticated, and 1) ................. beautiful, Capri has long been 2) ...................... to people from all over the world.

In the early years of the Roman Empire the tiny island became a favoured destination for emperors. It was the preferred home of Augustus and Tiberius, for whom its 3) ........................................ offered a measure of protection against would-be assassins. Rediscovered in the 18th century, Capri became the haunt of writers and 4) ......................; and in the 20th century, the island evolved to become the darling of the international jet set. Although Capri's star status began to 5) ......................................... by the end of the 1960s, the island still attracts celebrities galore to this day. Capri's marina is regularly filled to capacity with super yachts, and hotels and restaurants remain deliberately priced out of most travellers' budgets. Visit Capri and you will understand its 6) ......................................... . This sun-drenched island is famous for its wild forests, sheer limestone cliffs, and 7) ......................................... caves. Capri's most famous cave is the Blue Grotto. 8) ......................................... except by boat, the sunlight which enters this grotto gives the water the most extraordinary electric blue colour.
27 Choose the correct item.

0 My neighbour has threatened to .......... over our dispute about property boundaries.
   A take legal aid  C try me
   B take legal action  D bring me to trial

1 He managed to .......... the flow of blood by tightly bandaging the wound.
   A restrain  C check
   B curb  D inhibit

2 Mr Wright is being .......... for fraud at the Old Bailey courthouse, this afternoon.
   A taken to court  C summoned
   B tried  D charged

3 The heavy rain lashed down .......... throughout the night without letting up.
   A continually  C perpetually
   B continuously  D eternally

4 We intend this to be a(n) .......... project, taking us into the next decade.
   A constant  C steady
   B incessant  D ongoing

5 As long as you have the most .......... ingredients for the recipe, you can make do without the other things.
   A critical  C essential
   B crucial  D vital

6 A(n) .......... proportion of the population did not vote in the last elections.
   A essential  C grave
   B significant  D fundamental

7 When a former secret agent tried to publish his memoirs, the government had certain parts of the book .......... .
   A forbidden  C disallowed
   B prohibited  D censored

8 Benjamin Britten, the composer, is probably most .......... for his opera “Peter Grimes”.
   A famous  C remarkable
   B conspicuous  D distinguished

9 .......... scientists from around the world met in London to discuss a revolutionary new drug.
   A Eminent  C Prestigious
   B Elevated  D Noteworthy

28 a) Fill in postponed, delayed.

0 The plane has been .......... in Munich.
1 The meeting was .......... due to the absence of the chairman.
2 The picnic was .......... because of bad weather.
3 I was .......... in the traffic.
4 We .......... our journey.
5 They .......... their departure until May.
6 They .......... their visit due to health reasons.

b) Fill in extend, expand.

1 .......... a hand
2 .......... a deadline
3 .......... a product range
4 .......... a road
5 .......... a business
6 .......... a deadline
7 .......... one’s services
8 .......... a building
9 .......... a range of products
10 .......... the investigation

29 Collocate the expressions with words from the given list.

- repress  abide by  hold  relish  control
- cling to  secure  stick to  bar
- to decline an offer
- to .......... someone’s hand
- to .......... the rules
- to .......... an idea
- to .......... one’s feelings
- to .......... someone from a club
- to .......... someone’s release
- to .......... the question
- to .......... a crowd
- to .......... an old habit
HEINRICH SCHLIEMANN

Schliemann is a figure that has long ... a hero, as often portrayed, or, an unscrupulous conman? Perhaps the truth about this complex man 1) ....... somewhere between the two. On the one hand, he had a well-documented tendency to lie, which goes back to his youth and which is also apparent in the false 2) ....... made in excavation records. Also, on several occasions he tried to cheat the Greek and Turkish authorities. He was also an appalling self-publicist who continually 3) ....... his own mythology and which, shamefully, lead him to deny credit to Frank Calvert, the archaeologist who found the real site of Troy. The most damaging charge, though, is that in his attempt to find the real Troy he destroyed many layers of 4) ....... valuable archaeological evidence. Nonetheless, he was a pioneer in the use of photography to record remains on sites. Furthermore, as an archaeologist, he did make important discoveries, including the Grave Circle A in Mycenae and he did much to promote the 5) ...... of archaeology and make it a popular field of study without which we would have lost countless numbers of ancient treasures.

In 6) ....... , despite some rather shocking failings, archaeology has much to be grateful for in 7) ....... of his zeal for what was then a field in it's 8) ....... . He deserves acknowledgement.

31. Read the text below and think of the word which fits each space. Use only one word in each space.

BOTTLED WATER

The global bottled water industry is estimated to be 0) worth between 75 and 100 billion dollars annually. In a recent survey, people who drank bottled water were twice as 1) ................. as those who didn't to cite health reasons for their choice. Thanks to genius marketing on the 2) ................. of the bottled water industry over the last three decades, it's a common misconception that bottled water is healthier, safer and purer than tap water. However, nothing could be 3) ................. from the truth. Studies have shown that plastic bottles release small amounts of harmful chemicals over time, especially when exposed to sunlight. 4) ................. these chemicals are antimony, a toxin similar to lead, which causes nausea, dizziness and depression in small doses. In large doses, it can even be fatal. Samples taken from bottled water regularly show it to contain higher concentrations of micro-organisms, toxic chemicals, and carcinogenic compounds than tap water. But many people who purchase bottled water claim they 5) ................. so purely for reasons of taste. But its all in their mind. Taste test 6) ................. taste test has revealed that people just can't tell the difference between bottled and tap water. What's more, bottled water is often little 7) ................. than tap water. Up to 40% of all bottled water comes from urban water supplies, not the 'springs', 'glaciers' or 'pristine wildernesses' depicted on their labels. So, while there indeed are times and places for drinking bottled water - in developing countries for example where water supplies are risky - you're much better 8) ................. drinking tap water.
32 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

GLADIATORS

The origins of gladiatorial combat in the Roman Empire are uncertain but many historians believe that the most likely 1)...................... for this brutal form of entertainment, where 2).......................... fought to the death, was in the Etruscan 3)............................... The men, and even some women, who took part in these bloody spectacles, the trained gladiators, were slaves or those who had been 4).............................. by society and volunteered to take part in the games. But, 5)............................... of their background, many of the most popular gladiators commanded a huge following amongst the populace of Ancient Rome and were widely regarded as the 6)............................... of martial prowess and ethics. Their skill and bravery was 7)............................... celebrated in all forms of Roman art. The games were at their peak between the first century BC and the second century AD but finally died out in the fifth century AD after the 8)............................... of Christianity in the empire.

33 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

0 Mr Jones was shocked to hear that his son had failed his exam.
   came
   It came as a shock to Mr Jones to hear that his son had failed his exam.

1 I never thought of borrowing money from him.
   occurred
   It ..................................................... money from him.

2 Rhonda's not very keen on foreign food.
   care
   Rhonda .................................................. foreign food.

3 Ray's good work record enabled him to get promotion.
   strength
   Ray ..................................................... good work record.

4 Travellers may bring as much luggage as they require.
   restriction
   There ...................................................... travellers may bring.

5 The government has tried to make the incident seem less serious.
   played
   The government ........................................ of the incident.

6 We couldn't understand the film at all.
   sense
   We could .................................................... the film.
# UNIT 7a Grammar: Conditionals

## TYPES

<table>
<thead>
<tr>
<th>Type</th>
<th>If-Clause</th>
<th>Main Clause</th>
<th>Use</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Type 0 Conditional</strong></td>
<td>If + present simple&lt;br&gt;If metal gets hot,&lt;br&gt;If you stand in the rain,</td>
<td>present simple&lt;br&gt;it expands.&lt;br&gt;you get wet.</td>
<td>scientific facts&lt;br&gt;general truths&lt;br&gt;laws of nature</td>
</tr>
<tr>
<td><strong>Type 1 Conditional</strong></td>
<td>If + present tense&lt;br&gt;(or should + bare&lt;br&gt;infinitive: more doubtful or polite)&lt;br&gt;If it rains,&lt;br&gt;If you should see him,</td>
<td>future&lt;br&gt;imperative (instruction, advice)&lt;br&gt;ought to (advice)&lt;br&gt;had better (advice)&lt;br&gt;should, must&lt;br&gt;may, can&lt;br&gt;we'll stay at home.&lt;br&gt;give him my message.</td>
<td>real situation (likely to happen in the present or future)</td>
</tr>
<tr>
<td><strong>Type 2 Conditional</strong></td>
<td>If + past tense&lt;br&gt;If I were you,&lt;br&gt;If he were here,</td>
<td>would&lt;br&gt;could&lt;br&gt;should&lt;br&gt;might&lt;br&gt;I would tell her the truth. (advice)&lt;br&gt;he could help me. (Imaginary situation)</td>
<td>advice or imaginary situation in the present or future (unreal or unlikely to happen)</td>
</tr>
<tr>
<td><strong>Type 3 Conditional</strong></td>
<td>If + past perfect&lt;br&gt;If he had worked harder,</td>
<td>would&lt;br&gt;could (ability/permission&lt;br&gt;should (advice)&lt;br&gt;might (possibility)&lt;br&gt;he would have been promoted. (unfulfilled plan)</td>
<td>imaginary situation in the past (regrets, unfulfilled plans, wishes impossible to fulfil, criticism)</td>
</tr>
</tbody>
</table>

## Notes

- **Future tense** (will/would) with a future meaning is never used in If-clauses. However, will/would can be used to express polite requests or insistence. *If you will wait for a moment, I'll wrap it for you.* (Request) *If you will go on chatting, I'll send you out of the classroom.* (Insistence)

- The if-clause can either precede or follow the main clause. When the if-clause precedes the main clause, we put a comma after it. When the main clause comes first, no comma is used to separate the two clauses. *If he is still in Paris, he may visit us.* (He may visit us if he is still in Paris.)

- **unless** (= if not) is used in first conditional sentences. *Unless he gets a promotion, he'll resign.*

- When referring to imaginary or unreal situations, suppose can be followed either by Past Simple or Past Perfect for present or past situations respectively. *Suppose, however,* can be followed by Present Simple to express a situation which may happen in the future, or to introduce suggestions. *Suppose she had married the film star, do you think she'd be happy?* *Suppose she is on holiday, how shall we contact her?*
In reported speech, the verb tenses of first conditional sentences change in the usual way, whereas those of second and third conditional do not follow the usual changes with the verb tenses remaining unchanged.

"If I am back early, we'll go out for dinner," he said.
He said that if he were/was back early, we would go out for dinner.
"If I were you, I wouldn't say that," he said.
He said that if he were me, he wouldn't say that.
"If he had been ill, he wouldn't have come to work," she said.
She said that if he had been ill, he wouldn't have come/gone to work.

Other expressions used in place of if are the following: on condition that, even if, even though, when, provided (that), providing (that), as long as, suppose, supposing, since, as, unless (if not), but for + gerund/noun, in case + Present (for the present) or Past (for the past).

If the Mayor comes, we'll hold a meeting. (He may come or he may not.)
When the Mayor comes, we'll hold a meeting. (He will definitely come.)
Even if the Mayor doesn't come, we'll hold a meeting. (Whether he comes or not doesn't affect the result.)

Provided (that)
Providing (that)  the Mayor comes, we'll hold a meeting; (We'll only hold a meeting if he comes.)
As long as
Unless
Suppose
Supposing
Since
As
In case the Mayor comes, we'll prepare for a meeting. (It is unlikely that he will come, but we'd better be ready for the event as it's not impossible that he will.)

**INVERSION IN IF-CLAUSES**

When there is *should, were* or *had* in the if-clause, the subject and the auxiliary verb can be inverted and *if* is omitted.

*If he should ring, tell him to come at 7:00.*
Should he ring, tell him to come at 7:00.

*If I were you, I wouldn't say that.*
Were I you, I wouldn't say that.

*If I had known earlier, I wouldn't have done such a thing.*
Had I known earlier, I wouldn't have done such a thing.

**MIXED CONDITIONALS**

A mixed conditional sentence makes use of one type of if-clause and a different type of main clause.

<table>
<thead>
<tr>
<th>If-clause</th>
<th>Main Clause</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type 1 If she is honest,</td>
<td>she would have told the truth</td>
</tr>
<tr>
<td>Type 2 If she knew the truth,</td>
<td>she would have told me.</td>
</tr>
<tr>
<td>Type 3 If she had accepted his proposal,</td>
<td>she would be married now.</td>
</tr>
<tr>
<td>Type 2 If he missed the train,</td>
<td>he will be late.</td>
</tr>
</tbody>
</table>
1. Put the verbs in brackets into the correct tense.

1. If were (be) you, I ........................ (not/listen) to his lies.
2. If he ........................ (not/eat) that sandwich, he would not have suffered from food poisoning.
3. Father Christmas won't bring you any presents unless you ........................ (be) a good girl.
4. As long as you ........................ (do) your best, no one will criticise you.
5. He put the answerphone on in case anyone ........................ (want) to leave him a message.
6. Supposing we ........................ (be/stop) by the police, what would we say ........................ (we/say)?
7. If you ........................ (tell) me you were cold, I ........................ (put) the heating on.
8. What ........................ (we do) if John hadn't helped us?
9. If she were rich, she ........................ (not/have) to work.
10. Go and see a doctor in case you ........................ (have) a serious illness.
11. You won't understand this unless you ........................ (pay) attention.
12. What ........................ (you/give) me if I ........................ (keep) your secret?
13. Even if he ........................ (beg) me I would not help him.
14. If this case ........................ (go) to trial, it will cause a national outcry.
15. Supposing no one ........................ (invent) the silicon chip, ........................ (things/be) different now?

2. Write the correct conditional for the following sentences.

1. He hasn't got a free weekend. He would have visited us, then.

2. He has made a lot of friends. He isn't lonely now.

3. You are soaked. Why didn't you bring an umbrella with you?

4. He can't be in trouble. He would have called by now.

5. He has lost his security pass. He won't be allowed to enter the building.

6. They can't have caught the ferry. Otherwise they would be here by now.

7. He must eat meat. He asked for a steak.

8. She isn't reliable. She would never have let you down.

9. They didn't ban hunting. The tiger is endangered.

10. Aren't you sure? Why did you agree to it then?

11. My father loves Shirley Bassey. He bought all her records.

12. He is a pessimist. He always looks on the black side.
### Structural Conversion

1. If you don't drive carefully, you'll have an accident.  
   Unless you drive carefully, you'll have an accident.  
   You won't have an accident provided that you drive carefully.  
   As long as you drive carefully, you won't have an accident.  
   Drive carefully or else you'll have an accident.  
2. You had better take his advice.  
   If I were you, I'd take his advice.  
   Were I you, I'd take his advice.  
   You should take his advice.  
3. Should she come, tell her to wait for me.  
   If she should come, tell her to wait for me.  
4. As he couldn't afford a holiday, he stayed at home.  
   He couldn't afford a holiday, so he stayed at home.  
   If he had been able to afford a holiday, he wouldn't have stayed at home.  
   He stayed at home because he couldn't afford a holiday.  
5. Since he doesn't have any qualifications, he can't find a job.  
   If he had qualifications, he could find a job.  
   As he doesn't have any qualifications, he can't find a job.  
6. If it hadn't been for my mother's generosity, I wouldn't have my car now.  
   But for my mother's generosity I wouldn't have my car now.  
7. Suppose he phoned you, what would you tell him?  
   If he phoned you, what would you tell him?  
   What would you tell him if he phoned you?  

### Complete the Second Sentence

3. Complete the second sentence so that it has a similar meaning to the first sentence using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. If I were him, I would not be late for the interview.  
   better  
   He .................................................. the interview.  
2. You won't be punished provided you admit it was your mistake.  
   long  
   You won't be ........................................ to your mistake.  
3. Since he is an only child, his parents have spoiled him.  
   not  
   If .................................................. ........................................ his parents wouldn't have spoiled him.  
4. If I had been you, I would have punished him.  
   shoes  
   If .................................................. have punished him.  
5. If you revise all your notes, you'll pass the exam.  
   provided  
   You'll pass ........................................ all your notes.  
6. If it wasn't for the good pay, I wouldn't stay in this job.  
   but  
   I wouldn't ........................................ pay.
7a Grammar: **Conditionals**

7 If you don't get to work on time, you'll be given the sack.
   **punctual**
   Unless ............................................................... the sack.
8 As you've got a high temperature, you'd better go to the doctor's.
   **were**
   If I ............................................................... about your high temperature.
9 As I couldn't answer any of the questions, I walked out of the Maths exam.
   **so**
   I couldn't ........................................................ out of the Maths exam.
10 But for his help, I wouldn't be in my current job.
    **got**
    If it hadn't ........................................................ my current job.
11 If Mary were feeling well, she would have come to Tom's party.
    **since**
    Mary must ........................................................ to Tom's party.
12 If someone gave you a free airline ticket, where would you travel to?
    **to**
    If you ........................................................... , where would you travel to?

**CONVERSATIONAL GRAMMAR**

4 Choose the correct item.

1 “Should I eat that?”
   “If I ........... you, I wouldn't.”
   A would have been    C were  
   B would be            D had been

2 “Thank God we came across that policeman!”
   “Oh, yes! What ........... done if you hadn't?”
   A would you have      C had you  
   B were you to have    D will you have

3 “So, are you going to buy it or not?”
   “If it ........... so expensive, I would.”
   A were                  C hadn't been  
   B weren't               D isn't

4 “Why do you have to get a taxi to work?”
   “Well, if I didn't live so far away, I ........... to.”
   A wouldn't have        C wouldn't have had  
   B hadn't had           D didn't have

5 ........... pay attention in class, you won't pass the test.
   A If you aren't         C If you don't  
   B Unless you don't     D Unless you wouldn't

6 “Why don't we ask Martin to chair the meeting?”
   “Well, suppose ........... to ask him, do you think he would accept?”
   A were we               C we had been  
   B we were               D had we been

7 If he ........... as honest as you believe, he wouldn't have done that.
   A were                    C would have been  
   B would be                D have been

8 “What would you do in my place?”
   “Were ........... treated like that, I'd complain to the manager.”
   A I to be               C I have been  
   B I to had been        D to I be

9 What would you do if you ........... rich?
   A have been            C would be  
   B were                 D would have been

10 What would you buy, provided ........... the money?
    A had you              C have you  
    B you had             D you would have

11 ........... you go on talking, he'll ask you to leave.
   A Unless              C When  
   B If                  D Suppose

12 “Why are you screaming?”
   “If you burn yourself, it ........... you know!”
   A would have hurt      C have hurt  
   B hurts                D hurt

13 ........... I been informed, I'd have attended the meeting.
   A Should              C Had  
   B Were                D Would

14 “ ........... you were ill, we wouldn't have come.”
   “Don't be silly! I always enjoy your company.”
   A Were we to know      C Should we have known  
   B Had we known        D Had we to know

15 Suppose they ........... at home, what shall we do?
   A aren't               C hadn't been  
   B weren't              D won't be
SPACE TRAVEL

To date, mankind has achieved interplanetary travel (we've successfully landed spacecrafts on planets within our solar system) but what are the possibilities for interstellar travel and intergalactic travel? First, let's consider the latter. Intergalactic travel is space travel between galaxies and it unquestionably lies in the realm of pure fantasy. It would take over 2.5 million years travelling at the speed of light (i.e. 669,600,000 miles per hour) to reach our closest galactic neighbour, the Andromeda Galaxy. The vast distances and the time needed to cover make intergalactic travel impossible. What, then, about interstellar travel? Well, that too is currently just pure science fiction. The distances between our solar system and our nearest star neighbours may not be the scale of intergalactic distances, but they are still colossal. Take Proxima Centauri, our nearest neighbouring star. It is 4.2 light years away. To a sense of what this means, consider that the Sun is about 8 light minutes from Earth). The fastest spacecrafts mankind currently have travel at the speed of light (i.e. 38,030 miles per hour). At this speed, it would still take 72,000 years to reach Proxima Centauri. But despair. Many scientists believe mankind will possess the technology to make (unmanned, at interstellar travel practically feasible in the next 200 to 500 years. The journeys will still take many decades, if not centuries, but space probes will probably have visited other solar systems by the year 3000AD.

PHRASAL VERBS 1

6 Look at Appendix 1 and fill in one of the prepositions or adverbs below, then give a synonym for each phrasal verb.

- with - up - through - round - down - off - for - down with - on - in for - on with

0 Let's go through the plan once more to make sure it's all clear.
1 Does the shed go up the house or would I pay extra?
2 She had to cancel her holiday when she went through the flu.
3 She's gone down all her savings since she lost her job.
4 I don't know what's going next door but they're being very noisy.
5 I'm planning to go down with the poetry competition this year.
6 Suddenly the fire alarm went off next to nothing. I've never seen such a good sale.
7 Those shoes are going up next to nothing. Could you get some more?
8 I don't think there's enough fruit to go on with very well at all; in fact they were all rejected.
9 His proposals didn't go on with what he was doing.
10 He paused to answer the phone, and then he went off on with the phone.
11 New blocks of flats are going off everywhere, destroying the character of the town.
7 a) Fill in the correct preposition(s) or adverb.

1. Can't you hold ................................ those reporters until I've finished the rehearsal?
2. He is a talented actor but his lack of ambition holds him .........................
3. Although they tried, they couldn't hold ....................... their laughter.
4. Hold ........................... a minute while I get something from my room.
5. They offered to buy her a BMW but she's holding ......................... a Porsche.
6. Some Japanese soldiers refused to believe the war was over and held .................... in the jungle for years.
7. Due to the chairman's illness, the meeting was held ...................... till the next week.
8. Strike action held ....................... trains and buses all day yesterday.
9. He says he knows nothing about the missing documents but I'm sure he's holding .................. me.
10. Our water supplies held .................... for three weeks when we were marooned in the desert.

b) Make sentences using hold back, hold off and hold up meaning "delay".

1. .......................................................... .......................................................... ..........................................................
2. .......................................................... .......................................................... ..........................................................
3. .......................................................... .......................................................... ..........................................................

8 Fill in the blanks with one of the idioms/fixed phrases.

0. It's no good crying over spilt milk so just get on with your life.
1. The surgeon seemed to have ................................. .......................................................... when he succeeded in separating the Siamese twins.
2. He ................................................. when he said I was willing to help. I simply haven't got the time to.
3. He's ................................................. ever since he heard he'd failed all his exams.
4. I know you told me about the meeting, but it completely .......................................................... ..........................................................
5. The Mayor ................................................. the builder to construct a new shopping centre on the outskirts of town.
6. Would you ................................................. ? We've only half an hour before the bus leaves.
7. It never ................................................. that she might be offended by what I said.
8. Life is short, so .......................................................... .......................................................... ..........................................................
**PHRASAL VERBS 2**

<table>
<thead>
<tr>
<th>Expression</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>a night owl</td>
<td>person who enjoys staying up late</td>
</tr>
<tr>
<td>in a nutshell</td>
<td>briefly, in a few words</td>
</tr>
<tr>
<td>have an early night</td>
<td>go to bed early</td>
</tr>
<tr>
<td>be second to none</td>
<td>be the best</td>
</tr>
<tr>
<td>hit the nail on the head</td>
<td>say exactly the right thing</td>
</tr>
<tr>
<td>lose one's nerve</td>
<td>lose courage</td>
</tr>
<tr>
<td>null and void</td>
<td>invalid/not legally binding</td>
</tr>
<tr>
<td>every nook and cranny</td>
<td>everywhere</td>
</tr>
<tr>
<td>make a name for oneself</td>
<td>become famous/ respected for sth</td>
</tr>
<tr>
<td>get on one's nerves</td>
<td>irritate/annoy sb</td>
</tr>
</tbody>
</table>

### 9 Fill in the blanks with one of the idioms/fixed phrases.

1. You .......................................................... when you called him the slowest worker on earth. I've never seen anyone do so little.
2. Paul is such ..................................................; I don't think he ever goes to bed before 3 or 4 in the morning.
3. My cousin Rebecca has ..................................... as a neurosurgeon. She's considered the best in London.
4. I think I'll ..................................................... tonight as a dog kept me awake last night.
5. She cleaned .................................................. of the house before she was satisfied that it was spotless.
6. He was planning to ask his boss for a rise, but when it came to it he .................................................. and didn't do it.
7. That pianist is .................................................. in his interpretation of Mozart's music.
8. I haven't really taken to him; actually .................................................., I think he's unbearable.
9. Endless telephone calls in the evening ..................................................
10. The contract was declared .................................................. when it was found that one of the parties had been forced to sign.

### 10 Look at Appendix 5 and fill in the blanks with the correct preposition.

1. I muddled .................................. the schedule for Friday and missed an important meeting.
2. I waved at a complete stranger in the street whom I mistook .................................. my cousin.
3. Nobody likes Rick because he's so mean .................................. money.
4. I asked the assistant which make .................................. hi-fi he recommended.
5. All the evidence militated .................................. a conclusion in our favour.
6. I've been asked to notify the personnel department .................................. my new address.
7. The doctor is not noted .................................. his tact when it comes to dealing with patients.
8. The swimming pool attendant was negligent .................................. his duties and the little girl almost drowned.

### 11 Look at Appendix 5 and fill in the blanks with the correct preposition.

1. They spent the summer .................................. a cruise travelling round the world.
2. We are .................................. favour of abolishing experiments on live animals.
3. When they got home, their house was .................................. fire.
4. .................................. her boss's request, she has worked overtime nearly every day this month.
5. They estimated the candidates' popularity .................................. means of opinion polls.
6. .................................. a guess, I'd say he weighs about 70 kilos.
7. Very short skirts worn with thick woollen tights are .................................. vogue at the moment.
8. She was brought up .................................. a farm so she is used to living in the countryside.
9. Paul has been .................................. leave from work for the past month.
10. .................................. second thoughts, I don't think I want to go to the concert.
12 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1 Some friends nominated him as a spokesman.
   forward
   Some friends .................. spokesman.

2 They may have escaped through the back door.
   getaway
   They ............................... back door.

3 You've been looking miserable all day.
   moon
   You've .............................. all day.

4 She is a person who always lets you down.
   on
   You ....................................... her.

5 Why did you behave so rudely?
   point
   What ...................................... so rudely?

6 He suffers from headaches and insomnia.
   prone
   He ......................................... insomnia.

7 There are more than six hospitals in this city.
   excess
   There are ............................... in this city.

8 A rejection of their offer would have been unwise.
   accepted
   Not ........................................ unwise.

9 Mike has a more complex personality than you may think.
   depths
   Mike ........................................ than you may think.

10 To look at him, you would think he was poor.
    judging
    You would think he was poor, ......................... him.

11 The salesman promised me the cooker would be delivered today.
    assurance
    The salesman ............................. be delivered today.

12 How did he explain his lateness?
    explanation
    What ..................................... his lateness?

13 Before the new manager took over, sales were half what they are now.
    doubled
    Sales ..................................... took over.

14 For further information, contact the accommodation officer.
    obtained
    Further .................................. the accommodation officer.

15 We can't possibly imagine how we're going to afford a new car.
    remotest
    We ........................................ we're going to afford a new car.

16 If I help you now, don't assume I'll help you next time.
    count
    If I help you now, .......................... next time.

17 She's angry that she is constantly overlooked for promotion.
    resents
    She ........................................ promotion.

18 People often mistake me for my elder sister.
    confuse
    People often ............................. sister.

19 The brochure doesn't say anything about its parking facilities.
    makes
    The brochure ............................ its parking facilities.

20 Sam was really anxious, waiting to see if he had got a place in the cricket team.
    tenterhooks
    Sam was ................................. if he had got a place in the cricket team.
from/since time immemorial: for a long time/throughout history

take the initiative: be the first person to act

add insult to injury: make things even worse

make inroads into: affect sth negatively or destructively

to all intents and purposes: practically/in effect

in the interests of: in order to achieve a certain aim

in the interim: in the meantime

take issue with sb: disagree and start arguing

have/get itchy feet: have a strong desire to travel

be in jeopardy: be in danger

in a jiffy: quickly

jog one's memory: make one remember sth

jump for joy: extremely pleased or happy

reserve judgement on sb/sth: postpone giving an opinion before more is known

do sb/sth justice: reproduce sb/sth accurately and show how good they are

rough justice: unfair or unjust treatment

(on) an even keel: working or progressing steadily, to regularise sth

on a knife-edge: situation where nobody knows what will happen next/extremely exciting

knock sb dead: impress sb greatly

tie oneself in knots: get confused

safe in the knowledge: confidently (because a prior condition has been met)

---

4 After an operation you won't fully recover for a while so you shouldn't expect to feel ... for a few weeks.

5 Cinema-goers and critics alike were ... by the special effects in James Cameron's "Avatar".

6 Students are requested, ... hygiene, not to bring food into the lecture hall.

7 Being out of work for so long has ... the money he was keeping for a rainy day.

8 The delighted children ... when they heard they were going camping.

9 I don't think Julia's wedding photos ... I think she looked much more attractive on her wedding day.

10 Alan ... his daughter over her coming home from the party in the early hours of the morning.

---

14 Choose the correct item.

1 Greg has, to all intents and ..., finished his degree course, with the exception of his final dissertation.
   A reasons      C aims
   B purposes     D proposals

2 I'll reserve ....... on Ben Shipley's latest novel until I've read it.
   A condemnation C criticism
   B thought      D judgement

3 Always having had ....... feet, Delia is off again, backpacking around India.
   A itchy      C sore
   B scratchy   D light

4 It was ....... justice for Ted to receive a parking fine when he was at the doctor's.
   A poetic      C small
   B only        D rough

5 He slammed my hand in the car door and, to add insult to ......., didn't stop to apologise.
   A damage      C injury
   B harm        D infamy
6 We were all on a ........ edge until the very end of
the Hitchcock film.
A razor B knife C cliff
D chair

7 Those stones have been here since time .......
A immemorable B immortal C immemorial
D innumerable

8 Enjoy your “Sunway” cruise, safe in the .......
that everything has been taken care of.
A knowledge B recognition C awareness
D fact

9 This shoe repairer is so quick that he can sole and
heel your shoes in a .......
A split B hurry C jiffy
D flicker

10 Not wearing a seatbelt in the car can put your life
in ......
A jail B jeopardy C hazard
D risk

11 The manager was not at work so his assistant took
the ....... herself and confirmed the deal.
A initiative B issue C risk
D biscuit

15 Fill in hire, borrow, rent.

1 .................. £50
2 .................. a flat
3 .................. a car
4 .................. a hall
5 .................. a pencil
6 .................. staff
7 .................. a boat
8 .................. a lawyer
9 .................. sb’s support

16 Complete the expressions with words from the
given list.

effect work shiver contaminate evaluate alter
glimpse devastate peer bluff cope with

1 .................. your way out of a difficult situation
2 .................. a cow from a moving train
3 .................. to earn a living
4 .................. a problem
5 .................. a river
6 .................. at the small print
7 .................. sb by giving bad news
8 .................. the damage at £1,000
9 .................. with cold
10 .................. a dress

17 Fill in the collocational grid.

<table>
<thead>
<tr>
<th>effective</th>
<th>medication</th>
<th>system</th>
<th>cure</th>
<th>Insect repellent</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

18 Match the phrases, then explain the proverbs.

<table>
<thead>
<tr>
<th>Column A</th>
<th>Column B</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 A drowning man</td>
<td>a before you leap.</td>
</tr>
<tr>
<td>1 A leopard</td>
<td>b and shame the devil.</td>
</tr>
<tr>
<td>2 When the cat’s away</td>
<td>c is another man’s poison.</td>
</tr>
<tr>
<td>3 The proof of the pudding</td>
<td>d never changes its spots.</td>
</tr>
<tr>
<td>4 Tell the truth</td>
<td>e will clutch at a straw.</td>
</tr>
<tr>
<td>5 People who live in glass houses</td>
<td>f shouldn’t throw stones.</td>
</tr>
<tr>
<td>6 Look</td>
<td>g flock together.</td>
</tr>
<tr>
<td>7 Nothing ventured,</td>
<td>h the mice will play.</td>
</tr>
<tr>
<td>8 One man’s meat</td>
<td>i nothing gained.</td>
</tr>
<tr>
<td>9 Birds of a feather</td>
<td>j is in the eating.</td>
</tr>
</tbody>
</table>

114
19 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

AFRICAN TALES

A dilemma tale is a 0) traditional African form of short story whose ending is either open to interpretation or 1) ................................................ ambiguous, thus allowing the audience to comment or speculate upon the correct solution to a 2) ................................................ problem posed in the tale. 3) ................................................ issues raised involve conflicts of 4) ................................................, the necessity to choose a just response to a difficult situation, and the question of where to lay the blame when several parties seem equally guilty. An example has a tortoise as the 5) ................................................ character. Tortoise wishes to be thought of as equal in strength and authority to Hippopotamus and Elephant. When his boasts reach their ears, however, they snub him by saying he is only a small 6) ................................................ being. So Tortoise challenges both the powerful animals to a tug of war and through a trick pits them against each other, thus winning from each the 7) ................................................ consent that he is their match. The audience must decide exactly how 8) ................................................ the three of them are. As the example shows, dilemma tales function both as instruction and entertainment.

20 Choose from the sets of synonyms the word which is most appropriate in each case.

0 Sue spent weeks in hospital after being seriously .......... in a car crash.
   A ruined C injured B impaired D damaged

1 When she lost her temper, she .......... the vase her ex-husband had brought her.
   A snapped C broke off B clipped D smashed

2 Floods have completely .......... the farmer's crops.
   A injured C harmed B damaged D ruined

3 I .......... the notice-board quickly, looking for second-hand cars for sale.
   A scanned C scrutinised B peered D glanced

4 The forensic expert .......... the evidence looking for particles of skin.
   A glanced C glimpsed B scrutinised D peered

5 My brother is always .......... me about my hooked nose.
   A harassing C getting on at B pestering D teasing

6 The border guards have been accused of .......... refugees.
   A pestering C harassing B getting on at D teasing

7 My young nieces kept .......... me to buy them sweets.
   A teasing C getting on at B pestering D harassing

8 I .......... a plate when I was washing up, but it can still be used.
   A chipped C snapped B smashed D shattered

9 The windscreen .......... into a thousand pieces when the car hit a lamp-post.
   A smashed C snapped B shattered D cracked
21 Read the text below and decide which answer (A, B, C or D) best fits each gap.

MASS TOURISM

The industrial revolution produced two interconnected 0) ................. effects. The first of these was the introduction of affordable mass transport over long distances with the 1) ................. of the age of railways in the mid nineteenth century, which directly 2) ................. the rise of tourism. Once it became possible for even the working classes to travel, they too, began to travel for the purpose of pleasure. Tourism was no longer the 3) ................. only of the wealthy. For the new 4) ................. working class, tourism was likely to 5) ................. going to the nearest seaside resort. The growing mania for sea bathing and 6) ................. the sea air gave rise to the development of the British seaside holiday town. Some of the most popular being places like Scarborough and Blackpool in the north, and Margate and Brighton in the south. The next big development in mass transport lead to international tourism. Once cheap airfares began to be within the 7) ................. of the many rather than just the few, British holidaymakers began to take off in the summer to sunnier 8) ................., with Mediterranean countries like Spain and Greece being amongst the first beneficiaries of the phenomenon of cheap package holidays.

0 (A) side  
1 A opening  
2 A appointed  
3 A advantage  
4 A municipal  
5 A entail  
6 A taking  
7 A touch  
8 A temperatures

B oven  
B coming  
B invented  
B prerogative  
B city  
B demand  
B having  
B reach  
B milieux

C edge  
C arriving  
C devised  
C exemption  
C urban  
C oblige  
C using  
C stretch  
C climes

D fringe  
D starting  
D spawned  
D liberty  
D civic  
D necessitate  
D getting  
D extent  
D situations

22 Read the text below and think of the word which best fits each space. Use only one word in each space.

MOBILE PHONES

For many, the jury’s still 0) out on whether mobile phones can be dangerous to human health. For others, the safety hazards of radiation emanating from mobile phones are clear: a wide array of health problems, including cancer.

There are now billions of mobile phone users in the world. The mobile phone industry insists its products pose absolutely no threat to consumers. However, those researchers who speak out 1) .................. this wisdom say there’s virtually 2) .................. doubt mobile phones can contribute to the development of conditions like depression, diabetes, cancer, heart irregularities and impaired fertility. 3) .................. know who to believe but want to err 4) .................. the side of caution? Then follow the advice experts say will minimise your exposure to electromagnetic radiation. First, avoid carrying your phone anywhere on your body. Placing your mobile in a shirt pocket is just 5) .................. for trouble. Carry your mobile in your bag. Second, use your mobile only with full bars and good reception. The weaker the reception, the more power your phone must use to transmit. And the more power it uses, the more radiation it emits and the deeper the dangerous radio waves penetrate your body. Third, always 6) .................. in mind that the most dangerous place for you to be, in 7) .................. of radiation exposure, is within six inches of your mobile’s antenna. Place your mobile as far away from your body as you can. Finally, switch your mobile off whenever you can. As 8) .................. as it’s on, it’s emitting radiation intermittently.
23 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

RUBELLA

Rubella is a disease caused by the rubella virus. Commonly known as German measles because it was first described by German physicians in the mid-eighteenth century, rubella is generally a mild disease. Indeed, in the majority of people, attacks pass entirely unnoticed. In those who do experience symptoms, medical treatment is almost always unnecessary.

The rubella virus is spread via droplets inhaled into the respiratory tract or by direct contact. It is a highly infectious disease. Usually, the first sign of infection is a red rash on the face and body. In children and adults, this rash usually passes within three days, and the other symptoms (which include swollen glands, mild fever, joint pain and sore eyes) disappear within 1-2 weeks.

The primary medical danger of rubella is the infection of pregnant women. If a woman catches the rubella virus during the first sixteen weeks of her pregnancy, she is likely to carry the infection and give birth to a child with severe physical and mental complications. Fortunately, cases of rubella in pregnant women are very rare in the UK today. This is because rubella can be prevented with a vaccine and most British children are immunised against rubella as part of the MMR jab.

24 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

0 Nobody spoke when the teacher asked who the culprit was.
remained
Everyone remained silent when the teacher asked who the culprit was.

1 He owes his life to that surgeon.
indebted
He is indebted to that surgeon.

2 There wasn't a single ticket left for the concert so we couldn't go.
sell-out
The concert was a sell-out and we couldn't go.

3 You have the ability to do really well in your career if you make an effort.
mind
You could do really well if you put your mind to it.

4 The news of the merger really surprised the staff.
taken
The staff was taken aback by the merger.

5 I expected the film to be good, but it wasn't at all.
live
The film was a disappointing experience for everyone involved.

6 A cup of tea is the most refreshing drink of all.
made
There's nothing quite like a cup of tea as a refreshing drink.
### UNIT 8a Grammar: Wishes – Unreal Past

<table>
<thead>
<tr>
<th>Form</th>
<th>Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>I wish (If only) + past simple</td>
<td>regret about a present situation which is unreal, impossible or unlikely</td>
</tr>
<tr>
<td>I wish + present perfect</td>
<td>regret about a past situation</td>
</tr>
<tr>
<td>I wish (If only) + past perfect</td>
<td>regret about a past situation</td>
</tr>
<tr>
<td>If only he had behaved himself at the party last night!</td>
<td>regret about a past situation</td>
</tr>
<tr>
<td>I wish (If only) + subject + would + present infinitive</td>
<td>complaint/regret about the present; willingness, request; wish about sth not likely to happen; unwillingness; insistence</td>
</tr>
<tr>
<td>We never say: I wish I would</td>
<td>regret about a past situation</td>
</tr>
<tr>
<td>I wish he would stop lying. (I'm fed up with his lies.)</td>
<td>regret about a past situation</td>
</tr>
<tr>
<td>I wish you would help me. (Please, help me.)</td>
<td>regret about a past situation</td>
</tr>
<tr>
<td>I wish (If only) + subject + could + present infinitive</td>
<td>regret about a present or future situation caused by lack of ability</td>
</tr>
<tr>
<td>I wish I could speak French.</td>
<td>regret about a present or future situation caused by lack of ability</td>
</tr>
</tbody>
</table>

Remember that after wish or if only we go one tense back. This means that we use Past Simple to refer to the present and Past Perfect to refer to the past.

### Notes
- I Wish / If only both express regret or hypothetical desire. Both can be used interchangeably but if only gives more emphasis.
  - I wish she wasn't/weren't always late.
  - If only I knew what to do!
- Wish + infinitive = want to (formal).
  - I wish to be informed of all the details. (I want to be informed of all the details.)
- Wish + personal object + object is used in some fixed expressions of good wishes.
  - I wish you all the best.
- We use hope instead of wish for wishes about things that have a possibility of happening.
  - I hope you get the job. (NOT: I wish you would get the job.)

### 1. Write a wish for each of the following sentences.

1. You want to go on holiday this summer, but you haven’t got any leave left.

2. You neglected to have your clothes dry-cleaned.

3. Louise realised she left her lecture notes at home.

4. Tim didn’t have enough time to go to the bank during his lunch hour.

5. It was unusually cold, so we couldn’t go to the beach.

6. She wanted to be auditioned for the National Ballet.

7. You didn’t put the ice cream in the fridge and now it’s spoilt.

8. You didn’t do music in high school and now you regret it.

9. It didn’t occur to you to take wet weather gear on your walking tour and now you’re drenched.

10. Your friend won’t lend you her silk dress because you were rude to her.
**8a Grammar: Wishes – Unreal Past**

<table>
<thead>
<tr>
<th>Sentence</th>
<th>Completed Sentence</th>
</tr>
</thead>
<tbody>
<tr>
<td>11 Theresa’s dog keeps the neighbours awake because it barks all night.</td>
<td>I wish I hadn’t read the letter.</td>
</tr>
<tr>
<td></td>
<td>If only I hadn’t read the letter.</td>
</tr>
<tr>
<td></td>
<td>I regret reading/having read the letter.</td>
</tr>
<tr>
<td></td>
<td>I’m sorry I read the letter.</td>
</tr>
<tr>
<td></td>
<td>It’s a pity I read the letter.</td>
</tr>
<tr>
<td>12 You have lost your reference from one of your previous jobs and now</td>
<td>I wish we were wealthy.</td>
</tr>
<tr>
<td>you need it for an interview.</td>
<td>If only we were wealthy.</td>
</tr>
<tr>
<td></td>
<td>I wish I could travel abroad.</td>
</tr>
<tr>
<td></td>
<td>I wish I could travel abroad.</td>
</tr>
<tr>
<td>13 Dina gets cross because there is a lot of traffic in the street where</td>
<td>I wish I could travel abroad.</td>
</tr>
<tr>
<td>she lives.</td>
<td>I wish I could travel abroad.</td>
</tr>
<tr>
<td></td>
<td>I wish I could travel abroad.</td>
</tr>
</tbody>
</table>

**STRUCTURAL CONVERSION**

1 I wish I hadn’t read the letter.  
   If only I hadn’t read the letter.  
   I regret reading/having read the letter.  
   I’m sorry I read the letter.  
   It’s a pity I read the letter.  

2 "I wish he would be more patient," she said.  
   She complained that he wasn’t patient.  
   She complained that he was impatient.  

3 I would love to travel abroad.  
   If only I could travel abroad.  
   I wish I could travel abroad.  

4 Why don’t you drive more carefully?  
   I wish you would drive more carefully.  
   Please drive more carefully.  
   I’d rather you drove more carefully.  
   You’d better drive more carefully.  
   It’s time you started driving more carefully.  
   You would be better off driving more carefully.  

5 It’s a pity I am not wealthy.  
   I wish I were wealthy.  
   If only I were wealthy.  

6 I want to see you in my office.  
   I wish to see you in my office.  

2 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1 Please, stop talking because I can’t concentrate on the film.  
   quiet  
   I can’t concentrate on the film.  

2 Why don’t you show me your stamp collection?  
   let  
   I show you your stamp collection.  

3 You look tired. Why don’t you go to bed early tonight?  
   better  
   You look tired.  

4 Zoe has a job which makes her feel very stressed.  
   less  
   Zoe’s job makes her feel very stressed.  

5 Meg wants to be left alone because she’s upset.  
   rather  
   Meg is upset.  

6 I regret having committed myself to so many private lessons in the evenings.  
   not  
   If only I had committed myself to so many private lessons in the evenings.  

7 He regrets not taking her threats of leaving him seriously.  
   wishes  
   He wishes to leave him seriously.  

8 I would love to go on a round-the-world trip.  
   able  
   I’m able to go on a round-the-world trip.  

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CONVERSATIONAL GRAMMAR

3 Choose the correct item.

0 If only I .......... then what I know now!
   A had known  C could know
   B knew        D was known

1 “It’s time you .......... in bed. It’s almost midnight, isn’t it?”
   “You’re right.”
   A are      C had been
   B have been  D were

2 “That trip was a nightmare.”
   “Yes, I wish we .......... ”
   A went        C hadn’t gone
   B have gone   D go

3 “I overslept and was late for work again!”
   “You’d .......... that alarm clock fixed; it hasn’t worked for over a week now.”
   A rather have      C better have
   B better to have    D rather had

4 “You missed an exciting start to the football match.”
   “Yes, it’s a pity I .......... on time.”
   A am not            C wasn’t
   B haven’t been      D hadn’t been

5 If only I .......... the bill; we wouldn’t have been cut off.
   A paid            C had been paid
   B have paid       D had paid

6 “I shouldn’t have missed Mary’s party.”
   “It’s a pity you ..........; we had a lovely time.”
   A haven’t come  C weren’t coming
   B didn’t come    D hadn’t come

7 He regrets .......... enough time to finish the exercises.
   A not to have         C not having
   B not have had        D to not have

8 “Do you mind if I tell Mary about your trip?”
   “Well, I’d rather you .......... anyone else about it.”
   A wouldn’t tell          C not to tell
   B didn’t tell           D haven’t told

9 “You’re looking tired.”
   “I’m exhausted. I wish my neighbours .......... loud music when I’m trying to sleep.”
   A haven’t played       C won’t play
   B wouldn’t play        D hadn’t played

PAST SIMPLE

- conditional type 2
  If I were you, I would resign.

- wishes (present)
  I wish I were in London.

- I’d rather / sooner sb ... (for present situations)
  I’d sooner you answered me now.

- suppose / supposing
  Suppose you were fired, what would you do?

- as if / as though
  He behaves as if he owned the place!

- It’s (about / high) time ...
  It’s time we left.

PAST PERFECT

- conditional type 3
  If I had been told earlier, I wouldn’t have acted this way.

- wishes (past)
  If only you hadn’t ruined my dress!

- I’d rather / sooner sb ... (for past situations)
  I’d rather he hadn’t behaved like that last night.

- suppose / supposing
  Suppose you had lost all your money?

- as if / as though (when the action of the as if - clause has happened earlier than the action of the main clause)
  He looked as if he had won the football pools!
8a Grammar: Wishes – Unreal Past

Notes

• **Suppose** can be followed by a verb in the present tense to express a situation which may happen in the future or to introduce suggestions.

  Suppose he isn’t at work, where would we find him?

  “We haven’t got any Coke.” “Suppose we drink lemonade instead.”

• **As if/As though** can also be used with perfect tenses to express a real comparison.

  The cottage looks as if it has been renovated. (It probably has.)

---

**WOULD RATHER = I’D PREFER**

when the subject of **would rather** is also the subject of the following verb

I’d rather + present bare infinitive (present/future reference)
I’d rather have fish for lunch. I like it a lot.

I’d rather have told him before. He wouldn’t have been angry with me.

I’d rather perfect bare infinitive (past reference)

when the subject of **would rather** is different from the subject of the following verb

I’d rather + past simple (present/future)
I’d rather you left before the guests arrive. They’ll be here soon.

I’d rather + past perfect (past)
I’d rather they had left earlier. They wouldn’t have missed their flight.

**HAD BETTER = SHOULD**

I had better + present bare infinitive (present/future)
We had better cut down on fats. (We should cut down on fats.)

It would have been better if + past perfect (past)
It would have been better if you hadn’t behaved impolitely.

Notes

• **prefer + -ing form/noun + to + gerund/noun** (general)

  I prefer orange juice to tomato juice.

  I prefer swimming to climbing.

• **prefer + full infinitive + rather than + bare infinitive** (general)

  I prefer to travel by car rather than (travel) by coach.

• **would prefer + full infinitive + rather than + bare infinitive** (specific)

  I’d prefer to have apple pie rather than have spinach pie.

• **would rather + bare infinitive + than + bare infinitive** (general or specific)

  I’d rather sleep than watch TV.
CONVERSATIONAL GRAMMAR

4 Choose the correct item.

1. "It's a pity Sarah is still unemployed."
   "Yes, if only she ......... university."
   A would have finished   C would finish
   B had finished         D finishes

2. I wish I ......... their help when it was offered.
   A would accept   C had accepted
   B have accepted   D accepted

3. Suppose she ......... that outrageous story circulating around the office; she'd be furious!
   A has heard   C had been hearing
   B would hear   D had heard

4. "Susan looks ready to cry."
   "It looks as if Peter ......... her birthday again!"
   A had been forgetting   C has been forgetting
   B had forgotten       D has been forgotten

5. "Why are you glaring at me?"
   "You treat me as if I ......... your slave."
   A were       C would have been
   B was being   D had been

6. I'd rather you ......... the deal in writing by the end of next week.
   A confirmed       C had confirmed
   B have confirmed  D confirm

7. "You're looking rather pleased with yourself."
   "Suppose your boss ......... you a big bonus, you would too."
   A had given       C would give
   B has been giving D had been given

8. It's time you ......... about your future.
   A to think       C thought
   B had thought    D think

9. If only she ......... to her principles, she wouldn't have been led astray.
   A sticks       C had stuck
   B stuck        D have stuck

10. "I can't think of a good excuse for being late."
    "You ......... be honest and tell the truth."
    A had better       C would have been better
    B would better     D had better to

STRUCTURAL CONVERSION

1. If you don't tell the truth, he'll punish you.
   You'd better tell the truth or else he'll punish you.

2. If I were you, I would accept his proposal.
   You should accept his proposal.
   You'd better accept his proposal.

3. "You'd better take a nap," Mother said.
   He advised me to take a nap.
   He suggested that I shouldn't be rude to her.

4. "You shouldn't be rude to her," he said to me.
   He advised me not to be rude to her.
   He suggested that I shouldn't be rude to her.

5. They asked for a spare key. Why didn't you give them one?
   They asked for a spare key. You should have given them one.

6. There'll be trouble if he behaves like that again.
   He'd better not behave like that again or (else) there'll be trouble.

7. Why didn't you tell him so?
   It would have been better if you had told him so.
   If I were you, I would have told him so.
   I'd rather/sooner you had told him so.
   I wish you had told him so.

8. I'd rather watch TV than listen to music.
   I prefer (watching) TV to (listening to) music.

9. I'd rather stay indoors than go to the party.
   I'd prefer to stay indoors (rather) than go to the party.

10. I prefer to play tennis rather than play polo.
    I'd rather play tennis than (play) polo.
    I'd sooner play tennis than (play) polo.

11. I'd rather you left now.
    I'd prefer you to leave now.

12. It's time you learnt how to cook.
    It's time for you to learn how to cook.
    You should learn how to cook.
    You must learn how to cook.
5 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1 Why didn't you take the day off work?
   better
   It ..................................................... the day off work.
2 "You'd better tidy your desk" he said.
   to
   He ............................................................ desk.
3 He'd rather eat with friends than eat alone.
   prefers
   He ............................................................. alone.
4 If we don't leave now, we won't catch the train.
   or
   We'd ....................................................... catch the train.

5 It's time you started learning French.
   for
   It's ........................................................... lessons.
6 I prefer to go by car rather than go by coach.
   sooner
   I .............................................................. by coach.
7 You really should learn to drive.
   high
   It's ........................................................... to drive.
8 I'd prefer you to do the washing-up now.
   rather
   I'd ............................................................ now.

