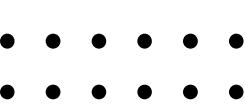




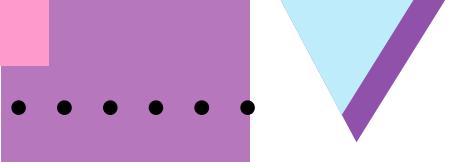
REVIEW

Welcome



By the end of this session, you will be able to:

- Review & practice on various grammatical points
- Reinvent idioms in speaking
- Review the structure of an argumentative essay



01

Tenses to describe
charts/trends

02

Passive & Active
Voices to describe
processes

03

3rd & Mixed
Conditionals

04

Relative
Clauses

05

Direct & Indirect
Questions

06

Future Perfect

07

Idioms

08

Writing



Tenses indicate the time of occurrence. We use simple and perfect tenses to describe charts and trends.



Guess the Form and give examples

Past simple

Verb + -ed / -d / -ied

studied

illustrated

died

Present simple

Verb + -s / -es / -ies

tries

stands

goes

Future simple

Will + verb infinitive

will reach

Simple Tenses

Past

In 2003, China's car production **increased** by 85 %.



We use the **simple past** to talk about ...



a movement or trend which happened in the past and is now finished.

Present

China's fiscal revenue **plunges** 26.1% as virus ravages economy.



We use the **simple present** to describe ...



current actions / trends or situations.

Future

In 2022, China's annual per capita GDP **will reach** \$23 trillion.



We use the **simple future** to talk about ...



an action that will begin and end in the future.

Signal words

yesterday, 2 minutes
ago, in
1990, last Monday
...

Past simple

every Monday, every
week,
once, twice, three
times a week
normally, often,
seldom, sometimes

Present simple

in a year, next week,
next Tuesday,
tomorrow...

Future simple



Guess the Form and give examples

Past Perfect

had + verb past participle

had increased
had risen

Present Perfect

**Have/has + verb past
participle**

have sold
has given

Future Perfect

Will have + past participle

will have done
will have stopped

Perfect Tenses

Past Perfect

By 2010, the percentage of mobile users had increased by 20 %.



Past Perfect

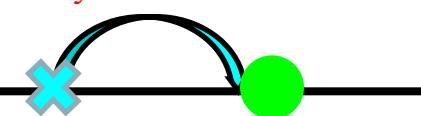
We use the **past perfect** to describe ...



a completed action which happened before another action in the past.

Present Perfect

The US economy has grown rapidly over the past four years.



Present perfect

We use the **present perfect** to talk about ...

a movement or trend which started in the past but is not yet finished.

Future Perfect

The world population will have reached 8.5 billion by 2030.



Future perfect

We use the **future perfect** to talk about ...



actions that will be completed or over before another action at a certain time in the future.

Signal words

always, never, for,
since, before, after,
by + past date

Past Perfect

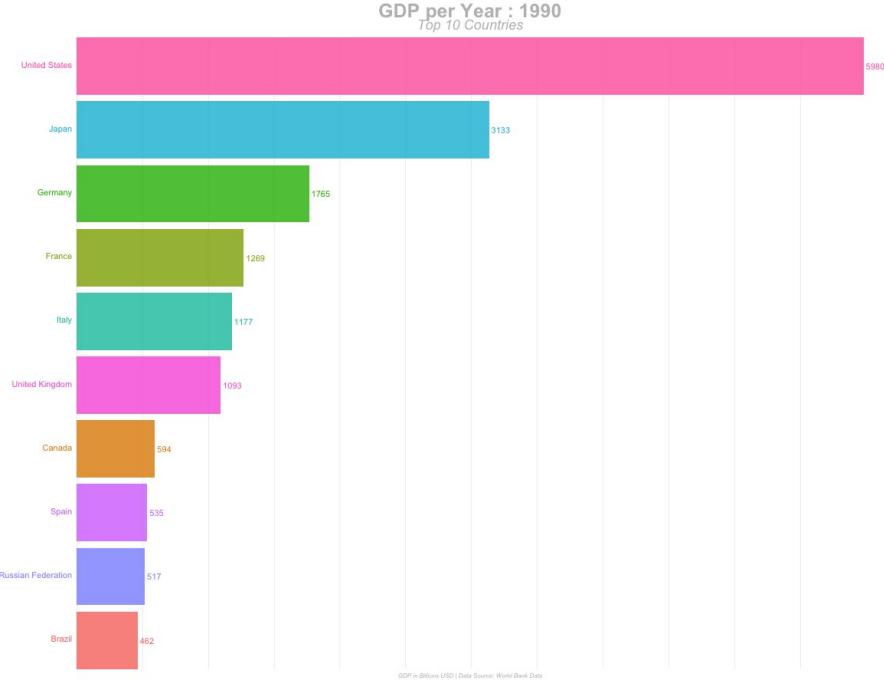
since (since August),
for (for five years),
this month/year or
expressions with
over (over the past
six months)

Present Perfect

until, before or by
the end of the
day/week/month, by
+ future date.

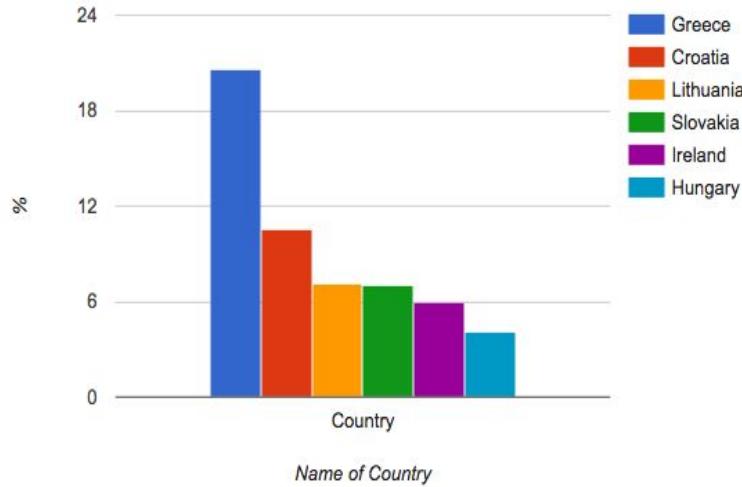
Future Perfect

Simple and perfect tenses are used to describe charts