CONVERSATIONAL GRAMMAR

6 Choose the correct item.

1 She's such a snob; she behaves .......... the Queen.
   A as if she has been   C as if she were
   B like she were       D like she was
2 "Have I done something wrong?"
   "I wish you .......... more tactful; you're always offending people."
   A were       C were being
   B have been   D had been being
3 I'd rather you .......... so much noise last night; I couldn't get to sleep.
   A wouldn't make   C didn't make
   B hadn't made   D haven't made
4 If only we .......... more people, then we wouldn't be feeling so lonely.
   A had known       C have know
   B knew            D were known
5 It's high time you .......... the balcony. It's covered in leaves and dust.
   A cleaned        C had cleaned
   B to be cleaned  D to have cleaned
6 "My washing machine is about to break down."
   "If I were you, .......... a new one."
   A I'd bought       C I'll buy
   B I bought        D I'd buy
7 If only they .......... their tickets; I've got two spare ones.
   A didn't buy       C wouldn't buy
   B hadn't bought    D haven't bought
8 If John .......... the train instead of driving, he wouldn't have been late for work.
   A would catch      C caught
   B should catch     D had caught
9 Suppose the stock market .......... how much money would we have lost?
   A had crashed      C has crashed
   B crash            D would crash
10 Sally would prefer to pursue her studies .......... to look for a job.
    A rather than start   C rather than starting
    B to start          D than to start
7 Read the text below and think of the word which best fits each space. Use only one word in each space.

CHRISTMAS SALES

People will queue for hours in order to snap 0) up a bargain in the UK's annual post-Christmas sales which traditionally start on Boxing Day but in recent years have begun 1) .......................................................... in advance of Christmas Day. 2) .......................................................... and down the country, outside the most famous department stores and shopping centres, the most determined bargain hunters will even camp out overnight in order to ensure their place at the front of the queue. And 3) .......................................................... can blame them when it's not 4) .......................................................... for stores to offer discounts of 80% or more during this period.

The peak weeks of Christmas trading have always been crucial to UK retailers. Typically, this period 5) .......................................................... for nearly one-fifth of the UK retail industry's annual sales. However, in recent years, it has become even more significant as increasing numbers of Britons choose to play a waiting 6) .......................................................... with retailers in anticipation of huge discounts during the sales period. With money tighter than ever due to the global recession, the British public have become much more reluctant to fork 7) .......................................................... a fortune over Christmas when they know they can grab a bargain in the sales. If you're ever in the UK over the Christmas period, make sure you 8) .......................................................... the shops and join in the fun as you're guaranteed to find some unbelievable bargains. Just be prepared to be pushed and shoved a bit, though, as it can be extremely busy!

PHRASAL VERBS 1

8 Match the phrasal verbs in bold with the definitions given.

<table>
<thead>
<tr>
<th>Phrasal Verb</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>0  In the French, you'll improve.</td>
<td>a follow</td>
</tr>
<tr>
<td>1 I need to keep up with the latest developments in the stock market.</td>
<td>b progress at the same rate</td>
</tr>
<tr>
<td>2 If we keep to the plan exactly, we're certain to succeed.</td>
<td>c continue doing sth</td>
</tr>
<tr>
<td>3 As I couldn't keep up with my classmates, I transferred to a lower class.</td>
<td>d continue working at</td>
</tr>
<tr>
<td>4 Don't keep on at me about the door; I'll fix it.</td>
<td>e repress</td>
</tr>
<tr>
<td>5 The authorities managed to keep down rebellious factions with the use of force.</td>
<td>f detain after normal hours as a punishment</td>
</tr>
<tr>
<td>6 Keep in with the boss and you'll soon get a promotion.</td>
<td>g hide</td>
</tr>
<tr>
<td>7 It's time we found out what he's keeping back from us.</td>
<td>h continue to be friendly</td>
</tr>
<tr>
<td>8 The student was kept in for an hour for cheating in the exam.</td>
<td>i continue talking in an irritating way/nag</td>
</tr>
<tr>
<td>9 Keep on the diet and you'll soon begin to lose weight.</td>
<td>j be informed about</td>
</tr>
</tbody>
</table>
9 Fill in the correct preposition(s) or adverb.

0 He laid out all his savings on that venture which fortunately succeeded.
1 This blouse is too tight for me. I'd better let it
2 He let his parents by failing his exams.
3 Don't let that they're planning to get married. Their parents don't know.
4 I wish you'd lay me what to do all the time.
5 You should really let the children. They can't be perfect all the time.
6 We'll let you our plans but don't tell anybody else.
7 Her father laid her when she came home two hours late from a party.
8 I let myself a lot of trouble when I agreed to help her.
9 If the rain lets we'll be able to play tennis.
10 For the last twenty years, he has been laying 15% of his salary for his old age.
11 He was let a warning instead of being given a fine.
12 The student let a cry of horror when she saw her poor exam results.

10 Fill in the blanks with one of the Idioms/fixed phrases.

0 This new job is a and far too good to turn down.
1 Let's keep this — just tell me what you want and then leave. I'm busy!
2 , sit down and be quiet or I'll send you out!
3 I always find it embarrassing when people argue .
4 , he won the national song contest and became quite well-known.
5 What he promised was impossible — he was a(n) .
6 Being a car mechanic, William loves .
7 I'm afraid a recession is .
8 Now that the scandal is , the Minister will have to resign.
9 When the traffic warden gave me a parking ticket, I tried to , which only got me into more trouble.
10 it's traditional to when you move house.
11 John because he was always arriving late to work.
11 Fill in the blanks with one of the idioms/fixed phrases.

0 My husband popped the question on Valentine's Day in 2005.

1 The book was published in the 1960s and is now

2 Moving from that house to this one was a case of

It's much worse here.

3 I'd love a game of tennis even though I'm

4 Failing the exam after so much hard work was

at the end of the film.

5 Everything ........................................

6 Since we were discussing unemployment, his comment about football was totally

7 I wish he'd .........................................

and stop wasting everyone's time.

8 You're no longer considered ........................................ until you're well into your 60s.

9 Doing the washing-up is ........................................ living independently.

12 Look at Appendix 3 and fill in the blanks with

the correct preposition(s).

0 To everyone's astonishment, she arrived at the party in a Rolls Royce.

1 Mary was impatient ..................... the Christmas holidays to arrive.

2 Their school building is ..................... repair, so they are having lessons in the old library.

3 She was ..................... the point of leaving when the phone rang.

4 People were chosen ..................... random to try the new product.

5 ..................... answer to your question, the meeting will take place next Tuesday.

6 Don't be so impatient ..................... Sue. She's only 10 and doesn't understand things quickly.

7 ..................... no account must you open your book during the test.

8 Gill wasn't her usual cheerful self today. She was ..................... the weather.

9 ..................... the whole, I think your work is quite satisfactory.

10 As there was little time left, he outlined his plans ..................... brief.

11 Jam oozed ..................... the doughnut when she bit into it.

12 He is proud ..................... his new sports car.

13 The driver was oblivious ..................... the red light and went straight through it.

14 The schoolchildren were overburdened ..................... homework.

15 My mother has an obsession ..................... cleanliness and is forever doing the housework.

16 The surgeon operated ..................... the woman with the fractured hip.

17 My brother is so mean that he hates to part ..................... a single penny!

18 The villagers left their homes in the valley and moved to higher grounds as a precaution ............... flooding.

19 The shop sent me the cooker ..................... approval as I wasn't sure it was the model I wanted.

20 He has a proclivity ..................... being dishonest in business.

21 Mrs Heath pleaded ..................... her husband not to resign from his job.
13 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. Digging in the garden gives me an outlet for my frustrations.
   vent
   Digging .................................................. frustrations.

2. The TV channel broadcast the whole of the tennis tournament.
   extensive
   There .................................................... tennis tournament.

3. She was allegedly the richest singer in Peru.
   claimed
   They ........................................................ singer in Peru.

4. The boys hurled snowballs at their next-door neighbour.
   pelted
   The boys ................................................ snowballs.

5. She claimed that her success was due purely to luck.
   attributed
   She ........................................................ luck.

6. The first sign of the disease is blurred vision.
   onset
   The ........................................................ blurred vision.

7. Pam didn't understand the situation and so made a terrible mistake.
   stick
   Pam ........................................................ made a terrible mistake.

8. The newspaper revealed that the politician was a spy.
   exposed
   The politician ........................................ the newspaper.

9. Sheila has become too big to wear this pullover.
   grown
   Sheila ...................................................... pullover.

10. There are a lot of people out of work in this town.
    level
    The ...................................................... in this town.

11. We forgot to include the cost of accommodation in our holiday budget.
    allow
    We ....................................................... in our holiday budget.

12. We need to find a new market if the company is to survive.
    on
    The ......................................................... market.

13. They say he owes a lot of people money.
    debt
    He's said ........................................... a lot of people.

14. Unless we can obtain more information, we can't process your claim.
    forthcoming
    Unless ...................................................., we can't process your claim.

15. The judge concluded that the accident was the result of reckless driving.
    cause
    The judge concluded that ........................................ accident.

16. The redevelopment programme needs to be supported by the local council.
    backing
    The redevelopment programme ..................................... the local council.

17. Rick's boss says he thinks Rick is doing a wonderful job.
    praise
    Rick's boss ................................................. Rick.

18. The company is introducing a new dress code on the first of the month.
    force
    A ........................................................ on the first of the month.

19. Marcus hasn't got very far with his dissertation.
    made
    Marcus ...................................................... his dissertation.
FIXED PHRASES

by and large: to a great extent/generally
larger than life: exaggerated
on its last legs (inf): in weak or poor condition/need for replacement
lay it on thick (inf): exaggerate
lay sb low: make sb ill or weak, confine them to bed
improve by/in leaps and bounds: improve/increase very rapidly
do sth at length: take a long time to do/do sth in great detail
follow/obey to the letter: follow (e.g., instructions) exactly without question
on the level (inf): sincere, truthful
make light of sth: treat sth as though it is not serious when in fact it is
bring into line with: make sb/sth comply with a standard/behaviour
draw the line: refuse to do/tolerate sth
put sth on the line (inf): risk, endanger
be lost on sb: have no effect on sb/not to be understood by sb
not for love nor money: by no means/for no reason
like it or lump it (inf): whether you like it or not
leave sb in the lurch (inf): abandon/let sb down

14 Complete the sentences using one of the fixed phrases in an appropriate form.

1. Barbara was ................................ by a nasty bout of gastroenteritis.
2. The new taxation law ................................ the country ................................ the rest of Europe.
3. I read through the recipe and ................................ ................................ for a successful outcome.
4. Martha's piano playing is improving ................................ ................................ these days.
5. The irony of the situation ................................ Ted.
6. ................................ would I go bungee-jumping.
7. I will reluctantly work on Saturdays but I ................................ ................................ on Sundays.
8. Sean always attempts to ................................ the fact that he has a serious illness. He never complains.
9. The chairman spoke ................................ at the board meeting about the sales figures.

15 Choose the correct item.

1. The optician says you have to wear glasses, like it or ........... it.
   A jump          C dislike
   B lump          D loathe

2. You will be putting your life on the ........... if you take up skydiving.
   A ground       C lane
   B way          D line

3. His friends and family left him in the ........... when he went bankrupt.
   A church       C end
   B lurch        D street

4. There are more people employed, by and ........... in the service sector than in manufacturing nowadays.
   A large       C by
   B all         D through

5. Tara was really laying it on ........... about her accident at work.
   A fine        C thick
   B broad       D thin

6. Were you on the ........... when you said you had resigned from work?
   A wagon       C flat
   B level       D town

7. Stars of the Hollywood silver screen tended to be larger than ........... .
   A life        C reality
   B drama       D ever

8. Judging from the noise it is making, the washing machine is on its last ........... .
   A gasp        C resort
   B breath      D legs
16 Match column A with column B, then fill in the correct idioms/fixed phrases.

<table>
<thead>
<tr>
<th>Column A</th>
<th>Column B</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 as plain as</td>
<td>a the hills</td>
</tr>
<tr>
<td>1 as keen as</td>
<td>b a lamb</td>
</tr>
<tr>
<td>2 as fit as</td>
<td>c mustard</td>
</tr>
<tr>
<td>3 as gentle as</td>
<td>d the nose on your face</td>
</tr>
<tr>
<td>4 as good as</td>
<td>e ditchwater</td>
</tr>
<tr>
<td>5 as light as</td>
<td>f Punch</td>
</tr>
<tr>
<td>6 as miserable as</td>
<td>g gold</td>
</tr>
<tr>
<td>7 as old as</td>
<td>h a feather</td>
</tr>
<tr>
<td>8 as dull as</td>
<td>i a fiddle</td>
</tr>
<tr>
<td>9 as pleased as</td>
<td>j sin</td>
</tr>
</tbody>
</table>

0 What do you mean, you can't see she's unhappy? It's as plain as the nose on your face.
1 Joan was ...................................... when she learned she'd failed the exam.
2 That magic trick is ......................................; I've seen it a hundred times.
3 Her cat Rosie is ...................................... She weighs less than a kilo.
4 John was ...................................... to get on with the project. In fact he could hardly wait.
5 Mary was ...................................... when she learned she'd won the lottery.
6 The babysitter said that the children had been ...................................... and that she hoped to have children just like them.
7 The dog looked vicious, but in reality it was ......................................

17 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

DIAMONDS

As a gemstone, diamonds have been prized for centuries for their 0) **exceptional** brilliance and lustre. Just twenty percent of all the diamond mined today is of 1) ...................................... size and gem-quality to be distributed to experts for jewellery manufacture, however. The majority of diamond extracted from the earth is sold to industry.

Diamond is a material with 2) ...................................... physical qualities. In particular, it is the hardest natural substance known to man, and it is an excellent conductor of heat. It is these two qualities that determine a diamond's major industrial 3) ......................................: the cutting, grinding, drilling and polishing of objects. Diamonds are 4) ...................................... in drill tips and saw blades for the purposes of cutting and drilling. Industrial-grade diamonds (which are usually black in colour due to 5) ......................................) are also ground into micron-sized abrasive powders for use in polishing. Indeed, diamonds have become indispensable to industry today. Tools made from diamonds offer a nearly 6) ...................................... precision in cutting other substances. In medicine, instruments made from diamonds are used to cleanly slice through bone and tissue. The petroleum industry uses diamond- 7) ...................................... drill bits to cut through rock in their search for oil. The mining and construction industries use diamond tools to cut through rock and concrete. In fact, such is industry's need for diamond that demand exceeds the supply obtained through mining. Fortunately, scientists have been able to produce diamonds 8) ...................................... since 1954. Every year, 600 tonnes of laboratory-made diamond is produced specifically for industrial use.
18 Choose the correct item.

0 I left the house in a hurry and my bedroom was .......... with clothes.
   A scattered          C strewn
   B dispersed          D sprinkled

1 We giggled at the sight of Mrs Brown .......... down the road in her six-inch stiletto heels.
   A staggering            C tottering
   B reeling               D stumbling

2 The skaters .......... gracefully across the ice.
   A slid                C slipped
   B glided              D skidded

3 The cat slept peacefully .......... in the long grass.
   A huddled              C snuggled
   B nestled              D cuddled

4 Mr Wright .......... his vegetable garden carefully.
   A tends               C sows
   B grows               D attends

5 Employees of the company are forbidden to .......... information about the secret formula.
   A betray              C portray
   B divulge             D unveil

6 The soldier didn’t .......... his comrades even when he was pressured to do so.
   A betray              C reveal
   B divulge             D disclose

7 The removal men .......... the heavy piano up the stairs with great difficulty.
   A tooted              C thrust
   B shoved              D heaved

8 She .......... a few clothes into a case and hurried to the airport.
   A scattered            C piled
   B shoved               D heaved

9 My fear of wasps .......... from the fact that I was severely stung as a child.
   A stems                C generates
   B begats               D commences

10 This year’s series of open-air plays .......... with a performance of “Electra”.
   A stems                C derives
   B originates           D commences

11 We could hear the monkeys .......... long before we reached their cage.
   A chatting              C prattling
   B chattering            D babbling

12 Jane .......... about the surprise party for Sheila and now the whole idea is ruined.
   A blabbed              C prattled
   B gossiped            D chatted

19 a) Fill in valuable, precious.

   0 valuable stone  |  6 .......... moment
   1 .......... advice     |  7 .......... antique
   2 .......... experience |  8 .......... jewellery
   3 .......... metal       |  9 .......... time
   4 .......... discovery   | 10 .......... links
   5 .......... friend

b) Fill in comfortable, convenient.

   1 .......... time          |  6 .......... supermarket
   2 .......... bed            |  7 .......... life
   3 .......... position       |  8 .......... bus stop
   4 .......... place         |  9 .......... room
   5 .......... excuse

20 a) Fill in chop, slice, shred.

   0 slice bread         |  4 .......... paper
   1 .......... cake       |  5 .......... meat
   2 .......... wood       |  6 .......... documents
   3 .......... tomatoes   |  7 .......... cabbage

b) Fill in slim, lean, thin.

   1 .......... meat      |  5 .......... chance
   2 .......... man       |  6 .......... line
   3 .......... ice       |  7 .......... times
   4 .......... volume    |  8 .......... harvest

7 .......... weather

9 .......... weather

10 .......... weather
21 Fill in the blanks with one of the words from the list below in the correct form.

- fire
- monitor
- enact
- broaden
- vent
- waive
- howl
- pamper
- meet
- issue

- "If you don't meet our demands, we will destroy your business", he said.
- The booking office hasn't presented my tickets yet.
- Considering my vast experience, they instructed the normal requirements.
- The doctors attended his progress with sophisticated equipment.
- The teacher attended his anger on the naughty child.
- As soon as he fired the gun, the birds flew away.
- The government enacted a law to make recycling compulsory.
- My father says that reading broadens your mind.
- The dog howled with pain when the cat scratched it.
- If you pamper children, they will grow up spoilt.

22 Collocate the expressions with words from the given list.

- curb
- betray
- cuddle
- accuse
- marvel
- charge
- sprinkle
- disperse
- blab
- slip
- stagger

- to stagger under the weight of sth
- to ............... a crowd
- to ............... one's behaviour
- to ............... the baby
- to ............... on the ice
- to ............... the secret
- to ............... sb of lying
- to ............... with sugar
- to ............... sb with careless driving
- to ............... sb's trust
- to ............... at the view

23 Choose the correct item.

0 He was ............... intensively before the tennis tournament.
A practiced
B practised
C learned
D taught

1 Our journey was ............... by the icy roads, which forced us to drive very slowly.
A obstructed
B impeded
C barred
D blocked

2 Before the parachute jump, he was carefully ............... in safety procedures.
A shown
B instructed
C presented
D familiarised

3 She ............... her daughter to the care of a babysitter.
A entrusted
B relegated
C confided
D resigned

4 The engineer ............... the machine with a hammer and, miraculously, it roared back to life.
A slapped
B smacked
C wracked
D punched

5 Fighting among rebel soldiers ............... last night and a curfew has now been imposed.
A enhanced
B aggrieved
C heightened
D intensified

6 While other companies collapsed in the economic recession, Cartwright Ltd ............... and share prices rose.
A earned
B exploited
C profited
D gained

7 Rebecca ............... her fiancé across the face during an argument and walked out of the restaurant.
A smashed
B slapped
C struck
D punched

8 The judge's ruling ............... a wave of protest campaigns across the country.
A provoked
B instigated
C launched
D commenced

9 Although she was able to walk with the aid of crutches, having a broken ankle ............... her movements considerably.
A barred
B hindered
C intervened
D blocked

10 The Oscar-winning actress simply ............... charm and professionalism in her acceptance speech.
A exuded
B excluded
C expunged
D extricated
24 Read the text below and decide which answer (A, B, C or D) best fits each gap.

THE ANTIKYTHERA MECHANISM

The Antikythera shipwreck 0) ... the archaeological museum in Athens, Greece with a whole 1) ....... of treasures at the turn of the 20th century. These included massive marble statues, tiny glass bowls, gold jewellery and the life-sized bronze 2) ....... known as the Youth of Antikythera. But there was one item, in particular, that 3) ....... the attention of the museum's director, Valerios Stais. He noticed that a small piece of 4) ....... metal appeared to have a gear mechanism 5) ....... within it. He then surmised that this piece of metal was more than likely some kind of astrolabe of the 1st century BC. The scientific world of the time treated his theory with 6) ....... . As far as the world at large was concerned, no gear mechanism could have come from the 1st century BC, as it was firmly believed that they had not been invented until much later. So, Valerios Stais put the chunk of metal into 7) ....... in the vaults of the museum, where it lay, undisturbed, for another fifty years until the British scientist Derek de Solla Price 8) ....... an interest in it. Since then, scientists and archaeologists have worked tirelessly to solve the mysteries of the Antikythera Mechanism. It has now been proved that Stais was correct that the object was part of a complex gear mechanism and it is, indeed, from the 1st century BC. But it is not an astrolabe. It is, in fact, what can only be described as the world's first analog computer.

0 A gave
1 A host
2 A classic
3 A took
4 A corrupted
5 A embedded
6 A mockery
7 A bank
8 A took

8c Practice Test

B furnished
C offered
D decorated
A army
B rarity
C legion
D throng
A gripped
B distorted
C corroded
D disfigured
A stamped
B imprinted
C branded
D gripped
A contempt
B disregarde
C neglect
D deposited
A deposit
B reserve
C had
D storage
A gave

25 Read the text below and think of the word which best fits each space. Use only one word in each space.

AGE IS A STATE OF MIND

The American comedian, George Burns, 0) who lived to be 100 years old, was once asked the secret to 1) ..................... vigour, prosperity, and longevity. He answered in one word, “Attitude”. Psychologists agree. 2) ..................... no attention to the number of candles on your birthday cake, they say. Age is not a number; it’s a mind-set.

It's true that those people who look and act younger than their years all seem to share certain characteristics. They don't 3) ..................... life too seriously; they have a good sense of humour; and rather than look 4) ..................... on what they have or haven't done, they focus on what lies ahead. In short, their approach to life is to look on the bright 5) ..................... of things and live in the moment.

Time and time 6) ..................... , studies have indicated that optimists age better than their pessimistic counterparts. Perhaps this shouldn't be surprising, in all aspects of life, the attitude we bring 7) ..................... the table affects the eventual outcome. When we expect success, for instance, the odds that we achieve it are far greater than when we presuppose failure. Likewise, how fast we eventually age is very much determined by our state of mind. So remember: if you think you are ready for the rocking chair, then you will be, 8) ..................... matter what your age. Retain a youthful outlook, however; and you will always seem much younger than your years.

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26 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

**FISHING**

Bottom trawling – the practice of dragging huge, heavy nets across the seafloor – is possibly the most **DESTRUCTIVE** fishing method yet devised by man. Notorious for its **WASTE**, bottom trawling severely damages ecosystems and results in the death of countless non-target species. The nets **DISCRIMINATE** every object in their path and every life form. The collateral damage, known as ‘bycatch’, can amount to 90% of a trawl’s total catch. Indeed, in 2004, it was shown that bottom trawling kills 16lb of sealife to produce just 1lb of **MARKET** fish. The dead or dying marine animals are considered **CEASE** and simply dumped back into the ocean. Waste on such a gargantuan scale is not remotely sustainable and scientists around the world have called for the **PROPOSE** of bottom trawling.

Today, the situation with the world’s oceans has become so critical that many experts now predict current fish stocks will collapse **LAW** by 2048 unless urgent action is taken on all fishing practices, including bottom trawling. In 2006, the UN General Assembly debated a ban on bottom trawling by member states, but the **ENTIRE** was eventually blocked. In 2007, the South Pacific Regional Fisheries Management Organisation banned bottom trawling in the high seas areas it manages (accounting for about 25% of the global ocean), while the North East Atlantic Fisheries Commission recently made it **PROPOSE** to fish in some of its waters. Sadly, despite this progress, the vast majority of international waters remain unprotected.

27 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

0 Nobody spoke when the teacher asked who the culprit was.
remained
Everyone **remained silent when the teacher asked** who the culprit was.

1 John took my place while I was at the dentist’s.
stood
John ....................................................... at the dentist’s.

2 I think you’ll have problems if you park here.
better
I think ....................................................... here.

3 I don’t think Patrick has ever been camping.
best
To ....................................................... been camping.

4 In my opinion, computers are more trouble than they’re worth.

hindrance
In my opinion, computers ........................................... help.

5 The gates must be locked before we leave the premises.
prior
We ....................................................... the premises.

6 Customers will not want to buy this product.
market
There ....................................................... this product.
# Grammar: Relatives

## Relative Pronouns

<table>
<thead>
<tr>
<th>People</th>
<th>Subject of the following verb (cannot be omitted)</th>
<th>Object of the following verb (can be omitted)</th>
<th>Possession (cannot be omitted)</th>
</tr>
</thead>
<tbody>
<tr>
<td>who/that</td>
<td>He is the actor. He was awarded the Oscar</td>
<td>There's the man. We met him yesterday.</td>
<td>whose</td>
</tr>
<tr>
<td></td>
<td>He is the actor who/that was awarded the Oscar.</td>
<td>There's the man (whom/who/that) we met yesterday.</td>
<td>That's Mr Brown. His wife died last month.</td>
</tr>
<tr>
<td>things/animals</td>
<td>which/that</td>
<td>which/that</td>
<td>whose/of which</td>
</tr>
<tr>
<td></td>
<td>I bought a camera. It doesn't work properly.</td>
<td>Here's the dog. I found it in the street.</td>
<td>There's the camera. Its lens is broken.</td>
</tr>
<tr>
<td></td>
<td>I bought a camera which/that doesn't work properly.</td>
<td>Here's the dog (which/that) I found in the street.</td>
<td>There's the camera whose lens/the lens of which is broken.</td>
</tr>
</tbody>
</table>

## Relative Adverbs

<table>
<thead>
<tr>
<th>Time</th>
<th>when (= in/on which)</th>
<th>Place</th>
<th>where (= in/at/on/to which)</th>
<th>Reason</th>
<th>why (= for which)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The day when he first met Jane was the happiest of his life.</td>
<td>That's the centre where the conference is being held.</td>
<td></td>
<td>His laziness was the reason why he was dismissed.</td>
<td></td>
</tr>
</tbody>
</table>

### Notes

- **That** can replace **when** or be omitted in an informal style. I'll never forget the day *(when/that)* the earthquake happened.
- **That** can replace **where** or be omitted only after the words somewhere, anywhere, nowhere, everywhere, place.
- Have you got somewhere *(that)* I can store my schoolbooks? *That* can replace why or be omitted only after the word reason. That's the reason *(why/that)* he lied to you.

- **That** is never used after commas or prepositions.
- That's the place in which I was born. *NOT*: That's the place in that I was born.
- This is Paul, who you spoke to last week. *NOT*: This is Paul, that you spoke to last week.
DEFINING RELATIVE CLAUSES

A defining relative clause refers to the preceding noun. It gives essential information about it and cannot be omitted, as this could obscure the meaning of the main clause. A defining relative clause cannot be placed between commas.

People are artists. (Which people? Everyone?)
People who paint are artists.

NON-DEFINING RELATIVE CLAUSES

A non-defining relative clause refers to the preceding noun and gives extra information about it. Therefore, it can be omitted without cause or confusion or changing the meaning of the main clause, and must be put between commas.

My brother, who is studying medicine, will be 24 next week.

Relatives with Prepositions

The preposition is put in front of whom or which (formal English). It can also be put at the end of the relative clause, in which case whom becomes who. In such instances, however, that (less formal) is more commonly used instead of who/which. In everyday speech, it is also common for who/which/that to be omitted altogether.

That's the man with whom I went to France. (formal)
That's the man who/that I went to France with. (less formal)
That's the man I went to France with. (informal)

where: a) preposition + which
b) which/that + clause + preposition
c) clause + preposition (no relative)

when: a) preposition + which
b) that + clause + preposition
c) no relative, no preposition

That's the house where we lived for ten years.
a) That's the house in which we lived for ten years.
b) That's the house which/that we lived in for ten years.
c) That's the house we lived in for ten years.

1964 is the year when I was born.
a) 1964 is the year in which I was born.
b) 1964 is the year that I was born (in).
c) 1964 is the year I was born.

CONVERSATIONAL GRAMMAR

1. Choose the correct item.

1. "He looks familiar."
   "He's the author ....... novel became a best seller."
   A which          C whose
   B of which       D whom

2. "Hi Nick. I've got bad news. Natalie and James broke up again."
   "I know, but it is James ....... is to blame this time, not Natalie."
   A for whom          C who
   B whose            D which
3 "Wendover? Never heard of that town before."
   "Well, actually it's the town where I spent my teen years."
   A where C when
   B who D which

4 "What are you reading?"
   "A review of the film that was on television last night."
   A which it C that it
   B where D on which

5 "Which was the most disappointing moment in your career?"
   "It was the moment when I realised that my partner was stealing from our company."
   A which C when
   B where D on which

6 Children always want to know the reason why things are as they are.
   A whom C which
   B why D who

7 "Is there a problem with the letter?"
   "The person to whom this letter is addressed no longer lives here."
   A who C to who
   B to whom D whom

8 India is the country where he spent the early years of his life.
   A at which C where
   B that D on which

2 Fill in the blanks with the correct relative pronoun or adverb. Indicate where they can be omitted.

1 Our new neighbours, who live in the flat, is just below ours, own the gallery that is showing the Picasso exhibition.

2 Two weeks ago he went to Chicago, he met the man for whom he will be working, he finishes his training.

3 Kevin Sedgewick stars in this film, comes from the small town where I lived, I was studying in England.

4 It was on Saturday Gary told us about the job he was offered.

5 I believe that vitamin C relieves colds quickly, is a point many doctors disagree on.

6 Angela is a parent I met at the school last week. Angela, is very tall, told me she played basketball professionally, was interesting.

7 The young man you were speaking to at the conference was the one mother is the country's best heart surgeon.

8 My Babe Ruth baseball card, has tripled since I bought it twenty years ago, was bought by a collector lives in the house I grew up.

9 Just as we were getting out of our car, Miss Williams, lives two doors away, came up and asked us if we had seen the couple to who she had rented a flat.

10 Yesterday was one of those days I couldn't find any free parking spots, was frustrating.

3 Join the following sentences using relative pronouns or adverbs.

1 John and Joe are brothers. They own the café down the street.

2 He bought these trousers at a second-hand shop. His best friend owns it.

3 That woman is a wealthy heiress. She is wearing dark sunglasses.

4 His article was accepted by the editor. He wrote it last week.

5 Jim and Maureen are our neighbours. Their daughter has just got married.

6 The cinema has recently been renovated. It was designed by a famous architect.
4 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. Can you tell me who the owner of that car is, please? belongs
   Can you tell me .........................................................., please?

2. This is Thomas Hardy’s birthplace.
   town
   This .......................................................... in.

3. It was generous of her to donate so much money to charity.
   amount
   She .........................................................., which was generous of her.

4. This is the dog which won first prize at Crufts last week.
   awarded
   This is the dog .......................................................... last week.

5. He recommended me for the position, which was very nice of him.
   kind
   It .......................................................... for the position.

6. It’s unfortunate that the construction of the building will not be finished as originally planned.
   longer
   The construction of the building ..........................................., unfortunate.

7. It was childish of him not to accept my apologies.
   refused
   He .......................................................... of him.

8. He was born in London fifty years ago.
   city
   London .........................................................., fifty years ago.

9. The newspaper editor only accepted one of the ten articles I wrote.
   by
   I wrote ten articles, ..........................................................

10. The writer I really admire won the Nobel Prize for Literature.
    admiration
    The writer for .......................................................... won the Nobel Prize for Literature.
5 Read the text below and think of the word which best fits each space. Use only one word in each space.

TAXI SCAMS

Taxi drivers are notorious for scamming tourists the world over. From Athens to Argentina, from Morocco to Mumbai, devious and unprincipled taxi drivers have been charging naïve tourists just as much as they think they can possibly.

1) ................................ away with for years. Unfortunately, when you’re in a foreign country, short lefJ) ................................... opting for public transport, you pretty much have to accept that sooner or later you’ll fall victim to one of these scams. Taxi drivers have a huge repertoire of tricks, and it’s of little consequence if you happen to be onto one or two of 3) ................................

Your driver will simply use another to achieve his aim. Request a metered journey? Your driver will have a meter that has been tampered with so it runs at an extortionate rate, or he will simply take the ‘long way’ to your destination in order to rack up the fare. Happen 4) ................................ know the way to your hotel? You’ll still be driven around unnecessarily, as ‘traffic jams’ or ‘road closures’ will be blocking the main routes. Think negotiating a set price will prevent you 5) ................................ being conned? Think again. You’re sure to be quoted an inflated fare. Even if you do somehow manage to fix a reasonable price, your driver will simply state another at the end of your journey, citing numerous reasons for the revised fare (loading and unloading your suitcase cost extra; there is a per-suitcase set fee, etc). You won’t win the argument either. Your driver will have had far too much experience arguing with passengers 6) ................................ to emerge victorious. Manage to avoid all the above? Then taxi drivers have much less obvious and far more sophisticated scams 7) ................................ their sleeve, such as switching a large denomination note for a smaller one when you 8) ................................ over your cash and saying you have made a mistake and did not give him enough.

6 Look at Appendix 1 and fill in the missing preposition or adverb from the box below.

- ahead
- onto
- back
- for
- after
- up (X2)
- out for
- to
- up to
- over
- down on
- on (X2)
- at
- into
- out (X2)

0 Looking back on my life, I realise I’ve been very fortunate.
1 In 1917 the Russian working classes rose ................................ against their masters.
2 She looks ................................ Mrs Brown’s children three days a week.
3 This firm looks ................................ employees who have initiative.
4 Robert looks ................................ people who are not as educated as he is.
5 The police are looking ................................ the matter and hoping to find a solution soon.
6 Look ................................! There’s a car coming.
7 He looks ................................ his older brother and follows his example in everything.
8 Let’s make an appointment to look ................................ the house that is for sale.
9 The hotel room looked ................................ the swimming pool.
10 Passers-by looked ................................ as the circus passed through town.
11 They looked ................................ him to provide funds for the new magazine.
12 We’ve been looking ................................ a new flat for months but we haven’t found one yet.
13 You’d better look ................................ the dates in the encyclopaedia.
14 I’m sorry; I haven’t had time to look ................................ your composition yet.
15 Have you looked ................................ at what you’ll be doing in two years’ time?
16 He was led ................................ by her flattery but soon discovered how insincere she was.
17 I don’t think we can rule ................................ this possibility after all.
PHRASAL VERBS 2

7 Look at Appendix 1 and fill in the missing preposition or adverb from the box below, then give a synonym for each phrasal verb.

- for • out (X4) • up (X5) • off
- up for • over • into

0 Can you make out the meaning of this passage?
1 When you make the cheque, please make it payable to Mr. R. Smith.
2 The naughty boy made the last of the sweets.
3 When they heard the fire alarm, the audience made the exit.
4 The boss asked her to make the hours she missed last week.
5 I don’t know how to make my rudeness to him.
6 The committee is made of twelve members.
7 She makes that she is a successful actress, but in fact she’s only played one small role.
8 They want to make a loft a study.
9 He made the whole story; it was just a figment of his imagination.
10 Her father has made all his property to her as she is his only child.
11 After not speaking for several days, they finally made it.
12 I can’t make who is in the room, as it’s too dark.
13 She never goes out of the house without first making her face.

0 understand | 7 understand
1 ......................... | 8 .........................
2 ......................... | 9 .........................
3 ......................... | 10 .........................
4 ......................... | 11 .........................
5 ......................... | 12 .........................
6 ......................... | 13 .........................

IDIOMS/FIXED PHRASES 1

hit the roof: get very angry
work to rule: adhere strictly to the regulations as a form of protest
rack your brains: think very hard about sth
off the record: unofficial(ly)
In a rut: stuck in a monotonous routine
in the long run: after a long period of time
It stands to reason: it is logical
as a last resort: when all else has failed
put down roots: settle down
know the ropes: know all the details of sth

8 Fill in the blanks with one of the idioms/fixed phrases.

0 After working in the same office for ten years, he felt he was in a rut.
1 My boss couldn’t tell me anything officially but he told me a promotion was imminent.
2 She when her neighbours played their stereo at full volume for the fourth consecutive night.
3 Having lived and worked in more than a dozen countries, he thought it was about time he in one place.
4 The bus drivers voted in an attempt to break down the management’s resistance to their demands.
5 You’ve eaten so much that you feel sick.
6 I’d been unable to contact her for three days so I drove the thirty miles to her house to see what was going on.
7 Paul’s only just started work here, so he doesn’t really , yet.
8 This may be an expensive purchase now but it will save us a lot of money.
9 He had to to remember where he had left his spare car keys.
9 Look at Appendix 5 and fill in the blanks with the correct preposition.

0 Susan's quest for a satisfying job was at last realised.
1 We had to queue before we could get into the cinema last night.
2 Heavy rain resulted widespread flooding.
3 I was reminded my childhood when I heard that nursery rhyme.
4 Green vegetables are rich vitamins and minerals.
5 She is doing mental arithmetic.
6 Queen Victoria reigned Britain and Ireland for more than sixty years.
7 The sight of the snake made him recoil horror.
8 His style of writing is reminiscent Thomas Hardy's.
9 There has been a sharp rise unemployment this year.
10 Please keep touch after you've gone back to America.
11 As she didn't have a lot of cash, she bought the fridge credit.
12 They live the outskirts of a large industrial town.
13 average, English students study at university for three years.
14 Mike is not really tune with the rest of the group.
15 The writer is very much favour with the public at the moment.
16 What is the agenda for today's meeting?
17 the one hand, he's a dependable worker, but he is also very slow.
18 Are you the mood for a walk on the beach?

10 Fill in the blanks with one of the idioms/fixed phrases.

0 Although he was collecting unemployment benefit, on the quiet, he was also working as a hospital porter.
1 He was by her comment that his previous novel was infinitely better than his new one.
2 Whether the advertising campaign will increase sales is undecided/unsettled.
3 The presidential candidate is virtually as almost nothing is known about him.
4 Although the antique table looked nice from across the room, you could see how badly damaged it was.
5 Jerry's sudden acquisition of a sports car ; where did he get the money to buy it?
6 If the gardening business doesn't pick up soon, I'm going to and get another job.
7 It is that you should drive the car without your licence.
8 She's over which flat to choose, so she'll probably end up staying on at her parents' house.
9 I'll tell you what's going on if you promise to
11 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. The new rules about school uniforms will apply next year.
   force
   The new rules on school uniforms ......................... next year.
2. Many people were really delighted when the government lost the election.
   jubilation
   There ......................................................... lost the election.
3. The Queen has reigned over the country for almost fifty years.
   throne
   The Queen has ..................................................... for almost fifty years.
4. That woman looks an awful lot like my mother.
   bears
   That woman ..................................................... my mother.
5. You certainly could never accuse Tom of being mean.
   nothing
   Tom ................................................................. generous.
6. I'm not going any further till I've had something to eat.
   far
   This .............................................................. I've had something to eat.
7. It's entirely your own fault that you failed the exam.
   blame
   You have no one ............................................... the exam.
8. Bobby ate two ice creams one after the other after lunch.
   row
   Bobby ............................................................. after lunch.
9. Was your mother any better when you visited her?
   improvement
   Was there ....................................................... when you visited her?
10. The workforce reluctantly agreed to a cut in pay.
    reluctance
    It ............................................................... to a cut in pay.
11. I put the cheque in the envelope without signing it.
    neglected
    I ................................................................. in the envelope.
12. Freddy is always quarrelling with his sister.
    rows
    Freddy ............................................................... with his sister.
13. My grandmother surprised us by announcing she was going on a world cruise.
    surprise
    Much ................................................................. she was going on a world cruise.
14. You must remember to lock the drawer, whatever you do.
    account
    On ................................................................. the drawer.
15. No one is quite sure if the player will perform well at his new football club.
    seen
    It ................................................................. will perform at his new football club.
16. The government will cease subsidising the project from the end of the month.
    receive
    The ................................................................. from the end of the month.
17. Brian is a strong contender for the position.
    shortlist
    Brian ................................................................. for the position.
18. She blushed with embarrassment at having made such a stupid mistake.
    shamefaced
    She ................................................................. a stupid mistake.
19. Your outrageous behaviour has caused problems for the club.
    embarrassment
    Your outrageous behaviour ..................................... the club.
12 Complete the sentences using the fixed phrases in an appropriate form.

1. Having found a better job, Reg ..................................... immediately.
2. I can’t afford a new car, so I’ll have to ..................................... the old one.
3. When the challenger answered every question correctly, the current champion knew he ..................................... in the general knowledge quiz.
4. I’m sorry if my advice upset you, but I ..................................... you know.
5. The ..................................... in this sport is speed.
6. The minister refused to ..................................... in the financial scandal.
7. Many tax evaders ..................................... due to the inadequacy of the system.
8. Our next door neighbour is extremely curious and always ..................................... other people’s business.
9. Geoffrey’s row with the boss led to his being ..................................... the same day.

13 Choose the correct item.

1. I think you .......... a nerve when you mentioned Ralph’s forthcoming retirement.
   A drilled  C touched
   B had  D hit
2. Yes, I saw the last episode of the series, but I’m none the .......... about what really happened.
   A better  B wiser
   C cleverer  D surer
3. Some people like to .......... their neck doing dangerous sports.
   A risk  C twist
   B break  D endanger
4. The professor looked as if he were .......... away in a world of his own.
   A yards  C miles
   B kilometres  D streets
5. For stamps and coins to be of value, they need to be in mint .......... .
   A state  C situation
   B condition  D appearance
14 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

**OBESITY**

Today, obesity has reached epidemic proportions. In adults, it is now more common globally than under-nutrition. Unless effective action is taken to reverse the trend, obesity and its consequences are set to impose financial, social and health burdens on society. Obesity is caused by an energy balance: when an individual's intake of calories exceeds their energy expenditure of calories, the surplus energy is stored as body weight. But what is the main driving force of the current obesity epidemic? Unfortunately, here, consensus among experts is absent. The relative importance of genetic, environmental, and social factors is still hotly debated. While experts disagree as to the reasons why we now overeat to the extent we do, they do agree that the shift from traditional diets featuring grains and vegetables to diets rich in fat and sugar is fuelling the epidemic. Today, it's cheaper to buy fast food than it is nutritious food; it's easier to find it; and it's exceedingly easy to get addicted to it (in part because it is heavily marketed, in part because it has been specifically engineered by food chemists to taste good). Unfortunately, the food industry cannot be expected either to alter their products or market them in such a way as to reduce their appeal to consumers, as they have a duty to their shareholders to maximise profits. Thus, food manufacturers cannot be called upon to play an active role in the obesity epidemic. It is for this reason that many experts favour government intervention in the fight against obesity. Specifically, the introduction of legislation that would suspend all junk food advertising to children.

**COLLOCATIONS**

15 Fill in squeaking, creaking, whining.

1. squeaking
2. creaking
3. whining
4. floorboards
5. children
6. mice
7. rusty hinges
8. new shoes
9. old beds
10. electric saw
11. joints

16 Fill in value, spoil, prophesy, decline, restore, manage, amaze, breed, maintain, exhibit, revive.

0. breed horses
1. doom
2. a painting
3. sb's contribution
4. an invitation
5. sb with your singing

17 Fill in stroke, discharge, desert, abdicate, pat, evict, gape, wind, rinse, whisper.

1. the dog
2. the cat
3. sweet nothings
4. the plates
5. a tenant
6. a patient
7. in surprise
8. the clock
9. your family
10. the throne
18 Read the text below and decide which answer (A, B, C or D) best fits each gap.

MEMORY

The human memory is an extremely 0) ........ processing system that is not easily explained to 1) ........ persons. However, there are some simple concepts that can give anyone an idea of just how fascinating memory is. First of all, most people have heard of long-term and short-term memory. The 2) ........ has the potential to last as long as the person lives and there is no known limit to its 3) ........ . The latter, however, only really lasts for a few seconds. Long-term memory is 4) ........ into explicit and implicit memory. An implicit memory would be something like knowing how to drive a car or bake a cake or any other thing we have learned to do 5) ........ practice. Explicit memory is also subdivided into episodic and semantic memory. Episodic is all the different events or episodes of your life such as your first day at school or any other life experience. Semantic memory is about facts not 6) ........ to experience such as knowing that Einstein wrote the theory of relativity.

We don't all remember events in the same way and memory is not a true 7) ........ of events. How we remember something can be affected by such things as egocentric bias, whereby we remember in a way that makes us look better or gives us the starring 8) ........ in an event. Also there are many things that can go wrong with memory in the encoding, storage or retrieval aspects of memory.

0 A complex  
1 A amateur  
2 A earlier  
3 A volume  
4 A divided  
5 A for  
6 A similar  
7 A document  
8 A act  
B tangled  
B lay  
B previous  
B extent  
B cut  
B across  
B matched  
B record  
B entry  
C involved  
C dilettante  
C former  
C capacity  
C sliced  
C over  
C likened  
C witness  
C role  
D multiple  
D unprofessional  
D past  
D range  
D halved  
D through  
D related  
D register  
D position

19 Read the text below and think of the word which best fits each space. Use only one word in each space.

A LOST ART?

Is cooking becoming a lost art? 0) On the face of it, the question may seem slightly ridiculous. 1) .................. all, food and cookery programmes have, in recent years, become one of most popular broadcasts on television. Celebrity chef cookbooks regularly top best-seller lists, and the gender division of cookery seems to be disappearing – nowadays, it's not at 2) .................. unusual to find men in the kitchen cooking 3) .................. a storm. Yet, is it all as it really seems? Apparently not. According to food industry analysts, while seeking out good food has become the norm, preparing and cooking it certainly hasn't.

The home-cooked meal is fast becoming a lost art. Today, many people view the daily preparation of meals 4) .................. an impossible aspiration. Ready meals and other heavily processed products have become the order 5) .................. the day. Both young and old cite lack of time as the primary reason for opting for pre-packaged convenience foods. The trend for ready meals began in the 1990's. Today Americans spend on average 50 cents out of every food dollar on ready-prepared, ready-to-eat foods. A recent survey on the eating habits of Americans revealed that, in 1984, Americans made 72% of their dinners 6) .................. scratch but by 2008 that figure had dropped to just 57%. Americans don't eat out as often as they used to, but eating more at home has not meant preparing more meals from scratch. The trend is mirrored in the UK. 7) .................. Americans, Britons are finding someone else to do the cooking – their supermarket. Aisle after aisle of British supermarket shelves are now devoted to ready meals. It's high 8) .................. we took back the kitchen. It's time to break free from the shackles of ready-made, industrial food. It's time to cook.
20 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

A DEADLY DISH

Tetrodotoxin, frequently 0) **abbreviated** to TTX, is one of the most potent of all known poisons. Its deadly nature is well known to the people of Japan, who regularly brave consuming the 1) **..........................** known as pufferfish or 'fugu', which contains the poison. In Japan, pufferfish can only be served by chefs specially trained and certified by the government to prepare the flesh free of the toxic organs and skin. Yet, despite such 2) **..........................**, about fifty people still die every year from eating pufferfish flesh in Japan. TTX can enter the body via ingestion and through broken skin. It can even enter the body via 3) **..........................**. Poisoning by TTX is extremely serious because there is no known antidote. The first symptom of 4) **..........................** is a slight numbness of the lips and tongue, appearing within twenty minutes of eating a poisonous pufferfish. Within hours, TTX causes paralysis of 5) **..........................** muscles (including the diaphragm, stopping breathing), and the loss of regulation of heart rate. The process is 6) **..........................** because the victim, although completely paralysed, is usually conscious (and in some cases completely lucid) the entire time. The 7) **..........................** rate for TTC poisoning is 50%. Death usually occurs within 4 to 6 hours. Interestingly, it is not actually the pufferfish themselves that produce TTX. Bacteria that live 8) **..........................** inside the pufferfish make the toxin. It seems the association between TTX-producing bacteria and pufferfish offer clear advantages to both partners. The bacteria get a safe place to live, eat and reproduce. The pufferfish uses the toxin for defence.

21 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

0 Nobody spoke when the teacher asked who the culprit was.

remained

Everyone remained silent when the teacher asked who the culprit was.

1 The staff hated the manager's new policies intensely and so went on strike.

**hated**

So ........................................ the manager's new policies that the staff went on strike.

2 My grandfather died in the early hours.

**passed**

My grandfather ........................................ night.

3 That football team has won every match this season.

**unbeatable**

That ........................................ this season.

4 They seldom stay up late.

rare

It ........................................ late.

5 Even though Simon rarely has a lot of money, he always buys his mum a birthday present.

**short**

However ........................................ his mum a birthday present.

6 The climbers will try to reach the summit again in the morning.

**another**

The climbers will ........................................ in the morning.
UNIT 10a Grammar: Nouns

**Nouns** are parts of speech which refer to:
- people (Ann), actions (reading), objects (apple), qualities (virtue),
- places (Athens), jobs (teacher).

There are four kinds of nouns in English. These are:
- abstract nouns (love, freedom, thought)
- collective nouns (family, clergy, herd)
- common/concrete nouns (book, table)
- proper nouns (Greg, London)

Nouns can be used as the:
- subject of a verb: *The boat left.*
- object of a verb: *I met Chris.*
- object of a preposition: *I met him at the library.*
- complement of be, become, seem: *Janet is my friend.*

**Gender**

**masculine:** men and boys (he)
**feminine:** women, girls, cars, ships (she)
**neuter:** babies, animals, things (it)

Notes
- Babies and animals are referred to as male or female when we know their sex. *The Browns have got a lovely baby. She is so cute.*
- Cars and ships are sometimes referred to as female but the neuter is more common in modern English. *Do you like my new car?* "Yes, she's terrific."/"Yes, it's terrific.*

Most common nouns referring to people have the same form whether male or female. teacher (man or woman), doctor, etc

Some common nouns referring to people have different forms for male and female.
- actor – actress
- barman – barmaid
- bachelor – spinster
- boy – girl
- bride – bridegroom
- duke – duchess
- emperor – empress
- father – mother
- gentleman – lady
- heir – heiress
- husband – wife
- hero – heroine
- host – hostess
- king – queen
- monk – nun
- nephew – niece
- prince – princess
- policeman – policewoman
- steward – stewardess
- son – daughter
- uncle – aunt
- widower – widow
- waiter – waitress

Some common nouns referring to animals have different forms for male and female.
- bull – cow
- drake – duck
- dog – bitch
- cock – hen
- gander – goose
- lion – lioness
- tiger – tigress
- stag – doe
- stallion – mare
THE PLURAL OF NOUNS

- Nouns are made plural by adding:
  a) -s to nouns ending in -o, -s, -x, -ch, -sh, -ss.
  b) -es to nouns ending in -e.
  c) -ies to nouns ending in consonant + -y.
  d) -s to nouns ending in vowel + -y.
  e) -es to nouns ending in -f/-fe.

BUT: chiefs, proofs, roofs, cliffs, handkerchiefs

Note:
dwarf – dwarves/dwarfs
hoof – hooves/hoofs
scarf – scarves/scarfs

- Some nouns form their plural irregularly.
  child – children
  goose – geese
  mouse – mice
  ox – oxen
  tooth – teeth
  foot – feet
  louse – lice
  man – men
  person – people
  woman – women

- Some nouns remain unchanged in the plural.
  craft – craft
  Japanese – Japanese
  sheep – sheep
  spacecraft – spacecraft
  cod – cod
  means – means
  squid – squid
  species – species
  deer – deer
  plaise – plaise
  trout – trout
  fish – fish
  salmon – salmon
  series – series

- Some nouns are only plural. These are:
  a) arms (weapons), belongings, cattle, clothes, congratulations, earnings, goods, groceries, greens (vegetables), lodgings, oats, odds (chances), outskirts, people, police, premises (building), regards, remains, riches, savings, surroundings, thanks etc.
  b) garments, tools and instruments consisting of two parts: binoculars, compasses, glasses, jeans, pants, pliers, pyjamas, scales, scissors, spectacles, trousers etc.

- Collective nouns can take either a singular or plural verb, according to the meaning.
The staff were not in agreement with the new rules. (We refer to the individual members.)
The staff of the school consists of fifty people. (We refer to the group as a unit.)
Some collective nouns are: audience, choir, class, clergy, club, committee, company, crew, crowd, family, firm, government, jury, orchestra, public, staff, team, union, youth etc

- Some nouns can have different meanings when turned into plural. These are:
  air (atmosphere)
  airs (behaviour)
  cloth (a piece of material)
  clothes (garments)
  content (what is written or spoken about in a piece of writing, speech etc)
  contents (the things contained in a box, place etc)
  custom (a traditional event)
  customs (the government department which collects taxes on imported goods)
  damage (harm done to something)
  damages (monetary compensation)
  experience (knowledge or skill gained over a period)
  experiences (activities/events one has done/lived through)
  fund (a sum of money saved for a purpose)
  funds (money)
  glass (a drinking receptacle)
  glasses (spectacles)
  hair (the hairy part of the head)
  hairs (fine strands growing from the skin)
  look (a style; an expression)
  looks (a person's appearance)
  manner (a way in which something is done)
  manners (social behaviour; customs)
  minute (60 seconds)
  minutes (notes taken as a record of a meeting)
Grammar: Nouns

relation (a connection between two or more things)
relations (members of the same family) - same meaning in the singular
scale (the relative size, extent, etc of something)
scopes (an instrument for weighing)
spectacle (an impressive sight; an object of attention)
spectacles (glasses; also: specs)

Could I have a glass of water please?

Note
Some of the above nouns have their own regular plurals.
I'll take five minutes to finish it. (more than one minute)
Jonathan was the one who kept the minutes of the meeting. (notes)

• Compound nouns form their plural by adding -s/-es:
  a) to the noun if the compound has only one noun.
     passer-by - passers-by
     hanger-on - hangers-on
     frying pan - frying pans
  b) to the second noun if the compound consists of two nouns.
     cupboard - cupboards
  c) to the first noun if the compound consists of two nouns connected with a preposition.
     mother-in-law - mothers-in-law
  d) at the end of the compound if it does not contain any nouns.
     breakdown - breakdowns

COUNTABLE/UNCOUNTABLE NOUNS

A Countable nouns are those which can be counted.
1 book, 2 books, 3 books, etc

B Uncountable nouns are those which cannot be counted; that is, you cannot say there are 2, 3 or 4 of them. Uncountable nouns take a singular verb and are not used with a/an. The words some, any, no, (a) little, much, plenty of, etc can be used with uncountable nouns.

Is there any chocolate left? There's little hope of their finding the boy.

Uncountable nouns are:
- nouns of substance or quantity (mass nouns)
- nouns ending in -ics
- some abstract nouns
- games ending in -s
- diseases ending in -s

* politics and statistics can also have plural forms.

What are your politics? The statistics are annoying.
The most common uncountable nouns are:
accommodation, advice, anger, applause, assistance, baggage, behaviour, beer, bread, blood, business, chaos, chess, chewing gum, china, coal, conduct, cookery, countryside, courage, crockery, cutlery, damage, difficulty, dirt, education, equipment, evidence, excitement, food, fruit, fun, furniture, garbage, gold, gossip, grass, hair, happiness, harm, health, help, homework, hospitality, housework, information, jealousy, jewellery, knowledge, laughter, leisure, lightning, linen, luck, luggage, machinery, measles, meat, money, moonlight, mud, music, news, nonsense, patience, permission, poetry, progress, publicity, research, rubbish, safety, scaffolding, scenery, seaside, shopping, soap, spaghetti, steam, strength, stuff, stupidity, sunshine, thunder, timber, traffic, transport, travel, trouble, understanding, underwear, violence, wealth, weather, wine, work, writing.

Many uncountable nouns can be made countable by means of partitives.
a piece of cake/information/baggage/advice/furniture/work/equipment; a glass of water/beer/wine; a jar of jam; a sheet of paper; an item of news; a drop of water/oil; a box of chocolates; a metre of cloth; a packet of biscuits/tea; a slice of bread; a loaf of bread; a pot of tea; a ball of string; a lump of sugar; an ice cube; a game of football/chess; a kilo of meat; a bottle of wine/beer/whisky; a tube of toothpaste; a bar of soap/chocolate; a blade of grass; a flash of lightning; a clap/peal/rumble of thunder, etc.

1 Underline the correct form of the verb. Sometimes both forms are possible.

0 The landscape is/are spectacular here.
1 The weights shown were inaccurate because the scales was/were unbalanced.
2 Detectives agree that the evidence is/are overwhelming.
3 Mounting hostilities in the province is/are worrying.
4 Rubbish is/are accumulating outside the entrance to the shop.
5 The management was/were considering implementing the new strategy.
6 Athletics was/were well represented in the magazine's sports section.
7 The audience was/were applauding loudly.
8 Good advice was/were hard to come by among competitive colleagues.
9 The sewage works is/are where waste is treated to make it safe.
10 Work is/are underway to complete the new motorway.
11 The government was/were debating the new bill for three days.
12 A meeting is a waste of time if the minutes is/are lost.
13 The woods is/are home to hundreds of plant species.
14 Is/Are the designer spectacles really worth getting? I could just buy these, instead.
15 A crowd of hangers-on was/were pursuing the Princess.
16 The stairs is/are due to be replaced by a lift.
17 The premises was/were declared unsafe after the earthquake.
18 Argument Is/are widespread on the global warming issue.
19 Your theory is sound but your calculations is/are wrong.
20 The information were/was passed on to another department.

2 Underline the correct item.

1 He has a lot of works/work to complete before leaving.
2 The stylist was trimming her customer's hairs/hair.
3 We were all impressed with the content/contents of his speech.
4 The magazine lost the court case and was ordered to pay damage/damages to the television celebrity.
5 The group doesn't have sufficient funds/fund to finance the expedition.
6 The custom/customs officer stopped us and asked if he could inspect our luggage.
7 The scale/scales of the disaster has yet to be assessed.
8 They follow the custom/customs of exchanging chocolate eggs at Easter.
9 Hopkins proved popular but the man of the minute/minutes was De Niro.
10 The timber company received a consignment of wood/woods.
3 Read the text below and think of the word which best fits each gap. Use only one word for each gap.

**SMALL PRINT**

Not reading the small print when signing 0) up for goods and services online can lead to a lot of frustration further 1) ................................ the road, not to mention cost, but that still doesn’t stop most Britons from doing exactly that. According to a recent survey, just 7% of Britons bother reading the terms and conditions when purchasing goods online, with 6 in 10 Britons saying they’d rather read the phone book or their credit card bill than go 2) ................................ online terms.

It may be boring and time-consuming, but each time you choose to click on that terms and conditions box 3) ................................ actually having read it, you’re potentially setting yourself up for an unpleasant surprise. Over 10% of Britons say they have found themselves locked 4) ................................ a longer contract than expected, or have ended up being 5) ................................ of pocket because they just didn’t read the contract they were signing. One example of how failing to read the small print can cost you dearly recently made the papers in Britain. A British family were charged over £200 in fees by a budget airline because they had not printed out their return flight boarding passes. The family had booked a 15-day holiday. Their return boarding passes could not be printed outside of 14 days, meaning they were unable to print them before they departed. However, because the airline had clearly stated 6) ................................ its terms and conditions the requirement of all passengers to print out boarding cards, the family didn’t 7) ................................ a leg to stand on when the airline charged them £60 each to issue their boarding passes. Obviously, most people sympathised with the family. But the airline was right. So, always read the small print! Because later 8) ................................, no matter how unfair you think it might be, you can’t challenge a clause simply because you didn’t know it was there.

**PHRASAL VERBS 1**

4 Look at Appendix 1 and fill in one of the prepositions or adverbs below, then give a synonym for each phrasal verb.

- down • in • aside • behind • in for • off
- down to • about • up with • up • out
- forward • on • back • through • across

0 He had a bad time in the army but he has put it behind him now.
1 It is being put .............................. that the vice-president is involved in the scandal but as yet there seems to be no real evidence.
2 Just put .............................. your name and address on this card.
3 The lecturer had difficulty in putting ....................... his ideas.
4 He put his failure in the exam .............................. bad luck.
5 The drought in Africa has put .............................. development in the area by decades.
6 Why don’t you put .............................. that new position at the university?
7 Make sure you put .............................. the fire before going to bed.
8 Could you put me .............................. to Mr Jones, please?
9 If you can’t afford a hotel, we’ll put you .............................. for the night.
10 He put .............................. an insurance claim after the accident but he got nothing.
11 How can you put .............................. the noise in this house? I’d go mad.
12 Don’t be put .............................. by his manner. He always acts that way.
13 They’re putting .............................. a dance performance in the town hall tonight.
14 We put .............................. a sum of money each month for our summer holidays.
15 Mr Jones has put .............................. the proposal that all members of staff should make a contribution to the earthquake relief fund.
5 Look at Appendix 1 and fill in one of the prepositions or adverbs below, then give a synonym for each phrasal verb.

- on • through • with (X2) • out • together
- down (X2) • up to • over (X2) • on to

0 His proposal was met with total opposition from the committee.
1 I'm afraid you'll have to learn to live with this problem for the rest of your life.
2 We'd better move on the housing problem before time runs out.
3 Please note these figures so we can go over them later.
4 She asked him to hand the document over to her.
5 We can narrow our options down to two or three at the most.
6 If you think you can live on charity for ever, you're sadly mistaken.
7 You ought to try and live up to your parents' expectations.
8 I think you've missed going without saying. John and Sally from the invitation list.
9 The detective tried to piece together the events from the few clues he had.
10 He's used to hardships because he's lived through two wars.
11 Tom has been passed over for promotion in favour of a younger man.
12 New automated machinery in factories has led to the phasing out of old production methods.

0 had as a reaction
1
2
3
4
5
6
7
8
9
10
11
12

6 Fill in the blanks with one of the idioms/fixed phrases.

0 Almost everything sold at the auction went for a song; I've never seen so many bargains.
1 People who are involved in international business tend to go without saying. most of the time.
2 As far as her future goes, Olivia go for a song. she hasn't got a clue what career to follow.
3 He told his son that he ought to pull one's socks up or he'd never make a success of himself.
4 It be in the same boat: that he'll get the role in the play; after all, he's perfect for it.
5 It would be interesting to know what goes on behind the scenes. in a political campaign.
6 She be/ have a close shave: when her husband started coming home late but he was only working overtime.
7 As far as jobs go, we're both be/ have a close shave: I haven't worked for months either.
8 I went out in the downpour without my umbrella and got smell a rat: that sth is wrong.
9 It be/ have a close shave: when a tile fell off the roof and nearly hit her on the head.
10 My brother travelled around the States •...•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•....•...
7 Read the following sentences and explain the idioms/fixed phrases in bold.

1. He tends to exaggerate, so take everything he says with a pinch of salt.
2. He's so thick-skinned that I don't think he'd notice if you insulted him.
3. Did it show that I was bored during the meeting? I tried to act as if I was interested.
4. Her father made quite a scene when she came home two hours later than she was supposed to.
5. Unless they let their daughter play with other children more often, I don't think she'll ever come out of her shell.
6. I'll sleep on it and give you my decision tomorrow.
7. After having a terrible day at work, it was the last straw when her car broke down on the way home.
8. The man who gave the police the slip wasn't apprehended until a week later.
9. Paul is the splitting image of his father - even his mannerisms are the same.
10. Could you tell me your surname one more time? I'm afraid I've got a memory like a sieve.
11. Laura's parents assured her that they would not stand in her way if she wanted to become a pilot, and would in fact help her.
12. Arresting that woman was a long shot as there was so little evidence against her, but in the end she turned out to be the ringleader of the gang.
13. By pulling a few strings, friends who work at the airline managed to get us a ticket on the next flight.
14. I can't stay awake a moment longer - I'm going to hit the sack.
15. Although her friend asked her not to tell anyone about her secret wedding plans, she spilled the beans and soon everyone knew.

8 Look at Appendix 5 and fill in the blanks with the correct preposition.

0. Mark was saved from drowning by the heroic action of his brother.
1. He has an excellent lawyer acting ................. him and is bound to win the case.
2. The board of directors is meeting today to appoint a replacement ................. the retiring chairman.
3. He was very solicitous .................. our comfort and made every effort to ensure we had a pleasant journey.
4. We'd better go out for dinner; the food we have in the house isn't sufficient ................. the six of us.
5. When the dam broke, a surge ................. water rushed down the mountain.
6. As soon as they met, Joe and Elizabeth were smitten ................. each other.
7. I can't pay the electricity bill ................. next week as money is short right now.
8. The manager was sympathetic ................. their request for a non-smoking area.
9. Her colleagues intend to support her ................. her fight against discrimination in the workplace.
10. They're bringing out a sequel ................. this television series next summer.
11. I acted ................. impulse and bought my wife a large bunch of flowers.
12. He's not only a comedian, but also an expert ................. ventriloquism.
13. We agreed ................. his plan and started making preparations immediately.
14. None of us could agree ................. what to buy our teacher as a present.
15. Sam's views are often so outrageous that people rarely agree ................. him.
16. The secretary's argument ................. her boss led to her being fired.
17. There are strong arguments ................. banning the use of aerosol sprays.
18. On our honeymoon we argued ................. everything; from the food to the weather!
19. The explorer arrived ................. the conclusion that he was the first person to reach the ancient site.
20. You must show your passport as soon as you arrive ................. a new country.
9 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. She said she was in no way responsible for the damage.  
   **disclaimed**  
   She ................................................ damage.

2. The new employee still hadn’t appeared by 10 o’clock.  
   **sign**  
   There ................................................ by 10 o’clock.

3. You can dissolve these tablets in water.  
   **soluble**  
   These ................................................ water.

4. I can’t bear your complaints any longer.  
   **enough**  
   I ................................................ complaints.

5. No one pities her after what she has done.  
   **sympathy**  
   No one ................................................ she has done.

6. They accused John of breaking the window.  
   **put**  
   They ................................................ the window.

7. The BBC produces programmes to interest all sorts of people.  
   **catered**  
   All sorts ................................................ the BBC.

8. We were reluctant to leave our old home.  
   **with**  
   It was ................................................ our old home.

9. Only by using a helicopter could the rescuers reach the injured climber.  
   **means**  
   Only ................................................ the rescuers reach the injured climber.

10. The art gallery has had at least 120,000 visitors since it opened.  
    **fewer**  
    No ................................................ the art gallery since it opened.

11. I eventually persuaded her not to hand in her resignation.  
    **talked**  
    I eventually ................................................ her resignation.

12. It was only because he persisted that he managed to get the job.  
    **for**  
    If ................................................ he wouldn’t have got the job.

13. Flying is the form of transport I like least.  
    **no**  
    There ................................................ than flying.

14. Their house is now worth more than when they bought it.  
    **increased**  
    The ................................................ they bought it.

15. If you adjust the mirror a little, you’ll be able to see more clearly.  
    **slight**  
    With ................................................ you’ll be able to see more clearly.

16. The letter arrived completely unexpectedly this morning.  
    **blue**  
    The arrival of the letter ................................................ this morning.

17. Although he repeatedly called the company, he couldn’t get through.  
    **after**  
    Despite ................................................ he couldn’t get through.

18. The rainfall has been below average this month.  
    **raised**  
    It ................................................ this month.

19. The editor delayed publishing the article until he had checked all the facts.  
    **did**  
    Only ................................................ the editor publish the article.
10 Complete the sentences using one of the fixed phrases in an appropriate form.

1 Angry and humiliated, he shook his fist at them and vowed he would ........................................ on them.
2 I called .......................................................... that you were free to go out this evening.
3 It's just ...................................................... for you to speak to your parents in such a rude way.
4 Sylvia checked to see if the contents of the box were ................................................................. after delivery.
5 My debt is just .............................................. compared to many people's.

6 As he had never ............................................ speak in public before, he was understandably nervous.
7 The company is doing well, with sales figures that are already .................................................. those of last year.

11 Choose the correct item.

1 Isn't packing three suitcases for a weekend away going a bit ......... ?
   A overboard      C overload
   B overhead       D overkill

2 In spite of his stammer, Gerald rose to the ............... and delivered a fascinating speech.
   A top            C bait
   B occasion       D situation

3 “How often do you visit your parents?”
   “......... so often, as they live some distance away.”
   A Even           C Never
   B Ever           D Every

4 “Do you think I should ask Andy?”
   “I'm sure he'll be only .......... willing to help you with the project.”
   A just           C too
   B that           D so

5 It is possible to ............ out of the pension scheme if you do not wish to participate.
   A back           C charge
   B opt            D break

6 You say you need new clothes but your wardrobe is full to .......... with dresses.
   A overflowing    C overlaying
   B overfilling    D overstepping

7 Frank was informed at the ............ that the assignment would be no easy matter.
   A offset         C outset
   B upset          D reset

8 It will be overstepping the ............ if you address the managing director by his first name.
   A spot           C grade
   B mark           D limit
12 Read the text below and decide which answer (A, B, C or D) best fits each gap.

A BLACK DAY FOR SPORT

Appeals were being made last night for Corsicans to come 0) ....P.... and donate blood following the collapse of the football stadium in Bastia. The tragedy 1) ........ 26 fans dead; the number of injured has been put at 700.

2) ........ to eyewitnesses, workers were still tightening bolts on the temporary scaffolding only an hour and a half before the match was 3) .......... to begin, and as fans passed into the stadium, the structure, which holds up to 10,000, swayed violently and 4) .......... collapsed.

Many of the 5) .......... were given emergency treatment on the pitch while more serious cases were 6) .......... to hospitals on the mainland.

A spokesman from the firm responsible for the stand's construction could only 7) .......... horrified disbelief. According to him, although some of the bars had collapsed, others should have 8) .......... the structure, thus preventing it from falling down.

0 A across  B over  C up to  D forward
1 A did  B left  C made  D remained
2 A With a view  B As far as  C According  D Referring
3 A up  B soon  C bound  D due
4 A gradually  B actually  C eventually  D definitely
5 A injured  B wounded  C damaged  D wrecked
6 A delivered  B trafficked  C travelled  D transferred
7 A speak  B express  C say  D tell
8 A supported  B held  C defended  D carried

13 Match the phrases, then explain the proverbs.

<table>
<thead>
<tr>
<th>Column A</th>
<th>Column B</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 One good turn</td>
<td>a make light work</td>
</tr>
<tr>
<td>2 Least said</td>
<td>b is a friend indeed</td>
</tr>
<tr>
<td>3 The end</td>
<td>c deserves another</td>
</tr>
<tr>
<td>4 Many hands</td>
<td>d twice shy</td>
</tr>
<tr>
<td>5 All work and no play</td>
<td>e don't make a right</td>
</tr>
<tr>
<td>6 Spare the rod</td>
<td>f soonest mended</td>
</tr>
<tr>
<td>7 A friend in need</td>
<td>g makes Jack a dull boy</td>
</tr>
<tr>
<td>8 There's no smoke</td>
<td>h and spoil the child</td>
</tr>
<tr>
<td>9 Two wrongs</td>
<td>i without fire</td>
</tr>
<tr>
<td>10 Once bitten</td>
<td>j justifies the means</td>
</tr>
</tbody>
</table>

1 ...... 2 ...... 3 ...... 4 ...... 5 ...... 6 ...... 7 ...... 8 ...... 9 ...... 10 ......
**WORD USAGE**

14 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the gap in the same line.

**THE NOBEL PRIZE**

The Nobel Prize is a set of highly esteemed, international awards bestowed annually in a number of categories in 0) **recognition** of cultural and scientific advances. The will of the Swedish 1) ........................................ inventor Alfred Nobel established the prizes in 1895. A 2) ........................................ at heart and an inventor by nature, Alfred Nobel invented dynamite in 1867. In 1888, when Alfred’s brother Ludvig died, a French newspaper 3) ........................................ ran an obituary for Alfred instead, titling it “The merchant of death is dead.” Aghast, and not wishing to go down in history with such an epitaph, Alfred changed his will to establish the now famous Nobel Prizes. Alfred stipulated in his will that 94% of his wealth was to go to the establishment of five prizes that would reward “those who, during the preceding year, shall have conferred the greatest benefit on mankind.” However, because of the 4) ........................................ and certain other obstacles presented by Alfred’s will, it took five years of hurdles before the Nobel 5) ........................................ could actually be established and the first prizes awarded. But every year since 1901, the Nobel Prize has been awarded for achievements in physics, chemistry, physiology or medicine, literature and for peace. The Nobel Prize is considered one of the most prestigious awards in the world. Each Nobel Prize consists of a medal, a 6) ........................................ diploma, and a cash award. In 2012, that cash award was worth about US$1.2 million. It is not uncommon for Nobel prize 7) ........................................ to donate their prize money to benefit scientific, cultural, or 8) ........................................ causes.

15 Choose the correct item.

0 Ann’s injuries took a long time to .......... completely and she has been left with several scars.
   A cure C heal
   B remedy D treat

1 The picture looked very impressive but in fact it had been .......... from another.
   A imitated C emulated
   B copied D faked

2 The meat was so .......... that I didn’t have to cut any fat off.
   A slim C skinny
   B lean D slender

3 The archeologist was amazed to see that the body hadn’t .......... at all.
   A mouldered C wasted
   B rotted D decomposed

4 I’m used to being woken in the morning by the birds .......... outside my window.
   A snarling C bleating
   B howling D twittering

5 Car prices in the UK are high in .......... to other European countries.
   A reference C relation
   B affinity D connection

6 We put some .......... of bread out every day for the birds.
   A chips C cubes
   B crumbs D slivers

7 The ingredients included .......... cheese for the topping.
   A chopped C minced
   B shredded D grated

8 This is a good hair dye but the colour gradually .......... after a few weeks.
   A fades C disappears
   B vanishes D pales

9 It was impossible for me to make a decision, so I .......... a coin.
   A tossed C flung
   B threw D cast
16 Choose the correct item.

1. Hundreds of workers have been made .......... due to financial problems at the factory.
   A sacked C resigned
   B redundant D retired

2. I was .......... due to constant lateness.
   A resigned C sacked
   B retired D made redundant

3. The .......... of the failure of the bank was that many people lost their life-savings.
   A cause C trouble
   B problem D tragedy

4. The play was such a .......... that it came off after only two nights.
   A cataclysm C disaster
   B calamity D tragedy

5. My puppy was very expensive because he's a special .......... .
   A sect C tribe
   B breed D caste

6. The .......... system in India resembles the class structure in Britain.
   A breed C caste
   B tribe D sect

7. Anthropologists have spent years studying the social system of this aboriginal .......... .
   A breed C caste
   B tribe D sect

8. Countries often become .......... to promote trade and industry.
   A acquaintances C allies
   B colleagues D accomplices

9. Most people have few friends but many .......... who they only see from time to time.
   A allies B associates
   C accomplices D acquaintances

10. The foreman came to the building site to pay the workmen's .......... .
    A fees C salaries
    B allowance D wages

11. The cup is full to the .......... so be careful when you carry it.
    A border C verge
    B boundary D brim

12. Young children are often .......... to illnesses such as measles.
    A liable B sensitive
    C apt D susceptible

13. Thousands of refugees are camping at the .......... between the two countries, hoping to find asylum.
    A boundary C brim
    B border D rim

14. After losing my job, I was on the .......... of a nervous breakdown.
    A border C bounds
    B brim D verge

15. The school playing fields are out of .......... while equipment is being set up for the cricket match.
    A bounds C verge
    B brim D border

16. Children should keep away from the river .......... in case they fall in.
    A bounds C bank
    B brim D shore

17. We're spending our holidays on the .......... this summer.
    A bank C cast
    B beach D shore

18. The old lady .......... her bag to her body for fear she might lose it.
    A seized C grasped
    B grabbed D clutched

**COLLOCATIONS**

17 a) Fill in sensible, sensitive.

1 .......... attitude 5 .......... shoes
2 .......... clothes 6 .......... idea
3 .......... skin 7 .......... issue
4 .......... report 8 .......... advice

b) Fill in gracious, graceful.

1 .......... invitation 5 .......... speech
2 .......... ballerina 6 .......... smile
3 .......... walk 7 .......... reply
4 .......... manner 8 .......... movement
18 For questions 1-8, read the text below and decide which answer (A, B, C or D) best fits each gap.

**ON THE BUSES**

Getting on a bus to 0) ........... along to your destination is seen neither as a glamorous nor interesting 1) ........... of transport by most, which is a shame, because around the British Isles, there are some magnificently scenic bus journeys.

One of the best is the 113 service from Tavistock to Dawlish in Devon. A two-hour journey that allows the passengers to enjoy the ancient, green stone buildings of Tavistock, then out across Dartmoor, 2) ........... in picturesque Princeton and Ashburton along the way before arriving at the coast. However, if you wish to take this trip, be advised that it occurs only on the fifth Saturday of the month going once in each direction only. If you miss the bus, you might have to wait seven months for another.

Another great journey worth a 3) ........... is the summer service along Hadrian's wall. The 4) ........... numbered AD 122 (the year work started on the wall) ferries passengers along the 5) ........... of Hadrian's masterpiece from Cumbria to Northumberland passing 6) ........... all the glorious highlights along the way.

There are a 7) ........... host of other scenic routes just waiting for the 8) ........... bus traveller to discover. So check out your local bus service soon.

<table>
<thead>
<tr>
<th>0</th>
<th>A jog</th>
<th>B trundle</th>
<th>C trawl</th>
<th>D pace</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>A way</td>
<td>B mean</td>
<td>C process</td>
<td>D mode</td>
</tr>
<tr>
<td>2</td>
<td>A bringing</td>
<td>B allowing</td>
<td>C taking</td>
<td>D falling</td>
</tr>
<tr>
<td>3</td>
<td>A mention</td>
<td>B say</td>
<td>C notice</td>
<td>D touch</td>
</tr>
<tr>
<td>4</td>
<td>A sharply</td>
<td>B aptly</td>
<td>C wildly</td>
<td>D garishly</td>
</tr>
<tr>
<td>5</td>
<td>A width</td>
<td>B reach</td>
<td>C length</td>
<td>D stretch</td>
</tr>
<tr>
<td>6</td>
<td>A through</td>
<td>B on</td>
<td>C over</td>
<td>D up</td>
</tr>
<tr>
<td>7</td>
<td>A full</td>
<td>B total</td>
<td>C large</td>
<td>D whole</td>
</tr>
<tr>
<td>8</td>
<td>A gallant</td>
<td>B intrepid</td>
<td>C courteous</td>
<td>D heroic</td>
</tr>
</tbody>
</table>

19 Read the text below and think of the word which best fits each gap. Use only one word in each gap.

**DINOSAURS**

Scientists know that 0) at least five mass extinction events have taken place during Earth's history. The Cretaceous-Tertiary (or 'K-T') extinction event, which occurred some 65 million years ago, 1) ...................... not the most severe of all known mass extinction events, is by far the most famous. This is because it wiped 2) ...................... the dinosaurs. Many different theories have been put 3) ...................... to explain why these formidable reptiles, 4) ...................... with 70% of all other species, died out at the end of the Cretaceous period. The most famous theory is the so-called 'impact hypothesis'. A band of clay, rich in the mineral iridium and which was deposited at the end of the Cretaceous era, has been found all around the world. Iridium is extremely rare on Earth. But it is common in meteorites. Scientists agree that 65 million years ago, a meteor about 10km in diameter struck 5) ...................... is now the Yucatan peninsula in Mexico, and that the effects of the impact would have been catastrophic. The strike would have triggered climatic changes fatal to countless species. Nevertheless, the impact hypothesis is just 6) ...................... of several plausible hypotheses that account for the K-T extinction. Some scientists believe the extinction event was merely hastened by the meteor strike - that it had already started long before. They point to the fact that many species, including the dinosaurs, were already 7) ...................... decline before the meteor struck. 8) ...................... with so many historical questions, we may never have a definitive answer.
20 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the gap in the same line.

HYPNOSIS
According to the American Psychological Association, hypnosis is a 0) therapeutic technique in which 1) make suggestions to individuals who have 2) a procedure designed to relax them and focus their minds. Today, a growing body of scientific research supports the benefits of hypnosis in treating a variety of medical conditions, including pain, depression, anxiety and phobias. Most of us are familiar with the type of hypnosis that is presented on TV and in films; however, real hypnosis bears little 3) to these stereotyped images. Hypnosis is not a sleep-like, trance state. Rather, it is better expressed as a highly relaxed state of inner concentration, heightened 4) and focused attention for patients. Although many people think they would be 5) to hypnosis, research suggests that just 10% of adults are impossible to hypnotise. Most adults seem to be hypnotisable to some degree, with perhaps 15% of adults being highly 6) to hypnosis. The experience of hypnosis can vary dramatically from one person to another. Some hypnotised individuals report feeling a sense of 7) during the hypnotic state, while others remain fully aware and able to carry out conversations while under hypnosis. Hypnosis shows promise in many areas, but those thinking it might help them give up smoking should think again. Despite the plethora of hypnosis programmes and DVDs peddled online with guarantees of instant success, there is absolutely no evidence that hypnosis can help smokers. Thus, those wishing to quit their nicotine habit should stick to conventional smoking 8) methods, like nicotine patches and gum.

21 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

0 Mr Lurie will have to cancel his appointment. keep
Mr Lurie will not be able to keep his appointment. keep
1 She speaks French quite well. command
She ......................................................... French.

command
2 He lent James £3,000 to buy that car. owes
James ......................................................... that car.

owes
3 When he speaks, he gives you the impression that he is a really hard-working student. think
To ................................................................. a very hard-working student.

think
4 Vanessa practises the violin nearly every day. by
Scarcey ......................................................... the violin. by

by
5 He realised how much he cared for her only when she had been away for a long time. absence
Her ................................................................. how much he cared for her. absence

absence
6 It would have taken a miracle to save the paintings from the fire. short
Nothing ......................................................... the paintings from the fire. short

short
### The Definite Article the

The definite article **the** is used before a noun which is defined (singular or plural nouns countable or uncountable ones). It is omitted before nouns in the plural, uncountable or abstract nouns, when we talk about them in general.

**The man standing over there is my friend.** Money doesn’t bring happiness.

<table>
<thead>
<tr>
<th>the is used before:</th>
<th>the is omitted before:</th>
</tr>
</thead>
<tbody>
<tr>
<td>- names of objects considered unique.</td>
<td>- proper nouns.</td>
</tr>
<tr>
<td>the earth, the Eiffel Tower, the equator</td>
<td>Nick; Smith</td>
</tr>
<tr>
<td>- names of:</td>
<td></td>
</tr>
<tr>
<td>cinemas and theatres: the Rex; ships: the Titanic; hotels: the Hilton; institutions: the RSPCA; documents: the constitution; public bodies: the government; newspapers: The Times; historical events: the Second World War; museums: the British Museum; some jobs: the dentist; group nouns: the public; collective plural nouns: the police, the audience</td>
<td>names of meals.</td>
</tr>
<tr>
<td>Dinner is served. BUT The dinner we had was excellent. (It’s a specific dinner)</td>
<td></td>
</tr>
<tr>
<td>- names of:</td>
<td></td>
</tr>
<tr>
<td>seas: the Black Sea; rivers: the Nile; groups of islands: the Dodecanese, mountain ranges: the Alps; groups of states: the USA; gulfs: the Persian Gulf; oceans: the Pacific; canals: the Panama Canal</td>
<td>names of substances.</td>
</tr>
<tr>
<td>Oil is produced in Alaska.</td>
<td></td>
</tr>
<tr>
<td>- names of:</td>
<td></td>
</tr>
<tr>
<td>countries: Greece; cities: Barcelona; streets: Oxford Street; parks: Hyde Park; addresses: 3 McMillan St; buildings: Westminster Abbey; continents: Europe; mountains: Everest; islands: Cyprus; lakes: Lake Geneva</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Notes</td>
</tr>
<tr>
<td></td>
<td>- When the first word of a two-word noun is the name of a person or place, the is not used: Westminster Abbey BUT the is used with names with of-phrases or with an adjective or a noun modifier. the Tower of London, the Science Museum</td>
</tr>
<tr>
<td></td>
<td>- Places whose name contains a common noun take the the Czech Republic; the United Kingdom ALSO: the Netherlands; the Hague</td>
</tr>
<tr>
<td></td>
<td>- bed, school, college, university, church, hospital, prison, market, sea, court, when referring to them for the reason they exist. Tom goes to school every weekday. BUT His mother went to the school to get his marks.</td>
</tr>
<tr>
<td></td>
<td>- work when it means place of work He’s at work.</td>
</tr>
<tr>
<td></td>
<td>- home when it means place of living She isn’t at home. BUT Paris is the home of fashion!</td>
</tr>
<tr>
<td></td>
<td>- titles without names. the Queen; the President</td>
</tr>
<tr>
<td></td>
<td>- musical instruments. He plays the piano well.</td>
</tr>
<tr>
<td></td>
<td>- inventions. the wheel; the word processor</td>
</tr>
<tr>
<td></td>
<td>- the superlative degree of adjectives/adverbs. the richest; the fastest.</td>
</tr>
<tr>
<td></td>
<td>- only, last, first (used as adjectives). the only person</td>
</tr>
<tr>
<td></td>
<td>- names of people/families in the plural and nationality/ethnic nouns. the Browns; the Americans; the Zulus</td>
</tr>
<tr>
<td></td>
<td>- adjectives used as nouns to describe groups of people. the rich; the poor; the unemployed; the young; the disabled</td>
</tr>
<tr>
<td></td>
<td>- adjectives denoting an abstract quality (singular), the absurd = that which is absurd Some people enjoy the mystical and the supernatural in literature.</td>
</tr>
<tr>
<td></td>
<td>- titles with proper names. Queen Elizabeth BUT the Prince of Wales</td>
</tr>
<tr>
<td></td>
<td>- Mother/Father when we refer to our mother/father. Father is at work.</td>
</tr>
<tr>
<td></td>
<td>- names of sports, activities and colours. He likes playing tennis; She hates black.</td>
</tr>
<tr>
<td></td>
<td>- names of days, months, seasons. We’ll meet on Monday.</td>
</tr>
<tr>
<td></td>
<td>- parallel phrases. They met face to face. BUT He punched him in the face.</td>
</tr>
</tbody>
</table>
Notes
• Normally, the names of illnesses do not take the.
  pneumonia; appendicitis; toothache;
• Some common illnesses though, can take the. the measles; the flu; the mumps.
  Also: a cold; a headache

Notes
• When we use a noun in the singular number to represent a class of things/animals, the or a/an must be used.
  The whale is a mammal.
  A whale is a mammal.
• For generalisations we can also use the plural.
  Elephants are in danger of becoming extinct.

The Indefinite Article a/an:

1. Put a, an or the where necessary.

0. The window alcove measures exactly a metre across.
1. When you go to .......... Athens, don’t forget to visit .......... Acropolis and .......... Ancient Agora.
2. .......... famous actress wanted to be married in .......... British castle.
3. My new BMW motor cycle can reach speeds of over 300 kilometres .......... hour.
4. The community managed to raise quite .......... large sum of money for the building of the new school.
5. Many people are attracted by .......... unknown and .......... unexplained in .......... nature.
6. During .......... Napoleonic Wars, the army tried to defeat .......... Russia.
7. This government doesn’t care about .......... jobless.
8. .......... Indian Ocean lies between .......... West coast of Australia and .......... country from which it was named: .......... India.
9. Did you know that .......... gold was discovered in .......... Australia in .......... 1850s?

10. Imogen always wanted to have .......... pony as .......... child.
11. I’ve got two tickets for .......... Opera House.
12. Timothy had to go to .......... hospital to have .......... x-ray.
13. Nancy’s got .......... migraine; she really should go .......... home.
15. Let’s meet outside .......... Palace of Congresses.
16. .......... director will chair .......... meeting tomorrow so everybody should come prepared.
17. Patrick is in .......... hardware shop buying .......... paint.
18. .......... Bermuda Triangle has received .......... notoriety as .......... area of misfortune because .......... number of vessels have disappeared there.
19. My mother cleaned the house from .......... top to .......... bottom.
20. They are .......... husband and .......... wife.

Notes
• a/an can also be used with:
  money: a/one dollar, fractions: a/one quarter, measurements: a/one foot, weight: a/one kilo, whole numbers: a/one thousand, price/weight: 90 p a kilo, frequency/fuel: three times a day, distance/fuel: 40 kilometres a litre, distance/speed: 60 km an hour, illnesses: a headache

Notes
• a/an + noun (any one)
  I’d like a coffee, please.
• one + noun (when counting)
  I ordered one coffee, not two.
2 Read the text below and think of the word which best fits each space. Use only one word in each space.

ASTEROIDs

Asteroids, sometimes called minor planets, are small, rocky fragments left over from the formation of our solar system some 4.6 billion years ago. Asteroids vary greatly in size (the smallest are just tens of metres in diameter; the largest are almost 1,000 kilometres across), and most can be found orbiting the sun between Mars and Jupiter. Almost all asteroids are irregularly shaped, though a 1) ................. are nearly spherical. Because asteroids have remained largely unchanged for billions of years, scientists believe studies of them could tell us a 2) ................. deal about the early solar system. Currently, more than half a million asteroids are known, and new asteroids are discovered on an almost daily 3) ................. . Astronomers keep a close watch on asteroids 4) ................. paths intersect earth's orbit as these so-called NEOs or 'Near Earth Objects' may pose an impact danger. Asteroids contain minerals like gold, iron, platinum, cobalt, nickel and titanium. In fact, it has been estimated that the mineral wealth of the asteroids in the belt between Mars and Jupiter is about US$100 million for every person on Earth! Some scientists believe that asteroids are good candidates for mining activity when we 5) ................. out of minerals 6) ................. on earth. Geologists estimate the key elements needed for modern industry, such as antimony, gold, zinc and copper, could be exhausted on Earth within the next 50 to 60 years. Thus, asteroid mining could 7) ................. take place this century. In September 2012, the NASA Institute for Advanced Concepts (NIAC) announced a project that will examine and evaluate the feasibility of asteroid mining in 8) ................. of means, methods, and systems.

PHRASAL VERBS

3 a) Look at Appendix 1 and fill in the blanks with the correct preposition or adverb from the box below, then give a synonym for each phrasal verb.

- behind - after - up - away with
- up against - down - out of - in - off
- into - through - away - over

0 He's always running down his boss although she actually treats him well.

1 The secretary was asked to run ................. copies of the report for the employees.
2 We ran ................. Sally at the shops yesterday; I hadn't seen her for months.
3 He ran ................. the boy, but didn't manage to catch him.
4 We've run ................. coffee. Could you go and buy some?
5 He ran ................. debts amounting to millions of dollars last year.
6 Let's run ................. the scene from the play again.
7 Their son ran ................. at the age of 12.
8 The old woman was run ................. by a taxi.
9 You'd better run ................. your new car before you drive it on the motorway.
10 Don't run ................. the idea that you can come home at whatever time you like!
11 Everything was going smoothly until we ran ................. the problem of lack of funding.
12 My father fell asleep at the steering wheel and ran ................. a lamp post.
13 I'm running ................. schedule today.

b) Explain the meaning of the words in bold italics.

1 The runaway horse created chaos as it galloped through the busy streets.
2 The financial analyst was given a run-down of the company's situation.
3 Since the recession, more and more towns have become run down.

PHRASAL VERBS 2

see about: make arrangements for
see off: accompany a traveller to his/her train etc.
see out: accompany sb to an exit
see over: inspect property
see through: 1) not be deceived 2) support sb through a difficult time
see to: take care of
settle down: live a more permanent lifestyle
settle in: become used to a new house or job
settle on: decide on
settle for: accept sth (less than expected)
settle up: pay (a debt, a bill etc)
4 Fill in the missing preposition or adverb.

0 He was hoping to sell his car for £1,000 but he had to settle for £800.
1 Once we've settled, we'll invite you for a long weekend.
2 Could you please see getting the sofa re-covered?
3 They settled the Ritz as the best place for the reception.
4 We made an appointment to see the cottage before we decided to buy it.
5 The children were seen at the station by the entire family.
6 Could you see those messages while I read through this report?
7 He said he would make me a rich man, but I saw him immediately.
8 After moving around for years, they settled in a small village in Wales.
9 He saw his best friend his divorce.
10 I'll see you to the garden gate.
11 Let's settle with the waiter now.

5 Fill in the blanks with one of the idioms/fixed phrases.

0 "Are you coming?" shouted Tim's father.
   "Yes, I'll be ready in a tick," replied Tim.
1 That man. He can't even add up two and two without making a mistake.

6 Fill in the blanks with one of the idioms/fixed phrases.

0 They went for a walk to kill time while they waited for the ferry.
1 The inventor was when he invented a space rocket in the last century.
2 John and several of his friends went out to on his stag night.
3 The paramedics men arrived to resuscitate the heart attack victim.
4 After six years, she still cannot .......... the fact that her husband left her.
5 Don’t eat your food so quickly; .......... and enjoy it.
6 My grandmother .......... when she won at bingo last week.
7 You can use my spare room .......... but you must look for a flat of your own.
8 The chef often comes up with his best recipes after .......... a tedious process of ..........
9 Opera isn’t ..........; I prefer rock music.

**PREPOSITIONS**

7 Look at Appendix 5 and fill in the blanks with the correct preposition.

0 While running to answer the telephone, I tripped .......... my brother’s briefcase.
1 Being new .......... the neighbourhood, they were unable to find where the greengrocer’s was.
2 That’s typical .......... Peter to refuse to help!
3 I’m having trouble .......... my car; it keeps stalling.
4 Jenny is terrified .......... flying.
5 Our neighbours are very tolerant .......... the noise we make.
6 My father is fascinated with cars. In fact, he’s in the garage tinkering .......... the old Ford right now.
7 Tuck your shirt .......... your trousers!
8 The river was teeming .......... trout.
9 She is so thirsty .......... success that she would do anything.
10 He triumphed .......... his competitors by flooding the market place with advertising.
11 She’s patient .......... children and so is a very good teacher.

8 Look at Appendix 5 and fill in the blanks with the correct preposition.

0 The neighbours are very anxious for their missing daughter to phone home.
1 Don’t tell me you like his taste .......... clothes! He looks terrible!
2 Working flexitime has many advantages .......... regular working hours.
3 This summer, admission .......... most cinemas is double what it was last year.
4 The customer was very angry .......... the assistant’s casual attitude towards him.
5 Young children are awkward .......... dancing as they can’t co-ordinate their movements well.
6 Her admission .......... guilt shocked everyone; no one thought she was capable of fraud.
7 My husband is so awkward .......... a needle and thread that I have to sew on all his shirt buttons myself.
8 I was very angry .......... being woken up in the middle of the night by an alarm bell.
9 My new computer has the advantage .......... being more compact than my old one.
10 The government was anxious .......... the influx of refugees into the country.

9 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1 Sheila often suffers from really bad headaches.
   prone
   Sheila .......... really bad headaches.
2 How inconsiderate he was to take your book!
   thoughtless
   It .......... your book.
3 He suggested that we should invite Tom to the party.
   invited
   He .......... to the party.
4 My grandmother was nearly 86 when she died earlier this year.
   now
   My grandmother, .......... 86.
5 The price of oranges has fallen because there are so many on the market.
   such
   There is .......... on the market that the price has fallen.
6 Very few residents came to the meeting last night. 

7 Parking is not allowed in this street.

8 In our family, my brother is the best at cooking.

9 These low-lying areas are constantly threatened by floods.

10 I thought that you might like to go on holiday with us.

11 He suddenly realised that she was never coming back.

12 I can't possibly finish this work without your help.

13 The new presenter certainly has plenty of confidence.

14 Meg wants it to be clear to people that she's fair.

15 I want to go to London for our holiday but my husband won't even consider the idea.

16 The original plan was to complete the building by August.

17 Do you think there's any chance of the socialist party winning the election this time round?

18 Since the advertisement, we've had more applications than we can deal with.

19 I feel it's wrong that this site is going to be redeveloped by the council.

20 When Rania stood next to the basketball players, she looked very small.

21 Unfortunately, the rain forced the cancellation of the parade at the weekend.

22 Mary was always making John the subject of her cruel jokes.

23 Susy managed to cope with so many problems when she was declared bankrupt.

24 The M.P. often had a different opinion from the accepted Party policies.

25 I'm so busy at the moment that I can't take on any extra work.
**FIXED PHRASES**

- at one's own pace: at a speed which is comfortable
- go to great pains: try hard to do sth
- feel below/under par: feel tired and unable to work etc as well as usual
- pass up: not take a chance or opportunity
- in passing: incidentally
- not put it past sb: not be surprised if sb did sth
- not a patch on (Inf): not nearly as good as; not comparable
- bring sb down a peg or two: reduce sb in status
- phase in: introduce gradually
- say your piece: give your view or opinion
- pile up: mount up
- feel the pinch: be in a difficult financial situation
- play at (Inf): do sth others don't understand
- take the plunge: take a/the risk
- pluck up the courage: make an effort to be brave
- plumb new depths: be worse than ever
- go to pot (Inf): deteriorate
- keep sb posted: keep sb informed
- pit your wits against sb (or sth): compete with sb (or sth) in intelligence/a test of knowledge
- at a premium: 1) at a higher price than usual because it is scarce
  2) wanted/needed but difficult to get/achieve
- press on/ahead: continue determinedly

---

**10 Complete the sentences using one of the fixed phrases in an appropriate form.**

1. You are allowed to work .................................. in this relaxed, friendly company.
2. Houses with gardens and garages are often .................................. in city centres.
3. He mentioned, just in .................................., that he had spent some years in the navy.
4. You .................................., as you feel so strongly on this matter and then I'll tell you what I think.
5. Just what did you think you were .................................., going behind my back like that?
6. It is a pointless exercise .................................. a computer in chess tournaments.
7. I would .................................. Gus to leave the firm without giving notice.
8. Since I broke my leg last week the housework has just been .................................., I'm afraid.
9. Many people feel that the welfare system is .................................., due to lack of funding.
10. You shouldn't .................................. that opportunity of a once-in-a-lifetime round the world cruise.
11. Unless we .................................. with our effort, the project won't be completed on time.

**11 Choose the correct item.**

1. Victoria went to great .......... to complete a high quality presentation.
   A pains  C efforts
   B torment  D difficulty
2. Julia's work is not a .......... on Natalie's.
   A spot  C scratch
   B patch  D scrap
3. Somebody as conceited as Ron needs bringing down a .......... or two.
   A step  C peg
   B notch  D rung
4. New technology is being .......... in at work.
   A shown  C installed
   B phased  D filtered
5 Many people are feeling the ......... now that there is an economic recession.
A strain          C pinch          B prod          D pain

6 I have no appetite and I am lethargic. I've been feeling under ......... for ages.
A pair           C stress           B par           D threat

7 The economic situation makes many people unwilling to take the ......... and open their own businesses.
A initiative      C plunge          B bull          D opportunity

8 I don't know how I can ......... up the courage to tell him the awful news.
A pick        C store           B pluck         D set

9 The new soap opera on Channel 3 ......... new depths in terms of tastelessness.
A plumbs       C fills           B reaches       D achieves

10 We'll keep you ......... of any further changes in the examination specifications.
A noticed       C mailed         B announced     D posted

12 For questions 1-10, read the text below and decide which answer (A, B, C or D) best fits each gap.

ROME

According to legend, Rome was 0) ......... on 21st April, 753 BC by Romulus and Remus, twin brothers of the War God, Mars. Many modern historians, though, 1) ............. the date at 625 BC. Rome spent its formative decades as little 2) ............. an overgrown village but within a few hundred years had conquered much of the Italian peninsula. By 146 BC, Rome had 3) ............. to the ranks of a major power by defeating the North African city of Carthage, which controlled much of the western Mediterranean. Eventually, Rome came to control the greatest empire the world had ever seen. At its height, around AD 150, Rome 4) ............. the lives of 60 million people (one-fifth of the world's population), all of whom 5) ............. by its laws, paid taxes to its emperor, and were familiar with its language, religions and customs. Ironically, the sheer size of the Roman Empire was, ultimately, a major reason for its downfall. The Romans had great difficulty maintaining power in all of their empire, as power 6) ............. with the success of the Roman Army. As the empire grew, supplying the army became a huge problem and, eventually, the 7) ............. of communications were 8) ............. to their limit. When this army's success started to weaken, the empire could only start to collapse.

0 A commenced          B founded          C started          D begun
1 A locate             B put              C lay              D rest
2 A in excess of       B over             C more than       D but
3 A leapt               B gone            C climbed          D grown
4 A administered       B reigned         C governed        D oversaw
5 A conformed          B complied        C abided          D obeyed
6 A finished           B landed          C sat             D rested
7 A lines              B waves           C links           D routes
8 A pulled             B widened         C stretched       D draw
13 Match the phrases, then explain the proverbs.

<table>
<thead>
<tr>
<th>Column A</th>
<th>Column B</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 Better safe</td>
<td>a) is not gold.</td>
</tr>
<tr>
<td>1 He who pays the piper</td>
<td>b) is lost.</td>
</tr>
<tr>
<td>2 All that glitters</td>
<td>c) in for a pound.</td>
</tr>
<tr>
<td>3 A trouble shared</td>
<td>d) than sorry.</td>
</tr>
<tr>
<td>4 Blood</td>
<td>e) breeds contempt.</td>
</tr>
<tr>
<td>5 He who hesitates</td>
<td>f) saves nine.</td>
</tr>
<tr>
<td>6 A stitch in time</td>
<td>g) is thicker than water.</td>
</tr>
<tr>
<td>7 In for a penny</td>
<td>h) you gain on the roundabouts.</td>
</tr>
<tr>
<td>8 What you lose on the swings</td>
<td>i) calls the tune.</td>
</tr>
<tr>
<td>9 Familiarity</td>
<td>j) is a trouble halved.</td>
</tr>
</tbody>
</table>

WORD USAGE

14 Use the words given in capitals at the end of some of the lines to form a word that fits in the space on the same line.

**HEADACHES**

Most people who suffer regularly from 0) **pounding** headaches reach for painkillers to dull the pain. But regularly taking painkillers can, according to the UK’s National Institute for Health and Clinical 1) ..........................................., reduce their effectiveness, as well as make the brain more sensitive to pain and prone to further headaches. So, what is the most effective way for frequent headache sufferers to kill that throbbing in their heads? Probably not a pill, says 2) ................................................ neurologist Dr Nick Silver of the Walton Centre for Neuroscience in Liverpool, because the headache is 3) ........................................... to be a migraine - albeit in a mild form. According to Dr Silver, half of migraine cases go 4) ........................................... . To work out if you’re a secret migraine sufferer, Dr Silver suggests recording how many headache-free days you have each month - i.e. days with no throbbing, aching, 5) ........................................... , fogginess or dizziness. Twenty-five days or more and painkillers should help, as you have an occasional problem. Fewer than twenty-five headache-free days, however, and it’s probable you’re a migraine sufferer without knowing it. Migraine sufferers need a more 6) ........................................... treatment. They need to take 7) ........................................... action against attacks and can do so by avoiding triggers. Caffeine and cheese are typical triggers of migraines so sufferers should avoid chocolate, cola, cheese and tea. They should also eat regular meals to maintain their blood sugar level, and drink two to three litres of fluid a day to avoid 8) ........................................... (which makes brain tissue shrink, causing pain). What’s more, they should get up at the same time every day because migraines are often triggered by disruptions in routine.
15 Choose the correct item.

0 Relief workers .......... hundreds of crates of second-hand clothing which had been donated.
   A unpacked           C unwrapped
   B revealed           D unveiled

1 The Queen was present at the official .......... of the statue.
   A revealing         C unwrappi
   B unpacking         D unveiling

2 The hut finally fell down, unable to .......... days of violent winds and rain.
   A put up with       C support
   B withstand         D afford

3 As a single parent, it's difficult for her to .......... a family.
   A support           C put up with
   B afford            D withstand

4 I phoned the company, who .......... me that my goods had been despatched.
   A confirmed         C assured
   B guaranteed        D reassured

5 Please send a reply to the wedding invitation in order to .......... your attendance.
   A guarantee         C assure
   B confirm           D reassure

6 It was extremely .......... of you to drive home in that blizzard.
   A adventurous       C impervious
   B reckless          D instinctive

7 I really admire the hero of the film. He's so .......... .
   A reckless         C foolhardy
   B adventurous       D instinctive

8 The weekend is over, so tomorrow morning it's back to the .......... .
   A grind             C drudgery
   B labour            D toil

9 Looking after a house, four children, a lazy husband and two dogs is real .......... .
   A labour           C toil
   B drudgery         D grind

16 a) Fill in polish, brush.

0 polish shoes 4 silverware
1 ............. the cat 5 nails
2 ............. hair 6 clothes
3 ............. teeth 7 a speech

b) Fill in dirty, squalid.

0 dirty mind 4 lifestyle
1 ............. conditions 5 knees
2 ............. trick 6 town
3 ............. clothes 7 flat

17 Collocate the expressions with words from the given list.
- covet • entice • repel • bolt • conform
- rejoice • avenge • harvest • sip

0 bolt your food.
1 ............. at good news
2 ............. a drink
3 ............. sb's death
4 ............. the corn
5 ............. sb's possessions
6 ............. to society's ideas
7 ............. sb into wrongdoing
8 ............. sb with your rudeness

18 Collocate the expressions with words from the given list.
- jeopardise • elaborate • thwart • amplify
- excel • anchor • curb • supplement
- dismantle • ventilate

1 ............. a car engine
2 ............. a room
3 ............. a ship
4 ............. your future
5 ............. on the facts
6 ............. your temper
7 ............. your diet with vitamins
8 ............. the sound
9 ............. in an exam
10 ............. someone's plans
19 For questions 1-10, read the text below and decide which answer (A, B, C or D) best fits each gap.

**MAKE MEAT A TREAT**

Although there are growing numbers of people becoming vegetarian and leading meat-free lives, there are still many more who don’t want to give up meat entirely but have ethical 0) ....... as well as dietary ones. The main question is whether it is 1) ........... in ecological terms to keep eating factory farmed meat and if it is unduly cruel to the animals too.

Consumption of large quantities of meat in the diet is not particularly good for health. In the past, meat was not eaten on a daily basis but only once or twice a week. A diet 2) ........... in vegetables and pulses, with some meat and dairy, is proven to be the healthiest.

Cutting back 3) ........... eating large quantities of meat would be good for animal 4) ........... as well. In order to 5) ........... for the large amount of meat people want, factory farming has been developed to produce it. Factory farms are inherently cruel, keeping animals in 6) ........... conditions and using large amounts of pharmaceuticals to keep them disease free.

So, the 7) ........... is, reduce the amount of meat you eat and, when you do eat it. Make sure it is organic, free-range meat 8) ........... the old-fashioned way. It will be better for your health and the environment.

0 A ideas
1 A usable
2 A prosperous
3 A in
4 A welfare
5 A allow
6 A stunted
7 A consequence
8 A grown

B concerns
B benefit
B to
B reared
B supportable
B wealthy
B to
B reared

C thoughts
C bearable
C to
C fostered
C bearable
C wealthy
C by
C Sequel

D burdens
D sustainable
D to
D brought
D well off
D by
D sequels
D by
D brought

20 Read the text below and think of the word which best fits each space. Use only one word in each space.

**HYPERINFLATION**

Inflation may be defined 0) ....... as either a rise in the general level of prices of goods and services in an economy over a period of time, or a fall in the value of money over time. 'Hyperinflation' refers to extremely rapid or 1) ........... of control inflation. Perhaps the most famous example of hyperinflation in recent history is that which took 2) ........... in Germany after World War I. Between 1922 and 1923, prices in Germany increased 3) ........... a factor of 20 billion. Inflation was so out of control that prices rose not just by the day, but by the hour and even minute. A loaf of bread cost just 463 marks in Germany in March 1923, but by November that 4) ........... year cost over 200,000,000,000 marks. The effect on society was devastating. Because wages received in the morning would be worthless by the afternoon, people spent their money as quickly as possible, buying any physical good they could get their hands 5) ........... (whether they needed it or not) in a desperate attempt to get rid of currency units before they lost value. This only had the effect of stoking the fires of inflation further. Savings were wiped out overnight. People lived in constant fear. Bartering and crime became the order 6) ........... the day. Interestingly, hyperinflation is not a rare event. Since Weimar Germany, there have been 29 additional hyperinflations around the world, including those in Austria, Argentina, Greece and Brazil, to 7) ........... just a few. On average, that's one every three years 8) ........... so.
21. Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

**BULL LEAPING**

From 0) **archaeological** finds, we know the bull played a prominent role in ancient Cretan culture. The Minoans drew images of this magnificent beast on every medium available: buildings, gold rings, bronze 1) .................................................., stone seals, pottery vases, and more.

On the walls of the ancient Minoan palace of Knossos, scores of beautiful frescoes can be seen which depict boys and girls leaping over bulls. The 2) .................................................. among scholars (although it is widely debated) is that bull leaping in Bronze Age Crete was not just a fanciful notion - it was an actual event.

In common with other Mediterranean cultures of the time, the bull was the subject of 3) .................................................. by the Minoans. Thus, scholars believe bull leaping in ancient Crete could have been a 4) .................................................. ritual performed in connection with bull worship. The ritual probably consisted of trained youths performing spectacular leaps over charging bulls - bulls that were almost certainly not wild, but 5) ..................................................

When a leaper grasped the bull's horns, the bull would violently jerk his neck upwards, thus giving the leaper the momentum necessary to perform somersaults and other daring and graceful acrobatic tricks. Unlike modern day bull fighting, bull leaping was almost certainly a docile act. In none of the 6) .................................................. is the suggestion made that the bull was sacrificed after the event, or inflicted with any kind of injury that would 7) .................................................. it. As for the acrobats, they almost certainly came from the cream of Minoan society and were not of 8) .................................................. origin. Bull leaping was a noble endeavour in ancient Crete.

22. Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

0 Nobody spoke when the teacher asked who the culprit was.
   **remained**
   Everyone remained silent when the teacher asked who the culprit was.

1 Each new generation is given the family jewels.
   **down**
   The .................................................. generation.

2 The government received many criticisms concerning their new housing policy.
   **few**
   The government came .................................................. of their new housing policy.

3 He was given an honorary medal by the military.
   **conferred**
   An honorary medal .................................................. by the military.

4 She claimed she handed in her resignation as a result of undue pressure.
   **pressurised**
   She claimed .................................................. her resignation.

5 Miranda's mother became very emotional when she saw her daughter in her wedding dress.
   **overcome**
   Miranda's mother .................................................. in her wedding dress.

6 Is there enough ice cream for everyone, or shall I go and buy some more?
   **round**
   Is there .................................................. or shall I go and buy some more?
UNIT 12a Grammar: Causative form

Have + object + past participle is used to suggest that we are instructing someone to do something for us.
I'll ask the mechanic to repair my car.
I'll have my car repaired. (not myself but the mechanic will do the work.)

Notes:
- The verb to have forms its question and negative with do/does in the Simple Present and did in the Simple Past.
  Don't print the files, please!
  Don't have the files printed, please!

- Have/get + object + past participle can also be used to replace a passive verb usually describing an accident or misfortune.
  He had/got his car stolen. (= his car was stolen)

- Get + object + past participle can be used to mean finish doing something or to replace have in the structure have something done.
  I must get my homework done over the weekend.
  You should get your trousers taken in now that you've lost weight.

- Get + object + to infinitive means make or persuade somebody to do something.
  The coach got the players to train hard for five hours every day.
  See if you can get Paul and Mary to join us at the concert.

- Get + object + present participle (-ing) is used informally to mean make somebody/something start doing something.
  Once you get her talking about her travels, she never stops.
  Also: get moving; get going (without an object)

- Have + object + bare infinitive, though not common in British English, is used for giving instructions or orders.
  The teacher had the pupils do the exercises in class.

- Want and need are also used with an object and a past participle, to indicate that you would like or need sth to be done.
  I want the room cleaned.
  I need the reports checked.

1. Rewrite the following sentences without changing the meaning of the sentences printed before them.

0. The repairman is servicing her television.
   She is having her TV serviced (by the repairman).

1. Someone was setting up Jim's computer when there was an electricity black-out.
   Jim .................................................................

2. The tailor hemmed my new trousers.
   I .................................................................

3. Someone washed all the windows in Ruth's home.
   Ruth .................................................................

4. Someone is editing his thesis.
   He .................................................................

5. The dentist has whitened her teeth.
   She .................................................................

6. The insurance company is inspecting Lyn's car.
   Lyn .................................................................

7. The shoe repairer dyed Anna's white shoes.
   Anna .................................................................

8. The workman will tar the restaurant's roof for us.
   We .................................................................

9. The store will deliver my aunt's new refrigerator to her flat.
   My aunt .................................................................
CONVERSATIONAL GRAMMAR

2 Choose the correct item.

1 "How did the bride wear her hair?"
   "She .......... into a bun."
   A had it styled        C has styled it
   B had been styled      D has had it styled

2 "Why doesn’t Constance buy a dishwasher?"
   "She can’t .......... because there isn’t enough space in her kitchen."
   A have one installed   C have one install
   B have installed one   D have install one

3 "Has Paul moved back to his house?"
   "Yes. He .......... all the earthquake damage repaired."
   A has had            C had
   B has               D had been having

4 "Why are there so many workers in Zoe’s garden?"
   "She .......... it landscaped."
   A had               C will have had
   B had had           D is having

5 "Your shoes look new."
   "I .......... by the hotel porter."
   A had polished them   C have them polished
   B had them polished   D have polished them

6 "What are you going to wear to dinner?"
   "I don’t know. I wish I .......... my lace dress cleaned yesterday."
   A have had           C was having
   B would have         D had had

7 "We were thinking about doing our place up."
   "Oh, .......... the house completely renovated; just revamp it with some new furnishings."
   A don’t have        C not to have
   B haven’t           D not having

8 "When do you want this report by?"
   "I’d like .......... finished by 4 o’clock."
   A to have the work   C have the work been
   B the work to have   D having the work

9 "Why is Ron so upset?"
   "He .......... broken into."
   A gets               C didn’t get his house
   B hasn’t got a house D has had his house

10 "Where’ve you been Mary?"
   "Well, my tutor .......... some research into post graduate studies."
   A made me to do      C got me to do
   B had me to do       D put me do

11 “Did the kids enjoy the circus?”
   “Absolutely! The clown got them .......... all the time.”
   A laugh             C to laugh
   B to be laughing    D laughing

12 Shall we get ..........? It’s getting late.
   A to go             C going
   B go                D gone

STRUCTURAL CONVERSION

1 Somebody is going to water the flowers for her.
   She’s going to have the flowers watered.

2 Your hair needs cutting.
   You’ll have to have your hair cut.
   You should have your hair cut.

3 I’m having my house decorated.
   My house is being decorated.
   Someone is decorating my house.

4 Is anyone checking your answers?
   Are you having your answers checked?

5 The dentist filled her tooth.
   She had her tooth filled.
   She got her tooth filled.
   Her tooth was filled.

6 I hate her asking someone else to do her homework.
   I hate her having her homework done by someone else.

7 I’ll love it if someone cut the grass for me.
   I’ll love to have the grass cut.

8 The hairdresser perm my hair.
   I got my hair permed at the hairdresser’s.
3 Complete the sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1 All the arrangements were made by his secretary. 
   everything
   He ................................................ by his secretary.

2 She burnt her hands during the fire. 
   got
   She ................................................ the fire.

3 Are you going to have the roof fixed before winter? 
   repair
   Are .......................................................... before winter?

4 Our broken immersion heater must be repaired urgently. 
   seen
   We must ................................................ urgently.

5 The windows need draught-proofing. 
   have
   You’ll ................................................ draught-proofed.

6 A famous architect designed their new home. 
   had
   They .................................................. their new home.

7 It would be a good idea for an accountant to sort out your tax problems. 
   should
   You .................................................. an accountant.

8 Her wedding dress is going to be made by a famous designer. 
   have
   She ................................................ by a famous designer.

9 Joe’s brother treated him to a meal. 
   paid
   Joe ................................................ for him by his brother.

10 Henry is going to ask for professional help to upgrade his PC. 
   get
   Henry ................................................... his PC.

11 An ophthalmologist carried out a second operation on his eye. 
   perform
   He ................................................ on his eye.

12 It would be a good idea for your teeth to be capped, you know. 
   ought
   You .................................................. you know.

13 A party will be thrown for the twins when they return. 
   them
   The twins .......................................................... when they return.

14 We used to read fairytales to our children at bedtime. 
   them
   Our children ................................................ at bedtime.

4 Underline the correct item.

0 Could you please have the parcel deliver/delivered by midday?
   1 No matter what Jo said, she couldn’t get him to see/see her point.
   2 Sam had his ankle broken/had broken his ankle in the rugby match last night.
   3 Jane had her favourite vase smashing/smashed by the removal men.
   4 Get to move/moving, will you? We’ll miss the train.
   5 You should have seen to this/have this seen to as soon as possible.
   6 Our teacher had us working/work in pairs for this project.
   7 Cassie had her telephone reconnected/has reconnected her telephone after she’d paid the bill.
5 Read the text below and think of the word which best fits each space. Use only one word in each space.

**PROCRAS TINATION**

Do you procrastinate? Put **off** doing things that need doing, even though you know delaying the task will most probably compromise your performance of it or the task completion itself? If so, you are not alone. Twenty percent of people identify **as** chronic procrastinators.

Procrastination isn't trivial. It's a maladaptive way of behaving that cuts **all** domains of a person's life. Yet, **as** a culture, we don't take procrastination seriously enough. Indeed, we consider it to be a non-problem. But this is a mistake. There are huge costs to procrastination. Health is **of**... Studies have shown procrastinating students get more colds, have more gastrointestinal problems and suffer more from insomnia than non-procrastinating students. What's more, procrastination has a high cost to others as **as** oneself - it shifts the burden of responsibility onto other people, **to** become resentful. Procrastination destroys teamwork in the workplace and in interpersonal relationships.

Procrastinators tell lies to themselves, **to** themselves, **for** lying that 'I'll feel more like doing this tomorrow' or 'I work best under pressure.' But in fact they do not get the urge the next day, nor does their performance improve as a deadline draws closer. Another lie procrastinators like to indulge **for** is that pressure enhances their creativity. Unfortunately, it does not. In short, procrastinators sabotage themselves, choosing paths that harm their performance. The bright side? It's possible to overcome procrastination - with effort.

6 Fill in the correct preposition or adverb.

0 We'd better have central heating installed before winter sets **in**.
1 A wedding reception for two hundred people will certainly set you **up** thousands!
2 They set **out** for their destination at 5 o'clock in the morning.
3 You do not set **up** a record, you simply set one.
4 His jokes set the whole class **off** laughing.
5 A fire in the factory set production **back** by several weeks.
6 She set **off** to become a dancer but an injury prevented her from fulfilling her ambition.
7 She decided to set **up** a computer graphics firm with the money she inherited.
8 You'd better set **aside** some money every month if you want to buy a new car.
9 How would you set **about** teaching a dog to perform tricks?
10 The town council has decided to set **up** a memorial to the princess.
11 He threatened to set the dogs **off** us if we didn't get off his property.
PHRASAL VERBS 2

stand by:
1) remain loyal to sb
2) do nothing to stop a bad situation
3) be ready for action

stand down:
resign from a position

stand for:
1) support sth
2) mean, symbolise
3) tolerate
4) enter oneself for election

stand in for:
replace temporarily

stand out:
be conspicuous/obvious/better

stand up for:
defend/support

stand up to:
defend oneself against

IDIOMS/FIXED PHRASES 1

be up and about: have recovered from an illness
be on the up and up: improve steadily
up and coming: likely to be successful
ups and downs: good things alternating with bad ones
quick/slow on the uptake: quick/slow to understand
make a flying visit: make a quick trip/pay a short visit
give vent to: express sth freely
speak volumes: be strong evidence of sb’s feelings, merits etc
drive (sb) up the wall: make sb angry/annoy sb
not hold water: not seem reasonable or in accordance with the facts

7 Fill in the correct preposition(s) or adverb.

0 I’ll stand by Ryan, no matter what people say about him.

1 His grandfather once stood Parliament, but he only got 56 votes.

2 Nobody would stand that sort of behaviour for a minute.

3 The police stood in case trouble broke out after the football match.

4 He’s such a brilliant dancer that he stands from the rest of the troupe.

5 Our group stands equality for people of all races.

6 Could you stand John if he’s called away?

7 You ought to stand your little brother when the others tease him.

8 The letters MP stand Member of Parliament.

9 How can you stand and watch him mistreat the children like that?

10 If he can’t stand his opponent in a debate, he won’t be a success in Parliament.

11 The President was forced to stand due to his involvement in the scandal.

8 Fill in the blanks with one of the idioms/fixed phrases.

0 We’ve had our ups and downs since we left London, but for the most part we’re very happy living in the country.

1 In spite of the negative economic outlook, car sales this month.

2 The noise those builders are making ..................

3 Sarah her feelings of frustration and dissatisfaction when she spoke to her boss.

4 Unless you can support your argument with some statistics, I’m afraid it ..................

5 In spite of the seriousness of the operation, she .................. in a few days.

6 Although she said nothing about missing her husband, the expression on her face ..................

7 The young actress had been offered a role in “The Tempest”.

8 With only a few hours to spare, Sarah knew she could only .................. to her old school.

9 Mike is so .................. that you never have to repeat instructions twice.
PHRASAL VERBS 2

<table>
<thead>
<tr>
<th>Expression</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>wet behind the ears</td>
<td>inexperienced</td>
</tr>
<tr>
<td>make waves</td>
<td>cause trouble</td>
</tr>
<tr>
<td>frosty welcome</td>
<td>unfriendly reception</td>
</tr>
<tr>
<td>got out of body on the wrong side</td>
<td>be in a bad mood</td>
</tr>
<tr>
<td>give way to</td>
<td>give in/yield</td>
</tr>
<tr>
<td>be set in one's ways</td>
<td>fixed in one's habits/routine</td>
</tr>
<tr>
<td>under the weather</td>
<td>depressed/unwell</td>
</tr>
<tr>
<td>be all very well</td>
<td>appear satisfactory but in fact not be</td>
</tr>
<tr>
<td>get wind of</td>
<td>receive information about sth indirectly</td>
</tr>
<tr>
<td>no/little wonder</td>
<td>not surprising</td>
</tr>
</tbody>
</table>

9 Fill in the blanks with one of the idioms/fixed phrases.

0 It's **no wonder** he's in a bad mood if it's true that his wife just left him.

1 If you always ................................ people's wishes, then they're bound to take advantage of you.

2 He's so ................................ that if you gave him tea at 4 o'clock instead of 4.30, he'd complain.

3 My boss accused me of ................................ when I complained about our working conditions.

4 It's ................................ him saying he'd replace the vase he broke but he hasn't done so yet!

5 She realised that her boss had ................................ when he snapped at her before she had even said good morning.

6 We got such a(n) ................................ when we arrived at the party that we almost wished we hadn't gone.

7 Although he's young and ................................ he has such a pleasant manner that we decided to hire him.

8 I don't know how they ................................ our plans; I've certainly never discussed them with anyone.

9 John's been a bit ................................ lately, but I think he'll cheer up once we go on holiday.

PREPOSITIONS

10 Look at Appendix 5 and fill in the blanks with the correct preposition.

0 The food at that restaurant was labelled "unfit for human consumption" by the environmental health officer.

1 Your visa is valid ................................ one year and will subsequently need renewing.

2 She felt very uneasy ................................ leaving the baby with Miriam for the evening.

3 After suffering a major illness, he was very vulnerable ................................ minor ailments such as colds.

4 He didn't just express his aversion ................................ cloning but also argued ................................ it in a very persuasive way.

5 I can vouch ................................ Sandra's integrity, so I recommend we include her in our discussions.

6 The boys ran down to the garden and vaulted ................................ the fence at the bottom.

7 Clara is unswerving ................................ her determination to become a lawyer.

11 Look at Appendix 5 and fill in the blanks with the correct preposition.

1 Tom's absorption ................................ his studies means he has no social life.

2 Eating too much fat and sugar is detrimental ................................ your health.

3 The amount of water absorbed ................................ cotton wool is greater than that ................................ paper.

4 The bank wrote to me to advise me ................................ their new overdraft facilities.

5 If you need advice ................................ exam techniques, any of our trained staff will help you.

6 He cared ................................ the environment and gave an inspiring speech ................................ the issue.

7 At the Chinese restaurant we started ................................ spare ribs, then had chicken chop suey and coconut ice cream to finish.

8 The doctor advised us ................................ travelling to Egypt without having the proper inoculations first.
12 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. The government is always changing its policies on transportation.
   lack
   There's .............................................. policies on transportation.

2. Tom teased Alice about her new hairstyle.
   poked
   Tom .............................................. new hairstyle.

3. Fresh fruit is plentiful at this time of year.
   shortage
   There's .............................................. of year.

4. The prospect of meeting him again didn't please her.
   forward
   She .............................................. again.

5. The exhibition is likely to be a success.
   probability
   In .............................................. a success.

6. Could you tell me where the post office is?
   direct
   Could .............................................. post office?

7. Harvey ordered some new equipment without prior permission.
   liberty
   Harvey .............................................. some new equipment.

8. Naturally, you will have points deducted for misspellings.
   penalised
   Naturally, .............................................. misspellings.

9. Most scientists argue that it is preferable to use organic products.
   averse
   Most scientists .............................................. of organic products.

10. The new manager wants us to call him 'Sir'.
    addressed
    The new manager .............................................. 'Sir'.

11. I can't say I like it when she praises my work in front of my colleagues.
    having
    I can't say .............................................. in front of my colleagues.

12. You'll have to make up your minds by the weekend.
    be
    A .............................................. by the weekend.

13. It's just possible that we may have to introduce pay cuts.
    ruled
    We .............................................. pay cuts.

14. Surely he can't like it when she insults him in public.
    being
    Surely .............................................. in public.

15. Never forget that she hasn't had your education.
    bear
    You should .............................................. she hasn't had your education.

16. It's pointless going now; let's just stay in and watch TV.
    well
    We .............................................. and watch TV.

17. I don't think there's much chance of his coming now.
    doubt
    I .............................................. now.

18. I don't think they should expect that much of her.
    asking
    I .............................................. her.

19. Sharon has been promoted because she is capable of working under pressure.
    account
    Sharon has been promoted .............................................. to work under pressure.

20. Alex grimaced as he swallowed the foul-tasting medicine.
    pulled
    Alex .............................................. the foul-tasting medicine.
13 Complete the sentences using one of the fixed phrases in an appropriate form.

1. I'm going to watch the football match, ..................
   fixed phrase: be as right as rain

2. No matter how much I ........................................, I couldn't solve the riddle.
   fixed phrase: take it as read

3. As a politician he is a forceful speaker and ..................
   fixed phrase: take the rough with the smooth

4. The bull escaped from his pen and ..................
   fixed phrase: get sb a raw deal

5. Barry liked the idea of a fine arts course but ...........
   fixed phrase: become angry

6. The job was making her so stressed and unhappy that she handed in her notice, deciding that she ..................
   fixed phrase: recharge your batteries

7. It is a ................................................... to find cures for many diseases of our time, including cancer and AIDS.
   fixed phrase: take it as read

8. This particular interviewer ........................................ to politicians that he interviews and insists on a direct answer to all his questions.
   fixed phrase: rub sth in

9. When somebody has made a mistake, it's kinder not to .......................... by constantly reminding them of it.
   fixed phrase: rub sth in

10. The doctor told Jo she'd be ....................... in no time as long as she took the course of antibiotics.
    fixed phrase: rub sth in

14 Choose the correct item.

1. The experimental play was only a ........... success, which disappointed the playwright.
   A local C reserved
   B qualified D cautious

2. It takes time to get a financial system up and ........... after the introduction of a new currency.
   A walking C running
   B proceeding D going

3. Life is so full of both good fortune and misfortunes that you have to learn to take the rough with the ...........
   A smooth C calm
   B ready D tough

4. Stephen really lost his ........... when his dental appointment was cancelled yet again.
   A head C calm
   B voice D rag

5. In today's competitive world, everyone needs a regular holiday to ........... their batteries.
   A refill C rectify
   B recast D recharge

6. When my new motor kept breaking down, I knew I'd been taken for a ........... by the second-hand car salesman.
   A drive C walk
   B ride D stroll
15 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

A JAPANESE TRADITION

Of the myriad of Japanese ceremonies introduced to the West, the Japanese tea ceremony would have to be the least accessible. Like many aspects of Japanese culture, the practice of drinking tea was brought from China well over a thousand years ago. In Japan, green tea developed its own character, and the Japanese tea ceremony has evolved into a peculiar phenomenon.

The modern tea ceremony can be traced back to the 17th century where it developed alongside another singular Japanese adaptation of Chinese culture: the philosophy of Zen. The tea ceremony eventually became established as a recognised form of high art, where it was practised in diverse locations, from Zen temples to ordinary homes. Even today, the simplest and most secular tea ceremony still embraces the Zen aesthetic of simplicity, and devotion.

During the ceremony, strictly prescribed words of invitation and are murmured quietly; tea maker and guests play their roles with and respect.

A brief moment of profound tranquillity has been created and shared. It is simultaneously an aesthetic, social and moment.

Significantly, it is a Japanese moment, fleeting and poignant with its own sense of the eternal pervades.

16 Choose the correct item.

0 It has been medically proven that a poor diet leads to growth.
   A controlled   B stunted   C curbed   D tempered

1 My husband and I are not rich but we are .
   A wealthy   B tight   C comfortable   D hard-up

2 Bob is so short-tempered; he should try to his anger.
   A curb   B control   C temper   D stunt

3 If you your demands, they may be accepted by others.
   A control   B temper   C stunt   D curb

4 The teacher told us to the poem by the next lesson.
   A remember   B recollect   C remind   D memorise

5 I don’t her name, as we met only once.
   A memorise   B recollect   C remind

6 Don’t expect Alan to buy you a drink. He earns plenty of money but he’s very .
   A hard-up   B wealthy   C tight   D comfortable

7 Could I borrow a few pounds? I’m a bit at the moment.
   A comfortable   B wealthy   C tight   D hard-up
COLLOCATIONS

17 Fill in the following collocational grid.

<table>
<thead>
<tr>
<th></th>
<th>with fear</th>
<th>hand</th>
<th>with horror</th>
<th>at the thought</th>
<th>voice</th>
<th>ground</th>
<th>with rage</th>
<th>with cold</th>
</tr>
</thead>
<tbody>
<tr>
<td>trembling</td>
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<td>shuddering</td>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

18 a) Fill in renew, restore.

1 .................. a visa
2 .................. order
3 .................. a bus-pass
4 .................. a relationship

5 .................. a painting
6 .................. to power
7 .................. hope
8 .................. a house

11 .................. a building
12 .................. sb the winner
13 .................. sb from harm
14 .................. sb's freedom
15 .................. sb with a problem

b) Fill in free, liberated.

1 .................. spirit
2 .................. feeling
3 .................. gift
4 .................. lifestyle

5 .................. kick
6 .................. of worry
7 .................. woman
8 .................. city

16 .................. an answer
17 .................. a painting
18 .................. a politician's lies
19 .................. your feelings
20 .................. against oppression

c) Fill in refuse, deny.

1 .................. an accusation
2 .................. an invitation
3 .................. the truth

4 .................. help
5 .................. a gift
6 .................. a charge
7 .................. access

21 to .................. from city to city
22 to .................. dust
23 to .................. a sense of perspective
24 to .................. a text
25 to .................. your rivals

16 to .................. an answer
17 to .................. a painting
18 to .................. a politician's lies
19 to .................. your feelings
20 to .................. against oppression

26 to .................. your wealth
27 to .................. a place for clues
28 to .................. a bush
29 to .................. around the park
30 to .................. a boat for the day

19 Collocate the expressions with words from the given lists.

- mislead • represent • overhaul • pry • cheat
- disregard • conspire • mix • gatecrash • compliment
- challenge • scrape • lead • disclose • pledge
- subscribe • show • be obsessed • release • bend

1 .................. eggs
2 .................. sb into believing sth false
3 .................. sb on a new dress
4 .................. advice
5 .................. into sb's private life

6 .................. a party
7 .................. your country in a sport
8 .................. to do a deed
9 .................. a system
10 .................. at cards

31 to .................. a group of people
32 to .................. to a magazine
33 to .................. the rules
34 to .................. someone's authority
35 to .................. your loyalty to someone
36 to .................. a document
37 to .................. sympathy to someone
38 to .................. with soap operas
39 to .................. through an exam
40 to .................. a secret
20 For questions 1-8, read the text below and decide which answer (A, B, C or D) best fits each gap.

NEW STEPS IN BALLET

The world of ballet has traditionally been a very 0) ....... one, where innovation has always taken a back 1) ........ to convention. However, although it still requires some cautious optimism there are signs that ballet is beginning to show a bit of a 2) ........ change in its attitudes. Take the corps de ballet, for instance. The stereotypical corps will contain dancers all of the same build, height and even ethnicity. This is because the corps has always been associated with the beauty of the symmetrical. Now that many up and 3) ........ dancers are from many parts of the world, including Asians and people of African 4) .......... different ethnic origins are becoming accepted. This is especially true since the 5) ........ of stars like Carlos Acosta, the famed Cuban dancer.

Another issue is that if ballet, as an art, is not a reflection of the world we all live in but is simply an artificially 6) ........ anachronism of the 19th century, its survival as an art becomes more and more 7) ........ . There is a danger of ballet becoming permanently solidified in one 8) ........ form only. This would be a great shame as all arts must evolve to survive.

0 A tyrannical B conservative C oppressive D despotic
1 A chair B couch C bench D seat
2 A sea B air C land D pool
3 A going B showing C coming D doing
4 A breed B descent C pedigree D family
5 A climb B upturn C hoard D rise
6 A preserved B shielded C hoarded D defended
7 A unconvincing B illogical C improbable D undecided
8 A narrow B slim C thin D close

21. Read the text below and think of the word which best fits each space. Use only one word in each space.

LONDON OLYMPICS 2012

Did the London Summer Olympics of 2012 live 0) up to the hype? Consensus is that they did. From Sydney to Istanbul and Beijing to Washington, journalists around the world poured praise 1) ........................................ the global sporting event at its conclusion, agreeing that it had been a resounding success. 2) ........................................ to the Games, anyone perusing the British press would have been forgiven for thinking that the most disastrous Games of the modern era were about to hit London. Predictions of two-plus weeks of traffic jams, bad weather, bad security and British apathy abounded. But the naysayers and pessimists were 3) ....................................... wrong. London 2012 turned out to be a triumph; an astoundingly seamless production, 4) ........................................ the size of the city and the scale of the endeavour. Every session of every sport played 5) ........................................ to packed stadiums. Fans were enthusiastic, knowledgeable and noisy. The buzz on the streets of London was electric. For sixteen days, Britons came 6) ......................................... united by happiness, joy and celebration. “There is one simple indication of the success of the London Games,” wrote one foreign journalist when the party was over. “That is the feeling of surprise amongst ordinary Londoners and people close to the Games that, 7) ........................................ all their worry and doubts, they had pulled it 8) ........................................ so well. It was not a sense of ‘We told you so,’ more one of ‘Wow, we actually did it!’”
AIRPORT AVATARS

Smiling, computerised, talking avatars are being introduced at airports around the world in a bid to make travellers' journeys more efficient. The life-sized hologram, which are situated at key points in airports such as just before security, read out pre-recorded messages designed to help passengers - anything from the location of bathrooms and taxi stands to on-flight liquid restrictions and security. Some of these virtual assistants, which have been at New York's JFK and Paris' Orly airport among others, have which activates their message when a person walks within a few feet of them. Others repeat their pre-programmed speeches on a loop. All dispense their information in comforting and voices intended to calm passengers' nerves.

So how are these latest airport employees faring? According to airport staff, feedback from passengers has been largely positive. More importantly, though, these avatars are proving effective. Because they are so passengers can't help but look at them and take notice of what they are saying. Thus, they are doing what they were designed to do: ease the workload on the airport's flesh-and-blood staff. Will we one day see avatars at all airports? Perhaps. But with one difference. The current avatars are - they cannot hold conversations with passengers. Developers are hopeful future to this series of avatars will be active.

23 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

0 Nobody spoke when the teacher asked who the culprit was.
   remained
   Everyone remained silent when the teacher asked who the culprit was.

1 She was an excellent playwright whose work didn't get the recognition it deserved.
   renown
   She was an excellent playwright her work.

2 I knew the project would not succeed from the start.
   doomed
   I knew the project from the start.

3 That man reminds me a lot of my father.
   bears
   That man a lot of my father.

4 Laurence's car became his most prized possession when he first bought it.
   joy
   Laurence's car became when he first bought it.

5 Most people are indifferent to the mistreatment of animals.
   show
   Most of animals.

6 It's quite likely that they will consider our offer too low.
   well
   They our offer too low.
UNIT 13a Grammar: Clauses

Subordinate clauses complete or add to a main clause. They may function grammatically as subject, object, complement or adverbial in a main clause. They can be:

a) noun clauses
   He told me (that) the film was interesting.

b) relative clauses
   Tom, who is a teacher, left early.

c) adverbial clauses i.e. time clauses, clauses of manner/place/reason/purpose/result/comparison/concession/condition
   He is taller than his sister.

TIME CLAUSES

Time Clauses are introduced with time conjunctions or expressions such as: after, as, as soon as, before, by, by the time, hardly... when, immediately, no sooner... than, now that, once, (ever) since, the minute (that), the moment (that), then, the sooner... the sooner, till/until, on/upon, when, whenever, while.

He waited for an hour before he was interviewed by the manager.

Time Clauses follow the rule of the sequence of tenses; that is, when the verb of the main clause is in a present or future tense, the verb in the subordinate clause must be in a present or future tense too, and when the verb of the main clause is in a past tense, the verb in the subordinate clause must be in a past tense too.

I'll watch TV after I have finished doing my homework.
She left before he came.

We never use a future tense in a future time clause; instead, we use a present tense.

They will leave in an hour. I'll do the washing up then.
I'll do the washing up when/after they leave/have left. (not will leave or will have left)

Compare:
when (time conjunction) + present tense
When I find it, I'll tell you.

when (question word) + present tense or future
When will John get back from Austria?
When do you walk the dog?

CONVERSATIONAL GRAMMAR

1. Choose the correct item.

   0 “Can I come without any notice? Are you sure?”
   “Definitely. Whenever you ....... in the area.”
   A will be  C have been
   B are  D will have been

   1 “How did Harry suspect the new franchising company might be a fiasco?”
   “As soon as he ....... some tricky terms in the contract, he knew there was something wrong.”
   A has spotted  C would spot
   B spotted  D spots

   2 “Whenever I ....... Jane, she talks about the new house she's having built.”
   “Well, I think she's really obsessed with the matter.”
   A am meeting  C meet
   B met  D have been meeting

   3 “Are you sure it was Pete?”
   “Not really. The moment I saw him he ....... the building.”
   A was entering  C has entered
   B entered  D had been entering
4. “I’m afraid Jenny Jones has been consistently late all this week, Mr Taylor.”
   “When Miss Jones ....... in, tell her I’d like to have a word with her.”
   A is coming  C will have come
   B comes  D came

5. “How about joining me on a skiing trip this weekend?”
   “Well, I really can’t take a holiday until I ....... my thesis.”
   A have finished  C will have finished
   B finished  D am finished

6. While she ....... for her friend to pick her up, her mother arrived.
   A has been waiting  C had been waiting
   B was waiting  D is waiting

7. “ ....... had we arrived at the beach when it started pouring with rain.”
   A No sooner  C As soon as
   B The minute  D Hardly

8. “Why was Jane upset?”
   “The minute she ....... into the party, she saw someone wearing the same dress.”
   A had walked  C walking
   B was walking  D walked

9. “It was unwise of David to make light of such a sensitive issue.”
   “Exactly. No sooner ....... the joke than everyone got up and left!”
   A has he told  C had he told
   B he told  D having told

10. “You must have been worried knowing she was alone so late at night.”
    “Well, once I ....... her come in, I began to relax.”
    A have heard  C heard
    B hear  D am hearing

11. “Where is Emma’s report?”
    “I think she put it on your desk before she ....... .”
    A left  C has left
    B had left  D was leaving

2. Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.
   1. Sean did all the illustrations for the book but no one acknowledged his work.
      credit
      Sean wasn’t ..................................................... all the illustrations in the book.
   2. Having finished your studies, you must decide what to do next.
      future
      You must ........................................ finished your studies.
   3. As soon as they received the information, it was sent to the editor.
      minute
      The information was ........................................ they received it.
   4. The rain ended and immediately the sun came out.
      barely
      ........................................ the sun came out.
   5. Russ’s opinions on the new management policies were very different from those of his fellow workers.
      odds
      Russ ........................................ the new management policies.
   6. The way many sportsmen behave in public influences their young fans.
      impression
      The way many sportsmen behave in public .......... their young fans.
   7. Not until they leave will she begin cleaning the house.
      start
      She will only ........................................ they have left.
   8. Could you give me a shout the minute dinner is ready?
      know
      Could you ........................................ is ready?
CLAUSES OF PURPOSE

Full infinitive is commonly used to express purpose. We can also use in order to and so as to. In order to and so as to are more emphatic and also more formal.

\[ \text{He left early (in order/so as to) to avoid the heavy traffic.} \]

Note: We cannot use the full infinitive with a subject different from that of the main verb. Instead, we can use so that/in order that.

Clauses of Purpose are introduced with so that/in order that in the following way:

\[ \text{so that + will/can/present tense (reference to the present)} \]
\[ \text{in order that + would/could/past tense (reference to the past)} \]

\{ \text{common structure} \}

\[ \text{Wake him up early so that he catches/\text{I'll catch} the first bus.} \]
\[ \text{We bought more food so that we would have enough for the extra guests.} \]

\[ \text{so that + may/might} \]
\[ \text{in order that + shall/should} \]

\{ \text{+ infinitive (formal structure)} \}

\[ \text{The President left early so that he should not be late for his next meeting.} \]

Note: We use so that rather than the to-infinitive structure when the main and the subordinate clause have different subjects.

\[ \text{Kate left some salad so that James could eat it later.} \]

Negative purpose can be expressed with:

- so as not to + infinitive (only when the subject of the verb is also the subject of the infinitive)

\[ \text{We are staying in this weekend so as not to spend any money.} \]

- so that + won't/can't/present tense (present reference)
- so that + wouldn't/couldn't (past reference)

\[ \text{They've locked the gate so that we can't/don't get in.} \]
\[ \text{He left an hour ago so that he wouldn't be caught in the traffic.} \]

- for fear (that) + might/should/would (very formal)
- for fear of sth/doing sth
- lest + (might/should) + infinitive (formal subjunctive) (very formal)

\[ \text{They asked their neighbours to keep an eye on the house for fear (that) burglars might break in.} \]
\[ \text{She didn't make a noise for fear of waking her parents.} \]
\[ \text{She banned smoking lest the house should catch fire.} \]

- for + noun (to express the purpose of an action)
- for + gerund (to express the general purpose of a thing)

\[ \text{We went out for some fresh air.} \]
\[ \text{A saw is a tool for cutting wood.} \]

- In case + Present Simple/should (refers to the present/future)
- In case + Past Simple/should (refers to the past)

\[ \text{Take an umbrella in case it rains/should rain.} \]
\[ \text{They left early in case the traffic was/should be heavy.} \]

Note: Will/would are never used with In case.

\[ \text{Take your coat in case it gets cold. NOT Take your coat in case it will get cold.} \]

- prevent + noun/pronoun + (from) gerund
- It's impossible to prevent cats (from) scratching furniture.

- avoid + gerund
- You should avoid carrying heavy bags if you have a bad back.

Clauses of Purpose follow the rule of the sequence of tenses.

\[ \text{I'll leave early so that I'll be/I'm home before they come.} \]
\[ \text{He avoided mentioning it so that he wouldn't offend her.} \]
CONVERSATIONAL GRAMMAR

3 Choose the correct item.

0 "What's in all the boxes?"
"Some extra refreshments .......... we run out."
A in case C so that
B to prevent D for fear

1 "Did you go around to see Janet's newborn son?"
"I had the flu so I didn't go for fear .......... infecting the baby."
A for C that
B of D lest

2 "Why is everyone so busy?"
"They're tidying the showroom in case the managing director .......... in."
A drops C will drop
B dropped D would drop

3 "Why didn't you go to the party on Saturday night?"
"I wanted to avoid .......... Josh."
A see C seeing
B that I see D to see

4 "The baby's not screaming any more."
"He's teething and I gave him something for the pain so that he .......... down."
A are calming C should calm
B would calm D calmed

5 "What are you doing over the summer?"
"I've got a temporary job .......... I can save some money."
A so that C so as to
B in case D in order

6 "I'm not sure what to say to Paul."
"You could always tell a white lie to .......... hurting his feelings."
A avoid C prevent
B prevent from D avoid to

7 "What's the purpose of this object?"
"It's a device .......... screwing bolts into nuts."
A of C so that
B for D so as to

STRUCTURAL CONVERSION

1 He put on a mask to avoid being recognised by his wife.
He put on a mask to prevent his wife (from) recognising him.
He put on a mask for fear his wife might recognise him.
He put on a mask so that his wife wouldn't recognise him.
He put on a mask in case his wife recognised/should recognise him.
He put on a mask because he didn't want his wife to recognise him.

2 I didn't go out because I didn't want to catch cold.
I didn't go out so that I wouldn't catch cold.
I didn't go out to avoid catching cold.
I didn't go out in case I caught/should catch cold.

3 I'd better wait because it's possible he'll come back.
I'd better wait in case he comes back.

4 I daren't make a noise because John might hear me.
I daren't make a noise for fear (that) John might/should hear me.
4 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. They tied the dog up for fear it might escape. 
   case
   The ...................................................... escaped.

2. We didn't phone you in case we woke you up.
   so
   We didn't .................................................. you up.

3. She opened the door quietly because she didn’t want to wake the baby.
   to
   She ......................................................... the baby.

4. He did the exercise carefully because he didn’t want to have to do it again.
   as
   He did ...................................................... to redo it.

5. They were reluctant to announce the news because they didn’t want to worry the public.
   fear
   They were reluctant to announce ......................... the public.

6. He hid the package in case his mother found it.
   from
   He hid the package ........................................ it.

7. He turned down the music for fear of upsetting the neighbours.
   would
   So ............................................................. he turned down the music.

8. She carried an umbrella so she wouldn’t get wet.
   getting
   She carried an umbrella ........................................ wet.

CLAUSES OF RESULT

Clauses of Result are introduced with such (a) ... that, so ... that, so as to, (and) so, and are used as follows:

*He opened the window so as to let in some fresh air.*

*They missed the last train, (and) so they had to walk home.*

- **such a(n) + adjective + singular countable noun**
  
  *It was such a thrilling novel that I couldn’t put it down.*

- **such + adjective + uncountable or plural noun**
  
  *He played such moving music that many people in the audience felt close to tears.*

- **such + a lot of + noun**
  
  *There was such a lot of noise that the children couldn’t hear what the teacher was saying.*

- **so + adjective/adverb**
  
  *We were so pleased with their present that we rang them immediately.*

- **so + much/many/little/few + noun**
  
  *We had so little time that we didn’t manage to visit all our friends.*

- **so + adjective + a(n) + singular noun (not usual)**
  
  *So beautiful a girl was she that the prince fell in love with her at first sight.*

*Note: Clauses of Result follow the rule of the sequence of tenses.*

*He is so tall that he can reach the top shelf.*

*She was such a good actress that everyone admired her.*
1 The trousers were so tight that he couldn't put them on.
   The trousers were too tight for him to put on.
   So tight were the trousers that he couldn't put them on.

2 The snow was so deep that they couldn't leave the house.
   It was such deep snow that they couldn't leave the house.
   So deep was the snow that they couldn't leave the house.

3 The exercise was so hard that I couldn't do it.
   It was such a hard exercise that I couldn't do it.
   The exercise was too hard for me to do.

4 It was such an expensive dress that I couldn't buy it.
   The dress was too expensive for me to buy.
   The dress wasn't cheap enough for me to buy.

5 He was so tired that he couldn't work any more.
   He was too tired to work any more.
   So tired was he that he couldn't work any more.

6 His fear was such that he almost fainted.
   Such was his fear that he almost fainted.
   He was so afraid that he almost fainted.

7 There was so much dirt in the room that she couldn't clean it.
   The room was so dirty that she couldn't clean it.
   So dirty was the room that she couldn't clean it.

5 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1 The day was so beautiful that we went for a walk.
   such
   It ............................................... we went for a walk.

2 It was such an impressive painting that I had an irresistible urge to buy it.
   so
   It ............................................... I had an irresistible urge to buy it.

3 He ate so many chocolates that he felt sick.
   lot
   He ............................................... he felt sick.

4 The weather was so nice that we were able to sit outside.
   pleasant
   It ............................................... we were able to sit outside.

5 It was such a beautiful cake that she didn't want to cut it.
   reluctant
   The ............................................... to cut it.

6 She considered climbing the stairs, but decided she was too tired.
   exhausted
   She ............................................... not to climb the stairs.

7 Is the science of genetics advanced enough to artificially produce endangered species?
   clone
   Is the science of genetics so .................................................................?

8 The house is considered to be too small for the family to live in.
   expected
   The family ......................................... a small house.

9 Her dog was too badly behaved for her to control.
   disobedient
   Her dog ........................................... couldn't control him.

10 The water was too shallow for us to swim in.
    enough
    The water ....................................... to swim in.

11 He was too lazy to answer the door.
    bothered
    He ............................................... the door.

12 David was so enthusiastic about the proposal that he accepted immediately.
    was
    Such ............................................... that he accepted immediately.
13a Grammar: Clauses

Clauses of Concession are introduced with: as, although, though, even though, even so, even if, while, whereas, much as*.
In spite of, despite, nevertheless, but, however, yet, still, for all.
* used with verbs such as (dis)like, admire, enjoy, etc

Clauses of Concession follow the rule of the sequence of tenses.
* Much as I like her, I disapprove of her teaching methods.
* Sensible as though he usually is, he has acted foolishly in this case.

Even though he studied, he failed his tests.

- In spite of/ despite + noun/ gerund/ the fact that + clause
  In spite of/ Despite her ill health, she still takes care of the house and children.
  In spite of/ Despite being ill, she went to work.

- however/ no matter how + adjective/ adverb + subject + may + verb
  No matter how hard I try, I can never solve crosswords.
  However hard he may try, he won't succeed.

- whatever/ no matter what + clause
  No matter what the time is, ring me when you arrive at the station.

- even if + should + infinitive (unlikely to happen)
  Even if it should rain, I'm still going swimming.

- adjective/ adverb + though + subject + (may) verb
  Rich though he is/ may be, he is not happy.
  Late though he stayed, he didn't finish the work.

- adjective/ adverb + as + subject + verb
  Tall as he is, he couldn't reach the branch of the tree.
  Fast as he ran, he didn't catch the bus.

- infinitive form + as + subject + may/ might
  Try as you may/ might, you won't solve the riddle.

- for all + noun
  For all their poverty, they managed to live happily.

6 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. Even if she comes late, ring me when she arrives.
   how
   Give me a ring when she ................................................. late she is.

2. Talented though he is, he can't find a job.
   fact
   He can’t ................................................................. he's talented.

3. In spite of the train strike, she still managed to get to work on time.
   succeeded
   She ................................................................. there was a train strike.

4. Whatever you say in protest, you can do nothing to change the situation.
   much
   You cannot ................................................................. you protest.

5. Although it’s cold at night, it’s warm in the daytime.
   nights
   Cold ................................................................. the days are warm.

6. Even though she has rich parents, she has little money herself.
   having
   She has ................................................................. parents.

7. Despite the fact that he’s never been to China, he loves Chinese food.
   even
   He loves ................................................................. never been to China.
CONVERSATIONAL GRAMMAR

7 Choose the correct item.

0 “Has Bob passed his exams?”
   “Even .......... he studied hard, he didn’t make it.”
   A although   C no matter
   B though    D despite

1 “The project was a failure .......... the huge sums spent on it.”
   “I call it a terrible waste of tax-payers’ money.”
   A however   C though
   B yet     D in spite of

2 “ .......... I dislike Winston, I have to admit that he came up with some brilliant suggestions at the management meeting.”
   “That’s true. I particularly liked his introduction to the ‘Research & Development’ project.”
   A Much as   B No matter  C However
   D For all

3 “Cathy looked rather plump in that new dress.”
   “Yes, .......... being on a diet for weeks, she’s hardly lost any weight.”
   A in spite   B despite
   C though    D while

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STRUCTURAL CONVERSION

1 She wasn’t fat; nevertheless, she went on a diet.
   She went on a diet. She wasn’t fat, though.
   Even though she wasn’t fat, she went on a diet.
   Although she wasn’t fat, she went on a diet.
   In spite of not being fat, she went on a diet.

2 Despite the fact that he was afraid, he climbed the mountain.
   He was afraid. He climbed the mountain, though.
   Even though he was afraid, he climbed the mountain.
   In spite of (his) being afraid, he climbed the mountain.
   Although he was afraid, he climbed the mountain.

3 Although he spoke loudly, he could not make himself heard.
   Loudly as/though he spoke, he could not make himself heard.

4 Apart from Paul, we all have cars.
   We all have cars, with the exception of Paul.
   We all have cars except (for) Paul.

5 Although she is talented, she is too shy to perform in public.
   Even though she is talented, she is too shy to perform in public.
   In spite of her talent, she is too shy to perform in public.
   She is talented. She is too shy to perform in public, though.
   She is talented, though too shy to perform in public.

6 Whatever they do, they do it well.
   No matter what they do, they do it well.

7 No matter how carefully you do it, it’s bound to be difficult.
   However carefully you do it, it’s bound to be difficult.
   It’s bound to be difficult, however carefully you do it.

8 The film was awful but we went on watching it.
   Despite the film being awful, we went on watching it.

9 Although it seemed to be harmless, the dog was in fact dangerous.
   Although it seemed to be harmless, on the contrary, the dog was dangerous.
8 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. Although we warned her of the potential danger, she swam there anyway.
   determined
   She ................................................................., the fact that we'd warned her not to.

2. In spite of his being wealthy, he's terribly mean.
   renowned
   Rich ................................................................. for his generosity.

3. No matter what he says, he intends to retire early.
   say
   Whatever ............................................................... retiring early.

4. However you speak to her, she always takes offence.
   matter
   She ................................................................., you speak to her.

5. Apart from geography, she enjoys all her lessons.
   with
   She enjoys all her lessons, ................................................................. geography.

6. She isn't experienced; nevertheless, she was hired by a multi-national company.
   for
   She was hired by a multi-national company, ................................................................. experience.

7. No matter how attractive a salary you offer him, he won't accept the job.
   down
   He'll ................................................................. him a really attractive salary.

8. Slow as he is, he ran the race faster than I did.
   before
   He finished the race ................................................................. he's slow.

9. Despite the fact that she practises regularly, she doesn't play tennis well.
   competent
   She ................................................................. she practises regularly.

10. They are not wealthy; nevertheless, they seem to spend a lot of money.
    off
    They aren't ................................................................. that they seem to spend a lot of money.

11. However hard she tries, she'll never get an answer out of him.
    how
    She'll never get ................................................................. she tries.

---

**EXCLAMATIONS**

An exclamation is a type of sentence used to express the speaker's feeling or attitude. Exclamations are not subordinate clauses. We do not alter the order of subject and verb. They are introduced with what and how as follows:

- What + (a/an) (adjective) + noun
  - What an interesting lecture!
  - What awful furniture!

- How + adjective/adverb/verb
  - How beautiful she is!
  - How slowly he walks!
  - How I loved him!

Exclamatory sentences can also be expressed:
- with such + a/an + adjective + noun or so + adjective / adverb.
  - She is such a beautiful girl!
  - She is so beautiful!
- with an interrogative - negative form at the beginning of the sentence.
  - Isn't she sweet!
  - Doesn't he eat a lot!
- by beginning the sentence with an adverb or an adverbial particle (away, up, out, etc) followed by a verb of movement + noun, or pronoun + verb of movement.
  - Off went the boys!
  - Out they went!
CONVERSATIONAL GRAMMAR

Choose the correct item.

0 “Did you see Sharon's place?”
"... untidy that flat was!"
A How C How an
B What an D What

1 “I fell asleep during the economics lecture!”
"... boring presentation!”
A Was it C Such
B What a D How

2 “I really like Gerald.”
"... friendly smile he has!"
A How a C What
B How D What a

3 “I feel sorry for Patricia and John.”
"... they have a rough time!”
A Can't C Didn't
B Aren't D Wouldn't

4 “We've just been to see 'Dracula'.”
"... it a scary movie!”
A Was C What
B Wasn't D How

5 “Harriet is always so considerate.”
"... she a kind person!”
A Isn't C How is
B Such is D Doesn't

6 “What do you think of your new English teacher?”
“She speaks ... fast!”
A such C how
B so D what

7 “Have you seen my grandmother's hand-embroidered quilt?”
"... meticulous piece of work!”
A How C Such
B What a D So a

8 “Are you going to take the new job?”
“Oh, yes. It is ... exciting opportunity!”
A so C such
B so an D such an

9 “Robert concluded by pointing out that we cannot increase productivity with this poor machinery.”
"... an apt remark!”
A How C Wasn't it
B So D Was it

10 “... terrible weather!”
“Oh, yes. It hasn't stopped raining since morning”.
A What C Was it
B How a D How

CLAUSES OF REASON

Clauses of Reason are introduced with as, since, because, for, and follow the rule of the sequence of tenses.

Since she hasn't got any money, she can't go shopping.
He failed his test because he wasn't well prepared.

Because and for can both be used to introduce a clause of reason. However, for can't be used at the beginning of a sentence, or as an answer to a why question. If used, there is always a comma before it in written speech, or a pause in oral speech.

Because I didn't know how, I didn't do it.
I didn't do it because I didn't know how.
I didn't do it, for I didn't know how.

Also: because of + noun/gerund = owing to/due to + noun
Because of/Due to the rain, the match was cancelled.
13a Grammar: Clauses

- We can also use the preposition in view of or a finite clause (a clause based on a verb tense) after in view of the fact that.
  
The scheme was abandoned in view of the fact that it was proving unpopular.

- Out of + noun can also express a motive for an action.
  
I had a look just out of curiosity.

- A participle clause (with a present or perfect participle) can also express reason.
  
Lots of fans were waiting at the airport, hoping to see Hugh Jackman arrive. (= because they were hoping to see him arrive)

- Considering/Seeing that can introduce clauses of reason.
  
Considering (that) she's sixty, Margaret is remarkably fit.

---

CONVERSATIONAL GRAMMAR

10 Choose the correct item.

1 "Why was Danny given a month off?"
   "I think it's ........ he's worked so hard lately."
   A due to the fact that  C seeing that
   B because of  D owing to

2 "Should I take the dog for a walk?"
   ........ it's raining right now, wait until it stops."
   A Because of  C Due to
   B Seeing that  D Owing to

3 "You didn't come to the football match last night."
   ........ I had so much homework to do, I didn't have a choice."
   A For  C Due to
   B Owing to  D As

4 "Is Dennis buying a house?"
   "Yes. ........ he's earning more money now, he can afford one."
   A For  C Since
   B Due to  D Because of

5 "Why aren't you going away for your holidays?"
   ........ my daughter's wedding in September, we've many expenses coming up."
   A Because of  C Seeing that
   B Because  D For

6 "Were the necessary contracts signed yesterday?"
   "No, ........ one member of the board was absent."
   A due to  C because
   B because of  D owing to
11 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. "I'm sorry that I didn't phone yesterday", said Gary. for
Gary ................................................................. the previous day.
2. Did he explain why he looked so miserable? reason
Did he ................................................................. so miserable?
3. If it hadn't been for Mr Copley's efforts, the campaign wouldn't be so successful. dute
The success ............................................................ Mr Copley's efforts.
4. We were forced to go by bus because we didn't have enough money for a taxi. afford
Not ................................................................., we had to go by bus.
5. If they hadn't trusted him, they wouldn't have followed his advice. took
They ................................................................. him.
6. Sandra quit her job because she found the work very dull. uninspiring
Sandra found ....................................................... she left her job.

CLAUSES OF PLACE

Clauses of Place are introduced with where, wherever, as far as, as high as, as low as, as near as, etc as follows:

<table>
<thead>
<tr>
<th>where</th>
<th>wherever</th>
<th>as high as</th>
<th>as low as</th>
<th>as far as</th>
<th>as near as</th>
</tr>
</thead>
<tbody>
<tr>
<td>+ present tense/may</td>
<td>present/future reference</td>
<td>No matter where I go, I always bump into someone I know.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>+ past tense/might</td>
<td>past reference</td>
<td>The dog went wherever I went/did.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: Simple Future is not normally used in clauses of place. He'll go wherever I go.

CONVERSATIONAL GRAMMAR

12 Choose the correct item.

1. "I hear little Isabella is walking now."
   "Well, she can walk .......... that chair before falling."
   A where  C wherever
   B as far as D as high as

2. "Are you going away for Christmas?"
   "Yes, I'll be going to Hull, which is ........ my family lives."
   A wherever C as near as
   B as far as D where

3. "Does Joanna walk to work?"
   "No, ........ it is, she always takes the car."
   A Where C As near as
   B Wherever D As far as

4. "Does Peter enjoy going away on business?"
   "He does; ......... he goes, he always manages to enjoy himself."
   A as far as C where
   B as near as D wherever
13b English in Use

13 Read the text below and think of the word which best fits each space. Use only one word in each space.

CHARACTER

Are you a generalist or a specialist? Are you interested in 0) such a wide range of things that you find it impossible to choose just one and, if you do, soon feel dissatisfied and like you're missing out on something? Or have you always known exactly what it is you want to do and love focusing deeply and single-mindedly on one thing? According to life coach Barbara Sher, we all 1) ................. into one of these two categories. 'Specialists are perfectionists,' Sher says. 'They want to see projects 2) ................. to the end and aim to achieve mastery. Specialists will often stick to one profession for life. Generalists, on the other 3) ................. , are people who embrace everything that excites and inspires them, 4) ................. to abandon those interests when something even more interesting attracts their attention.'

Generalists often get a lot of grief from family, colleagues and friends (and indeed society in 5) .................), for never finishing what they start. But Sher believes this isn't very accurate. 'Generalists do finish things; it's just that they do so 6) ................. their own terms', Sher says. 'Generalists abandon activities when they feel they've got what they need from them. They are attracted to the initial learning curve of a project but once they've grasped the concepts, they get bored and want to move on to something else'. In other words, generalists tend to 7) ................. less ambitious than specialists because they don't fear failure. What generalists fear more than anything is boredom. Specialists, however, love 8) ................. more than immersing themselves and repeating the same experience over and over again, improving each time. So is it better to be a generalist or a specialist? Neither, says Sher. Clearly, there are benefits to both.

PHRASAL VERBS 1

take aback: surprise

take after: look/be like a relative

take against: dislike sb

take away: remove

take back: withdraw a statement or comment

take down: 1) write down

2) remove sth from a high place

take sb for: mistake sb/sth for sb/sth else

take in: 1) deceive

2) allow sb to stay in one's home

3) understand

4) make clothes smaller

take up: 1) begin a hobby, sport etc

2) occupy space

14 Fill in the correct preposition or adverb.

0 She takes after her father: she has the same gestures and mannerisms.

1 His lecture was so complicated that I only took ................. a few words of what he said.

2 These magazines must be read in the library. You can't take them ................. .

3 The secretary took ................. the list of titles as her boss read them out.

4 We were so taken ................. by his decision to resign that we didn't know what to say.

5 I'll never forgive you if you don't take ................. what you said about me.

6 Since his retirement, he has taken ................. painting to fill up some of his spare time.

7 She seems to have taken ................. me, as if I have offended her somehow.

8 Nobody was taken ................. by his story, although it seemed convincing at first.

9 You have to take ................. these curtains. They look very dirty.

10 If you take this skirt ................. a little, it should fit you perfectly. It's too big for you now.

11 She is always being taken ................. Elizabeth Taylor, even though she doesn't look that much like her.

12 When they discovered that the child was an orphan, they offered to take him ................. .

13 That desk is so big that it takes ................. most of his office.
### PHRASAL VERBS 2

| take off: | 1) remove (clothing)  
| 2) leave the ground (of aeroplanes etc)  
| 3) imitate sb in a comic way  
| 4) begin to succeed (of plans, ideas, etc) |
| take on: | 1) undertake sth  
| 2) employ staff  
| 3) accept sb as an opponent |
| take out: | 1) extract, remove  
| 2) accompany sb to a theatre, etc |
| take over: | take control of sth, esp in place of sb else |
| take to: | 1) find agreeable/like  
| 2) begin a habit  
| 3) escape to/hide in |
| take up with: | become involved in (usu derog) |

### IDIOMS/FIXED PHRASES 1

| go back on one's word: | not fulfil a promise  
| (opp. keep one's word) |
| have words with sb: | have an argument |
| make one's day: | make sb very happy |
| in deep water: | in trouble/difficulty |
| an old wives' tale: | false belief (usu about health) |
| have/keep one's wits | be alert and able to deal with difficulties |
| the year dot: | a long time ago |
| be born yesterday: | be easily deceived/naive |
| not have it both ways: | refuse to make a decision |
| (usu in expression “You can't have it both ways!”) |

### 15 Fill in the correct preposition(s) or adverb.

0. She took the cover off the sofa and had it cleaned.
1. The amateur boxer was apprehensive about taking ................. such an experienced fighter.
2. I don't think he'll take ................. the new project unless we offer him more money.
3. He has taken ................. drinking cocoa at night to help him sleep.
4. You'd better take this paragraph ................. as it weakens your argument.
5. Their plane was due to take ................. at 10 pm but it was delayed because of fog.
6. He's such an aggressive person that nobody really takes ................. him.
7. Their daughter has taken ................. a group of friends who have no intention of ever finding work.
8. Mark was sent home from school because he was seen taking ................. the headmaster.
9. Mr Johnson's son is going to take ................. as chairman of the board.
10. After a slow start, their new line of cosmetics has begun to take .................
11. They've decided to take ................. at least twenty new salespeople this year.
12. The rebels took ................. the mountains after their leader had been captured.
13. He promised to take me ................. for dinner on Friday evening.

### 16 Fill in the correct idiom/fixed phrase.

1. She ................................................ when she saw the fire in the kitchen; instead of panicking, she went out and phoned the fire brigade.
2. She is forever making promises and then .................
3. Unless you can explain where you got the money, I'm afraid you'll find yourself .................
4. You can't ................. - either take the well-paid job or keep the job you enjoy doing.
5. I don't believe you're a millionaire. I ................., you know.
6. I think the idea that you can cure colds by eating onions is just ................. 
7. My mother ................. the cleaner today as she is always breaking the crockery.
8. She ................. when she accepted his proposal; it was the happiest day of his life.
9. It looks as if this house hasn't been decorated since ................. 
   It will have to be done up completely before we move in.
IDIOMS/FIXED PHRASES 2
(COLOUR IDIOMS)

the black sheep of the family: a disgraced family member
red herring: sth which distracts you from sth important
green belt: the area on the outskirts of the town adjoining the country
the pot calling the kettle black: accusing sb of a fault one has oneself
in the red: owe money to a bank (opp: in the black)
see red: suddenly become angry
see/look at sth through rose-coloured spectacles: see sth from an unrealistically positive point of view
have a yellow streak: be a coward
pitch black: very dark
have green fingers: be good at gardening
until one is blue in the face: as hard/long as one possibly can (usu without success)
black tie: formal clothing
be green with envy: be very jealous
green (item/issue): concerned with ecology

17 Fill in the correct idiom/fixed phrases.

1 She was ........................................ when she saw Jim's new sports car.
2 When he opened his bank statement, he saw he was ......................... to the tune of £5,000.
3 The plot of the novel contained so many ......................... that I couldn't guess how the story would end.
4 Being ........................................ he was cut out of his uncle's will.
5 It was ................................. as I walked home under a moonless sky.
6 You can ask ................................. but I still won't let you borrow the car.
7 Ecologists want to protect the ................................. of the town from being developed.

8 Ruth wanted to help protect the environment so she insisted on buying .......................................................... household cleaning products.
9 Brian wore his dinner jacket to the reception as it was a ................................. occasion.
10 It was a case of .......................................................... when Jack said I was lazy.
11 The boys accused him of having ................................. because he wouldn't enter the derelict house.
12 Tom must have .......................................................... as his tomatoes always win first prize in the agricultural show.
13 Stephanie .......................................................... when her manager falsely accused her of being unpunctual.
14 Optimists have a tendency to .......................................................... rather than being realistic.

PREPOSITIONS

18 Look at Appendix 5 and fill in the blanks with the correct preposition.

1 I'm very wary ......................... riding that horse; it's been known to shy at traffic.
2 The little boy winced ......................... the thought of going to the dentist.
3 She yearns ......................... a relaxing holiday in the sun.
4 You won't solve your problems by wallowing ......................... self-pity.
5 The student wrestled ......................... the difficult mathematics problem.
6 Wind and rain have whittled away ......................... the old stone wall for the past three centuries.
7 Ray winked ......................... us to show that he wasn't being serious.
8 After six months in the countryside, Alan has a yen ......................... the bright lights of the city.
9 The woman yelled ......................... the boys when they ran through her garden.
10 She tried not to yield ......................... temptation and have another piece of cake.
19 Look at Appendix 5 and fill in the blanks with the correct preposition.

1. The spy had little choice the matter but to destroy the microfilm.
2. There's no point crying things you can't change.
3. We had to choose a hotel in Rome and a villa in Tuscany for our last holiday.
4. The restaurant menu offered a choice trout, beef or chicken.
5. Membership of the society has decreased number since last year.
6. The national debt has been decreased £10 billion this year.
7. Do you mean you still haven't decided your holiday yet?
8. She can't decide what style of wedding dress to buy.
9. If you clean the hall, we'll deal the kitchen together.
10. My uncle deals antique furniture.
11. The baby was crying its milk.

20 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. He was dismissed because he was inefficient.
   lost
   He inefficiency.
2. Jerry feels his colleagues despise him for not having a degree.
   look
   Jerry for not having a degree.
3. Only Martha survived the crash.
   sole
   Martha crash.
4. If you give in to them, you'll be sorry.
   stand
   If you'll be sorry.
5. Jack's teacher says he's particularly good at languages.
   flair
   Jack's teacher says languages.
6. People often make that mistake in the beginning.
   common
   It in the beginning.
7. The majority of their clientele is made up of local people.
   comprise
   Local people their clientele.
8. The politician tried to find people who were willing to back his campaign to help the homeless.
   drum
   The politician tried to campaign to help the homeless.
9. Karen's bad mood is totally unconnected with the matter in hand.
   bearing
   The Karen's bad mood.
10. Further confusion was caused by the loss of the map.
    led
    The further confusion.
11. The custom dates back to mediaeval times.
    roots
    The mediaeval times.
12. It's difficult to imagine his work being improved on by anyone.
    bettering
    It's difficult to work.
13. To this day, no one has equalled his achievements in the field of technology.
    unsurpassed
    To this day, his in the field of technology.
14. Their rivals are still a long way behind.
    streets
    They rivals.
## Fixed Phrases

**be on the safe side:** do sth to prevent the possibility of sth bad happening  
**not one's scene (inf):** not like/enjoy sth  
**settle a score:** take revenge  
**without a shadow:** without any doubt  
**talk shop:** talk about work or business  
**if push comes to shove (inf):** if a situation becomes really bad/difficult  
**get on the wrong/bad side of sb:** do sth to annoy sb  
**a sore point with sb:** sth that makes sb angry or embarrassed  
**spick and span:** clean and tidy  
**enter into the spirit:** take part in sth with enthusiasm  
**In the spotlight:** receiving a great deal of public attention  
**be/get in a state:** be very nervous/upset about sth  
**in stitches (inf):** unable to stop laughing  
**in store for one:** about to happen in near future  
**take sth by storm:** be extremely successful or popular  
**get into the swing of sth:** get involved/get into the rhythm of sth:  
**in sync (inf):** well-matched/work simultaneously as it should (opp. out of sync badly matched not simultaneous as it should)**

### 21. Complete the sentences using one of fixed phrases in an appropriate form.

1. You don’t want to .................................................. of Roy as he makes a formidable opponent.
2. After my spring clean, the house was .................................................., which made all my hard work worthwhile.
3. The new musical .................................................. and people were flocking to see it.
4. The problem with the printer is that it is .................................................. with the rest of the system.
5. Some celebrities have such a thirst to be continually .................................................. that they seek out every opportunity for publicity.
6.  .................................................. and money is really tight, Lloyd will think about getting a second job.
7. Both teachers and pupils .................................................. things, so the end of year concert was a great success.
8. Little did she know what was .................................................. when she accepted the job.

### 22. Choose the correct item.

1. The audience were in ............ as they watched the latest Ayckbourn comedy.
   - A stitches
   - C tears
   - B pleats
   - D shreds

2. Don’t mention work to Ray, as it’s a sore ............ with him at the moment.
   - A finger
   - C place
   - B point
   - D thumb

3. It’s hard to get back into the ............ of things after a long holiday.
   - A pace
   - C swing
   - B way
   - D rhythm

4. The trouble with socialising with colleagues is that they usually end up talking ............ .
   - A sense
   - C back
   - B shop
   - D rot

5. Take your mobile phone with you just to be on the ............ side.
   - A sunny
   - C straight
   - B secure
   - D safe

6. The opposition will be elected into government at the next election, without a ............ of a doubt.
   - A shadow
   - C benefit
   - B shade
   - D hue

7. Noisy parties are really not my .............
   - A idea
   - C scene
   - B liking
   - D preference
DISEASES

Skeletal remains can prove 0) **invaluable** in the study of ancient human 1) diseases. For example, leprosy and tuberculosis (TB) are diseases which leave their mark on sufferers in the form of bone 2) . By examining the bones of ancient humans, therefore, scientists can date certain diseases. TB, rather than emerging recently, has been plaguing mankind for millennia. Currently, definitive evidence for TB has been found in skeletons that are 9,000 year old. But TB may be a lot older than that. Bone lesions 3) of TB were recently found on 500,000-year-old human remains. Analysis of mummified remains can also give a 4) to many bacterial and viral diseases. The careful and 5) process of mummification carried out in ancient Egypt preserved not only bones, but skin and soft tissues. Scientists, analysing mummies, have found evidence that polio, smallpox, and malaria were present in ancient Egypt. Smallpox is at least 10,000 years old. The mummy of Pharaoh Ramses V showed smallpox skin lesions on the 6) face, neck, and shoulders. Yet another way to date diseases is to use genomic data. DNA testing of samples from mummies and skeletons can 7) identify diseases. Not only that, DNA analysis of ancient human remains may one day lead to the development of more effective treatments for many diseases, as it allows scientists to follow the 8) of the disease, as well as identify the genes that may have helped make people susceptible or resistant to the disease.

COLLOCATIONS

24 Collocate the expressions with words from the given list.

- bind • ponder • foresee • appreciate
- assign • shrivel • speculate
- transmit • infer

0 infer a meaning from sb’s statement
1 ........................................ on a problem
2 ........................................ the dangers
3 ........................................ a book
4 ........................................ a radio message
5 ........................................ sb to a task
6 ........................................ on a matter
7 ........................................ in the heat
8 ........................................ in value

25 Collocate the expressions with words from the given list.

- enunciate • dye • refute • petition
- commend • beseech • applaud • engrave
- despatch • undertake

1 ........................................ sb for help
2 ........................................ a claim
3 ........................................ for sb’s release
4 ........................................ to do a job
5 ........................................ sb very highly
6 ........................................ a hero
7 ........................................ a piece of jewellery
8 ........................................ a document
9 ........................................ your words carefully
10 ........................................ your hair
26 For questions 1-8, read the text below and decide which answer (A, B, C or D) best fits each gap.

**CHEESY FACTS**

The origins of cheese making have been lost in the **0) [options]** of time, as cheese consumption pre-dates recorded history. Still, there are plenty of facts we do know and some of them, like cheese itself, could **1) [options]** your socks off.

The ancient Greeks were the first to turn cheese making into an art **2) [options]**, using different techniques to create an array of different varieties of cheese. Nowadays, though, most people, if asked 'who in the world produces the greatest variety of cheeses?' would jump to answer – 'the French'. But they'd soon find out that the French, and Italians, are lagging **3) [options]** the British, who produce 700 distinctive varieties, while their Gallic cousins across the channel produce only a **4) [options]** 400. The French don't even top the record for cheese consumption, as that particular **5) [options]** goes to the Greeks, who **6) [options]** up more than 27 kilos each a year thanks to their **7) [options]** for feta cheese with everything. And, finally, the country that produces the largest amount of cheese is the USA but most of that is **8) [options]** cheese classed under the generic name of ‘cheddar type’ cheese.

0 A clouds
1 A shoot
2 A style
3 A behind
4 A few
5 A compliment
6 A bolt
7 A vulnerability
8 A processed

B haze
C mist
D smog

B kind
C explode
D pull

B after
C form
D type

B scant
C below
D under

B minimal
C testimonial
D accolade

B sobriquet
C slurp
D short

B fake
C leaning
D fabricate
D manufactured

27 Read the text below and think of the word which best fits each space. Use only one word in each space.

**ALIENS**

If you believe in UFOs, possibly you’re **0) [options]** in better company than you think. In 2012, as **1) [options]** of its ‘Chasing UFOs’ series, the National Geographic Channel conducted a poll to assess Americans’ views **2) [options]** the paranormal. The results of the poll showed that more than a third of Americans believe UFOs exist. One in ten are certain they’ve seen one with their **3) [options]** alive? Do scientists believe in extraterrestrial life? As astronomer Phil Plait explains, believing intelligent extraterrestrial life exists **4) [options]** in the universe is one thing (and most scientists would probably not discount the possibility); believing aliens have visited earth, however, is another thing entirely. As Plait points **5) [options]**, professional and amateur astronomers spend every night peering up at the sky. Surely, then, if aliens were visiting earth, these are the very people who would be reporting far and **6) [options]** the vast majority of the tens of thousands of UFO sightings that are reported every year. Yet they don’t. Not one. The reason? Astronomers understand the sky. They know that almost all reported UFO sightings are actually mundane things like airplanes, the planet Venus, satellites, or military flares. The facts are these: there is a good scientific argument for intelligent extraterrestrial life in the universe. In the Milky Way Galaxy **7) [options]**, there are literally billions of planets. But there is, as **8) [options]**, absolutely no evidence that intelligent life has visited Earth.
28 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

**POLONIUM-210**

Historically called radium F, the element polonium-210 (Po-210) is a naturally-occurring radioactive element that emits highly hazardous alpha particles. Po-210 was discovered in 1898 by Marie and Pierre Curie. It is 1) rare in nature (tiny amounts exist in the soil and in the atmosphere) and it does not present a risk to humans.

Today, Po-210 is studied 3) research laboratories where its high radioactivity requires special handling techniques and 4) Po-210 is fantastically toxic but it does not represent a risk to human health, as long as it remains outside the body. Internal 5) concern is the concern. In order to get into the human body, Po-210 must be ingested or inhaled as it cannot pass through the skin.

It has been known since the 1960s that Po-210 is present in tobacco smoke as a 6) . Tobacco plants which are fertilised with phosphate fertilisers absorb Po-210 through their roots. Even though direct root 7) Po-210 by tobacco plants is small, Po-210 is still estimated to cause some 11,700 lung cancer deaths annually worldwide. 8) Po-210 from the atmosphere on tobacco leaves also results in elevated concentrations of Po-210 in tobacco smoke.

29 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. Use between three and eight words, including the word given.

0 Would you please send me your response as soon as possible? 

_ **grateful**_

grateful

I would be grateful if you would send me your response as soon as possible.

1 The reason for his resignation is still not known. 

_ **caused**_

caused

We resigned.

2 This essay shows a slight improvement on the last. 

_ **marginal**_

marginal

This essay the last.

3 Susie couldn't stop crying when her pet rabbit died. 

_ **flooded**_

flooded

Susie her pet rabbit died.

4 He specifically stressed the need for absolute honesty. 

_ **emphasis**_

emphasis

He absolute honesty.

5 She realised immediately that his story was made up. 

_ **through**_

through

She story.

6 There is a considerable number of choices on offer in this brochure. 

_ **array**_

array

This choices.
Inversion means putting the verb before the subject in a sentence. It is used after certain expressions which are placed first in the sentence in order to give emphasis.

**Inversion with auxiliary verb**

- **negative, restrictive or emphatic expressions:** Not only, Little, No sooner … than etc
  
  *No sooner had he got into the bath than the phone rang.*

- **clauses of result:** Such/So, To such a degree …
  
  *Such a brilliant pianist was he that he carried off all the prizes.*

- **inversion in the main clause:** Only after, Only by, Only if, Only when, Not only/till, Not since
  
  *Only by keeping a signal-fire burning did she manage to alert her rescuers.*

- **conditionals:** Should I … (Type 1), Were I … (Type 2), Had I … (Type 3)
  
  *Were you a brighter fellow, you'd have gone along with the scheme.*

**Inversion without auxiliary verb**

- **after adverbs and adverbial expressions**
  
  *"There goes Tom!" BUT "There he goes!"
  "Up went the balloon!" BUT "Up it went!"

- **after the quoted words of direct speech**
  
  *"I've just finished", said Tom. BUT … he said.

There are adverbs and adverbial expressions with a negative, restrictive or emphatic meaning, which are followed by inversion when placed first in a sentence. The most common adverbs and adverbial expressions with negative, restrictive or emphatic meaning that are followed by inversion are: Seldom, Rarely, Little, Nowhere, Not even once, In no way, Scarcely … when, Hardly … when, Barely … when, No sooner … than, Not only … but (also), On no occasion/account/condition, In/Under no circumstances, Only after, Only in this way, Only by, Only then, Only when, Only if, Not till/until, Never, Never before, Not since, Neither/Nor/So, Well (formal) etc

*"I like chicken": "So do I".
Well did he remember the night the earthquake struck.
On no occasion was the girl allowed to stay out late.
Never had he had such a terrifying experience.
Little did he know what his decision would lead to.

**Note**

Only after, Only by, Only if, Only when, Not until/till when placed at the beginning of the sentence for emphasis, require the inversion of the subject and the auxiliary verb in the main clause.

*Only after all her guests had left did she wash the dishes.*

*Only by standing on a chair could he reach the shelf.*

*Not till the last guest had left were we able to relax.*
**14a Grammar: Inversion**

**STRUCTURAL CONVERSION**

1. All the food had been prepared and the table had been laid as well.
   - Not only had all the food been prepared but also the table had been laid.
2. As soon as he was promoted, he started behaving arrogantly.
   - No sooner had he been promoted than he started behaving arrogantly.
   - Hardly / Scarcely had he been promoted when he started behaving arrogantly.
3. He had no idea that the treasure had been hidden in his garden.
   - Little did he know that the treasure had been hidden in his garden.
4. She danced so much that she couldn’t walk afterwards.
   - So much did she dance that she couldn’t walk afterwards.
5. It was such a nice day that we went on an excursion.
   - Such a nice day was it that we went on an excursion.

**CONVERSATIONAL GRAMMAR**

1. Choose the correct item.

   1. “I’m going out now.”
      “........... you happen to pass a chemist’s, would you get me some aspirin?”
      - Had  C Would
      - Did  D Should

   2. “Did you know the Queen was in town yesterday?”
      “Yes. ........... I gone shopping, I’d have seen her.”
      - Were  C Had
      - Was  D Should

   3. “I can’t understand our French teacher’s accent.”
      “...........”
      - Nor can I  C Neither do I
      - Nor do I  D Neither will I

   4. “So, how was the film?”
      “It was great! ........... you come, you would have enjoyed yourself.”
      - Should  C Were
      - Had  D Would

   5. “Jane bought a new dress this morning.”
      “What a coincidence! ...........”
      - So have I  C Nor did I
      - So did I  D Nor have I

   6. They finished painting and then they moved into their new house.
      - Only after they had finished painting did they move into their new house.

   7. If I were you, I would accept his offer.
      - Were I you, I would accept his offer.

   8. If I had been told earlier, I would have reacted differently.
      - Had I been told earlier, I would have reacted differently.

   9. If I (should) change my mind, I’ll let you know.
      - Should I change my mind, I’ll let you know.

   10. She didn’t phone me; she didn’t drop me a line either.
      - She didn’t phone me nor did she drop me a line.
      - She neither phoned me, nor did she drop me a line.

   11. She won’t tell lies for any reason.
      - On no account will she tell lies.

   12. The boy ran away.
      - Away ran the boy.

2. Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

   1. You must never mention this to him.
      circumstances
      Under .................................................. this to him.

   2. They could only get to the island if they hired a single-engine aircraft.
      by
      Only .................................................. get to the island.

   3. He talks so much that he drives everyone mad.
      does
      So much .............................................. everyone mad.

   4. You must not leave the iron switched on for a long time.
      account
      On .................................................. switched on for a long time.

   5. I hardly ever travelled abroad when I was a student.
      travel
      Rarely .............................................. I was a student.
3 Read the text below and think of the word which best fits each space.

COSMETICS
A recent survey found that, on average, women slather about a dozen beauty products on their bodies every day (moisturisers, cosmetics and 1) like), and that men are not far applying about six. A quick look at the ingredients of any cosmetic product reveals a string chemicals that most people can barely pronounce, let 4) identify. Industry officials maintain that these chemicals pose an insignificant risk. Consumer advocates, however, disagree. They say that research shows that many of them can cause cancer and neurological issues, among other things. Luckily for those people who wish to steer 5) of chemicals like phthalates or parabens, 6) wealth of other options exist. The 'green' sector of the cosmetics industry is booming. 'Green' beauty products may cost a bit more, but consumers can buy them safe in the 7) they aren't putting their health at risk. If you want to find out what chemicals to avoid, advocacy groups like the Campaign for Safe Cosmetics maintain an online list of chemicals that should be 8) out of your bathroom cabinet.

PHRASAL VERBS 1

talk about 1) gossip about sb
2) consider

talk at: speak to sb without listening to their replies

talk back: reply rudely

talk down to: speak to sb as if they were less clever or important than oneself

talk sb into: persuade sb to do sth

talk sb out: settle a problem by talking

talk sb out of: persuade sb not to do sth

talk sb round: persuade sb to agree to sth

tell against: spoil chances of success

tell apart: distinguish

tell off: scold/reprimand

think of: take sth into account

think out: prepare (plan) carefully

think over: reflect upon sth before making a decision

think up: invent or devise sth

PHRASAL VERBS 2

5 Look at Appendix 1 and fill in one of the prepositions or adverbs below, then give a synonym for each phrasal verb.

- away  
- in
- on
- out
- off
- over
- into
- to
- up
- down

0 I'd better turn in early. I didn't sleep well last night.

1 The woman turned the escaped prisoner to the police.

2 They want to turn that basement room to a play room.

3 Hundreds of people turned to welcome the royal family back to London.
4 After being offered the post, Simon turned it .................. in his mind carefully before accepting.
5 When her business failed, she turned .................. her parents for financial help.
6 Although Mark said he'd be there at 8.00, he didn't turn .................. until 10.30.
7 Could you turn .................. the light? I can't see well enough to read my book.
8 I offered to help him but he turned me .................. .
9 We were turned .................. at the door of the club for being improperly dressed.
10 You ought to turn .................. the heat before the sauce burns.
11 That factory turns .................. hundreds of small appliances every day.
12 The lorry turned .................. in the middle of the motorway, causing an enormous pile-up.
13 He turned .................. to be a liar and a cheat.
14 I have a feeling I forgot to turn .................. the cooker before we left.
15 Could you please turn .................. the volume a bit? I can't hear it very well.

IDIOMS/FIXED PHRASES 1

6 Look at Appendix 2 and explain the following idioms in bold.

1 Any mention of bankers to Tony is like a red rag to a bull.
2 The politician put the cat among the pigeons by revealing details of the national scandal.
3 Those two have fought like cat and dog since the day they got married.
4 You can ask me until the cows come home but I'll never agree to your proposal.
5 Even though Betty was sixty years old, she dressed like a teenager. She looked like mutton dressed as lamb.
6 London to Birmingham is about 102 miles as the crow flies.
7 I can't believe that Jane doesn't like your car; that's just sour grapes because she doesn't have one.
8 Susan can't resist chocolate; she's got a sweet tooth.
9 Something must have made John really angry; he's been like a bear with a sore head all day.
10 We don't need any more furniture - there's no room to swing a cat in here as it is!

11 I managed to kill two birds with one stone by inviting the boss to dinner; I made a good impression and got some useful information.
12 You've been working on this essay for hours and you haven't even written the introduction; you're getting nowhere fast.
13 Sharon's budget is really tight; I don't know how she'll manage to pay her way.
14 It's raining cats and dogs; we'll have to cancel the fête.
15 After working in a factory for years, Ted decided to better himself and get a white-collar job.
16 The man broke a vase and knocked over two chairs; he was like a bull in a china shop.
17 Kate has been as busy as a bee/a busy bee getting everything ready for tonight's party.
18 He was so tired of the rat race that he gave up his job in the city and moved to an island.
19 I accidentally let the cat out of the bag when I mentioned that I'd seen Jim and Mandy together.

IDIOMS/FIXED PHRASES 2

7 Look at Appendix 2 and explain the following idioms in bold.

1 Some people think this country has been going to the dogs since the 1990s.
2 The old man felt like a fish out of water at the party.
3 Seeing life as a case of dog eat dog, he treated people ruthlessly for his own benefit.
4 Ronald was so thick-skinned that all his boss's criticisms were like water off a duck's back.
5 I'm not lending him any more books; they always come back dog-eared.
6 The hairdresser made such a dog's dinner of my hair that I had to have it done again.
7 What you're talking about is a different kettle of fish; let's keep to the point.
8 If I don't remember her birthday, I'll be in the doghouse.
9 Our business rivals cooked our goose by making a higher bid for the company.
10 Steve was fed up with doing the donkey work while his colleagues were given interesting jobs.
11 It would be fascinating to be a fly on the wall when the managers have their meeting to discuss the annual pay rise.
12 Richard could talk the hind legs off a donkey with stories of his school days.
13 The inability to make a decision is David's Achilles heel.
14 My nephew was brought up near the sea and could swim like a fish from the age of four.
15 I'm so tired of Chris's persistent lies that I am washing my hands of him.
16 Being in the army was a real dog's life; up at 6am every day, no money and little leave.

PREPOSITIONS

8 Look at Appendix 5 and fill in the blanks with the correct preposition, then make sentences using them.

0 to have no intention of helping sb
1 to fail an attempt
2 to bestow gifts someone
3 to result an accident
4 a visitor the city
5 to sigh relief
6 a sequel a film
7 to stay good
8 fruits season
9 to resign your job
10 the matter hand
11 death drowning
12 to struggle your rights
13 to feature the cinema
14 to have a talent acting
15 entry the EU
16 to keep sth secret a friend
17 to take a shot the enemy
18 to buy sth a discount
19 bags shopping
20 to be satisfied the results
21 a choice dishes
22 to trip a stone
23 a doctor profession
24 freedom speech
25 to be valid five years
26 to fall in love first sight
27 the bearer good news
28 a decline standards
29 a bus crowded tourists
30 the bottom the sea
31 to admit a fault
32 to be full life
33 to be trouble with the law
34 to live the suburbs
35 on top the world
36 to fall despair
37 a series disasters
38 to dance the dance floor
39 to sing the top of one's voice
40 to have your heart your mouth
41 to live the outskirts
42 to stand president

9 Look at Appendix 5 and fill in the blanks with the correct preposition.

0 Having always been good at Maths, he decided to study it at university.
1 He doesn't seem to be very happy his new job; he always looks rather worried and depressed these days.
2 As she handed over the gift, she said that she hoped we would be very happy our new home.
3 It will be good Thomas has a strict teacher; he's never had any discipline at home.
4 The dispute occurred because the manager is so hopeless people; he has absolutely no idea of how to handle his workforce.
5 We've just heard his unexpected promotion.
6 Nervous about facing an interview panel, she hesitated the door and took a deep breath before entering the room.
7 A strong draught blew into the room through the gap the door.
8 Ruth was a genius Maths and was awarded a scholarship to Cambridge when she was only fourteen years old.
9 He's a genius a pencil and can capture a likeness in a few deft strokes.
10 His new stereo system was expensive but it's guaranteed fifteen years so it was worthwhile paying more.
11 My friend is worried because she hasn't heard her sister for days.
12 She has a real genius languages and has already mastered the rudiments of Greek!
13 There is a popular superstition which says that anyone who has a gap in their two front teeth will be lucky throughout their life.

14 She hesitated taking any action, hoping that there was no real cause for alarm.

15 I can't honestly say that I'm happy your decision to emigrate to France.

16 She was very good animals and takes food out to the stray dogs in the street every morning.

17 The new watch from Seiko is guaranteed any type of breakage, including water damage and accident.

10 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1 She is well known for her vast knowledge of Renaissance painting. authority

She ____________________________ Renaissance painting.

2 I don't think I'll ever be able to buy my own house. despair

I ____________________________ my own house.

3 The members of the government have failed to agree on the new budget. reached

The members ____________________________ on the new budget.

4 We liked the new teacher right away. took

We ____________________________ right away.

5 The novel didn't come up to my expectations. short

The novel ____________________________ expectations.

6 Zoe always makes spontaneous decisions concerning her travel plans. acts

Zoe always ____________________________ her travel plans.

7 Jim knew he would have to go on the business trip at a moment's notice. poised

Jim ____________________________ the business trip at a moment's notice.

8 His latest theory is in complete opposition to mainstream thinking. files

His latest theory ____________________________ mainstream thinking.

9 His interpretation of the novel was far too complex for me to grasp, I'm afraid. head

His interpretation of the novel ____________________________ I'm afraid.

10 Julie always listens to my complaints about work. ear

Julie always ____________________________ my complaints about work.

11 I wish you would come straight to the point if you have something to say. beat

I wish ____________________________ if you have something to say.

12 Thankfully, she wasn't hurt at all in the accident. emerged

Thankfully, she ____________________________ in the accident.

13 The waiters in the new restaurant were very inefficient. shoddy

We received ____________________________ in the new restaurant.

14 My grandmother is extremely proud that she can remember all her grandchildren's birthdays. prides

My grandmother ____________________________ all her grandchildren's birthdays.

15 I couldn't face telling her what I'd heard. bring

I couldn't ____________________________ what I'd heard.

16 She lost all self-control when she found out what he'd done. contain

She ____________________________ what he'd done.
**FIXED PHRASES**

**turn tail:** turn and run away
**in tandem with:** together with, simultaneously
**go off at a tangent:** suddenly change subject or course of action
**be on target:** make good progress
**in bad/poor taste:** offensive/insulting
**not be sb’s cup of tea:** not be sth one likes
**get one’s teeth into sth:** throw oneself into sth because it is interesting and makes you use a lot of physical or mental effort
**put sth to the test:** gauge how effective sth is by putting it into practice
**thick and fast:** happening quickly in large numbers
**under one’s thumb:** under sb’s control
**toe the line:** obey the rules
**keep sb on their toes:** make/keep sb alert
**lower the tone of sth:** make a place or event seem less respectable
**tongue in cheek:** not serious, for fun
**down tools:** stop working
**be on top of the world:** be happy
**(sth) gets on top of sb:** sth depresses sb/is too much to cope with
**travel light:** travel without much luggage
**tread water:** be in a position where no progress is being made
**a trifle:** slightly/of little importance

11. Complete the sentences using one of the phrases in an appropriate form.

1. Geoffrey’s remark about certain members of the department were thought to be ................................................................. by everybody present.
   A. in tandem with
   B. in bad/poor taste
   C. under one’s thumb
   D. a trifle

2. The secretary had allowed the backlog of paperwork ................................................................. her.
   A. in tandem with
   B. in bad/poor taste
   C. under one’s thumb
   D. a trifle

3. When I go on holiday I prefer to ................................................................. with just one small suitcase.
   A. in tandem with
   B. in bad/poor taste
   C. under one’s thumb
   D. a trifle

4. Opening your own business may be preferable to ................................................................. as an accounts employee for years on end.
   A. in tandem with
   B. in bad/poor taste
   C. under one’s thumb
   D. a trifle

5. The boss likes to ................................................................. everyone ................................................................. by carrying out regular spot checks.
   A. in tandem with
   B. in bad/poor taste
   C. under one’s thumb
   D. a trifle

6. Roger ................................................................. his survival skills ................................................................. when he went mountaineering.
   A. in tandem with
   B. in bad/poor taste
   C. under one’s thumb
   D. a trifle

7. Seeing the police officer, the criminal ................................................................. and fled in the direction of the railway station.
   A. in tandem with
   B. in bad/poor taste
   C. under one’s thumb
   D. a trifle

8. The mark for your composition was lower than you had expected because you ................................................................. Instead of keeping to the point.
   A. in tandem with
   B. in bad/poor taste
   C. under one’s thumb
   D. a trifle

12. Choose the correct item.

1. The headmaster at my last school was a disciplinarian and made sure we ............ the line.
   A. drew
   B. faced
   C. touched
   D. toed

2. You never know whether to take Vic seriously or whether his remarks are tongue in ............ .
   A. cheek
   B. mouth
   C. tooth
   D. face

3. Applications for the course are coming in thick and ............ .
   A. thin
   B. quick
   C. fast
   D. skin

4. Mike ............ the tone of the formal dinner by appearing in a pair of ripped jeans and an old T-shirt.
   A. set
   B. lowered
   C. degraded
   D. put

5. The exercise routine works in ............ with the diet.
   A. tandem
   B. league
   C. hand
   D. co-operation

6. We are on ............ for a significant increase in production this year.
   A. form
   B. route
   C. line
   D. target
7 Martin just loves to .......... his teeth into a really challenging crossword.
   A grind       C get
   B put         D bite

8 The pudding was a .......... too sweet for my liking.
   A hint        C trifle
   B drop        D tinge

9 Bungee jumping is not my .......... of tea.
   A mug         C glass
   B pot         D cup

10 The labourers decided to down .......... in support of their sacked workmate.
   A equipment   C apparatus
   B tools       D instruments

11 Jenny was so unhappy as she was under her husband's .......... .
   A finger      C skin
   B nose        D thumb

12 Kristina felt on top of the .......... when she won the beauty pageant.
   A world       C sky
   B earth       D universe

13 a) Fill in beat, win.
1 ................. your rival
2 ................. a match
3 ................ money
4 ................. a prize
5 ................ the clock
6 ................. a competition
7 ................ all opposition
8 ................ hands down
9 ................ the election

13 b) Fill in sound, stone, hard.
1 ................ advice
2 ................ bargain
3 ................ cold
4 ................ conditions
5 ................ deal
6 ................ dead
7 ................ evidence
8 ................ time
9 ................ worker

WORD USAGE
14 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

THE HINDU KUSH

The Hindu Kush is an 800 km-long mountain range of 0) breathtaking beauty that stretches between central Afghanistan and northern Pakistan. The origin of the name Hindu Kush is a point of 1) .......................... among scholars. Some believe that the name is likely a 2) .......................... of the ancient Greek term for this vast mountain range: the 'Caucasus Indicus' (Indian Caucasus). Others consider the name is more probably a 3) .......................... of 'Hindu Koh', from the modern Persian word 'Kuh', meaning mountain. Yet another theory is that Hindu Kush means literally 'Kills the Hindu', thus the name may be a 4) .......................... to the Indian captives who, centuries ago, perished in the mountains whilst being transported to Central Asian slave markets. Support for this theory comes from the fact that in modern Persian the word 'kush' is derived from the verb 'kushtan', meaning to defeat, kill or subdue. Also, it should be noted that the word 'Hindu' originally referred to any 5) .......................... of the Indian subcontinent, or 'Hind', 6) .......................... of their religious affiliation. It was only towards the end of the 18th century that European merchants and colonists referred 7) .......................... to the followers of some Indian religions as 'Hindus'. Or, perhaps the name simply refers to the last great mountains people had to cross when moving between the Afghan plateau and the Indian subcontinent. Or it is from Hindi-Kash or Hindi-Kesh, the 8) .......................... of Hind (i.e. the Indian subcontinent).
INSPIRED BY NATURE

Mother Nature's wildest children have, over millions of years, developed some extraordinary abilities. Now mankind is exploiting some of these to solve problems that have stumped scientists for years. Tony Brennan was working on ways to stop naval ships gathering sea algae and barnacles when he got an unexpected insight from one of the deadliest species known to man - sharks. Sharks have a unique property that means sea algae or barnacles can't get a grip on their skin. That's because their skin consists of a series of teeth-like scales that allow them to glide through the ocean depths without collecting material that might slow them down. Tony wondered whether shark skin couldn't repel other organisms like the kind of bacteria that causes over 100,000 hospital infections in the USA every year. It turns out that Tony was right and his research led one company, called Sharklet, to produce a coating that keeps light switches, door handles and other frequently used surfaces in hospitals germ-free. However self-satisfied mankind might feel about its inventions and level of technological competence, it should never forget that Mother Nature is a first-class inventor in her own right.

SHOPPING ADDICTION

If you shop and spend compulsively, you are not alone. An estimated 8-16% of British adults struggle to control their obsession with shopping. The stereotype, which research seems to up, is that more women than men are affected. However, when gadgets, sports equipment and computer accessories/software are into account, compulsive buying is just as prevalent in men as it is in women. Those who find it easy to control their spending habits tend to view shopping addiction in a humorous light. Sadly, the reality is from comical. Shopping addicts can't say 'no' to the desire for immediate gratification and, as a consequence, they let the rest of their lives fall a result of their addiction, and jeopardise key relationships in their lives because they are unable to control their purchasing urges. What, then, drives buying under such circumstances? For many shopaholics, shopping is a means of alleviating negative emotions, such as worry, anxiety, sadness and loneliness. It provides an escape from those feelings for a short time. For shopaholics, it's usually not even about the acquisition of the item. It's purely about the rush - the elevated mood and sense of excitement they get when buying it. By the time they get home, most shopaholics aren't even interested in the item they bought anymore.
17 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the space in the same line.

AGEING WORLD

The UN predicts over-60s will outnumber under-15s by 2050. In a 0) starting report, titled 'Ageing in the 21st Century: a celebration and a challenge', the UN revealed that the number of people over 60 is set to hit 2 billion by 2050, and the number of 1) ................................. is set to rise nearly tenfold to three million. Population ageing is a by-product of the demographic 2) ................................. in which both mortality and fertility decline from higher to lower levels. Currently, the total fertility rate is below replacement levels in virtually all industrialised countries.

As life 3) ................................. increases across the planet, thanks to welcome advances in healthcare and rising economic 4) ................................., it is imperative that countries start preparing now so that they can adequately care for their over-60s in the years to come. The social and economic 5) ................................. of population ageing are profound and nations across the world will be affected in 6) ................................. ways. For example, there will be major challenges for nations in areas like healthcare and pensions. Developing countries especially need to start preparing as 7) ................................. show 80% of the world's elderly will live in less developed regions by 2050. The UN also predicts a very large increase in age-related chronic disease across the world. In a few decades, the loss of health worldwide will actually be greater from 8) ................................. or chronic diseases (e.g. cardiovascular disease, cancer, arthritis) than from infectious diseases for the first time in history.

18 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

0 Martin cannot go any higher in his career. pinnacle
   Martin has reached the pinnacle of his career.
1 My husband will be angry when I tell him. roof
   My husband will ................................. when I tell him.
2 Julie and Andrew like the same sort of music. taste
   Julie and Andrew ................................. music.
3 The heir to the family fortune was eventually found to be an impostor. exposed
   The heir to the family fortune was ................................. an impostor.
4 He claimed my point was not relevant to the proceedings. dismissed
   He ................................. to the proceedings.
5 He said she was happy and enjoyed her new life. described
   He ................................. her new life.
6 It's difficult to know if it should be classified as a guest house or a hotel. categorise
   It's difficult to know ................................. as a guest house or a hotel.
UNIT 15a Grammar: Conjunctions/Punctuation

CONJUNCTIONS

There are three main ways of putting clauses or sentences together: **co-ordination**, **subordination** and adverbial links:

You can co-ordinate or subordinate clauses by using conjunctions.

**Conjunctions** are used to join clauses to create sentences and show how their meanings are related. There are two types of conjunctions:

a) **co-ordinating conjunctions**, which join parts of a sentence that are equivalent and

b) **subordinating conjunctions**, which join a subordinate clause to a main clause.

She put on her coat and left. You can leave if you want.

We can use simple co-ordinating, simple and compound subordinating conjunctions (but/... as, even if) and correlative conjunctions. Correlative conjunctions consist of two linking words separated by one or more words (both ... and / as / so ... as).

### Co-ordinating Conjunctions

<table>
<thead>
<tr>
<th>simple conjunctions</th>
<th>correlative conjunctions</th>
<th>usage</th>
</tr>
</thead>
<tbody>
<tr>
<td>and</td>
<td>both ... and, not only ... but (also)</td>
<td>addition</td>
</tr>
<tr>
<td>I like apples and adore apple-pies.</td>
<td>He was both handsome and rich.</td>
<td></td>
</tr>
<tr>
<td>but</td>
<td>not ... but</td>
<td>contrast</td>
</tr>
<tr>
<td>I saw John but I didn't see Sam.</td>
<td>It's not navy blue but black</td>
<td></td>
</tr>
<tr>
<td>or</td>
<td>either ... or (else)</td>
<td>alternative(s)</td>
</tr>
<tr>
<td>Are you English or American?</td>
<td>Either stop talking or (else) leave the room.</td>
<td></td>
</tr>
<tr>
<td>nor</td>
<td>neither ... nor</td>
<td>negative addition</td>
</tr>
<tr>
<td>I can't help you nor do I wish to help.</td>
<td>He is neither kind nor sympathetic.</td>
<td></td>
</tr>
</tbody>
</table>

**Note**

The comma is optional before a co-ordinating conjunction. However, we never put a comma when part of the first sentence is omitted in the second.

Do you want tea (,) or would you like some coffee? You can either have a Coke or a lemonade.

### Subordinating Conjunctions

<table>
<thead>
<tr>
<th>simple and compound conjunctions</th>
<th>correlative conjunctions</th>
<th>usage</th>
</tr>
</thead>
<tbody>
<tr>
<td>as, than, like, as if, as though</td>
<td>although ... yet / nevertheless</td>
<td>comparison</td>
</tr>
<tr>
<td>He acts as if he were the boss.</td>
<td>He's not running for President, yet / nevertheless he's willing to help in the campaign.</td>
<td></td>
</tr>
<tr>
<td>(al)though, while, whereas, despite, even if, even though, in spite of, in contrast to, contrary to</td>
<td></td>
<td></td>
</tr>
<tr>
<td>We're friends even though we've got little in common.</td>
<td></td>
<td>contrast</td>
</tr>
</tbody>
</table>
### simple conjunctions
- **If, unless, given (that), so long as, provided/providing (that), as long as, in case, supposing (that), otherwise**
  - negative condition
  - We're going on an excursion unless it starts raining.
- **but, except (for), apart from, despite, in spite of**
  - Everyone came except (for) John.
- **as far as, so far that**
  - The land belongs to us as far as the eye can see.
  - We drove so far that we ran out of petrol.
- **where, wherever**
  - Wherever he goes, he causes trouble.
- **rather/sooner than**
  - Rather than help, he prefers to hinder.
- **so as to, so that, in order that, now (that), seeing that, why, for, etc**
  - She climbed up on a chair so as to reach the cupboard.
- **as, because, since, on the grounds of/that, now (that), seeing (that), why, for, etc**
  - I don't know why he was late.
  - The knight refused to kill his enemy, for they had been friends.
- **If, whether**
  - Terry asked Sue if/whether she could come to the party.
- **whenever, as, while, now (that), when, before, until, as soon as, after, since, once, the moment (that)/immediately, etc**
  - I cry whenever I watch a sad film.
  - The baby cried until he fell asleep.
- **what, who, whom, whose, which, that**
  - This is the man whose daughter is a famous singer.

### correlative conjunctions
- **If ... then**
  - If it's sunny, then we'll go swimming.
- **the ... the as ... so**
  - The more noise you make, the more annoyed I get.
  - As he got older, so his performance failed.
- **so/such ... that**
  - It was such a difficult task that nobody managed it.
- **whether ... or**
  - I'm going home now whether you like it or not.
- **no sooner ... than,**
  - hardly/barely ... when
  - No sooner had she stepped into her flat than she fainted.
  - Hardly had she finished cooking when the electricity was cut.
  - indirect question, alternative condition
  - time

### usage
- **condition**
- **exception**
- **extent**
- **place**
- **preference**
- **purpose, proportion**
- **reason**
- **result**
- **indirect question, alternative condition**
- **time**
- **relatives**
### Note:
A comma is placed between a subordinate clause and a main clause, when the subordinate clause is at the beginning, or both clauses are rather long or complicated.

If the weather improves, we can go to the beach. **BUT** We can go to the beach if the weather improves.

**Adverbial links** are adverbs which are used to join two or more clauses or whole sentences which themselves contain co-ordinate or subordinate clauses.

<table>
<thead>
<tr>
<th>Adverbial links</th>
<th>usage</th>
</tr>
</thead>
<tbody>
<tr>
<td>besides, also, furthermore, above all, what is more, in addition, moreover, anyway, on top of that, and then</td>
<td>addition</td>
</tr>
<tr>
<td>I don’t feel well enough to go shopping today. <strong>Besides</strong>, I don’t have any money. I am working long hours this week. <strong>On top of that</strong>, the au-pair girl has asked for a few days’ leave. I’m afraid I can’t afford the luxury of a winter holiday. <strong>And then</strong>, there’s the end-of-term exams.</td>
<td>result</td>
</tr>
<tr>
<td>therefore, so, consequently, hence, thus, as a result, in consequence</td>
<td>contrast</td>
</tr>
<tr>
<td>OIl resources are decreasing. <strong>Therefore</strong>, we need to find alternative sources of energy.</td>
<td></td>
</tr>
<tr>
<td>however, though, (and) yet, still, nevertheless, after all, even so, all the same, in contrast, instead, on the contrary, on the other hand, whereas/while</td>
<td></td>
</tr>
<tr>
<td>She’s an intelligent student. <strong>However</strong>, she talks too much in class. Delius is a famous composer. Mozart is more famous, <strong>though</strong>. It was snowing. <strong>Nevertheless</strong>, the match went on as planned. He never read a book. <strong>Instead</strong>, he went fishing and hunting. They are very wealthy. <strong>Even so/All the same</strong>, they lead a modest life.</td>
<td></td>
</tr>
<tr>
<td>namely, in other words, for instance/example, that is (to say)</td>
<td>exemplification</td>
</tr>
<tr>
<td>There is one thing he would never consent to, <strong>namely</strong>, divorce.</td>
<td></td>
</tr>
<tr>
<td>otherwise, alternatively</td>
<td>alternatives</td>
</tr>
<tr>
<td>If you pay in cash you are entitled to a discount. <strong>Alternatively</strong>, you buy on credit at a low interest rate.</td>
<td></td>
</tr>
</tbody>
</table>

**Note:**
Adverbial links are separated from the rest of the sentence with commas.

He didn’t want to go. **However**, he eventually did.

---

### CONVERSATIONAL GRAMMAR

1. Choose the correct item.

0. “I hope you didn’t go out in the hot sun.”
   “We waited .......... the sun had gone down before we went for a walk.”
   A that  
   B to  
   C until  
   D for

1. “Tell me about France; did you like it?”
   “Actually, we didn’t go. We went to Italy .......... .”
   A still  
   B on the other hand  
   C in contrast  
   D instead

2. “Can you come away with me for the weekend?”
   “I can’t as I’m decorating the kitchen. .......... , my mother is ill.”
   A Even so  
   B On top of that  
   C All the same  
   D After all

3. .......... reading the question carefully, Gary started writing.
   A After  
   B While  
   C Until  
   D Since
4. “I hope you have enough money to take a cab home.”
   “I’ve taken some extra money .......... I need it.”
   A even if   C unless
   B in case   D so that

5. “Jane is really conscientious, isn’t she?”
   “Absolutely, .......... she is very efficient.”
   A What is more   C So
   B All the same   D Still

6. “Is Leona feeling alright?”
   “Yes, but she had been feeling sick for over a week .......... she finally called a doctor.”
   A after   C once
   B before   D while.

7. “What do you think of the Jeffersons?”
   “........ they appeared reserved at first, they are very sociable.”
   A However   C Although
   B Despite   D On the other hand

8. “What happened to the plane?”
   “It had hardly touched down .......... it burst into flames.”
   A when   C than
   B that   D sooner

9. “Peter speaks French very well.”
   “........ speaking French, he speaks German and Spanish.”
   A Furthermore   C Nevertheless
   B Instead of   D As well as

10. “Why are you so nervous about this exam?”
    “Because I need to get a high score. .......... I will have to resit it.”
    A On top of that   C All the same
    B Otherwise   D Besides

11. “Did the minister approve the building plans?”
    “Not really. He turned them down .......... that the costs were too high.”
    A on the grounds   C in case
    B provided   D supposing

12. “Did you arrive at the station on time?”
    “No, I missed the 5 o’clock train .......... there was another one 5 minutes later.”
    A despite   C however
    B besides   D also

13. “Peter’s amazing.”
    “I know .......... he had a broken foot, he managed to walk 10 miles.”
    A Despite   C Even though
    B Whereas   D Yet
### Full Stop [.]
- To indicate the end of a grammatically complete sentence:
  ```plaintext
  He usually finishes work at 7 o'clock.
  ```
- In direct speech, to indicate the end of a spoken sentence:
  ```plaintext
  He said, "I'll probably be late home tonight." BUT If a reporting expression follows direct speech, we put a comma. "I'll try again," he said.
  ```

### Question Mark [?]
- At the end of a direct question – What's the time?
- At the end of question tags – You've finished, haven't you?

### Exclamation Mark [!]
- At the end of an exclamatory sentence, to emphasise surprise, horror or delight:
  ```plaintext
  I can hardly believe it!
  ```

### Comma [,]
- To separate items in a list of nouns, adjectives or adverbs:
  ```plaintext
  She answered the question carefully, thoughtfully, accurately and appropriately.
  ```
- To separate main clauses which describe consecutive actions:
  ```plaintext
  He stormed out of the room, slammed the door behind him and left the class speechless.
  ```
- After a subordinate clause which precedes the main clause:
  ```plaintext
  When we first arrived in this country, we found many things strange and intimidating. If we see him, we'll tell him what you said. BUT We'll tell him what you said if we see him.
  ```
- Before and after a non-defining relative clause:
  ```plaintext
  This grammar book, which was published last year, is one of the best I've ever used. BUT The book that I borrowed from the college library is overdue.
  ```
- To separate an introductory word or phrase from the main part of the sentence:
  ```plaintext
  To be honest, we're not sure yet of the possible results.
  ```
- After Yes or No at the beginning of a sentence:
  ```plaintext
  No, I don't know where your glasses are.
  ```
- Before or after introductory verbs in direct speech:
  ```plaintext
  "I've got a lot of work to do," she said, "so I'd better go home now." The girl said, "I seem to have lost my purse".
  ```
- Before question tags:
  ```plaintext
  You will give me a lift, won't you?
  ```
- To keep the word order in a sentence when expressions or words interrupt its normal progression:
  ```plaintext
  The distance learning university, believe it or not, has issued many fake certificates.
  ```
### Colon [: ]

- before words or phrases which refer back to the statement preceding the colon and give more information about the statement (which makes complete sense on its own)
  
  The treatment was a complete success: all traces of the disease were eradicated.

  ALSO a semi-colon or a full stop can be used here, instead of a colon.

- to introduce a list of items (which might be complete sentences in themselves)
  
  if you go trekking in these regions, the following items are essential: a torch, a first-aid kit and a compass. Deposits on hired cars will be kept by the company in the following circumstances: when the car is damaged in any way, when it is returned late or when the tank has not been refilled.

- to introduce a quotation
  
  Whenever I go through customs at an airport, I am always tempted to repeat Oscar Wilde's classic comment: "I have nothing to declare except my genius."

- when direct speech is introduced by a name or short phrase (as in the text of a play)
  
  Here's a line from Shakespeare's "Othello": "one that loved not wisely, but too well ..."

- before capitals if a colon is followed by several complete sentences
  
  This can be done if you proceed as follows: First, you plug your guitar into the amplifier. Second, you make sure that the red lamp is on while ...

### Capital Letters

- for the first letter of the first word of a sentence
  
  People are becoming more aware of the need to protect the environment.

- for the first letter of the first word in direct speech, immediately after the opening quotation marks
  
  "Where have you been?" he asked.

  He asked, "Where have you been?"

- for the personal pronoun I
  
  I don't think I'll come with you.

- for the first letter of proper nouns such as the names of people, countries, towns, days of the week, months, holidays, peoples, titles
  
  On Saturday, Julia and Michael went to Oxford Street in London to buy some Christmas presents for the family and Mr Jones.

- for languages and adjectives of nationality
  
  We stayed in a Swiss town while we were doing a short summer course in French.

- for the first letter of the more important words in the titles of books, films, plays, newspapers, magazines, hotels, etc
  
  Our professor told us to read "The Rise and Fall of the Roman Empire" during the summer holiday. Two of D.H. Lawrence's most famous books are "Sons and Lovers" and "Women in Love".

- for some abbreviations
  
  RSPCA (Royal Society for the Prevention of Cruelty to Animals), NATO (North Atlantic Treaty Organisation), BBC (British Broadcasting Corporation)

- BUT Mr; Mrs; Ltd

### Dash [—]

- in informal English, in the same way as colons or semi-colons, i.e. to separate a word or phrase which is independent of the rest of the sentence; it may precede a comment, a definition or conclusion, emphasise the words which follow, or introduce an afterthought
  
  Anger, fear, frustration, disappointment – a whole array of emotions appeared on his face.

  Despite all his assets – and they were considerable – his business enterprise failed.

  We are flying on Friday morning – at least, I hope so.

- to show an interruption in speech
  
  "But Sarah, I thought you said —", Jane began, then stopped abruptly.
Apostrophe [‘]  
- where letters are omitted in contracted forms: isn’t, I'm, didn’t, I’ll  
- to denote possession:  
  a) in singular nouns, before the possessive -s: the man’s car, my mother’s career  
  b) in plural nouns, after the plural -s: the teachers’ salaries, the nurses’ demands  
  c) in irregular plurals, before the -s: men’s clothing, women’s voices, children’s interests  
- with certain words showing time duration:  
  a) in the singular: an hour’s journey, a month’s salary  
  b) in the plural: five hours’ journey, two hours’ wait, three weeks’ work  
- in special plurals:  
  a) in plural forms of words which do not usually have plurals:  
    The new employees were given a list of the do’s and don’ts  
  b) in plurals of letters: I can’t make out his r’s and v’s.  
    BUT No longer acceptable to use apostrophe for plurals  
    CD’s is WRONG

Quotation Marks/Inverted Commas [“ “]  
- to indicate direct speech, at the beginning and end of the words spoken:  
  “I can hardly believe it.”  
- before and after titles of books, films, plays, newspapers and other special names:  
  His performance in “Hamlet” was outstanding.  
  He was reading an Agatha Christie novel called “Cat Among the Pigeons” on the train.  
- to indicate irony or suggest figurative use:  
  We walked up the “grand” staircase, which was, in fact, in a sad state of disrepair.  
  The island population has recently “exploded”.  
- for quotations inside quotations, we use double quotation marks inside single (or single inside double)  
  She said, “It’s a case of “he who laughs last, laughs longest” if you ask me.”

Notes  
- a) A comma precedes or ends direct speech.  
  She said, “We’ll tell you later.”  
- b) Question marks or exclamation marks referring to the direct speech are placed inside the quotation marks.  
  “What a tremendous achievement!” he exclaimed.  
  “When are you leaving?” he asked.

Hyphen [-]  
- in some compound nouns: dining-room, air-conditioning; hyphens are becoming less common in modern English and it is usually acceptable to write the two words separately: address book, health centre while some combinations can be written in three ways i.e., with a hyphen, a space between the words or as a single lexical item: school-bag, school bag, schoolbag  
- in some compound adjectives (the second part is usually a participle): broad-shouldered, smartly-dressed, home-made, nice-looking  
- to link a prefix with a noun or adjective: pre-war, anti-American, pro-abortion, post-Victorian  
- in numbers between tens and units: twenty-five, two hundred and sixty-three  
- when expressions of measurement, amount or quantity are used as adjectives before a noun: a five-pound note, a three-mile walk, a two-hour lecture, a one-year-old child
15a Grammar: **Conjunctions/Punctuation**

**Semi-Colon [ ; ]**

to separate long parts of a sentence, each one of which is a complete clause on its own, but whose meanings are closely connected. It shows a pause which is longer than a comma but shorter than a full stop.

*Some critics considered him the best actor of his generation; others believed he never quite lived up to his early promise.*

*She was badly-dressed and slovenly in her appearance; the contrast to her sister could not have been greater.*

**Parentheses/Brackets [ ( ) ]**

to separate additional information or a comment from the rest of the sentence

*The old Odeon cinema (where I saw the first Elvis Presley film) still stands on the corner of the street.*

**ALSO** commas can be used here instead of parentheses, which is preferable in formal writing.

3 **Punctuate the following items.**

1. next sunday im going to scotland to help my aunt who is a widow to move house

2. don’t use the swiss cheese use the cheese which is on the top shelf of the fridge

3. i really like shakespeare’s play much ado about nothing because its very witty

4. we visited numerous cities in india madras delhi and agra where of course we visited the taj mahal calcutta and mysore

5. you’re going to have to improve your appearance im afraid said the manager to the sales assistant we need smartly dressed well groomed people

6. we couldn’t believe our eyes when we opened the front door books clothes drawers chairs all the contents of our house it seemed had been thrown around the room

7. why i often ask myself can’t they do something about the traffic problem in this city

8. the playwright arthur miller, who was at one time marilyn monroe’s husband wrote the play death of a salesman

9. i couldn’t tell you about this last friday because i didn’t know about it then

10. your children are a pleasure to be with polite thoughtful and well behaved i hope you know how lucky you are

11. its a three hour walk to the nearest village hopefully you will only have to go there once or twice

12. he was a quiet shy reserved sort of person his brother on the other hand was the exact opposite

13. its a well paid job so id accept it if i were you sophia advised her friend
4 Read the text below and think of the word which best fits each gap. Use only one word in each gap.

**Food Sleuths**

For centuries, unscrupulous food traders have had it good. They've passed off dyed tilapia as salmon, python meat as crocodile meat, and imitation crab as the genuine article to shops and markets around the world. But the trade in fraudulent animal products may finally have had its day. Thanks to a technique known as 'DNA barcoding', scientists believe they can unequivocally identify the species it came from. Countries around the world are now using DNA barcoding to crack down on food fraud. One market where authorities believe DNA barcoding will prove particularly valuable is the $250-billion-a-year global seafood industry. In the USA alone, as much as 25% of all fish imports are estimated to be fraudulently labelled. Certain species, such as red snapper, fraud runs as high as 75%. There is a big incentive for fish suppliers to cheat. First, only 2% of fish in the US market is inspected so the chances are good they will get away with the deception. Second, over-fishing, coupled with a growing consumer demand, has created seafood shortages. Typically, fraud rests in the area of cheaper seafood being labelled as more expensive species. Importers will go to great lengths to cut and dye their fillets to look like the fish they're trying to imitate. To combat seafood fraud, the US Food and Drug Administration recently announced an increase in its use of DNA testing in inspections of seafood manufacturers and restaurants.

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**Phrasal Verbs 1**

<table>
<thead>
<tr>
<th>Phrasal Verbs 1</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>throw about/around</td>
<td>scatter sth</td>
</tr>
<tr>
<td>throw away</td>
<td>discard sth as useless</td>
</tr>
<tr>
<td>throw sth back at sb</td>
<td>remind sb of sth bad they did in the past</td>
</tr>
<tr>
<td>throw oneself into</td>
<td>begin to do sth energetically and enthusiastically</td>
</tr>
<tr>
<td>throw oneself on sb/sth</td>
<td>rely on sb/sth</td>
</tr>
<tr>
<td>throw off</td>
<td>escape from, get free of</td>
</tr>
<tr>
<td>throw sth out</td>
<td>get rid of unwanted item</td>
</tr>
<tr>
<td>throw sb out</td>
<td>force sb to leave</td>
</tr>
<tr>
<td>throw sb together</td>
<td>bring people into contact with each other</td>
</tr>
<tr>
<td>throw up</td>
<td>1) give up (a job etc) 2) vomit</td>
</tr>
<tr>
<td>try on</td>
<td>check the fit (of clothes)</td>
</tr>
<tr>
<td>try out</td>
<td>test</td>
</tr>
</tbody>
</table>

---

5 Fill in the missing preposition(s) or adverb.

0 Although Paul is having a hard time, he doesn't want to throw himself on his friends and ask for their help.

1 When Joanna lost a lot of weight, she decided to throw all her larger-sized clothes.

2 Would you like to try this new electric shaver?

3 He was thrown of the library when he started singing.

4 It was fate that had thrown the engaged couple together.

5 During the French Revolution the people tried to throw the shackles of poverty.

6 She has tried at least twenty dresses but she can't find one she likes.

7 I wish you would throw these old magazines away.

8 She felt very sick and threw up several times.

9 Even though I'd only lost one contract in my career I knew my manager would throw it in my annual appraisal.

10 On finishing university, she threw herself into her new editing career with great enthusiasm.

11 Joan threw books and papers wherever she went while trying to find her passport and her cheque book.
6 Fill in the missing preposition or adverb.

0 She is hoping to work her way up to a vice-presidency.
1 It took hours for the effect of the anaesthetic to wear .................
2 He has worked ................ a huge appetite doing the gardening all morning.
3 I'm trying to work ................ how this device was put together.
4 When Sue has had a row with someone, she works it ................ by going for a long walk.
5 He is working ................ a new book but it will take him a couple of years to finish it.
6 The politician's speech worked the crowd ................ to a frenzy.
7 He has worn ................ three pairs of running shoes in six months.
8 She was doubtful about the new system of checking accounts, but it worked ................ in the end.
9 The surface of the road was worn ................ by severe flooding.

7 Fill in the gaps with the correct idiom/fixed phrase.

0 I like going shopping with Elaine as she has an eye for the clothes which suit me best.
1 Jim was told off about his unacceptable behaviour but he ...................... it.
2 David was going hang-gliding but he .................. at the last minute and decided not to.
3 Dad spends his free time mending old things: he's a ......................
4 When the fire broke out, the spectators ...................... and started fighting their way out of the stadium.
5 You ...................... shouting at me because I'm late. I've never been late before!
6 The traffic warden ...................... to the car which was parked illegally; she didn't bother to stop and give the driver a ticket.

8 Fill in the collocational grid.

<table>
<thead>
<tr>
<th>lick</th>
<th>gulp</th>
<th>nibble</th>
</tr>
</thead>
<tbody>
<tr>
<td>ice cream</td>
<td></td>
<td></td>
</tr>
<tr>
<td>cheese</td>
<td></td>
<td></td>
</tr>
<tr>
<td>lollipop</td>
<td></td>
<td></td>
</tr>
<tr>
<td>water</td>
<td></td>
<td></td>
</tr>
<tr>
<td>the bait</td>
<td></td>
<td></td>
</tr>
<tr>
<td>one's food</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### IDIOMS/FIXED PHRASES 2

<table>
<thead>
<tr>
<th>Phrase</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>be all fingers and thumbs:</td>
<td>be awkward, clumsy</td>
</tr>
<tr>
<td>a storm in a teacup:</td>
<td>a lot of fuss about sth that is not important</td>
</tr>
<tr>
<td>give sb the cold shoulder:</td>
<td>ignore/shun sb</td>
</tr>
<tr>
<td>bring (sth) home to sb:</td>
<td>make sb understand how important or serious sth is</td>
</tr>
<tr>
<td>bite off more than you can chew:</td>
<td>try to do sth which is too difficult</td>
</tr>
<tr>
<td>put one's heart and soul into sth:</td>
<td>be devoted to sth</td>
</tr>
<tr>
<td>in clover:</td>
<td>living a luxurious and comfortable life</td>
</tr>
<tr>
<td>have a sharp tongue:</td>
<td>tend to say unkind or hurtful things</td>
</tr>
<tr>
<td>tooth and nail:</td>
<td>fiercely</td>
</tr>
<tr>
<td>a pain in the neck:</td>
<td>annoying person/thing</td>
</tr>
<tr>
<td>look down one's nose at sb/sth:</td>
<td>feel/act superior to sb/sth</td>
</tr>
<tr>
<td>face the music:</td>
<td>be criticised or punished for sth you have done</td>
</tr>
</tbody>
</table>

### Fill in the gaps with the correct idiom/fixed phrase.

1. The alleged scandal turned out to be ..........................................................; all that fuss about nothing.
2. I found it really hard to ................................................................. her the implications of her actions; she just wouldn't listen.
3. Sarah was such a dedicated nurse that she ................................................... the work.
4. Gary is doing three jobs. I think he's .......................................................... as he looks exhausted.
5. Maria has become such a snob since joining the State Orchestra; she ............................................. the rest of us in the music club.
6. I wouldn't like to be in an argument with Penny; she ..................................................
7. Herbert has been ................................................................. ever since he won the lottery.
8. Joe is so irritating, he's a real ....................................................
9. I guess it's time for Chris to stop avoiding his boss and ................................................ about his mistake.
10. It was very rude of you to give .......................................................... Andy ..................................................; you should at least say hello to him.
11. The party was awful as Helen and Barbara argued ................................ .............. for most of the evening.
12. When it comes to cooking, Tina .......................................................... ..................................................; if she doesn't burn things, she drops them on the floor.

### Look at Appendix 5 and fill in the gaps with the correct preposition.

1. Railway engineers joined three additional carriages ............................................. the train to accommodate the extra passengers.
2. Classes have increased ................................................................. size since falling levels of government funding have reduced the number of teachers in the school.
3. He joined ................................................................. when he was seventeen and he's been in the army ever since.
4. Impatient ................................................................. her arrival, he kept running to the window every time a car passed.
5. The organisers tried to get everyone to join ..................................................... the games.
6. I began to get impatient ................................................................. his continual lack of punctuality.

### Look at Appendix 5 and fill in the gaps with the correct preposition.

1. Although we were all rather irritated by the situation at the time, we laughed ..................................... it afterwards.
2. Tom lectured his son ................................................................. the dangers of riding a motorcycle.
3. The summer dress was lined ................................................................. light cotton to make it less transparent.
4. He was listening ................................................................. the radio when he heard the news of the earthquake.
5. I'm expecting an important call; could you listen ..................................................... the telephone while I pop out to the shops?
6. He doesn't have any savings and, since being made redundant, has been living ........................................... his family.
12 Complete the second sentence so that it has a similar meaning to the first sentence using the word given. Do not change the word given. You must use between three and eight words, including the word given.

1. The community spoke enthusiastically about the recently elected mayor.
   **sang**
   The community ..................................................... praises.

2. Should we go ahead with the plan?
   **advisable**
   Is ................................................... with the plan?

3. We must include buying new furniture in our household budget this year.
   **accounted**
   Buying new furniture ...................................................... in our household budget this year.

4. The garage is too small for the van.
   **room**
   There ................................................... for the van.

5. Jim deserves everything he gets in my opinion.
   **ask**
   Jim ...................................................... me.

6. Leaving Mary alone will ensure she finishes the project on time.
   **devices**
   If Mary ............................................. I'm sure she'll finish the project on time.

7. The overfishing of cod is a matter which is worrying environmentalists.
   **voiced**
   Environmentalists ...................................................... the overfishing of cod.

8. The police say that the circumstances of her disappearance are suspicious.
   **treated**
   The police ...................................................... suspicious.

9. Schools should make careers lessons a priority.
   **emphasis**
   Schools should ...................................................... careers lessons.

10. Who told you there was going to be a rail strike?
    **out**
    How ...................................................... to be a rail strike?

11. You must do something to make sure this doesn't happen again.
    **steps**
    You must ...................................................... happen again.

12. The doctor is very busy; I'm afraid he can't see you today.
    **spare**
    The doctor ...................................................... today.

13. I shouldn't have trusted a stranger with my savings.
    **better**
    I ...................................................... trust a stranger with my savings.

14. The journalist wrote down everything she said in his notebook.
    **record**
    The journalist ...................................................... in his notebook.

15. As well as her normal salary, she makes some extra money from freelancing.
    **supplement**
    She ...................................................... normal income.

16. At first, no one mentioned his absence.
    **said**
    At first, ...................................................... his absence.

17. My supervisor did not even hint to me that he was about to resign.
    **indication**
    I ...................................................... that he was about to resign.

18. The subject of productivity bonuses has been mentioned at every management and workers meeting.
    **cropped**
    The subject of productivity bonuses ...................................................... management and workers.

19. I can recommend you to the manager; I'm a friend of his.
    **word**
    I can ...................................................... the manager; I'm a friend of his.
15a Grammar: Conjunctions/Punctuation

**FIXED PHRASES**

- the ultimate in: the best/most advanced
- catch/take unawares: happen when you are least expecting it
- unbeknown to sb: when sb is unaware of sth
- in no uncertain terms: clearly and unmistakably
- be given to understand: be informed about sth but not directly
- come unstuck (inf): fail badly in sth you are trying to achieve
- be up against sth: have a difficult situation or problem to deal with
- be quick on the uptake (Inf): able to understand things quickly; clever
- not be up to much (inf): of poor quality
- have its uses (inf): have advantages or benefits
- to the utmost: to the greatest extent
- do sth in vain: not succeed in sth
- banging your head against a brick wall (inf): frustrated because sb is stopping you from making sth
- sb or sth is driving you up the wall (inf): sb or sth is annoying and irritating you
- have a whale of a time (inf): to enjoy oneself very much
- put years on sb (inf): make sb look or feel much older
- as yet: up until the present time
- go from bad to worse: become more unpleasant
- if the worst comes to the worst: if the situation develops in the most unfavourable way possible

13 Complete the sentences using one of the fixed phrases in an appropriate form.

1. He .................................................. in his attempt to get a first-class degree.

2. Having triple bypass surgery has ........................................ Charles.

3. We do not ........................................ have reliable information about casualties from the derailment.

4. I really don't think that the new TV series is ........................................ do you?

5. Even though they were up ........................................ the league champions, Rothwell Rangers played very well.

6. You can always ask ........................................ for your mortgage to be repaid over a longer period of time.

7. Some people feel that they are ........................................ when dealing with bureaucracy.

8. Wanting to test her courage ........................................ Nora took up bunjee jumping.

14 Choose the correct item.

1. Jack was disappointed not to be promoted as he was given to .......... that the job would be his.
   A know
   B understand
   C realise
   D say

2. That loud heavy metal music from next door is .......... me up the wall.
   A driving
   B sending
   C bringing
   D pushing

3. Bright children who are .......... on the uptake may get bored easily if they are not stimulated enough at school.
   A swift
   B fast
   C quick
   D rapid

4. This new model of car is the .......... in driving luxury.
   A penultimate
   B ultimate
   C finest
   D best

5. Shiftwork does have its .......... sometimes.
   A purposes
   B conveniences
   C reasons
   D uses
6 My husband told me in no .......... terms that I would have to economise on household expenses.
   A unsure                           C vague
   B uncertain                       D unclear

7 We had a ........ of a time at Jason's party yesterday.
   A whale                           C whole
   B period                          D week

8 In .......... did I knock on the huge oak door, for nobody answered.
   A vane                            C vein
   B mane                            D vain

9 They were planning, .......... to Hilary, to throw a surprise party for her.
   A unaware                         C unknow
   B oblivious                       D unknown

10 Investors were caught ........ by the sharp drop in share prices.
    A undecided                      C unsuspecting
    B unawares                      D unconscious

11 The economic situation in the country is going from bad to .......... after the stockmarket crash.
    A better                         C worse
    B best                           D worst

WORD USAGE

15 Read the text below and decide which answer (A, B, C or D) best fits each gap.

HONG KONG

Visit Hong Kong and you'll probably be 0) ....... by the fact that you can walk from miles and miles without once having to 1) ........ foot on actual ground. In fact, it's possible to 2) ....... all day in Hong Kong, getting everywhere you need to go and taking care of any errand you need to 3) ....... , all whilst separated from the streets and surface of the city. Hong Kong's extensive web-like network of underground tunnels, and pedestrian walkways that crisscross in and out of buildings, over roads and over pedestrian pavements is so impressive in fact, that the city has 4) ........ itself the title 'city without ground'.

Interestingly, Hong Kong's remarkable pedestrian infrastructure developed and grew without any formal planning or blueprint. But the reason why it did develop is clear: Hong Kong is a city of 5) ....... land shortage, extreme overcrowding, escalating population growth, and hilly topography. There was little option 6) ........ adopt vertical development.

Today, Hong Kong is one of the world's true multi-layered cities. Its 7) ........ solution to its limited urban space is an indicator, perhaps, of the form other crowded metropolises will 8) ........ in the future. Says Jonathan Solomon of the School of Architecture at Syracuse University: "Hong Kong's walkways are incredibly vibrant parts of the city, and represent a new method of providing usable space within a city. They are a form of hyper-efficiency."

0 A struck                             B seized                             C drawn
   B fix                                B fix                                B take
   C set                                C set                                C run
   D grasped                            D grasped                            D created

1 A rest                                B fix                                C single

2 A spend                               B pass                               C take

3 A turn                                B shift                              C run
   B abrupt                             B abrupt                             C sharp
   C devoid                               C devoid                             C sharp
   D unique                              D unique                             D unique

4 A earned                               B collected                          C take

5 A rash                                B abrupt                             C single

6 A save for                             B but to                             C take

7 A exact                                B be                                 D make

8 A get}
16 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the gap in the same line.

ECZEMA

Eczema is a disease caused by inflammation of the skin and the skin's 0) inability to retain adequate moisture. The result is a dry, very 1) ................................................ rash and intense itching. Eczema rashes appear most frequently on the face and 2) ................................................., but can show up on any part of the body. In the most severe cases, the rash forms clear, fluid-filled blisters. Eczema, or 'dermatitis' (the terms are often used 3) ..................................................), is the most common chronic skin disorder in children, affecting some 10-20% of infants. Eczema is not a 4) .................................................. disease. It cannot be caught from coming into contact with a sufferer. But since it is believed to be at least partially inherited, it is not uncommon to find members of the same family affected. Unfortunately, eczema is incurable. The symptoms can only be treated with bathing, emollients, 5) .................................................. ointments, and the like.

Normal, healthy skin is 6) .................................................. and elastic. Controlled amounts of water are permitted to pass through the layers of normal skin, which ensures the outermost areas remain properly hydrated. People suffering from eczema have an 7) .................................................. of the natural skin barrier function. Their skin has lost its ability to retain moisture. Fortunately, eczema often resolves spontaneously. Eczema will permanently resolve by age three in about half of affected infants. In others, the condition tends to recur 8) .................................................. life. It is rare for it to continue into old age, however, but when it does it is often severe and widespread.

17 Choose the correct item.

0 Tom always tries to ....... perfection in everything he does.
A accomplish C gain
B attain D manage

1 The charity managed to ....... a great deal during its most recent project in Africa.
A gain C attain
B reach D accomplish

2 Thank you very much, but I am afraid that, due to the political situation, the President must ....... your invitation to tour your country.
A decline C snub
B renounce D reject

3 Peter was heartbroken when Sue ....... his offer of marriage so cruelly.
A spurned C denied
B disclaimed D renounced

4 I wasn't ....... to see a queue outside the new sports centre.
A taken aback C amazed
B astounded D surprised

5 She was a little ....... by this strange coincidence.
A astounded C flabbergasted
B amazed D taken aback

6 We ....... to the manager about the assistant's behaviour.
A objected C criticised
B nagged D complained

7 Instead of ....... to yourself, why don't you make a formal complaint?
A grumbling C objecting
B whining D complaining

8 My mother told me that, as a child, I used to ....... continually for sweets.
A whine C complain
B grumble D pester

9 The latest advertising ....... for these facial tissues is a free gift with every purchase.
A scam C gimmick
B snare D plot
18 Choose the correct item.

0 The Prime Minister has .......... the controversial statement he made about nuclear arms.
   A retracted       C pulled out
   B extracted       D renounced

1 The King was forced to .......... his right to the throne when he married a divorcee.
   A extract         C renounce
   B pull out        D retract

2 The team had to .......... of the competition because of injuries.
   A pull out        C renounce
   B extract         D retract

3 The text was complicated and therefore very difficult to .......... information from.
   A extract         C retract
   B renounce        D pull out

4 She .......... her finger on a sharp rose thorn.
   A stung           C stabbed
   B bit             D pricked

5 The baby was .......... by a bee whilst playing in the garden.
   A bitten          C stung
   B pricked         D stabbed

6 The film star categorically .......... any connection with the scandal.
   A refuses        C rejects
   B denies          D revokes

7 Due to his reckless driving, his licence was .......... by the court.
   A refused        C revoked
   B denied          D revoked

8 Sue begged Tom to help her but he .......... .
   A denied          C rejected
   B refused         D revoked

19 Match the phrases and explain the proverbs.

0 Better late than never.
1 Time and tide wait for no man.
2 Absence makes the heart grow fonder.
3 People in glass-houses.
4 All's well that ends well.
5 An apple a day keeps the doctor away.
6 Don't count your chickens.
7 The grass is always greener on the other side (of the fence).
8 A new broom sweeps clean.
9 Curiosity killed the cat.

10 f 2 .......... 4 .......... 6 .......... 8 .......... 0
    1 .......... 3 .......... 5 .......... 7 .......... 9 ..........

COLLOCATIONS

20 a) Fill in spray, scatter.

1 .......... paper on the ground
   4 .......... a crowd

2 .......... your hair
   5 .......... leaves

3 .......... water on plants
   6 .......... paint

   7 .......... seed

b) Fill in respectful, respectable.

1 .......... married couple
   4 .......... child

2 .......... silence
   5 .......... salary

3 .......... area
   6 .......... family

   7 .......... attitude

   8 .......... context

c) Fill in historic, historical.

1 .......... novel
   4 .......... research

2 .......... event
   6 .......... changes

3 .......... building
   7 .......... victory

   8 .......... context
21 For questions 1-8, read the text below and decide which answer (A, B, C or D) best fits each gap.

**CHANGING ROOM DREAD**

Since many of us are now making much more of an effort to keep trim by taking up a sport or exercise **0)** ..., we also have to endure the horrors of **1)** changing rooms. Although gyms and sports centres run by the council are some of the worst offenders when it comes to poorly maintained changing rooms, you can also give up **2)** the idea of any great luxury even in private gyms and clubs. Changing rooms can be both depressing and likely to **3)** feelings of nausea. First off, is the vaguely institutional decor of most of them, with their beige tiled walls and **4)** ... paintwork. Worse still is the **5)** of smells caused by damp, overheated rooms and the steam of the showers. A smell reminiscent of mouldy fridges and that of wet dog. Other things likely to **6)** the stomach of any keen athlete is the pools of **7)** ... water around the shower area and drains clogged with **8)** ... . All in all, changing rooms can cause quite a visceral reaction and it’s perhaps worth reflecting on the point that some people may not want to take up exercise because of the rotten conditions in changing rooms.

<table>
<thead>
<tr>
<th>0</th>
<th>A regimen</th>
<th>B system</th>
<th>C rule</th>
<th>D method</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>A collective</td>
<td>B unified</td>
<td>C merged</td>
<td>D communal</td>
</tr>
<tr>
<td>2</td>
<td>A for</td>
<td>B on</td>
<td>C in</td>
<td>D to</td>
</tr>
<tr>
<td>3</td>
<td>A show</td>
<td>B prevail</td>
<td>C induce</td>
<td>D make</td>
</tr>
<tr>
<td>4</td>
<td>A moulting</td>
<td>B peeling</td>
<td>C shedding</td>
<td>D leaking</td>
</tr>
<tr>
<td>5</td>
<td>A fusion</td>
<td>B compound</td>
<td>C brew</td>
<td>D hub</td>
</tr>
<tr>
<td>6</td>
<td>A beat</td>
<td>B churn</td>
<td>C toss</td>
<td>D swirl</td>
</tr>
<tr>
<td>7</td>
<td>A decayed</td>
<td>B musty</td>
<td>C dank</td>
<td>D stagnant</td>
</tr>
<tr>
<td>8</td>
<td>A treacherous</td>
<td>B dubious</td>
<td>C false</td>
<td>D unreliable</td>
</tr>
</tbody>
</table>

22 Read the text below and think of the word which best fits each gap. Use only one word in each gap.

**BLUE WHALES**

The blue whale is the largest animal on earth **0)** by considerable measure. In fact, the blue whale is believed to be the largest animal **1)** to have lived – dwarfing even the biggest dinosaur. Surprisingly, **2)** growing to an incredible 33.5 meters in length, these shy, gentle creatures of the deep are notoriously difficult to find and little is known about them. What is known, however, is a tragedy. In the 20th century, industrial whaling nearly wiped **3)** these beautiful giants. Whalers slaughtered some 250,000 blue whales, **4)** the result that, at **5)** only 10,000 remain today and the population is not expected to recover. Thankfully, blue whales may no longer be targeted by whalers. Disastrously, though, they face an equally sinister man-made threat: noise pollution. To humans, the world beneath the waves may seem like a quiet place. To the blue whale, it is anything **6)** . Modern shipping, military sonar activity, seismic surveying and underwater mining have made the ocean a deafening place. The underwater world literally thunders with the thrash of ship propellers, the scream of ship engines, the hammer of oil drills, the thump of military sonars and the crash of seismic ships. Blue whales use sound to communicate, navigate and, crucially, find mates. A blue whale that was born in 1940 would have been able to communicate with **7)** over a 1,000 mile distance. Today, it can only communicate over a 100 mile distance. Noise pollution means that blue whales are struggling to find mates across the vast ocean waters. This could only have a devastating effect **8)** their already dangerously low numbers.
23 Read the text below. Use the word given in capitals at the end of some of the lines to form a word that fits in the gap in the same line.

ELIZABETHAN THEATRE

Elizabethan theatre and the name of William Shakespeare are **INEXTRICABLY** bound together. Shakespeare is, of course, the English playwright and poet who single-handedly altered the course of English literature, and who is widely regarded as the greatest writer in the English language.

In Shakespeare's time, theatre had an **EXTRICATE** reputation. London's authorities considered it to be a **SAVOUR** and disruptive pastime - so much so, in fact, that theatres were banned within the city walls of London. And this, despite the fact that Queen Elizabeth I herself enjoyed the theatre and gave it her **REPUTE**! Theatre performances were held in the afternoon because in the **PATRON** morning the sun was too bright and in the evening there was, of course, no **ARTIFICE** lighting. All roles were taken by males as acting was not considered an **HONOUR** profession for women. Women, however, attended plays, though the more **PROSPER** among them would often wear masks to disguise their identity. Going to the theatre was a favourite activity of the masses in Elizabethan England. Young, old, rich and poor alike made up the boisterous audiences that ate, drank and shouted their way through performances. Theatre in the 16th century was not the staid, respectable affair it is today! Audiences interacted with the actors - heckling them, cheering and booing them, clapping them, hissing at them. **PEDDLE**, or street sellers, walked amongst the audience selling food and drink. A range of seating options was available to **SPECTATE**. The cheapest ticket enabled them to be a 'groundling'. Groundlings stood for the entire duration of the play. The next cheapest option was to sit in the galleries. The most expensive choice was to sit on a chair on the actual stage.

24 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between three and eight words, including the word given.

0 She did everything possible to save her marriage.

power

She **did everything in her power** to save her marriage.

1 My husband and I had a row about buying a car.

words

I .......................................................... about buying a car.

2 The government's plan to privatise the railways met with strong opposition from passengers.

came

The government's plan to privatise the railways .......................................................... from passengers.

3 The firm went bankrupt after failing to win the contract.

liquidation

The firm .......................................................... failing to win the contract.

4 That scene was so frightening I had to look away.

bear

That scene was .......................................................... it.

5 The introduction of the new currency has greatly affected the economy.

impact

The introduction of the new currency .......................................................... the economy.

6 She was miserable when her mother made her give away all her childhood toys.

part

When she was .......................................................... she was miserable.
Appendix 1

PHRASAL VERBS

1b English in Use

act on = do whatever is advised/suggested
act up = behave awkwardly or badly
answer (sb) back = speak rudely to sb
answer back = defend oneself
answer for = be responsible for sth/pay for sth/vouch for
answer to = be under the command of sb/have the characteristics described
back down = cease to oppose
back out of = withdraw from
back up = support
be beneath sb = be demeaning
be down on = be hostile to sb
be down with = be ill (with disease)
be in for it = be about to receive punishment/trouble
be in with = be in favour with
be into = (informal) take an interest in sth
be off = (1) cease to want or be interested in sth, (2) have come loose, detached from sth, (3) stay away from
work/school, (4) cancel, (5) be bad, unhealthy (usu food)
be on = be shown on television, at the cinema etc
be out = (1) be in bloom, (2) be extinguished, (3) be removed, (4) be absent (from home or work), (5) be wrong in calculation, (6) be unfashionable
be up to = (1) do, (2) depend on
bear on = be relevant to
bear with = be patient

2b English in Use

balance against = assess in relation to
bank on = depend on
bear out = support the truth of
become of = happen to
blink at = show surprise
blow over = stop and be forgotten
blow up = explode
book up = reserve
break away = escape from captivity
break down = (1) fail to function, (2) lose control of feelings
break in = (1) interrupt, (2) enter a building by force
break into = suddenly start doing sth
break off = end sth suddenly
break out = (1) start suddenly (of violent events), (2) escape from a place
break through = (1) make a discovery, (2) become visible (3) achieve success despite obstacles or difficulties
break up = (1) end a relationship, (2) disperse
break with = give up sth
brush up = improve (by study)
build up = acquire gradually/accumulate

3b English in Use

bring about = cause
bring in = introduce (law, idea)
bring off = succeed in (sth difficult)
bring on = cause an illness
bring out = publish/release
bring round/to = cause sb to regain consciousness
bring up = (1) stop, (2) mention a subject, (3) vomit,
(4) raise a child
call at = visit briefly
call back = ask to return
call for = require
call in = consult
call off = cancel
call out = cause one to go on strike
call up = conscript
carry off = succeed in doing sth difficult
carry on = (1) continue, (2) behave wildly
carry out = fulfil or perform sth
carry over = last from another time
carry through = complete sth in spite of difficulties
catch on = become popular
catch up = reach sb who is ahead
chip in = add one's share of money
clear of = find innocent
clear off = run away
clean out = get rid of unwanted things
clear up = (of the weather) brighten up
charge to = bill sb
charge with = publicly accuse sb of committing a wrong deed

4b English in Use

be done for = be ruined
come about = happen
come across = find sth or meet sb by chance
come by = obtain sth
come down to = be passed to sb
come forward = step forward
come in = become fashionable
come into = inherit
come on = progress
come out = (1) become known, (2) be published
come out in = develop
come over = happen; have a result or effect on sb
come round to = change one's opinion to another point of view; be persuaded
come round/to = regain consciousness
come through = continue to live after (sth bad)
come to = amount to a total
come up = grow
come up to = reach, equal sth
come up with = have an idea about a way to solve a problem
deal in = trade in sth
deal with = tackle a problem; cope with
do away with = abolish
do down = criticise
do out of = deprive of
do up = fasten (a coat etc)
do with = need/would like
do without = manage in spite of lack
drive at = imply, suggest
go off = happen

5b English in Use

cheat out of = prevent sb from having sth Usually in an unfair way
check in = register as a guest at a hotel
check out = pay one's bill and leave a hotel
check up on = investigate sb's behaviour etc
cut back = reduce (outgoings)
cut down on = reduce (consumption)
cut in = interrupt sth
cut off = (1) isolate, (2) disconnect
cut out = omit
draw in = shorten (of days)
draw on = use part of a reserve
draw out = extend
draw up = come to a stop (of vehicles)
drop in = visit unexpectedly
drop off = decrease
drop out of = withdraw from
eat into = consume a part of sth
fall back = retreat
fall back on = turn to sth/sb for help when all else has failed
fall for = fall in love with sb
fall in = collapse
fall in with = agree to
fall off = decline
fall on = attack
fall out with = quarrel
fall through = fail to take place
feel for = sympathise
fit in = mix well with others
fit up/out = furnish/equip
fly at = attack (with blows or words)
fold up = collapse or fail
head off = prevent
join up = become a member of the military

6b English in Use

get about = (1) move about, (2) spread (of news, gossip etc)
get across = make understood
get ahead = succeed
get along/on = be on friendly terms with
get at = mean
get at sb = criticise, tease in an unkind way
get away with = escape punishment
get by = manage despite difficulties
get sb down = depress sb
get off = send
get off with = nearly escape punishment
get on = make progress
get on with = continue doing sth
get out of = avoid
get over = recover from
get round = persuade
get round to = find time
get through = contact by phone
get up to = be busy with sth surprising or undesirable
give (oneself) up = surrender
give away = (1) reveal, (2) give freely as a present
give in = (1) deliver, yield
give off = send out/emit
give out = (1) to an end, (2) announce, (3) distribute
give up = (1) stop doing sth, (2) admit defeat
give oneself up = surrender
hype up = exaggerate the value of sth

7b English in Use

go down = (of remarks, proposals etc) be received in a specified way
go down with = become ill
go for = be sold
go in for = take part in
go off = make a sudden loud noise
go on = happen
go on with = continue sth esp after a pause
go round = be enough for everyone to have a share
go through = (1) examine sth closely or systematically, (2) consume
go up = be built
go with = be included in the price
hold back = (1) prevent development, (2) delay, (3) withhold
hold in = control (feelings, oneself)
hold off = (1) keep at a distance, (2) delay
hold on = wait
hold out = (1) last, (2) resist
hold out for = wait to get sth desired
hold out on = keep a secret from sb
hold over = postpone to a later date
hold up = (1) rob (a bank, vehicle) (2) delay

8b English in Use

be kept in = be detained after normal hours as a punishment
keep at = continue working at
keep back = hide
keep down = repress
keep in with = continue to be friendly
keep on = continue doing sth
keep on at = continue talking in an irritating way
keep to = follow
keep up (with) = progress at the same rate
keep up with = (1) stay at an equal level with, (2) be informed about
land in = get into trouble, difficulties etc
land up = end (usu in difficulties)
lay aside = put aside
lay into = attack (with blows or words)
lay off = stop doing sth irritating
lay out = spend
let down = (1) disappoint, (2) lower sth
let in for = involve in trouble etc
let in on = allow sb to share a plan, secret, etc
let on = reveal a secret
let out = (1) make (a garment etc) looser or larger (opp: take in), (2) utter a cry
let sb off = not punish severely
let sb through = allow sb to pass an exam or a test
let up = become less in degree
let up on = treat sb less severely

9b English in Use

be made up = consist
lead on = persuade sb to believe or do sth by making false promises
look after = take care of
look ahead = think about the future
look at = reed
look back = think about one's past
look down on = despise
look for = search for
look in = pay a short visit
look into = investigate/examine the facts relating to sth
look on = watch sth without taking part
look onto = have a view
look out = watch out; be careful
look out for = (1) search in order to find sth, (2) be alert in order to see/find sb
look over = examine (a place)

look to = rely on sb
look up = search for (a word) in a reference book
look up = visit esp after a long time
look up to = respect
make for = head for
make off with = steal sth and hurry away with it
make out = (1) complete sth, (2) claim to be, (3) discern, (4) understand
make over = transfer the ownership of sth
make sth into = convert
make up = (1) invent (a story), (2) end a quarrel, (3) compensate for sth, (4) put cosmetics on sb's face (5) form
make up for = compensate sb for the trouble one has caused them
rise up = rebel
rule out = exclude

10b English in Use

call off = cancel
live on sb/sth = get the money needed from
live through = experience over time
live up to = reach the standard that may be expected
live with = tolerate/accept sth and endure it
meet with = have as a reaction
miss out = forget to include
move on to = pass to another subject
narrow down = reduce
note down = record
pass over = ignore, overlook
hand over = give
phase out = gradually stop using
piece together = create a picture of
put about = spread (false) reports, rumours
put across = communicate
put aside/by = save for later use
put away = put into confinement
put back = delay
put down = write in a particular place
put down to = attribute to
put forward = suggest, propose
put in (a request) = make an official request
put in for = (1) apply for, (2) make an official request
put off = discourage
put off = postpone
put on = (1) gain weight, (2) pretend to have, (3) advance, (4) clothe oneself with, (5) present
put out = extinguish
put sb up = give accommodation to
put sth behind one = deliberate forget
put through = (1) carry sth out, (2) cause sb to undergo (an ordeal)
put through to sb = connect by telephone
put up with = tolerate
**11b English in Use**

run across = find by chance
run after = pursue
run away = leave (school, home etc)
run away with an idea = accept it without careful thinking even though it is wrong
run behind = be delayed
run down = (1) criticise, (2) gradually stop functioning,
(3) run sb down (with a vehicle)
run in = use a new vehicle carefully
run into = (1) meet by chance, (2) collide with
run off = produce quickly
run out of = exhaust the supply of sth
run through = (1) rehearse (2) use up
run up = accumulate (bills etc)
run up against = encounter difficulties
see about = make arrangements for
see off = accompany a traveller to his/her train etc
see out = accompany sb to an exit
see over = inspect properly
see through = (1) not be deceived, (2) support sb through a difficult time
see to = take care of
settle down = live a more permanent life-style
settle for = accept sth (less than expected)
settle in = become used to a new house or job
settle on = decide on
settle up = pay (a debt, a bill etc)

**12b English in Use**

set about = begin
set aside = save for a special purpose
set back = hinder
set sb back = cost sb a lot of money
set in = begin (of a period, usu bad)
set off = (1) start a reaction, (2) begin a journey (=set out)
set an animal on sb = cause an animal to attack sb
set out = begin a task/job with a specific intention
set up = (1) establish (a record), (2) start a business
(3) erect
stand by = (1) remain loyal to sb, (2) do nothing to stop a bad situation, (3) be ready for action
stand down = resign from a position
stand for = (1) support sth, (2) mean, symbolise,
(3) tolerate, (4) enter oneself for election
stand in for = replace temporarily
stand out = be conspicuous/obvious
stand up for = defend; support
stand up to = defend oneself against

**13b English in Use**

take aback = surprise
take after = look like a relative
take against = dislike sb
take away = remove
take back = withdraw a statement or comment
take down = (1) write down, (2) remove sth from a high place
take in = (1) deceive, (2) allow sb to stay in one’s home, (3) understand, (4) make clothes smaller
take off = (1) remove (clothing), (2) leave the ground (of aeroplanes etc), (3) imitate sb in a comic way,
(4) begin to succeed (of plans, ideas etc)
take on = (1) undertake sth, (2) employ staff,
(3) accept sb as an opponent
take out = (1) extract, remove, (2) accompany sb to a theatre etc
take over = take control of sth esp in place of sb else
take sb for = mistake sb/sth for sb/sth else
take to = (1) find agreeable; like, (2) begin a habit,
(3) escape to; hide in
take up = (1) begin a hobby, sport etc, (2) occupy space
take up with = become involved in (usu derog)

**14b English in Use**

talk about = (1) gossip about sb, (2) consider
talk at = speak to sb without listening to their replies
talk back = reply rudely
talk down to = speak to sb as if they were less clever than oneself
talk into = persuade sb to do sth
talk out = settle a problem by talking
talk out of = persuade sb not to do sth
talk round = persuade sb to agree to sth
tell against = spoil chances of success
tell apart = distinguish
tell off = scold/reprimand
think of = take sth into account
think out = prepare plans carefully
think over = reflect upon sth carefully
think up = invent or devise sth
turn away = refuse admittance to sb
turn down = (1) reject an offer, (2) reduce heat etc
turn in = go to bed
turn sb in = report to the authorities
turn into = convert, change
turn off = switch off
turn on = switch on
turn out = (1) assemble as a crowd, (2) produce,
(3) prove to be
turn over = fall on one side
Appendix 1

turn sth over (in one's mind) = think carefully about sth
turn to = go to sb for help
turn up = (1) arrive, (2) increase volume

15b English in Use

throw about/around = scatter sth
throw away = discard sth as useless
throw sth back at sb = remind sb of sth bad they did in the past
throw off = escape from, get free of
throw oneself into = begin to do sth energetically and enthusiastically
throw oneself on sb/sth = rely on sb/sth
throw sb out = force sb to leave
throw sth out = get rid of unwanted items
throw sb together = bring people into contact with each other
throw up = (1) give up (a job etc), (2) vomit
try on = check the fit (of clothes)
try out = test
wear away = become thin, damaged, weak, etc by constant use
wear off = disappear gradually (effect of sth)
wear out = use until useless (of clothes etc)
work off = (1) overcome the effects of sth (energy, stress, anger), (2) repay by working (a debt)
work on = be occupied with
work out = (1) find a solution by reasoning, (2) turn out successfully
work up = (1) develop, (2) excite, (3) advance (in business)
### 1b English in Use

- clear the air = remove suspicion/bad feeling
- all along = from the beginning until now
- all but = nearly, almost
- all in = exhausted
- all in all = when everything is considered
- all the same = yet, however
- all told = altogether, in total
- be the apple of sb's eye = be very precious to sb; be sb's favourite
- be up in arms = be very angry
- for all = in spite of
- for all I care = I don't care
- for all I know = as far as I know
- in the act of = while performing the act
- in the air = uncertain
- make allowances for = take special circumstances into consideration
- make amends for = try to compensate for a past action
- of all people = used to express annoyance/surprise
- on account of = because of
- on no account = under/in no circumstances
- on the air = broadcasting (opp: off the air)
- on the alert = watchful and prepared/on the lookout/expecting sth
- take sth into account = consider sth
- on this/that account = for this/that reason
- what sb's appetite = make sb eager to have/experience more
- up in the air = existing, but not talked about

### 2b English in Use

- above board = honest
- bark up the wrong tree = have a false idea about sth
- be broke = have no/very little money
- be full of beans = be very lively
- be in sb's black books = out of favour
- beat around/about the bush = avoid saying what one means directly
- behind bars = in prison
- big-brained = conceited; boastful
- black and blue all over = covered with bruises
- blessing in disguise = sth which appears bad at first but then turns out favourably
- blue-eyed boy/golden boy = a favoured person
- bolt from the blue = suddenly
- brainwave = sudden clear idea/thought
- break even = show neither loss nor profit
- browned off = fed up; bored
- butter sb up = flatter sb
- by and large = generally speaking
- catch sb red-handed = be caught while committing a crime
- chip off the old block = sb who is very like one of his parents
- cost a bomb = very expensive
- deal a blow to = damage one's hopes
- don't hold your breath = don't wait for sb/sth anxiously
- drive a hard bargain = be a tough businessman
- drop a brick = say sth tactlessly
- feel in one's bones = feeling sth instinctively
- get your own back = take/get revenge
- have a bee in one's bonnet = have an obsession about sth
- have butterflies in one's stomach = be very nervous about sth
- in black and white = in writing
- in the balance = uncertain
- kick the bucket = die
- lay bare = make public
- make a clean breast of = confess
- make one's blood boil = cause sb to become very angry
- on the spur of the moment = without thinking about sth
- out of the blue = suddenly and unexpectedly
- ring a bell = remind sb of sth
- see the back of = be glad to see sb leave
- take the bull by the horns = deal with sth boldly and directly
- wet blanket = dull person who spoils people's happiness

### 3b English in Use

- a piece of cake = sth very easy to do
- a red-letter day = a very important day
- a wild-goose chase = a hopeless search
- be caught red-handed = be caught while committing a crime
- be on the cards = be likely to happen
- be over the moon = be elated
- call sb names = insult sb
- chair a meeting = preside over a meeting
- crocodile tears = false tears
- cross one's mind = think of sth
- cut sb dead = ignore sb
- different as chalk and cheese = totally different
- down in the dumps = depressed/miserable
- down the drain = wasted; lost
- get a bit hot under the collar = get angry, upset or embarrassed
- get a problem off one's chest = tell sb else about your problem
- go to the dogs = worsen
- have the cheek = dare to do sth
- keep one's chin up = not be discouraged
- let sleeping dogs lie = avoid mentioning a subject which could cause trouble
- lost cause = hopeless situation or case
off colour = look/be slightly unwell
on the dole = receiving unemployment benefit/social security
play one's cards right = act cleverly
show one's true colours = reveal one's real character
with flying colours = with great success
not count one's chickens before they're hatched = not assume sth before it happens

talking about feel
fall
fair and square = within the beginning of a relationship

be dying for sth = really want sth
be fit for = be good enough for
be green = be inexperienced
cook one's goose = end one's plans abruptly
fair and square = within the rules
fall head over heels = fall in love quickly
feel one's ears burning = have a feeling that sb is talking about you
gatecrasher = sb attending a party, event etc without an invitation
get off on the wrong foot = argue or disagree at the beginning of a relationship
give and take = compromise
have a frog in one's throat = inability to speak due to nervousness
have the gift of the gab = be able to talk well, persuasively
hear it through/on the grapevine = find out information indirectly
in a flash = very quickly
it's all Greek to me = sth new or foreign; not easily understood
keep a straight face = manage to look serious under difficult circumstances
keep an eye on sth = guard/proct sth
meet behind closed doors = meet secretly
one's flesh and blood = family member
plenty more fish in the sea = many more opportunities in life for love
put one's foot down = insist on sth
put one's foot in it = make a tactless comment
take it easy = not work too hard/relax
take sb for granted = not appreciate sb

break the ice = ease the tension when one first meets people
eat one's heart out = feel jealous/sad about sth
flog a dead horse = waste time doing sth useless
fly off the handle = quickly become very angry
get out of hand = become out of control
get the hang of it = get in the habit of doing sth
go to one's head = make conceited
grey matter = brains; intelligence
hand in glove with sb = be in very close contact with sb
have a job to do sth = find sth difficult to do
have many iron in the fire = have lots of plans/possibilities in progress at the same time
have one's heart in one's mouth = be extremely anxious about sth
have time on one's hands = have free time
hold one's horses = wait; be patient
ill at ease = embarrassed; uncomfortable
keep sth under one's hat = keep sth secret
keep up with the Joneses = compete with others in status/material goods
lend sb a hand = give help to sb
like the back of one's hand = be very familiar with sth
lose heart = become discouraged
make head nor tail of = understand sth
off the cuff = without preparation
stew in one's own juice = suffer the consequences of one's own actions
straight from the horse's mouth = from the most direct source
have sb's hands full = be very busy with sth
sth comes in handy = be very useful/practical
strike gold = come across sth useful
take sth to heart = take personally/be influenced by
take to one's heels = run away
the ins and outs = the details of an activity
the tip of the iceberg = small evident part of a much larger, concealed situation

at large = free, not caught
be in the know = be well-informed
bring to one's knees = destroy, humble
bury one's head in the sand = avoid or ignore reality/responsibility
come to a head = reach a critical point
drop sb a line = send sb a letter
fine kettle of fish = confused state of affairs
get rid of sth = give sth unwanted away
go to any lengths = do anything necessary to get sth you want
have kittens = be nervous/anxious about sth
keep one's fingers crossed = hope that sth will turn out well

a bit of a dark horse = person with hidden abilities
be for the high jump = about to be reprimanded/punished
be in two minds about sth = not be able to decide what to do
be sound asleep = sleep deeply
be the perfect image of sb = look exactly like sb before one can say Jack Robinson = extremely quickly

5b English in Use

6b English in Use
keep oneself to oneself = live quietly, privately
make a killing = have a sudden, great success/profit
make light of = treat sth as unimportant
make/earn a/one's living = earn money
on the level = honest/sincere
pull one's leg = tease or trick sb
shout light upon = give new/further information
sleep like a log = be sound asleep
the life and soul of sth = the most lively and amusing person present somewhere
the lion's share = the biggest part/portion
turn over a new leaf = make a new start
with a view to doing sth = with the intention or hope of doing sth

7b English in Use

a night owl = person who enjoys staying up late
be second to none = be the best
cross one's mind = occur to one, have a sudden idea, recall sth
cry over spilt milk = grieve over sth that can't be put right
every nook and cranny = everywhere
feel/be down in the mouth = feel discouraged/depressed
get a move on = hurry up
get on one's nerves = irritate/annoy sb
have an early night = go to bed early
hit the nail on the head = say exactly the right thing
in a nutshell = briefly; in a few words
lose one's nerve = lose courage
make a name for oneself = become famous/respected for sth
make hay while the sun shines = take advantage of favourable circumstances
make money hand over fist = make a lot of money quickly and easily
make one's getaway = escape
moon around = look miserable
null and void = invalid; not legally binding
once in a blue moon = very rarely
put sb's name forward = nominate sb
put words into one's mouth = pretend that sb has said sth that they haven't actually said
slip one's mind = forget about sth
work a miracle = make sth almost impossible happen
give the green light to sth = give permission to proceed with sth

be out of practice = lacking practice
come to the point = reach the main point in a discussion
fall into place = become clear
get the sack = be dismissed from one's job
get the wrong end of the stick = misunderstand completely what has been said
golden opportunity = the best chance to gain sth
grease sb's palm = bribe sb
grow out of sth = become too big for sth
have no option but = must; have no choice
in public = in the presence of other people
in the offing = likely to happen
off the point = irrelevant
once and for all = for the last time
out-and-out = complete, total
out in the open = (of secrets) revealed, known
out of print = (of books) not available anymore
out of the frying pan into the fire = from a situation to a worse/similar one
part and parcel of = basic part of
past one's prime = growing old/not at one's best
pop the question = make a proposal of marriage
short and sweet = brief but pleasant (usu ironic)
status symbol = property/possession that shows sb's high social rank, wealth etc
take things to pieces = dismantle things
throw a party = have/hold a party
white elephant = useless/unwanted possession

8b English in Use

an unknown quantity = person or thing that one has no experience of
as a last resort = when all else has failed
at close quarters = from a short distance
be in a quandary = be confused; undecided
beg the question = makes people want to ask a particular question
call it quits = give up/stop
cut sb to the quick = deeply hurt sb's feelings
hit the roof = get very angry
in a rut = be stuck in a monotonous routine
in the long run = after a long period of time
it stands to reason = it is logical
keep sth quiet = keep sth secret
know the ropes = know all the details of sth
off the record = unofficial/ly
on the quiet = secretly
open to debate = not decided/settled
out of the question = impossible
put down roots = settle down
work to rule = adhere strictly to the rules as a form of protest
rack one's brains = think very hard about sth

9b English in Use

a bitter pill to swallow = a difficult fact to accept against all odds = despite the difficulties
10b English in Use

a long shot = a wild guess/a risk
a memory like a sieve = a poor memory
be all at sea = be in a state of confusion
be in sb’s shoes = be in sb’s position
be in the same boat = be in the same (usu bad) situation
be the spitting image of sb = look exactly like sb
be/get soaked to the skin = be/get very wet
be/have a close shave = barely avoid an accident/a bad situation
behind the scenes = in secret
come out of one’s shell = gain personal confidence
does it show? = is it obvious?
give sb the slip = escape from sb
go for a song = be sold very cheaply
go without saying = be a foregone conclusion
hit the sack = go to bed
live out of a suitcase = travel often/not have a permanent home
make quite a scene = become angry in a dramatic way
on a shoestring = on a very small budget
pull a few strings = use influential contacts in order to obtain an advantage
pull one’s socks up = make a greater effort
sleep on it = think about sth
smell a rat = suspect that sth is wrong
spill the beans = reveal a secret/the facts
stand in sb’s way = prevent sb from doing sth
take ... with a pinch of salt = not believe sth completely
the last straw = the last and worst episode in a chain of bad experiences
thick-skinned = insensitive

11b English in Use

(by) trial and error = learning from one’s mistakes
be ahead of one’s time = have modern ideas
be (as) thick (as a brick) = be stupid
be tickled pink = be really pleased
come to a standstill = not progress/stop
come to terms with = accept a difficult situation
for the time being = temporarily
in a thick = shortly, soon
in the nick of time = just in time
kill time = pass time while waiting for sb/sth
lay the table = prepare/set the table for a meal
not be one’s cup of tea = not suit one’s taste
on second thoughts = having changed one’s mind
out of turn = not in the correct order/time
paint the town red = have a great time
play truant = stay away from school without permission
put two and two together = arrive at the truth by looking at facts
red tape = unnecessary bureaucracy
take one’s time = not to hurry
through thick and thin = whatever happens
touch and go = with uncertain result

12b English in Use

be all very well = appear satisfactory but in fact not be
be on the up and up = improve steadily
be up and about = have recovered from an illness
drive (sb) up the wall = make sb angry/annoy sb
frosty welcome = unfriendly reception
get out of bed on the wrong side = be in a bad mood
get wind of = receive information about sth indirectly
give vent to = express sth freely
give way to = give in/yield
not hold water = not seem reasonable or in accordance with the facts
make a flying visit = make a quick trip
make waves = cause trouble
no/little wonder = not surprising
quick/slow on the uptake = quick/slow to understand
set in one’s ways = fixed in one’s habits/routines
speak volumes = be strong evidence of sb’s feelings, merits etc
under the weather = depressed/unwell
up and coming = likely to be successful
ups and downs = good things alternating with bad ones
wet behind the ears = inexperienced

13b English in Use

an old wives’ tale = false belief (usually about health)
be born yesterday = be easily deceived/naive
beat sb black and blue = hit sb repeatedly until bruised
go back on one’s word = not fulfil a promise (opp: keep one’s word)
have a yellow streak = be a coward
not have it both ways = refuse to make a decision between two pleasant things (usu in expression “You can’t have it both ways!”)
in the red = owe money to a bank (opp: in the black)
see red = suddenly become very angry
green belt = the area on the outskirts of a town adjoining the country
pitch black = very dark
black tie = formal clothing
green with envy = very jealous
green (matter/issue) = concerned with ecology
have words with sb = have an argument
have/keep one's wits about one = be alert and able
to deal with difficulties
in deep water = in trouble/difficulty
make sb's day = make sb very happy
see/look at sth through rose-coloured spectacles =
see sth from an unrealistically positive point of view
the black sheep of the family = a disgraced family
member
the pot calling the kettle black = accusing sb of a
fault one has oneself
the year dot = a long time ago
until one is blue in the face = as hard/long as one
possibly can (usu without success)
red herring = sth which distracts you from sth
important

14b English in Use

(fight) like cat and dog = (disagree) violently
(like) a bull in a china shop = behave in a
cumbersome/awkward way
make a dog's dinner of sth = (make) a mess of sth
a bear with a sore head = irated/in a bad mood
a different kettle of fish = a totally different situation
etc from the one just mentioned
a dog's life = a difficult, hard life
a fish out of water = sb who feels uncomfortable/in
unfamiliar surroundings
a red rag to a bull = action, comment etc liable to
provoke sb
a sitting duck = an easy target
as busy as a bee/a busy bee = (sb) very busy
as the crow flies = in a direct line/by a direct route
be in the doghouse = be out of favour, in trouble
dog eat dog = ruthless competition, rivalry
dog-eared = (of books) with the corners bent and
turned down through use
donkey work = boring, monotonous work
donkey's years = a long time
kill two birds with one stone = achieve two things
with one action
let the cat out of the bag = reveal a secret
like water off a duck's back = having no effect
make a fool of oneself = make oneself look stupid/
embarrassed/ridiculous
make a mountain out of a molehill = cause a fuss
about a trivial matter
no room to swing a cat = no room at all

15b English in Use

a pain in the neck = annoying person/thing
be all fingers and thumbs = be awkward, clumsy
get cold feet = lose courage to do sth
give sb the cold shoulder = ignore/shun sb
have a cheek/nerve = act/speak boldly or impudently
have a sharp tongue = tend to say unkind or hurtful
things
have an eye for = be a good judge of sth
look down one's nose at sth/sb = feel/act superior to sb
lose one's head = lose self-control
put one's heart and soul into sth = be devoted to sth
tongue in cheek = not serious, ironic
tooth and nail = fiercely
turn a blind eye to sth = ignore
not lose any sleep over sth = not worry about sth
jack of all trades = sb who is able to do a variety of jobs
a storm in a teacup = a lot of fuss about sth that is
not important
bring sth home to sb = make sb understand how
important/serious sth is
bite off more than sb can chew = try to do sth which
is too difficult
in clover = living a luxurious/comfortable life
face the music = be criticised/punished for sth you
have done
Appendix 3

WORDS OFTEN CONFUSED

abduct = to take away (a person) unlawfully, often by force
accomplice = sb who helps another, usu in crime or wrongdoing
accomplish = to do sth successfully (accomplish a goal/task)
acquaintance = person who one knows but who is not a close friend
acquire = (formal) to obtain for oneself (a skill, habit etc); develop/learn
He acquired a profound knowledge of the language by careful study.
adventurous = (positive) enthusiastic about doing new things or exploring new places
She'd always dreamt of an adventurous life in the tropics.
affect = to produce a reaction, usu negative
The nuclear leak has affected all the farmers' crops.
affinity = relationship, similarity or connection
affluent = wealthy and able to spend a lot of money
afford = to have enough money to buy sth
aggrevate = to make sth worse
ally = sb who supports/helps another esp in war
amaze = to surprise sb (usu in a positive way)
He was amazed by her intelligence.
apt = (to do sth) likely to do sth, behave in some way (apt to be careless)
associate = colleague
assure = to tell sb with confidence
astound = (usu passive) to surprise or shock sb, usu in a negative way, so they are unable to think/react
She was astounded by the news of the crash.
attain = to reach a particular level, usu with difficulty (attain a mark of 100%)
attend (to) = to be with and take care of sb/sth, usu in a professional capacity
The patient was attended (to) by several specialists.
authentic = with known and proved origins
babble = to talk incoherently
bank = land on the edge of a river
bar = to obstruct esp intentionally
(be) flabbergasted = (to be) extremely surprised by sth
beach = seashore area with sand or stones, usu where people go to sunbathe
begat = to cause sth to happen or be created
Economic tensions begat political ones.
betray = to be disloyal; to break a moral obligation (sb's trust, confidence etc)
bite = to wound with the teeth (a dog bites)
bleat = to cry out in a high-pitched voice; to make sounds similar to sheep, goats etc
block = to be in the way of sth/sth; to obstruct
The road was blocked by an overturned lorry and we couldn't pass.
border = dividing line between two countries
boundary = dividing line between two private areas (between two farmers' fields, between two gardens)
break off = to come off or remove by force; to stop speaking; to end a relationship
breed = to keep animals for the purpose of producing young
breed = type of animal which is of pure race usu dogs, cats or horses (Siamese cats, Alsatian dogs)
brim = point at which sth is full (brim of a bowl)
bring to trial = to take a criminal case to a court of law to be examined
bring up = to look after and educate until fully-grown
calamity = misfortune or disaster, usu on a smaller, more personal scale than a cataclysm
cast = to throw; to let fall (stones, shadow)
caste = group of people linked by rank, wealth, social position, usu in India (of a high/low social caste)
cataclysm = violent disaster on a larger scale (war, volcanic eruption etc)
catastrophe = sudden disaster or misfortune
cause = sth which produces an effect; a person, thing or event that makes sth happen (cause and effect)
censor = to examine official letters or the media with the intention of removing any information regarded as secret or offensive/unsuitable/inappropriate
charge with = to accuse of a criminal act, esp by the police
chat = to talk to each other in an informal and friendly way
chatter = to talk quickly and continuously, usu about unimportant things
check = to make sure that sth is correct or satisfactory
chip = (tr) to break a small wedge-shaped piece off the edge of an object
chip = (n) a small piece of sth
chop = to cut sth into pieces with strong downward movements of a knife or an axe
clothed = wearing clothes
She was warmly clothed.
clutch = to hold sth tightly, usu against one's body
She clutched her bag nervously.
coach = to train/teach esp for a specific purpose, examination or sport
coach = to train/teach esp for a specific purpose, examination or sport
coast = area next to the sea
collect = to gather; to get a large number of things because they interest you
comfortable = (informal) having enough money for a good standard of living (comfortably off)
commence = (formal) to begin

The Prime Minister will commence his tour on 11 April.

commodities = products exchanged in trade, usu on an international basis; a valuable quality

complain = to find fault, to make one's grievances known officially or unofficially

confide = to tell sb sth in secret

confirm = to provide (usu written) evidence as to the correctness of sth

An ID card can confirm your identity.

connection = relationship between two things, people or groups

conspicuous = easily seen; noticeable; attracting attention

constant = repeated many times, usu in a regular manner

continuously = repeatedly; regularly; frequently

continuously = without stopping

She has worked with us continuously since 1990.

control = to keep sth within limits by force (control children/public spending)

copy = to produce sth that looks like the original thing

rack = to (cause to) break without dividing into separate parts

Don't pour hot water into the glass or it will crack.

critical = of decisive importance

This operation is critical; without it the patient might die.

criticise = to express one's disapproval of sb/sth and indicate what's wrong with them

His employer criticised him for not being punctual.

crucial = very important, usu in determining sth or resolving a problem

crumb = small part of a larger object, esp bread, cake etc

cube = square-shaped piece of sth (wood, sugar, meat)

cuddle = to hold firmly and lovingly in one's arms

curb = to control/keep sth within limits

Inflation needs to be curbed otherwise we are in for an economic crisis.

cure = (tr) to successfully treat; to restore to health

damage = to destroy something in part causing loss of value

My carpet was damaged in a flood.

decline = (formal) to refuse, usu an invitation or offer (to decline an invitation to a banquet)

decompose = (intr/tr) to (cause to) go bad, esp of flesh; to decay

deduce = to reach a conclusion because of other things that you know to be true

deny = to say that one knows nothing about sth (deny all knowledge of sth)

derive = to get/receive sth from sth/sb else (derive great pleasure from sth/doing sth/sb)

diminish = (tr/intr) to reduce in size, importance or degree

disallow = not allow or accept sth officially, because it has not been done correctly

Our team scored again, but the whistle had gone and the goal was disallowed.

disappear = to be lost, to no longer be seen

disaster = sth which results in great harm, loss or damage

disclose = sth which results in great harm, loss or damage

disguise = to show sth that was previously concealed; to make sth known; to expose sth secret

disperse = (tr/intr) to break up (a group of people or a thing) and move its components away in various directions (used esp with the police)

Many arrests were made as the police attempted to disperse the rioters.

distinguished = marked by excellent quality or deserved fame

divulge = to give away secret information, esp personal (a secret, a source etc)

dodge = to avoid an object by a quick sideways movement

drugery = tedious, physical work, usu unrewarding and of an unskilled nature (cleaning)

duck = to avoid an object by a quick downwards movement

dwell = (formal) to live in a place

He is concerned for the fate of the tribes who dwell in the forest.

dweller = person or animal that lives in a(n) environment/location

dwindle = (intr) to gradually become smaller in number or amount

Supplies are dwindling.

earn (money, praise) = to receive sth in return for work that you do; to get sth because you deserve it

elevated = very important or of very high rank

The success of his latest novel has given him a certain elevated status.
	eminent = well-known and respected, especially for being good at one's profession

emulate = (formal) to imitate sb because you admire them

enhance = to improve; to add to the beauty of sth

The sunshine enhanced the golden colour of her hair.

entrust = to put sth/sb in the care of sb else

essential = extremely important; necessary

eternally = endlessly; often used metaphorically for emphasis (eternally grateful)
evade = to avoid doing sth one is supposed to do or to avoid answering a question, often by deception
exclude = to keep sb out from somewhere; to leave sb out from among the rest; decide/prove that sth is not worth considering
exploit (sb/sth) = to treat sb unfairly; to use sth in order to gain an advantage from it
expunge = to remove sth completely because it causes problems or bad feelings
His divorce was an experience he had tried to expunge from his memory.
extract = to take or pull sth from a place/ remove sth (extract a tooth); to obtain sth by using industrial or chemical processes (to extract coal); to select some information from a larger amount or source of information (a speech, a text, archives, a selection of poems)
extricate = to free yourself or another person from a difficult, serious situation
This is the last attempt by the country to extricate itself from its economic crisis.
exude = to show that sb has it to a great extent
fade = to become less clear gradually
fake = to make sth seem genuine although actually false
familiarise (yourself with sth) = to learn about sth and start to understand it
famous = very well known
fee = charge asked by a professional for a service
fling = to throw sth using a lot of force
foolhardy = foolishly brave/bold/daring
It is foolhardy not to wear a helmet on a motorbike.
forbid = to order sb not to do sth, not allow sth to be done
The constitution forbids the military use of nuclear energy.
fundamental = absolutely necessary; important; essential
gain = to obtain (gain power/weight)
gather (information, evidence) = to collect especially over a period of time and after a lot of hard work
generate = to cause sth to begin and develop; to produce (esp results)
The scientist's talk generated further discussion of the issue.
genuine = (object) what it seems to be, (person) sincere and honest
get legal aid = to take money given by the government or another organisation to people who cannot afford to pay for a lawyer
get on at = (informal) to continually nag or tell sb to do sth
gimmick = unusual thing used in advertising to attract publicity (sales gimmick)
glide = to move smoothly and easily over a surface
glimpse = to have a passing view of sb or sth
goods = things for sale
gossip = to talk about other people's private affairs
grab = to take sth quickly, often with violence or for a selfish reason (children grab sweets)
grasp = to hold sth firmly (to grasp a child by the hand)
grate = to shred small pieces off sth (cheese, carrots) by rubbing against a rough surface
grave = important, pressing and usu worrying
I received some grave news about my brother's health and had to fly back home immediately.
grind = tedious, physical work
Factory work is a grind.
NB: used in expression back to the grind = return to work after a break
grow (a plant) = to put seeds or young plants in the ground and look after them as they develop
grow = to become or cause to become bigger
grumble = to find fault continually and in an ineffective, bad-tempered way over trivial things (old men grumbling about youth today); sound of thunder or a hungry stomach

NB: guarantee = promise something will definitely happen
Our company guarantees to refund your money if you are not satisfied with the product.
harass = (formal) to continually and unfairly annoy and cause trouble to sb
hard-up = (informal) short of money (hard-up students)
harm = to have a generally bad effect on sth, not necessarily a physical effect (harm a friendship)
heal = (tr/intr) to cure; to get better, improve
heave = to push, pull or lift sth using a lot of effort
heighten = to become greater, more acute esp emotions
Tension between the police and local residents heightened last night.
hinder = to delay or prevent the progress of sth
She was hindered from her work by John's incessant questioning.
howl = to cry, esp of dogs; to cry with pain
huddle = to lie close to sb/sth in a confined space, usu for protection from adverse conditions
The children huddled together in the corner of the room to keep warm.
imitate = to behave in exactly the same way as sb else
impair = to make sth weaker or imperfect
Loud music impairs your hearing.
impede = to make sth difficult to do
impervious = not being affected or influenced by someone's actions (impervious to criticism, suggestions)
impress = to produce a lasting, positive effect
incessant = extending without interruption for an indefinite period of time; often used negatively to express irritation
influence = to cause sb to think/act in a particular way
inhibit = to live in a place or region
inhabitant = person who lives (permanently) in a region or town
inhibit = 1) to prevent or slow down;
2) to render sb unable to express what they really feel or do what they really want
The newcomers were too inhibited to laugh freely.
injure = to cause physical harm to a person/animal
inspect = to examine sth thoroughly
instigate = to start by urging or inciting
instinctive = resulting from instinct (an instinctive act, BUT NOT an instinctive person)
instruct = to give knowledge or information to sb in a methodical manner
intensify = to become stronger, more intense
intervene (of events) = to happen suddenly in a way that stops, delays, or prevents sth from happening
labour = physical work, usu used with the adjectives "physical" or "manual"
lunch = to cause sth to begin, esp an activity, campaign etc
lavish = (object) sth that is very elaborate and impressive and a lot of money has been spent on it (lavish party, costumes)
lean = (complimentary) healthily thin, without fat (also of meal)
learn = to obtain knowledge or a skill through studying or training
liable = (to do sth) likely to do sth specific
He's liable to be late tomorrow.
maintain = (a building, a machine) to keep it in good condition by regularly checking it and repairing it when necessary
make redundant = to dismiss sb (usu large numbers) from their job(s) due to financial problems, or because one's job is no longer necessary
manage = to succeed in doing usu sth difficult or demanding
memorise = to learn sth by heart (usu a poem, grammar rule etc); to commit sth to memory (memorise facts and figures)
merchandise = (formal) products for sale
mince = to cut with a machine into very small pieces (meat)
moulder = to decay slowly

nag = to keep asking sb to do sth they have not done yet or do not want to do
She never stops nagging him about staying out late.
natural = not man-made
nestle = to settle comfortably in a secure place
noteworthy = interesting; remarkable; worthy of attention
nurture (a young child, or young plant) = to care for it while it is growing and developing
object = to express your dislike or disapproval of sth
obstruct = to be in the way of sb/sth
ongoing = sth which began in the past and seems unlikely to stop in the near future (ongoing problems)
(out of) bounds = (of) an area where you are not allowed to go
pale = to become lighter in colour
peer at = to look at sth closely or with difficulty, due to poor eyesight or in darkness
perpetually = lasting for a long indefinite time usu without interruption; continually
pester = to annoy sb, esp with repeated requests for sth
A colleague has been pestering her for money.
pile (things) = to position objects one on top of another; to form a pile
He piled the boxes one on top of the other.
pillar = to steal things of small value
pinch = (informal) to steal an object
plot = a plan to do sth secretly (plot against the enemy)
practise = to perform an action repeatedly or do exercises regularly in order to gain skill (a musical instrument)
prattle = to talk a great deal without saying anything important
present (information) = to give it to people in a formal way
prestigious = respected and admired by people
prick = to cause pain by piercing with a sharp point (a pinprick)
problem = a situation that is unsatisfactory and causes difficulties for people
profit = to gain, esp money
prohibit = to forbid by law or rule
Smoking in this area is prohibited.
prone = (to sth, often unexpected) likely to suffer from (prone to accidents)
provoke (a reaction) = to cause a reaction
pull out = (of troops) to withdraw from an area; (informal) to extract (a tooth)
punch = to hit with a clenched fist
put up with = to tolerate sb or sth
I couldn't put up with the noise anymore.
reach = to arrive in/at a place (reach London)
real = true as opposed to false
Appendix 3

rear = at the back of sth
reassure = to put sb's mind at rest when they are worried about sth
reckless = (negative) liable to do dangerous things without considering the consequences (reckless driving, act)
recollect = (no passive voice) to remember (recollect doing sth/sb's name/face)
reduce = (tr/intr) to make or become less in number, size, degree (reduce the volume, reduce the price)
reel = to move about in an unsteady way as if one is going to fall
reference = (in the expression in/with reference to) = used to indicate what sth relates to/in connection with
refuse = not to agree to do sth
reject = to refuse sb's application; to turn down an offer, invitation
relation = (object) connection; (person) a member of one's family
remarkable = worth speaking of; unusual
remedy = (tr) to put right, usu of situations
remember = to keep a fact/event in one's long-term memory (remember your childhood/to do sth)
remind = to tell sb to do sth so that they don't forget. Remind me to pay you back the £10.
reminisce = to think with fondness about past events She was reminiscing about her wedding day.
renounce = to officially give up a claim, rank or title; refuse to associate with or acknowledge sth/sb. He renounced his former business partners.
reside = to have one's home at/in a place Ruth resides with her mother in a London suburb.
resident = person who lives in a house, block of flats, area or country
resign = to give notice and leave a job
restrain = to stop sb from doing what they intended or wanted to do; prevent yourself from showing an emotion
retire = to leave a job at retirement age (usu 60 or 65 years) or due to constant illness
retract = to take back officially a statement or announcement The politician had to retract the statement to avoid a scandal.
reveal = to let out a secret or scandal; to make sth known. He removed the cover and revealed his wife's portrait.
revoke = to cancel or withdraw sth (revoke a license, a law, a document, the right(s))
rich = (of food) full of ingredients which may be difficult to digest
rim = edge of sth circular. The rim of my spectacles is gold.
rip off = (informal) to steal from a person
rot = (intr/tr) to (cause to) decay because of bacteria, etc, esp of vegetation
ruin = to damage sth so that it is useless
sack = (informal) to dismiss sb from their job due to their failure to carry out duties properly
salary = fixed payment for work, made at regular intervals
scam = an illegal trick usu aiming at getting money from people or avoiding paying tax (an insurance scam)
scamper = (esp children and animals) to run quickly, usu playfully
scan = to look at sth quickly, usu from top to bottom, looking for particular information
scatter = (tr/intr) to throw many things in a random manner; (with groups of people) hurrily and randomly disperse in all directions. The farmer scattered the seeds over the field. Suddenly the crowd scattered.
scrutinise = to look closely and carefully at sth
sect = closely bound religious group
seize = to take sth quickly, often with violence (seize the bank's takings)
sensitive (to sth) = likely to show understanding and awareness of other people's needs, problems or feelings
settle = to start living in a place permanently
settler = person who has come to live in a (previously uninhabited or developing) country or area
shatter = (tr/intr) to break (usu glass or china) into hundreds or thousands of pieces
shirk = to avoid work because of laziness
shore = land right on the edge of the sea A boat comes into shore.
shove = to push (sth) forward with a strong, usu careless, motion
show (sb how to do sth) = to do sth yourself so that sb can watch you and learn how to do it
shred = to cut into thin strips
shrink = (tr/intr) to become or make smaller in size due to water or heat Meat shrinks while being cooked.
significant = of importance and meaning
skid = (usu with vehicles on roads) to slide along a surface uncontrollably while trying to stop
skinny = (uncomplimentary) very thin
slip = to hit with the palm of one's hand
slender = (complimentary) attractively thin, esp of women
slide = to move smoothly but unintentionally over a surface
slim = (complimentary) not fat (NB: slim chance = slight possibility)
slink = to move secretly and quietly esp when afraid or ashamed
slip = to slide suddenly without intention
slither = to move in a slithering way like a snake
sliver = a small, thin piece or amount of sth
smack = to hit with the palm of one's hand, esp a child as a punishment
smash = (tr/intr) to break violently and often deliberately into pieces
snap = (tr/intr) to break suddenly esp with a sharp cracking noise
snare = a trap intended to catch an animal
snarl = to make an angry noise while showing the teeth, esp of dogs etc
snuggle = (esp up) to lie in comfort close to sb/ssth
sprinkle = (tr) to drop sth in fine quantities
stagger = to walk very unsteadily, (esp up) to drop sth in fine quantities
steady = continuing in a regular manner
stipend = income (esp of clericals)
stock = the total amount of goods a shop has available to sell
strike = to hit, esp for emphasis and added emotion
stroll = (often derog) to walk in a proud way, with even steps
stumble = to take steps awkwardly while you are walking or running and nearly fall over
stunt = to keep sth/sb from growing properly (a stunted plant, stunted growth)
supplies = food ingredients and other essential things that people need, especially when these are provided in large quantities
surprise = to create a feeling caused by sth unexpected

susceptible = (to sth) likely to be affected by sth

sway = to influence others' opinions so they turn from a given course

take (sb) aback = (informal, usu passive) to surprise or mildly shock sb

take sb to court = to take legal action against sb, used esp as a direct legal threat

take sb to court = to take legal action against sb, used esp as a direct legal threat

tease = (usu of children) to laugh at or make fun of in an unkind way

temper = to make sth less strong or extreme (temper your voice)
tend = to take great care of sb/ssth (a garden, a wound)
throw = to launch through the air, esp using the hand and arm
thrust (sth or sb) = to push sth or sb quickly with a lot of force

tight = (informal derog) not willing to spend money
to be clad (in) = (archaic) to be dressed in
to be dressed (in) = to be wearing sth, usu for a particular occasion
toil = tiring physical work (usu used as a verb)
to the field = to go to the field

to toss = to throw into the air, esp of coins, pancakes etc
tote = to carry
totter = to move in an unsteady way from side to side as if about to fall
treat = (tr) to give medical attention to
tribe = group of people of the same race living as a community, esp in nomadic or primitive cultures
trouble = difficulty, worry, anxiety, annoyance etc
try = (usu passive) to examine in a court of law

They are being tried for murder
twist = to make a sound like a bird
unpack = to take sth out of a box or parcel (a suitcase/clothes)
unveil = to officially uncover sth, usu a statue
unwrap = to take the paper off the outside, usu of a present

unwilling = (negative)
## Appendix 5

### VERBS, ADJECTIVES, NOUNS WITH PREPOSITIONS

<table>
<thead>
<tr>
<th>Group 1 - A</th>
<th>Group 2 - B</th>
</tr>
</thead>
<tbody>
<tr>
<td>abashed by/at sth (adj)</td>
<td>back out of (v)</td>
</tr>
<tr>
<td>abide by (v)</td>
<td>bad at sth (adj)</td>
</tr>
<tr>
<td>abscond (with sth) from somewhere (v)</td>
<td>bad to sb (adj)</td>
</tr>
<tr>
<td>absent from (adj)</td>
<td>bags of (n) (+ noun)</td>
</tr>
<tr>
<td>absorbed in (adj) (+ noun/gerund)</td>
<td>ban on sth (n)</td>
</tr>
<tr>
<td>absorption by (n) (= action of being absorbed by)</td>
<td>barter for (v)</td>
</tr>
<tr>
<td>absorption in sth (n) (= fascination for)</td>
<td>base sth on (v)</td>
</tr>
<tr>
<td>abstain from sth (n)</td>
<td>advise sb against sth (v) (= advise sb not to do sth)</td>
</tr>
<tr>
<td>abstain from sth (v) (in) abstraction (of sth) from sth (n)</td>
<td>advise sb of sth (v) (= inform sb about sth)</td>
</tr>
<tr>
<td>abuse of (n)</td>
<td>advise sb on sth (v) (= give suggestions)</td>
</tr>
<tr>
<td>acceptable to sb (adj)</td>
<td>affectionate towards (adj)</td>
</tr>
<tr>
<td>access to sth/a place (n)</td>
<td>affinity with sb/sth (n)</td>
</tr>
<tr>
<td>accompanied by sb (adj)</td>
<td>afraid of + noun (adj) (spiders, the dark etc)</td>
</tr>
<tr>
<td>accord with (v)</td>
<td>afraid to + verb (adj) (look, swim etc)</td>
</tr>
<tr>
<td>according to (prep)</td>
<td>age of (n)</td>
</tr>
<tr>
<td>account for (v)</td>
<td>agree on sth (v) (= to reach a decision with others)</td>
</tr>
<tr>
<td>accuse sb of sth (v)</td>
<td>agree to (v) (= agree to do sth or allow sb else to do sth)</td>
</tr>
<tr>
<td>accustomed to sth (adj) (+gerund)</td>
<td>agree with sb about sth (v)</td>
</tr>
<tr>
<td>acquainted with sb with sth (v)</td>
<td>agree with sth (v) (= to approve of sth)</td>
</tr>
<tr>
<td>acquainted with sb (adj)</td>
<td>agreeable to sb/sth (adj)</td>
</tr>
<tr>
<td>acquaint sb with sth (v)</td>
<td>ahead of (adj)</td>
</tr>
<tr>
<td>act for (v) (= on sb's behalf)</td>
<td>aim (sth) at (v)</td>
</tr>
<tr>
<td>act of (n) (= do as advised)</td>
<td>allergic to sth (adj)</td>
</tr>
<tr>
<td>act on (v) (= as a result of sth)</td>
<td>allusion to (n)</td>
</tr>
<tr>
<td>addicted to sth (adj)</td>
<td>amazed at/by (adj)</td>
</tr>
<tr>
<td>addition to (n)</td>
<td>amenable to (adj)</td>
</tr>
<tr>
<td>adequate for (adj)</td>
<td>amount of sth (n)</td>
</tr>
<tr>
<td>agreeable to sb/sth (adj)</td>
<td>amount to (v)</td>
</tr>
<tr>
<td>agreeable to sb/sth (adj)</td>
<td>amused at/by (adj)</td>
</tr>
<tr>
<td>accord to (adj)</td>
<td>angry at sb (+ gerund) (adj)</td>
</tr>
<tr>
<td>adjust to (v)</td>
<td>angry with sb about sth (adj)</td>
</tr>
<tr>
<td>admission of (n) (= confession)</td>
<td>animosity towards (n)</td>
</tr>
<tr>
<td>admission to/into (n) (= permission to enter a place, join a group, club etc)</td>
<td>annexe to (n)</td>
</tr>
<tr>
<td>admit to (v)</td>
<td>annoyed at/about sth (adj)</td>
</tr>
<tr>
<td>advantage over sb (n) (= better position than sb)</td>
<td>annoyed with sb (adj)</td>
</tr>
<tr>
<td>advantage over sb (n) (= better position than sb)</td>
<td>answer to (n)</td>
</tr>
<tr>
<td>absorption by (n) (= action of being absorbed by)</td>
<td>antipathetic to (adj)</td>
</tr>
<tr>
<td>absorption in sth (n) (= fascination for)</td>
<td>anxious about/or for sth (adj)</td>
</tr>
<tr>
<td>abstain from sth (n)</td>
<td>anxious for sb (adj)</td>
</tr>
<tr>
<td>abstain from sth (v) (in) abstraction (of sth) from sth (n)</td>
<td>apologise to sb for sth (v)</td>
</tr>
<tr>
<td>apparent in/from sth (adj)</td>
<td>apparent to sb (adj) (= clear, obvious)</td>
</tr>
<tr>
<td>appeal to sb (v)</td>
<td>apply to sb for sth (v)</td>
</tr>
<tr>
<td>apprehensive of/about (adj)</td>
<td>appreciate of (adj)</td>
</tr>
<tr>
<td>approve of (v)</td>
<td>argument for/about sth (v) (= give reasons why/why not sth should be, happen etc)</td>
</tr>
<tr>
<td>argue about sth (v) (= to disagree about sth)</td>
<td>argue with sb (v)</td>
</tr>
<tr>
<td>argue for/against sth (v) (= give reasons why/why not sth should be, happen etc)</td>
<td>arrest sb for sth (v)</td>
</tr>
<tr>
<td>arrive at (v) (a fixed address, a small place, conclusion)</td>
<td>arrive in (v) (a large area, country)</td>
</tr>
<tr>
<td>ashamed of (adj)</td>
<td>ashamed of (adj)</td>
</tr>
<tr>
<td>ask (sb) about (v) = ask for information about sth)</td>
<td>asked (sb) for (v) (= say that you would like sth)</td>
</tr>
<tr>
<td>assure sb of (v)</td>
<td>assault on (n)</td>
</tr>
<tr>
<td>assigned to (adj)</td>
<td>assigned to (adj)</td>
</tr>
<tr>
<td>associate (sth/sb) with (v)</td>
<td>associate (sth/sb) with (v)</td>
</tr>
<tr>
<td>assure sb of (v)</td>
<td>assurance of (n)</td>
</tr>
<tr>
<td>astonished at/by (adj)</td>
<td>assign (sb) (v)</td>
</tr>
<tr>
<td>attach to (adj)</td>
<td>attribute to (adj)</td>
</tr>
<tr>
<td>attempt on (sb's life) (n)</td>
<td>attribute to (adj)</td>
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<tr>
<td>attend to sth/sb (v)</td>
<td>attend to sth/sb (v)</td>
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<tr>
<td>attention at (n)</td>
<td>audience at (n)</td>
</tr>
<tr>
<td>attitude to/towards (n)</td>
<td>audience at (n)</td>
</tr>
<tr>
<td>assured of (adj)</td>
<td>awakened at (v)</td>
</tr>
<tr>
<td>avoid (v)</td>
<td>authorise sb for sth (v)</td>
</tr>
<tr>
<td>avoidance of (n)</td>
<td>available (adj)</td>
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<tr>
<td>aware of (adj)</td>
<td>awe of (adj)</td>
</tr>
<tr>
<td>awkward at/with (adj) (at dancing etc/with one’s hands etc)</td>
<td>bag(s) of (n) (+ noun)</td>
</tr>
<tr>
<td>begin with (+noun) (v)</td>
<td>believe in (n)</td>
</tr>
<tr>
<td>belief in (n)</td>
<td>belong to sb (v)</td>
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<tr>
<td>believe in (v)</td>
<td>benefit from (v)</td>
</tr>
<tr>
<td>benefit of (n)</td>
<td>benefit of (n)</td>
</tr>
<tr>
<td>benefit of (n)</td>
<td>bet (sth) on (v)</td>
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<td>Group 3 - C</td>
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<tr>
<td>beware of (v)</td>
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<tr>
<td>bit of (n)</td>
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<tr>
<td>blame sb for sth (v) (but: put the blame on)</td>
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<tr>
<td>boast of/about sth (v)</td>
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<tr>
<td>book into (v)</td>
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<tr>
<td>bored with/by (adj)</td>
<td></td>
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<tr>
<td>borrow sth from sb (v)</td>
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<tr>
<td>bother about/with (v)</td>
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<tr>
<td>bottom of (n)</td>
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<tr>
<td>breach of (n)</td>
<td></td>
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<tr>
<td>break into/out of (v)</td>
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<tr>
<td>choice of (n) (a number of things)</td>
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<tr>
<td>clever at (+ gerund) (adj)</td>
<td></td>
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<tr>
<td>clever with (adj) (hands, tools etc)</td>
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<tr>
<td>close to (adj)</td>
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<tr>
<td>coax sb into (v)</td>
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<tr>
<td>coincide with (v)</td>
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<tr>
<td>collaborate with sb on sth/in (v) (+ gerund)</td>
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<tr>
<td>collide with (v)</td>
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<tr>
<td>comment on (v)</td>
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<tr>
<td>communicate with (v)</td>
<td></td>
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<tr>
<td>compare with/to (v)</td>
<td></td>
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<tr>
<td>complain to sb about/of sth/sb (v)</td>
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<tr>
<td>compliment on (v)</td>
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<tr>
<td>comply with (v)</td>
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<tr>
<td>concentrate on (v)</td>
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<tr>
<td>concern about (n)</td>
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<tr>
<td>confidence in (n)</td>
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<tr>
<td>confident of (adj)</td>
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<tr>
<td>confine to (v)</td>
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<tr>
<td>confusion about (n)</td>
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<tr>
<td>congratulate sb on sth (v)</td>
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<tr>
<td>connected to (adj)</td>
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<tr>
<td>connection between (n)</td>
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<tr>
<td>conscious of (adj)</td>
<td></td>
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<tr>
<td>consent to (v)</td>
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<tr>
<td>consist of (v)</td>
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<th>Group 4 - D</th>
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<tbody>
<tr>
<td>dabble in/at sth (v)</td>
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<tr>
<td>damage to (n)</td>
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<tr>
<td>damaging to (adj)</td>
</tr>
<tr>
<td>danger of (n)</td>
</tr>
<tr>
<td>(make a) dash for (n)</td>
</tr>
<tr>
<td>date from (v)</td>
</tr>
<tr>
<td>deaf in (adj) (one ear)</td>
</tr>
<tr>
<td>deaf to (adj) (sb's arguments)</td>
</tr>
<tr>
<td>deal in (v) (= have a business involving particular things)</td>
</tr>
<tr>
<td>deal with (v) (manage sth)</td>
</tr>
<tr>
<td>dear to (adj)</td>
</tr>
<tr>
<td>death by (n)</td>
</tr>
<tr>
<td>decide about (a plan etc) (v)</td>
</tr>
<tr>
<td>decide on (v) (an object)</td>
</tr>
<tr>
<td>He couldn't decide on which car to buy</td>
</tr>
<tr>
<td>decline in (n)</td>
</tr>
<tr>
<td>decline to (v)</td>
</tr>
<tr>
<td>decrease by (v) (a certain amount)</td>
</tr>
<tr>
<td>decrease in (v) (size, number)</td>
</tr>
<tr>
<td>decrease in (n)</td>
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<tr>
<td>dedicate to (v)</td>
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<tr>
<td>deep in sth (adj)</td>
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<tr>
<td>(in) default of (n)</td>
</tr>
<tr>
<td>defer sth (to sth) (v)</td>
</tr>
<tr>
<td>deficiency of/in (n)</td>
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<tr>
<td>deficient in (adj)</td>
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<tr>
<td>delay in (n)</td>
</tr>
<tr>
<td>delight (sb) with/in sth (v) (= entertain/ amuse sb with)</td>
</tr>
<tr>
<td>delight in (v) (take pleasure in)</td>
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<tr>
<td>delighted with (adj)</td>
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<tr>
<td>brilliant at (adj)</td>
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<tr>
<td>bump into (v)</td>
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<tr>
<td>burst into (v)</td>
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<tr>
<td>busy with (adj)</td>
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<tr>
<td>consistent with (adj)</td>
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<tr>
<td>consult sb on/about sth (v)</td>
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<tr>
<td>consumption of (n)</td>
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<tr>
<td>content with (adj)</td>
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<tr>
<td>contrary to (adj)</td>
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<tr>
<td>contrast with/to (v)</td>
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<tr>
<td>contribute to (v)</td>
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<tr>
<td>control of/over (n)</td>
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<tr>
<td>convert to/into (v)</td>
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<td>convince of (v)</td>
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<td>cope with (v)</td>
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<td>correction of (n)</td>
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<td>correspond with (v)</td>
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<tr>
<td>count on sb for sth (v)</td>
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<tr>
<td>cover in/with (v)</td>
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<tr>
<td>crash into (v)</td>
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<tr>
<td>craving for (n)</td>
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<tr>
<td>crazy about (adj)</td>
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<tr>
<td>crime against (n)</td>
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<tr>
<td>crowded with (adj)</td>
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<tr>
<td>cruel to (adj)</td>
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<tr>
<td>cruelty to (adj)</td>
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<tr>
<td>cry about (sth which has happened) (v)</td>
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<tr>
<td>cry for (sth you want) (v)</td>
</tr>
<tr>
<td>cure of (v)</td>
</tr>
<tr>
<td>curious about (adj)</td>
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<tr>
<td>demand for (n)</td>
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<tr>
<td>demand sth from (v)</td>
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<tr>
<td>depart from (v)</td>
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<tr>
<td>depend on/upon (v)</td>
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<tr>
<td>deposit in (v) (the bank)</td>
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<tr>
<td>deposit on (v) (the ground)</td>
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<tr>
<td>deputise for sb (v)</td>
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<tr>
<td>derive from (v)</td>
</tr>
<tr>
<td>descended from (adj)</td>
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<tr>
<td>deserted by (adj)</td>
</tr>
<tr>
<td>desire for (n)</td>
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<tr>
<td>despair of (v)</td>
</tr>
<tr>
<td>destined for (adj)</td>
</tr>
<tr>
<td>destructive to (adj)</td>
</tr>
<tr>
<td>determined about (adj)</td>
</tr>
<tr>
<td>detrimental to sth (adj)</td>
</tr>
</tbody>
</table>
deviation from (n)
devoid of (adj) (+ noun)
devotion to (n)
die from (v) (a wound)
die of (v) (illness, hunger etc)
different from sth (v) (= be unlike)
different with/from sb on/about sth (v) (= have a different opinion)
difference between (n) (two or more things/people)
difference of (n) (amount, opinion)
different from (adj)
difficulty in (n) (+ gerund)
difficulty with (n) (+ noun)
diffident about (adj)
diligence in (n)
direct (sth) at/towards (v)
disadvantage in (n) (situation)
disadvantage of (n) (+ gerund or noun - weakness, poverty etc)
disagree with sb on/about sth (v)
disappointed with/by/in (adj)
disapprove of (v)

entitle (sb) to (v)
entrusted by/with (adj)
entry into/to sth (n)
entwine (sb/sth) with/in/round sth (v)
envious of sb/sth (adj)
envy of sb - at/of sth (n)
equal to sb/sth (adj)
equivalent to sth (adj)
escape from sth (v)
esential to/for (adj)
establish oneself as sth (v)
(= take position/office)
establish oneself in (v) (place)
evacuation of (n) (+ noun)
evocative of sth (adj)
excellent at (adj) (cooking etc)
excellent with (adj) (a sword etc)
extection to (n) (+ noun)
excited about/by (adj)
exclaim at/about (v)
exclude (sb/sth) from (a place or activity) (v)
exclusion of sb from sth (n)

fall in (n) (prices, popularity)
famed from sth (adj)
familiar to sb (adj)
divide sth among (v) (more than 2 people/things)
divide sth between (v) (2 people/things)
divide sth by (v) (another number)
divide 4 by 2
divide sth into (v) (parts)
divide the cake into 6 parts
divisible by (adj)
do sth about sth (v)
doubtful about/of (adj)
dream about (v)
dream of (v) (= imagine)
drive into/from/to/at/in/with/against/in/about/for etc (v)
due for (adj) (= deserving sth)
due to (adj) (= because of)
due to bad weather
dust (sth) off (v)
dwell in/at (v) (= live in/at a place)
dwell upon/on (v) (= think about, usu sth unpleasant)

fabric of (sth) (n)
faced with (adj)
failure in (n)
<table>
<thead>
<tr>
<th>Group 7 – G</th>
</tr>
</thead>
<tbody>
<tr>
<td>(be a) genius at (n) (subject)</td>
</tr>
<tr>
<td>(be a) genius with (n) (tools etc)</td>
</tr>
<tr>
<td>(have a) genius for sth/doing sth (n)</td>
</tr>
<tr>
<td>gain by/from (+ gerund) (v)</td>
</tr>
<tr>
<td>gap between (n) (2 things)</td>
</tr>
<tr>
<td>gape at sb/sth (v)</td>
</tr>
<tr>
<td>gargle with sth (v)</td>
</tr>
<tr>
<td>garnish with sth (v)</td>
</tr>
<tr>
<td>gasp in/on sth (n)</td>
</tr>
<tr>
<td>gather round sb/sth (v)</td>
</tr>
<tr>
<td>gaze at/upon (v)</td>
</tr>
<tr>
<td>generosity to/towards (n)</td>
</tr>
<tr>
<td>generous with sth (adj)</td>
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</table>

<table>
<thead>
<tr>
<th>Group 8 – H</th>
</tr>
</thead>
<tbody>
<tr>
<td>(be in the) habit of (n)</td>
</tr>
<tr>
<td>haggle with sb about/over sth (v)</td>
</tr>
<tr>
<td>hand on/over (v)</td>
</tr>
<tr>
<td>handy for sth/doing sth (adj)</td>
</tr>
<tr>
<td>hang after/for sth (v)</td>
</tr>
<tr>
<td>happen to/upon (v) (= come across by chance)</td>
</tr>
<tr>
<td>happy about (adj) (situation)</td>
</tr>
<tr>
<td>happy in (adj) (a new house etc)</td>
</tr>
<tr>
<td>happy with sth/sb (adj)</td>
</tr>
<tr>
<td>harmful to (adj)</td>
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<thead>
<tr>
<th>Group 9 – I</th>
</tr>
</thead>
<tbody>
<tr>
<td>identical with/to sb/sth (adj)</td>
</tr>
<tr>
<td>ignorant of (adj)</td>
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<thead>
<tr>
<th>Appendix 5</th>
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</thead>
<tbody>
<tr>
<td>familiar for (adj) (one’s actions)</td>
</tr>
<tr>
<td>famous in (adj) (a country etc)</td>
</tr>
<tr>
<td>fatal to/for sb/sth (adj)</td>
</tr>
<tr>
<td>fatten (sth/sb) up (v)</td>
</tr>
<tr>
<td>favourable for/to sb/sth (adj)</td>
</tr>
<tr>
<td>fear of (+ noun) (n)</td>
</tr>
<tr>
<td>feature at (v) (the cinema)</td>
</tr>
<tr>
<td>feature in (v) (a magazine)</td>
</tr>
<tr>
<td>feature on (v) (TV)</td>
</tr>
<tr>
<td>fetch sth for sb (v)</td>
</tr>
<tr>
<td>feud with sb over sth (v)</td>
</tr>
<tr>
<td>fiddle with sth (v)</td>
</tr>
<tr>
<td>fiddle around/about (v)</td>
</tr>
<tr>
<td>fidelity to sb/sth (n)</td>
</tr>
<tr>
<td>fidget about/around (v)</td>
</tr>
<tr>
<td>flight with sb about sth/against sth (v)</td>
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<tr>
<td>filled with (adj) (+ noun)</td>
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<tr>
<td>film of (n)</td>
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<tbody>
<tr>
<td>fine sb for sth/doing sth (v)</td>
</tr>
<tr>
<td>finish (sth) off (v)</td>
</tr>
<tr>
<td>finish by (v) (+ gerund)</td>
</tr>
<tr>
<td>finish with (v) (+ noun)</td>
</tr>
<tr>
<td>firm (sth) up (v)</td>
</tr>
<tr>
<td>fish for sth (v)</td>
</tr>
<tr>
<td>fit for/to (adj)</td>
</tr>
<tr>
<td>fit in/into (v) (be comfortable with a particular group of people etc)</td>
</tr>
<tr>
<td>fit into (v) (= go into the right place)</td>
</tr>
<tr>
<td>fixation on/with sb/sth (n)</td>
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<tr>
<td>flair for sth (v)</td>
</tr>
<tr>
<td>flake off/away from (v)</td>
</tr>
<tr>
<td>flee from sb/sth (v)</td>
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<tr>
<td>flirt with sb (v)</td>
</tr>
<tr>
<td>flock of (n)</td>
</tr>
<tr>
<td>flow from/out of/into (v)</td>
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<tr>
<td>flow of (n)</td>
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<tr>
<td>fond of (adj)</td>
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<tbody>
<tr>
<td>gibe at/about sb/sth (v)</td>
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<tr>
<td>giggle at (v)</td>
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<tr>
<td>glance at (v)</td>
</tr>
<tr>
<td>glare at (v)</td>
</tr>
<tr>
<td>glee at sth (n)</td>
</tr>
<tr>
<td>glitter with sth (v)</td>
</tr>
<tr>
<td>gloat about/over (v)</td>
</tr>
<tr>
<td>glover at sb/sth (v)</td>
</tr>
<tr>
<td>good at sth (adj)</td>
</tr>
<tr>
<td>good for sb (adj) (= good influence on sb)</td>
</tr>
<tr>
<td>good to sb (adj) (= kind to sb)</td>
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<tr>
<td>gracious to sb (adj) (= kind to sb)</td>
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<tbody>
<tr>
<td>harmonise with (v)</td>
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<tr>
<td>hazard to (n)</td>
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<tr>
<td>Ice is a hazard to motorists</td>
</tr>
<tr>
<td>heap sth up (v)</td>
</tr>
<tr>
<td>heap about/of sth (v) (= receive Information about)</td>
</tr>
<tr>
<td>hear about/of sth (v) (= receive a letter, a telephone call from sb)</td>
</tr>
<tr>
<td>heart sth up (v)</td>
</tr>
<tr>
<td>heart to sth (n)</td>
</tr>
<tr>
<td>hesitate about/over (v) (doing sth)</td>
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<tbody>
<tr>
<td>forget about (v)</td>
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<tr>
<td>forgive sb for sth (v)</td>
</tr>
<tr>
<td>fortunate in (adj) (+ gerund)</td>
</tr>
<tr>
<td>fraternise with sb (v)</td>
</tr>
<tr>
<td>fraught with (v) (problem, risks)</td>
</tr>
<tr>
<td>free sb from sth (v)</td>
</tr>
<tr>
<td>freedom from (n) (chains, problems)</td>
</tr>
<tr>
<td>freedom of (n) (speech, action)</td>
</tr>
<tr>
<td>freshen (sth) up (v)</td>
</tr>
<tr>
<td>fret about sth (v)</td>
</tr>
<tr>
<td>friendly to sth (adj) (= not harmful to sth)</td>
</tr>
<tr>
<td>friendly with (sb) (adj)</td>
</tr>
<tr>
<td>frightened of/by sth + gerund (adj)</td>
</tr>
<tr>
<td>frown at sb/sth (v)</td>
</tr>
<tr>
<td>frown with (v) (anger, confusion etc)</td>
</tr>
<tr>
<td>full of (adj)</td>
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<tr>
<td>furious with sb about sth (adj)</td>
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</tbody>
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<tbody>
<tr>
<td>graduate from (v) (university)</td>
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<tr>
<td>graduate in (v) (subject)</td>
</tr>
<tr>
<td>grapple with sb/sth (v)</td>
</tr>
<tr>
<td>grateful to sb for sth (adj)</td>
</tr>
<tr>
<td>grief at/over (n)</td>
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<tr>
<td>grievance against (with) (n)</td>
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<tr>
<td>groan at/over sth (v)</td>
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<tr>
<td>grudge against sb (n)</td>
</tr>
<tr>
<td>grumble to/at sb about/over sth (v)</td>
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<tr>
<td>guaranteed against (adj)</td>
</tr>
<tr>
<td>guaranteed for (adj) (breakage etc)</td>
</tr>
<tr>
<td>guess at (v)</td>
</tr>
<tr>
<td>guilty of (adj)</td>
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</tbody>
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<tbody>
<tr>
<td>hesitate at (v) (the door etc)</td>
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<tr>
<td>hinder sb/sth from sth/doing sth (v)</td>
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<tr>
<td>hiss at sb/sth (v)</td>
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<tr>
<td>honest about sth (adj)</td>
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<tr>
<td>hope for sth (v)</td>
</tr>
<tr>
<td>hopeless at (adj) (maths etc)</td>
</tr>
<tr>
<td>hopeless with (adj) (a gun etc)</td>
</tr>
<tr>
<td>huddle up to sb/sth (v)</td>
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<tr>
<td>hunch up (v)</td>
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</table>

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</thead>
<tbody>
<tr>
<td>identical with/to sb/sth (adj)</td>
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<tr>
<td>ignorant of (adj)</td>
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</tbody>
</table>

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<tbody>
<tr>
<td>(have an) impact on sb/sth (n)</td>
</tr>
<tr>
<td>impatient for sth (adj) (= eager for sth to happen)</td>
</tr>
<tr>
<td>impatient with sb (adj) (= intolerant of)</td>
</tr>
<tr>
<td>Impolite to (adj)</td>
</tr>
<tr>
<td>Impressed by/wltlIl</td>
</tr>
<tr>
<td>Impression of sth/doiig sth (n)</td>
</tr>
<tr>
<td>Improvement in (n) (conditiOll, situation health)</td>
</tr>
<tr>
<td>Incapable of sth/doiig sth (adj)</td>
</tr>
<tr>
<td>include sb/sth in sth (v)</td>
</tr>
<tr>
<td>Increase in (n) (size, number, level)</td>
</tr>
<tr>
<td>Increase sth by (v) (amount, percentage)</td>
</tr>
<tr>
<td>indebted to sb for sth (adj)</td>
</tr>
<tr>
<td>Independent of/from (adj)</td>
</tr>
<tr>
<td>indifferent to sth/sb (adj)</td>
</tr>
</tbody>
</table>

**Group 10 - J**

| jam sth/sb in/between sth (v) | join up (v) (= become a member of esp army/attach sth to sth else) | judgement about (n) (action, crime etc) |
| jam-packed with sth (adj) (informal) | join up with sb/sth (v) (= become partners with) | judgement of (n) (court, judge etc) |
| jealous of (adj) | joke with sb about sth (v) | judgement on sb (n) (punishment for sb) |
| jest with sb about sth (v) | jostle against sb for sth (v) | juggle with sth (v) |
| Jinx on sb/sth (n) | judge sb/sth by/from sth (v) | justification for (n) (+ noun or gerund) |
| join in sb/sth (n) | join sth onto sth (v) (= attach one thing to another) | knowledge of/about (n) |
| join sth onto sth (v) (= attach one thing to another) | 

**Group 11 - K**

| keen on sb/sth (adj) | kind to sb (adj) | live in (v) (a small street) |
| key sth into sth (v) | knock at/on (v) | live for (v) (a particular time, person, thing) |
| key to (n) (+ noun) | know of/about (v) | live with (v) (person, emotion, memory etc) |

**Group 12 - L**

| label (sth) as (v) | lecture sb for/about sth (v) (= scold/warn sb) | long for sth/to do sth (v) |
| face (sth) up (v) | legislate for/against (v) | look about/around (v) |
| lack of (n) | lend (sth) to sb (v) | look at (v) (= view) |
| laden with sth (adj) | liable for (adj) | loyal to (adj) |
| lag behind sb/sth (v) | lie to sb about sth (v) | lukewarm about sb/sth (adj) (= not eager) |
| lap (sth) up (v) | limit (sb/sth) to (v) |
| father (sth) up (v) | line (sth) with sth (v) | 
| laugh about (v) (situation) | listen for (v) (= listen carefully to hear the telephone, doorbell etc) | 
| laugh at sb/sth (v) | listen to (v) (radio, music etc) | 
| laze around/about (v) | live at (v) (an address) | 
| lean on/towards/against/over (v) | live on (v) (a big street) | 
| leave for (v) | lecture on (v) (= give a lecture) | 

**Group 13 - M**

| (In the) mood for sth (n) | mean to sb/with sth (adj) | mistake sb/sth for sb/sth (v) |
| mad at/wiith sb (adj) | meddle in sth (v) | mistaken about sb/sth (adj) (= wrong in opinion) |
| make of sth (n) | mediate between (v) | mistaken for (adj) (= believed to be sb/sth else) |
| malevolent to/towards (adj) | mention to (v) | mistrust of (n) |
| married to (adj) | militate against sth (v) | mock at sb/sth (v) |
| marvel at/about (v) | mingle with sth (v) | 
| mastery of sth (n) | misinform sb about (v) | 

Appendix 5

moon around/about/over (v) (+ noun)  
motion to/towards sb (v)  
mould sth into sth (v)  
mourn for/over sb/sth (v)  
muddle (sth/sb) up (v)  
murky against sb/sth (v)

Group 14 - N

nag at (v)  
name sth/sb after/for sb (v) (= give a name to sth/sb)  
name sb for/as sth (v) (= nominate sb for a position)  
naturalise sb/sth in (v)  
necessary for/to (adj)  
necessity for/to (n)  
ned for (n)

niglent of (adj) (one’s duties, responsibilities)  
egotiate (sth) with sb (v)  
nervous of (adj) (+ noun/gerund)  
new to (adj) (an area, one’s experience)  
news of (n)  
next to (adj)  
nibble at sth (v)

nice to (adj)  
nibble about/over (v)  
nod to/at sb (v)  
nominate sb as (v) (president)  
nominate sb for (v) (a position)  
noted for (adj)  
(take) notice of (n)  
notify sb of sth/sth to sb (v)  
notorious as (adj) (criminal etc)  
notorious for (adj) (crime etc)

Group 15 - O

obedient to sb/sth (adj)  
object to sb/sth/doing sth (v)  
objection to/about sth (n)  
obliged to sb for sth (adj)  
oblivious of/to sth (adj)  
obsession with/about sb/sth (n)  
obtain sth for sb (v)  
obvious to sb (adj)  
occur to sb (v)  
offense against (n) (= breaking of a rule or law)  
offense to (n) (= insult)

ogle at sth (v)  
omen of sth (n)  
onslaught on sb (n)  
ooze out of/with (v)  
operate on (v) (person)  
operate with (v) (tools, instruments)  
opinion of/about (n)  
opposed to sth (adj)  
opposite to sb/sth (adj)  
optimistic about (adj)  
originate sth in/from sb (v)

oust sb from sth (v)  
outlay on sth (n)  
outlet for sth (n)  
outlook for (n) (= forecast, prediction)  
weather outlook for the weekend  
outlook on (n) (= opinion of)  
outlook on life  
outlook onto/over (n) (fields, towns etc)  
outskirts of (n)  
overburden sb with sth (v)  
owing to (prep)

Group 16 - P

pale with (v)  
part with (v)  
pass by (v) (= go past)  
Pass by sb’s house  
Christmas passed by quietly  
pass on (v) (= to go on from one thing to another)  
Let’s pass on to the next question  
patient with (adj)  
pay by (v) (cheque)  
pay for (v) (shopping)  
pay in (v) (cash)  
peck at sth (v)  
peculiar to (adj)  
peek at sth (v)  
peeved about sth (adj)  
pelt sb/sth with (v)  
penurious to sb/sth (adj)  
persist in sth/doing sth (v)  
pile (sth) up (v)  
plty for sb/sth (n)

plague (sb/sth) with (v)  
Plague me with a lot more questions  
plan for (n)  
pled with sb to do sth (v)  
pleased with/about (adj)  
pleasure in/of (n)  
pledge sth to (v) (an organisation activity)  
point at/to (v)  
ponder on/over sth (v)  
popular with (adj)  
portent of sth (n)  
pose for sb/sth (v)  
possessive with/about (adj)  
possibility of sth/doing sth (n)  
pptscript to sth (n)  
(pl)polite to (adj)  
potential as (n) (+ noun)  
potential for (n) (+ noun)  
praise sb for sth (v)

pray to (v)  
pray to sb for sth (v)  
preach to sb about/against sth (v)  
precaution against sth (n)  
preconception about sb/sth (n)  
predisposition to/towards sth (n)  
prefere sth/stb to sth/stb (v)  
pprejudicial to/against/towards sth (adj)  
prelude to sth (n)  
prepare (sb/sth) for/to (v)  
prepared by (adj) (+ gerund)  
(b) prepared for (adj) (= ready for sth to happen)  
prepared with/from (adj)  
(ingredients, components)  
present at (adj) (event, ceremony, place)  
present for (adj) (event)  
Present for the parade.
<table>
<thead>
<tr>
<th>Group 17 - Q</th>
<th>Group 18 - R</th>
</tr>
</thead>
<tbody>
<tr>
<td>present in (adj) (place, court)</td>
<td>present sb with sth (v)</td>
</tr>
<tr>
<td>present sb with sth (v)</td>
<td>prevail against (v) (= to work against)</td>
</tr>
<tr>
<td>prevail against (v) (= to work against)</td>
<td>prevail in/among (v) (= to exist in/among people, pieces etc)</td>
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<tr>
<td>prevail in/among (v) (= to exist in/among people, pieces etc)</td>
<td>prevail over (v) (= to be more powerful over)</td>
</tr>
<tr>
<td>prevail upon (v) (= persuade sb to do sth)</td>
<td>prevent sb/sth from doing sth (v)</td>
</tr>
<tr>
<td>prevent sb/sth from doing sth (v)</td>
<td>quality of (n)</td>
</tr>
<tr>
<td>quality of (n)</td>
<td>quick as (adj) (= comparison)</td>
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<tr>
<td>quick as (adj) (= comparison)</td>
<td>quick at (adj) (= gerund or noun)</td>
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<tr>
<td>quick at (adj) (= gerund or noun)</td>
<td>quiet sb/sth down (v)</td>
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<tr>
<td>quiet sb/sth down (v)</td>
<td>quote (sth) from sb/sth (v)</td>
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<tr>
<td>quote (sth) from sb/sth (v)</td>
<td>resignation from (n)</td>
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<td>resignation from (n)</td>
<td>resort to (v)</td>
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<td>resort to (v)</td>
<td>respected for (adj)</td>
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<td>respected for (adj)</td>
<td>respite from sth (n)</td>
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<td>respite from sth (n)</td>
<td>respond to (v) (question, stimulus etc)</td>
</tr>
<tr>
<td>respond to (v) (question, stimulus etc)</td>
<td>respond with (v) (= reply by doing sth)</td>
</tr>
<tr>
<td>respond with (v) (= reply by doing sth)</td>
<td>Respond with a smile</td>
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<td>Respond with a smile</td>
<td>responsibility of/for (n)</td>
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<tr>
<td>responsibility of/for (n)</td>
<td>responsible for (adj)</td>
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<tr>
<td>responsible for (adj)</td>
<td>result in (v)</td>
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<tr>
<td>result in (v)</td>
<td>result of/from/in (n)</td>
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<td>result of/from/in (n)</td>
<td>resulting from (adj) (= arising from)</td>
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<td>resulting from (adj) (= arising from)</td>
<td>resulting in (adj) (= leading to)</td>
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<td>resulting in (adj) (= leading to)</td>
<td>reticent about sth (adj)</td>
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<td>reticent about sth (adj)</td>
<td>retire from (v) (one's job)</td>
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<td>retire from (v) (one's job)</td>
<td>retire to (v) (a place)</td>
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<td>retire to (v) (a place)</td>
<td>reverence for sb/sth (n)</td>
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<td>reverence for sb/sth (n)</td>
<td>reverse of (n)</td>
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<td>reverse of (n)</td>
<td>revert to sth (v)</td>
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<td>revert to sth (v)</td>
<td>revolt against (v)</td>
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<td>revolt against (v)</td>
<td>revolve around (v)</td>
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<td>revolve around (v)</td>
<td>rhyme with (v)</td>
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<tr>
<td>rhyme with (v)</td>
<td>rich in (adj) (humour, vitamins)</td>
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<tr>
<td>rich in (adj) (humour, vitamins)</td>
<td>rid of (adj)</td>
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<tr>
<td>rid of (adj)</td>
<td>rise in/of/out (n)</td>
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<tr>
<td>rise in/of/out (n)</td>
<td>risk of (n)</td>
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<tr>
<td>risk of (n)</td>
<td>rival for (n) (sb's affections etc)</td>
</tr>
<tr>
<td>rival for (n) (sb's affections etc)</td>
<td>rival in (n) (a competition etc)</td>
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<tr>
<td>rival in (n) (a competition etc)</td>
<td>roar at (v) (object)</td>
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<tr>
<td>roar at (v) (object)</td>
<td>roar with (v) (pain, laughter)</td>
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<tr>
<td>roar with (v) (pain, laughter)</td>
<td>room for (n) (creativity, correction)</td>
</tr>
<tr>
<td>room for (n) (creativity, correction)</td>
<td>rude to/towards sb (adj)</td>
</tr>
</tbody>
</table>
sad about (adj)
safe from sth/sb (adj)
safeguard (sb/sth) against/from sth/sb (v)
sated with sth (adj)
satisfied with (adj)
save sb/sth from (v)
scared of (adj)
schooled in sth (adj)
scream for sth/sb (n)
scroll at sb/sth (v)
search for (v)
secret from sb (adj)
secret from (n)
sensible about (adj)
sensitive to (adj) (sb's needs)
sentence sb to sth (v)
separate from (adj)
separate sb/sth from (v)
sequel to sth (n)
serious about sth (adj)
set of (n)
seven sth from sth (v)
share (sth) with sb (v)
share in sth (v)
shelter (sb/sth) from sth (v)
shiver with sth (v)
shocked at/by (adj)
short of (adj)
(have a) shot at sth (n) (have a)
shout at sb (v) (from anger)
shout for sb (v) (indirectly)
shout to sb (v) (to attract attention)
shriek (v) (obscenities, a warning)
shriek with (v) (fear, etc)
shy of sth/doing sth (adj)
sick about/over (adj) (situation)
sick with (adj) (emotion)
Sick with fear
sidle up/over to sb/somewhere (v)
sigh with sth (v)
similar to sb/sth - in sth (adj)
skillful at/in (adj) (job)
skillful/skilled with/in (adj) (tool, weapon, etc)
skilled at/in (adj) (job)
slow at (adj)
smile at sb (v)
smitten with/by sb/sth (adj)
sneer about (v) (situation)
sneer at sb/sth (v)
sneer at sb/sth (v)
snoop about/around (v)
snuggle up to sb/sth (v)
solace sb with sth (v)
solicitous for/about (adj)
soluble in (adj)
sorry about sth (adj)
sorry for sb (adj)
spatter sth on/over (v)
Spatter paint on the wall
spatter sth with (v)
Spatter the wall with paint
speak to sb about sb/sth (v)
specialist in (n)
spend (money) on (v)
spend (time) on sth (v)
spend (time) in/at (v) (place)
split sth into (v) (pieces)
split sth up (v) (= break sth up)
sprig of sth (n) (usu plant)
spy on sb/sth (v)
squabble with sb about/over sth (v)
squint at/through (v)
squirt (sth) out of/into/around etc from sth (v)
stack (sth) up (v)
stamp about/around (v)
stare at (v)
stash (sth) away (v) (informal)
steal (sth) from (v)
stimulus to/for sth (n)
stock of (n)
story about/of (n)
straighten (sth) up/out (v)
strain of (n) (= quality)
There is a strain of unkindness in him.
strain on (n) (= exertion on sth)
Buying that car will be a strain on our resources.
strait of sth (n)
stricken with/by sth (adj)
strip (sth) off/down (v)
strive for/after/towards (v)
struggle for sb/sth (v) (= fight for)
Struggle for breath.
struggle with sb/sth (v) (= fight with)
strum on sth (v)
subject to sth (adj) (alteration, approval)
submit (sth) to sb (v)
subsist on sth (v)
substitute for (n)
subversive of (adj)
succeed in sth (v)
succeed sb to sth (v) (the throne, a post)
successful in/at (adj)
successor to (n)
succeed to sth (v) (an illness, an attack)
suffer from/with (v)
sufficient for (adj)
sufficient for/to (adj)
suitable for (adj)
served for/to (adj)
supplant for (adj)
support for (n)
The fans showed their support for the team.
support of (n)
Money was collected in support of Greenpeace.
support sb in (v) (a plan, decision etc)
support sth with (v) (money)
sure of (adj)
surge in (n) (rise in)
surge of (n) (people, the sea, etc)
surprised at/by (adj)
sympathise with (sb) about for sth (n)
sympathise with sb about for sth (v)
sympathetic to/towards/with sb (adj)
sympathise with sb about for sth (v)
sympathy for/towards sb/sth (n)
sympathy with (n) (sb's ideas = agreement with them)
sympathy with sb/sth (n)
### Group 20 - T

<table>
<thead>
<tr>
<th>Talent for (n)</th>
<th>Throw sth at sb (v)</th>
<th>Trip (sb) up/over (v)</th>
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<tbody>
<tr>
<td>Talk to sb about sth (v)</td>
<td>Throw sth to sb (v)</td>
<td>Trip over sth (v)</td>
</tr>
<tr>
<td>Tamper with sth (v)</td>
<td>Tingle with sth (v)</td>
<td>Triumph over sth (v)</td>
</tr>
<tr>
<td>Taste in (n) (clothes, etc)</td>
<td>Tinker at/with sth (v)</td>
<td>(Make) trouble for sb (n)</td>
</tr>
<tr>
<td>Taste of (n) (food, etc)</td>
<td>Tired of (adj)</td>
<td>(Have/be in) trouble with/for (n)</td>
</tr>
<tr>
<td>Taunt sb with sth (v)</td>
<td>Tolerant of (adj) (different opinions, particular conditions)</td>
<td>He was in trouble with the police for stealing a car.</td>
</tr>
<tr>
<td>Team up with sb (v)</td>
<td>Trade in sth for sth (v)</td>
<td>Trust in (n)</td>
</tr>
<tr>
<td>Team sb/sth with sb/sth (v)</td>
<td>Traitor to sb/sth (n)</td>
<td>Tug at/on (v)</td>
</tr>
<tr>
<td>Terrified at sth (adj)</td>
<td>Transition from sth to sth (n)</td>
<td>Turn (sth/sb) around/over (v)</td>
</tr>
<tr>
<td>Thank sb for sth (v)</td>
<td>Translate sth from sth into sth (v)</td>
<td>Tussle with sb (v)</td>
</tr>
<tr>
<td>Thankful for sth (adj)</td>
<td>Treatment for (n) (shock, lung cancer)</td>
<td>Tutor sb in sth (v)</td>
</tr>
<tr>
<td>Think about/of sth (v)</td>
<td>Tribute to sth/sb (n)</td>
<td>Type of (n)</td>
</tr>
<tr>
<td>Thirsty for sth (adj)</td>
<td>Typical of sb/sth (adj)</td>
<td>Typical of sb/sth (adj)</td>
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<td>Thoughtless of sb (adj)</td>
<td>Threaten sb with sth (v)</td>
<td>Unaware of sth (adj)</td>
</tr>
<tr>
<td>Uninterested in sb/sth (adj)</td>
<td>Unjust to sb (adj)</td>
<td>Unconcerned with sth/sb (adj)</td>
</tr>
<tr>
<td>Unfaithful to sb/sth (adj)</td>
<td>Unmindful of sb/sth (adj)</td>
<td>Uneasy about sth (adj)</td>
</tr>
<tr>
<td>Unfit for sth (adj)</td>
<td>Unqualified for sth (adj)</td>
<td>Unequal in (adj) (size, etc)</td>
</tr>
<tr>
<td>Uninterested in sb/sth (adj)</td>
<td>Unreasonable about (adj)</td>
<td>Unequal to (adj) (in comparison with sth else)</td>
</tr>
</tbody>
</table>

### Group 21 - U

<table>
<thead>
<tr>
<th>Unconscious of sth (adj)</th>
<th>Unjust to sb (adj)</th>
<th>Upset about/with sth (adj)</th>
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<tbody>
<tr>
<td>Unconcerned with sth/sb (adj)</td>
<td>Unmindful of sb/sth (adj)</td>
<td>Upset about/with sth (adj)</td>
</tr>
<tr>
<td>Uneasy about sth (adj)</td>
<td>Unqualified as for sth (adj)</td>
<td>Unset about/with sth (adj)</td>
</tr>
<tr>
<td>Unequal in (adj) (size, etc)</td>
<td>Unreasonable about (adj)</td>
<td>Use of sth (n)</td>
</tr>
<tr>
<td>Unequal to (adj) (in comparison with sth else)</td>
<td>Unreasonable of sb (adj) (= to behave in a particular way)</td>
<td>Used for/as (adj) (employed)</td>
</tr>
<tr>
<td>Unfaithful to sb/sth (adj)</td>
<td>Unswerving in sth (adj)</td>
<td>Useful to sb for/as sth (adj)</td>
</tr>
<tr>
<td>Unfit for sth (adj)</td>
<td>Uninterested in sb/sth (adj)</td>
<td>This wood will be useful to me as a table.</td>
</tr>
<tr>
<td>Uninterested in sb/sth (adj)</td>
<td>Unjust to sb (adj)</td>
<td>Void of sth (adj)</td>
</tr>
</tbody>
</table>

### Group 22 - V

<table>
<thead>
<tr>
<th>Valid for (adj) (use)</th>
<th>Valid in (adj) (a place)</th>
<th>Valid of/to (n)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Valid in (adj) (a place)</td>
<td>Valued at/for (adj) (a price/a purpose)</td>
<td>Visible from (adj) (somewhere)</td>
</tr>
<tr>
<td>Valued at/for (adj) (a price/a purpose)</td>
<td>Variation in/of sth (n)</td>
<td>Visible to (adj) (sb)</td>
</tr>
<tr>
<td>Variation in/of sth (n)</td>
<td>Vary in (v)</td>
<td>Visible with (adj) (an instrument etc)</td>
</tr>
<tr>
<td>Vary in (v)</td>
<td>Vault over sth (v)</td>
<td>The moon is visible to our planet with the naked eye.</td>
</tr>
<tr>
<td>Vault over sth (v)</td>
<td>Vexed at/with sb/sth (adj)</td>
<td>Visit of/from sb/sth (n)</td>
</tr>
<tr>
<td>Vexed at/with sb/sth (adj)</td>
<td>View of/to (n)</td>
<td>Visitor to (n)</td>
</tr>
<tr>
<td>View of/to (n)</td>
<td>Visible from (adj) (somewhere)</td>
<td>Visible to (adj) (sb)</td>
</tr>
<tr>
<td>Visible from (adj) (somewhere)</td>
<td>Visible to (adj) (sb)</td>
<td>Visible with (adj) (an instrument etc)</td>
</tr>
<tr>
<td>Visible to (adj) (sb)</td>
<td>Visible with (adj) (an instrument etc)</td>
<td>Visible from (adj) (somewhere)</td>
</tr>
<tr>
<td>Visible with (adj) (an instrument etc)</td>
<td>Vizitation of/from sb/sth (n)</td>
<td>Visible to (adj) (sb)</td>
</tr>
<tr>
<td>Vizitation of/from sb/sth (n)</td>
<td>Visible from (adj) (somewhere)</td>
<td>Visible to (adj) (sb)</td>
</tr>
<tr>
<td>Visible from (adj) (somewhere)</td>
<td>Vizitation of/from sb/sth (n)</td>
<td>Visible to (adj) (sb)</td>
</tr>
<tr>
<td>Visible to (adj) (sb)</td>
<td>Vizitation of/from sb/sth (n)</td>
<td>Visible to (adj) (sb)</td>
</tr>
<tr>
<td>Visible with (adj) (an instrument etc)</td>
<td>Vizitation of/from sb/sth (n)</td>
<td>Visible to (adj) (sb)</td>
</tr>
<tr>
<td>Visible with (adj) (an instrument etc)</td>
<td>Vizitation of/from sb/sth (n)</td>
<td>Visible to (adj) (sb)</td>
</tr>
<tr>
<td>Visible with (adj) (an instrument etc)</td>
<td>Vizitation of/from sb/sth (n)</td>
<td>Visible to (adj) (sb)</td>
</tr>
<tr>
<td>Visible with (adj) (an instrument etc)</td>
<td>Vizitation of/from sb/sth (n)</td>
<td>Visible to (adj) (sb)</td>
</tr>
<tr>
<td>Visible with (adj) (an instrument etc)</td>
<td>Vizitation of/from sb/sth (n)</td>
<td>Visible to (adj) (sb)</td>
</tr>
<tr>
<td>Visible with (adj) (an instrument etc)</td>
<td>Vizitation of/from sb/sth (n)</td>
<td>Visible to (adj) (sb)</td>
</tr>
<tr>
<td>Visible with (adj) (an instrument etc)</td>
<td>Vizitation of/from sb/sth (n)</td>
<td>Visible to (adj) (sb)</td>
</tr>
<tr>
<td>Visible with (adj) (an instrument etc)</td>
<td>Vizitation of/from sb/sth (n)</td>
<td>Visible to (adj) (sb)</td>
</tr>
</tbody>
</table>

### Group 23 - W

<table>
<thead>
<tr>
<th>Wage sth against/on sth/sb (v)</th>
<th>Weary of sth/doing sth (v)</th>
<th>Worry about (v)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wail about/over sth (v)</td>
<td>Whiff of (n)</td>
<td>Worthy at (adj)</td>
</tr>
<tr>
<td>Wait for (v)</td>
<td>Whistle away at/down sth (v)</td>
<td>Worthy of (adj) (a reward, recognition etc)</td>
</tr>
<tr>
<td>Wallow around/about in sth (v)</td>
<td>Win at (v)</td>
<td>Wreath with sb (v)</td>
</tr>
<tr>
<td>Warn sb of/about sth (v)</td>
<td>Wince at (v) (the thought of…)</td>
<td>Write to sb about sth (v)</td>
</tr>
<tr>
<td>Warrant for sth (n)</td>
<td>Wink at sb (v)</td>
<td>Writ of sb/sth (v)</td>
</tr>
<tr>
<td>Wary of sb/sth (adj)</td>
<td>Wish for (n)</td>
<td>Yell for sth (v)</td>
</tr>
<tr>
<td>Weak at/in (adj) (at the knees, in the head)</td>
<td>Wished for (n)</td>
<td>Yen for sth (n)</td>
</tr>
</tbody>
</table>
### Prepositions with Word Phrases

**Group 25 - At**

<table>
<thead>
<tr>
<th>Expression</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>at hand (= close)</td>
<td></td>
</tr>
<tr>
<td>at heart (= in one's real nature)</td>
<td></td>
</tr>
<tr>
<td>(have sb/sth) at heart (= be concerned about sb/sth)</td>
<td></td>
</tr>
<tr>
<td>at home</td>
<td></td>
</tr>
<tr>
<td>at last</td>
<td></td>
</tr>
<tr>
<td>at least</td>
<td></td>
</tr>
<tr>
<td>at length</td>
<td></td>
</tr>
<tr>
<td>at liberty</td>
<td></td>
</tr>
<tr>
<td>at night (note: in the night)</td>
<td></td>
</tr>
<tr>
<td>at noon</td>
<td></td>
</tr>
<tr>
<td>at odds with</td>
<td></td>
</tr>
<tr>
<td>at once</td>
<td></td>
</tr>
<tr>
<td>at one's request (= because sb wishes it)</td>
<td></td>
</tr>
<tr>
<td>at peace/war</td>
<td></td>
</tr>
<tr>
<td>at present</td>
<td></td>
</tr>
<tr>
<td>at random</td>
<td></td>
</tr>
<tr>
<td>at risk</td>
<td></td>
</tr>
<tr>
<td>at sea</td>
<td></td>
</tr>
<tr>
<td>at speed</td>
<td></td>
</tr>
<tr>
<td>at the age of</td>
<td></td>
</tr>
<tr>
<td>at the beginning (= when sth started)</td>
<td></td>
</tr>
<tr>
<td>at the end (= when sth finishes)</td>
<td></td>
</tr>
<tr>
<td>at the expense of</td>
<td></td>
</tr>
<tr>
<td>at the front of (= in the most forward position/place)</td>
<td></td>
</tr>
<tr>
<td>at the last possible time</td>
<td></td>
</tr>
<tr>
<td>at the latest (= time)</td>
<td></td>
</tr>
<tr>
<td>at the moment (= time)</td>
<td></td>
</tr>
<tr>
<td>at the point of (= at that particular time)</td>
<td></td>
</tr>
<tr>
<td>at the present time</td>
<td></td>
</tr>
<tr>
<td>at the same time</td>
<td></td>
</tr>
<tr>
<td>at the time (= at a particular time)</td>
<td></td>
</tr>
<tr>
<td>at times (= sometimes)</td>
<td></td>
</tr>
<tr>
<td>at work</td>
<td></td>
</tr>
</tbody>
</table>

**Group 26 - By**

<table>
<thead>
<tr>
<th>Expression</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>by heart (= from memory)</td>
<td></td>
</tr>
<tr>
<td>by land/sea/air</td>
<td></td>
</tr>
<tr>
<td>by law</td>
<td></td>
</tr>
<tr>
<td>by luck (= luckily)</td>
<td></td>
</tr>
<tr>
<td>by marriage</td>
<td></td>
</tr>
<tr>
<td>by means of</td>
<td></td>
</tr>
<tr>
<td>by mistake</td>
<td></td>
</tr>
<tr>
<td>by name (= using the name(s) of sb/sth)</td>
<td></td>
</tr>
<tr>
<td>by nature</td>
<td></td>
</tr>
<tr>
<td>by now</td>
<td></td>
</tr>
<tr>
<td>by one's side</td>
<td></td>
</tr>
<tr>
<td>by oneself</td>
<td></td>
</tr>
<tr>
<td>by order of</td>
<td></td>
</tr>
<tr>
<td>by post/airmail</td>
<td></td>
</tr>
<tr>
<td>by profession</td>
<td></td>
</tr>
<tr>
<td>by request (= as a response to sb's wish)</td>
<td></td>
</tr>
<tr>
<td>by sight (= recognise sb when you see them but have never met/talked to them)</td>
<td></td>
</tr>
<tr>
<td>by surprise</td>
<td></td>
</tr>
<tr>
<td>by the dozen</td>
<td></td>
</tr>
<tr>
<td>by the end (= before sth finishes)</td>
<td></td>
</tr>
<tr>
<td>by the side of</td>
<td></td>
</tr>
<tr>
<td>by the time (= before reaching a certain point)</td>
<td></td>
</tr>
<tr>
<td>by the way (= incidentally)</td>
<td></td>
</tr>
<tr>
<td>by virtue of</td>
<td></td>
</tr>
</tbody>
</table>

**Group 27 - For/From**

<table>
<thead>
<tr>
<th>Expression</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>for a change</td>
<td></td>
</tr>
<tr>
<td>for a moment (= for a short time)</td>
<td></td>
</tr>
<tr>
<td>for a visit/holiday</td>
<td></td>
</tr>
<tr>
<td>for a walk</td>
<td></td>
</tr>
<tr>
<td>for a while</td>
<td></td>
</tr>
<tr>
<td>for ages (informal)</td>
<td></td>
</tr>
<tr>
<td>for breakfast/lunch/dinner</td>
<td></td>
</tr>
<tr>
<td>for certain</td>
<td></td>
</tr>
<tr>
<td>for ever</td>
<td></td>
</tr>
<tr>
<td>for fear of (= in case sth happens)</td>
<td></td>
</tr>
<tr>
<td>for good (= forever)</td>
<td></td>
</tr>
<tr>
<td>for granted</td>
<td></td>
</tr>
<tr>
<td>for hire</td>
<td></td>
</tr>
<tr>
<td>for love (= out of love, without payment or other reward)</td>
<td></td>
</tr>
<tr>
<td>for life</td>
<td></td>
</tr>
<tr>
<td>for nothing</td>
<td></td>
</tr>
<tr>
<td>for once (= on one occasion)</td>
<td></td>
</tr>
<tr>
<td>for sale (= to be sold)</td>
<td></td>
</tr>
<tr>
<td>for sb's sake</td>
<td></td>
</tr>
<tr>
<td>for short</td>
<td></td>
</tr>
<tr>
<td>for the moment (= for now, for the time being)</td>
<td></td>
</tr>
<tr>
<td>for the sake of</td>
<td></td>
</tr>
<tr>
<td>for the sake of the time being</td>
<td></td>
</tr>
<tr>
<td>from memory</td>
<td></td>
</tr>
<tr>
<td>from now on</td>
<td></td>
</tr>
<tr>
<td>from time to time</td>
<td></td>
</tr>
</tbody>
</table>
Group 28 - In

In a (good/bad) mood
In a hurry
In a mess
In a way (= to some extent)
In action
In addition (to)
In advance (of)
In agony
In agreement with
In all
In answer to
In any case (= in any way)
In arrears
In a way
In relation to
In odise (of)
"..." "..."
In a (good/bad) condition
In hand (= being dealt with)
In horror of
In ink/pencil
In length/width etc
In lengths of 10 m.
In love (with)
In moderation
In mourning (for)
In name only (= not really)
In no time (= very quickly)
In one's free time
In other words
In pain
In particular
In person
In pieces
In place of
In possession of (= owning)
In practice/theory
In principle (= theoretically)
In prison/jail
In private/public
In progress
In return
In safety
In sb's interest
In sb's opinion
In season
In secret
In self-defence
In sight (of) (= within one's range of vision)
In some respects (= in certain ways, concerning some aspects)
In stock
In summer/winter
In tears
In the air
In the beginning (= originally)
In the case of (= in the event)
In the dark
In the end (= finally)
In the flesh
In the habit of
In the meantime
In the mood for (= wanting to do sth)
In the morning
In the mountains
In the name of (= on sb's behalf)
In the news
In the nude
In the right/wrong
In time (= early enough)
In time of (= during a particular time)
In touch
In town
In tune (with)
In turn
In two/half
In uniform
In use
In vain
In view of (= because of, taking into account)
In vogue

Group 29 - On

on a ...day
on a diet
on a farm
on a journey
on a trip/cruise/excursion
on an afternoon/evening
on account of (= because of)
on an expedition
on an island
on approval
on average
on bail
on balance
on behalf of
on business
on condition that
on credit
on demand
on duty
on fire
on foot
on good/bad terms with
on holiday
on impulse
on leave
on loan
on no account (= under no circumstances)
on one's mind
on one's own
on order
on paper
on principle (= according to a particular belief)
on purpose
on sale (= reduced in price)
<table>
<thead>
<tr>
<th>on second thoughts</th>
<th>on the front/back (of a book, jacket etc)</th>
<th>on the phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>on sight (= as soon as sth is seen)</td>
<td>on the increase</td>
<td>on the point of (= about to)</td>
</tr>
<tr>
<td>on strike</td>
<td>on the job</td>
<td>on the radio/TV</td>
</tr>
<tr>
<td>on the agenda</td>
<td>on the one hand</td>
<td>on the trail of</td>
</tr>
<tr>
<td>on the air</td>
<td>on the other hand</td>
<td>on the way</td>
</tr>
<tr>
<td>on the contrary</td>
<td>on time (= at the correct time)</td>
<td></td>
</tr>
</tbody>
</table>

### Group 30

**Out of**

<table>
<thead>
<tr>
<th>out of breath</th>
<th>out of control (= uncontrolled)</th>
<th>out of the ordinary</th>
</tr>
</thead>
<tbody>
<tr>
<td>out of danger</td>
<td>out of date</td>
<td>out of the question</td>
</tr>
<tr>
<td>out of debt</td>
<td>out of practice</td>
<td>out of town</td>
</tr>
<tr>
<td>out of doors</td>
<td>out of print</td>
<td>out of use</td>
</tr>
<tr>
<td>out of fashion</td>
<td>out of reach</td>
<td>out of work</td>
</tr>
<tr>
<td>out of hand</td>
<td>out of respect for</td>
<td></td>
</tr>
<tr>
<td>out of luck</td>
<td>out of season</td>
<td></td>
</tr>
<tr>
<td>out of order</td>
<td>out of sight (= beyond one's range of vision)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>out of stock</td>
<td></td>
</tr>
</tbody>
</table>

**Off**

<table>
<thead>
<tr>
<th>off colour</th>
<th>off school/work</th>
</tr>
</thead>
<tbody>
<tr>
<td>off duty</td>
<td>off the record</td>
</tr>
</tbody>
</table>

**Under**

<table>
<thead>
<tr>
<th>under age</th>
<th>under one's breath</th>
</tr>
</thead>
<tbody>
<tr>
<td>under arrest</td>
<td>under orders</td>
</tr>
<tr>
<td>under control (= controlled)</td>
<td>under pressure</td>
</tr>
<tr>
<td>under discussion</td>
<td>under repair</td>
</tr>
</tbody>
</table>

**With/Without**

<table>
<thead>
<tr>
<th>with a view to (= intending to)</th>
<th>with regard to</th>
</tr>
</thead>
<tbody>
<tr>
<td>with difficulty</td>
<td>with the compliments of</td>
</tr>
<tr>
<td>with luck (= hopefully)</td>
<td>with the exception of</td>
</tr>
<tr>
<td>with reference to</td>
<td>without delay</td>
</tr>
<tr>
<td></td>
<td>without fail</td>
</tr>
<tr>
<td></td>
<td>without success</td>
</tr>
<tr>
<td></td>
<td>without warning</td>
</tr>
</tbody>
</table>

**Round**

<table>
<thead>
<tr>
<th>round the corner</th>
</tr>
</thead>
</table>

**To**

<table>
<thead>
<tr>
<th>to one's astonishment</th>
<th>to sb's face</th>
</tr>
</thead>
<tbody>
<tr>
<td>to one's surprise</td>
<td>to this day</td>
</tr>
</tbody>
</table>

Appendix 5
<table>
<thead>
<tr>
<th>Verb</th>
<th>Infinitive</th>
<th>-ing form</th>
<th>Noun</th>
<th>Clause</th>
</tr>
</thead>
<tbody>
<tr>
<td>accuse</td>
<td>(you) to consider carefully</td>
<td>(sb) of stealing</td>
<td>of theft</td>
<td>that he lied</td>
</tr>
<tr>
<td>admit</td>
<td>to travel</td>
<td>lyin g</td>
<td>the lie</td>
<td>that you (should) consider carefully</td>
</tr>
<tr>
<td>advise</td>
<td>to know facts (personal construction)</td>
<td>considering carefully</td>
<td>careful consideration</td>
<td>for my carelessness</td>
</tr>
<tr>
<td>aim</td>
<td>(me) to show him the way</td>
<td>at travelling</td>
<td>for my carelessness</td>
<td>that he knows the facts (impersonal construction)</td>
</tr>
<tr>
<td>apologise</td>
<td></td>
<td>for being careless</td>
<td></td>
<td>if I could show him the way</td>
</tr>
<tr>
<td>appear</td>
<td></td>
<td></td>
<td></td>
<td>that one could be tactful</td>
</tr>
<tr>
<td>ask</td>
<td></td>
<td></td>
<td></td>
<td>that he had succeeded</td>
</tr>
<tr>
<td>avoid</td>
<td>to write the letter</td>
<td>causing accidents</td>
<td>accidents</td>
<td>that he had failed</td>
</tr>
<tr>
<td>begin</td>
<td>to work</td>
<td>writing the letter</td>
<td>the letter</td>
<td>that his explanation is acceptable</td>
</tr>
<tr>
<td>believe</td>
<td>to care</td>
<td>in being tactful</td>
<td>in tact</td>
<td>(that) he has stolen</td>
</tr>
<tr>
<td>boast</td>
<td>(him) to be trustworthy</td>
<td>of/about succeeding caring</td>
<td>about/of his success</td>
<td>that he will buy a red car</td>
</tr>
<tr>
<td>cease</td>
<td></td>
<td>(to sb) about failing</td>
<td></td>
<td>that he should be promoted</td>
</tr>
<tr>
<td>complain</td>
<td>to care</td>
<td>on solving the problem</td>
<td></td>
<td>that he broke the vase</td>
</tr>
<tr>
<td>concentrate</td>
<td></td>
<td>explaining the situation</td>
<td></td>
<td>that he will travel</td>
</tr>
<tr>
<td>consider</td>
<td>(him) to be trustworthy</td>
<td>to stealing</td>
<td>the accusation</td>
<td>that the scenery was beautiful</td>
</tr>
<tr>
<td>confess</td>
<td>(believe)</td>
<td>working</td>
<td>the mask</td>
<td>that he will get a gift</td>
</tr>
<tr>
<td>continue</td>
<td>to work</td>
<td>(on/against) buying a red car</td>
<td>the promotion</td>
<td>that he was late</td>
</tr>
<tr>
<td>dare</td>
<td>(him) to jump</td>
<td></td>
<td>the accident</td>
<td>why he was late</td>
</tr>
<tr>
<td>decide</td>
<td>to buy a red car</td>
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<tr>
<td>demand</td>
<td>to be promoted</td>
<td>breaking the vase</td>
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</tr>
<tr>
<td>deny</td>
<td></td>
<td>(the process of) making</td>
<td></td>
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<td>describe</td>
<td>how to make the mask</td>
<td>the mask</td>
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<tr>
<td>dislike</td>
<td>(me) to drink</td>
<td>watching horror films</td>
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<tr>
<td>dream</td>
<td></td>
<td>of travelling</td>
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<tr>
<td>encourage</td>
<td></td>
<td>drinking</td>
<td></td>
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<tr>
<td>enjoy</td>
<td></td>
<td>visiting the museum</td>
<td></td>
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<tr>
<td>excuse</td>
<td></td>
<td>his being rude</td>
<td></td>
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<tr>
<td>exclaim</td>
<td></td>
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<tr>
<td>expect</td>
<td>to get a gift</td>
<td>having a drink</td>
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<tr>
<td>explain</td>
<td></td>
<td>(sth) moving</td>
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</tr>
<tr>
<td>fancy</td>
<td>(sth) move (completed action)</td>
<td>learning a language</td>
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<td>it difficult to learn a language</td>
<td>learning a language</td>
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<tr>
<td>find</td>
<td></td>
<td>difficult</td>
<td></td>
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<td>forget</td>
<td>to buy (fail to remember)</td>
<td>buying (unable to recall)</td>
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<td>to travel by bus</td>
<td>travelling by bus</td>
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<tr>
<td>hear</td>
<td>(him) shout</td>
<td>shouting</td>
<td></td>
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<td>help</td>
<td>(to) repair</td>
<td>by repairing (method)</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td>in repairing (type of help)</td>
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<td></td>
<td></td>
<td>with the repairing</td>
<td></td>
<td></td>
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<tr>
<td>Verb</td>
<td>Infinitive</td>
<td>-ing form</td>
<td>Noun</td>
<td>Clause</td>
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<tr>
<td>hope</td>
<td>to succeed</td>
<td>seeing the accident</td>
<td>for success</td>
<td>that I will succeed</td>
</tr>
<tr>
<td>imagine</td>
<td></td>
<td>on paying</td>
<td>the accident</td>
<td>that I had seen the accident</td>
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<td>insist</td>
<td>to play</td>
<td>playing</td>
<td>in history</td>
<td>that I should pay</td>
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<td>to learn about his success</td>
<td>in studying history</td>
<td>the way</td>
<td>that I should play</td>
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<td>be interested</td>
<td>(one occasion)</td>
<td>(generally/always)</td>
<td>at/about the misunderstanding</td>
<td>that I will/can get there</td>
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<td>be kept</td>
<td>to do my homework</td>
<td>for being unprepared</td>
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<td>how to get there</td>
<td>about getting there</td>
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<tr>
<td>laugh</td>
<td></td>
<td>at/about having misunderstood</td>
<td></td>
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<tr>
<td>let</td>
<td>(him) go</td>
<td>singing</td>
<td>songs</td>
<td>that he'll phone</td>
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<td>like</td>
<td>to sing</td>
<td>reading novels</td>
<td>novels an agreement</td>
<td>that I'll have to start</td>
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<tr>
<td>be likely</td>
<td></td>
<td>starting (involve -</td>
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<tr>
<td></td>
<td></td>
<td>impersonal construction)</td>
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<td>love</td>
<td>to read novels</td>
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<td>make</td>
<td>(him) agree</td>
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<td>mean</td>
<td>to start (intend - personal</td>
<td></td>
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<td></td>
<td>construction)</td>
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<td>need</td>
<td>to be painted</td>
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<td>(there will) be</td>
<td>(for me) to travel abroad</td>
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<td>an opportunity</td>
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<td>have an opportunity</td>
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<td>order</td>
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<td>pay</td>
<td>(him) to bring the meal</td>
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<td>(him) to fix the tap</td>
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<td>(sb) to visit</td>
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<td>him to post</td>
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<td>to study</td>
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<td>to enjoy (personal</td>
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<td></td>
<td>construction)</td>
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<td>start</td>
<td>to read the book</td>
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<tr>
<td>stop</td>
<td>to clean the car (purpose)</td>
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<td>succeed</td>
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<td>suggest</td>
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<tr>
<td>suspect</td>
<td>(him) to be the robber</td>
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<tr>
<td>talk</td>
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<tr>
<td>Verb</td>
<td>Infinitive</td>
<td>-ing form</td>
<td>Noun</td>
<td>Clause</td>
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</tr>
<tr>
<td>tell</td>
<td>(her) to explain the whole story</td>
<td>of/about changing the whole story</td>
<td>the whole story</td>
<td>(her) that (she) should explain the whole story that he will/might change</td>
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<tr>
<td>think</td>
<td>to use (attempt)</td>
<td>using (as an experiment)</td>
<td>of/about the change</td>
<td>why (you) behaved badly</td>
</tr>
<tr>
<td>try</td>
<td>how to behave</td>
<td>(your) behaving badly</td>
<td>the new machine</td>
<td>how/what he’s writing</td>
</tr>
<tr>
<td>understand</td>
<td>to have a car</td>
<td>the car wants cleaning</td>
<td>(your) behaviour</td>
<td>how I could fix</td>
</tr>
<tr>
<td>want</td>
<td>him write (complete action)</td>
<td>about his behaving like</td>
<td>a car</td>
<td></td>
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<tr>
<td>watch</td>
<td>how to fix</td>
<td>(incomplete action)</td>
<td>the film</td>
<td></td>
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<tr>
<td>wonder</td>
<td></td>
<td>about that</td>
<td>at your behaviour (surprised at)</td>
<td></td>
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</tbody>
</table>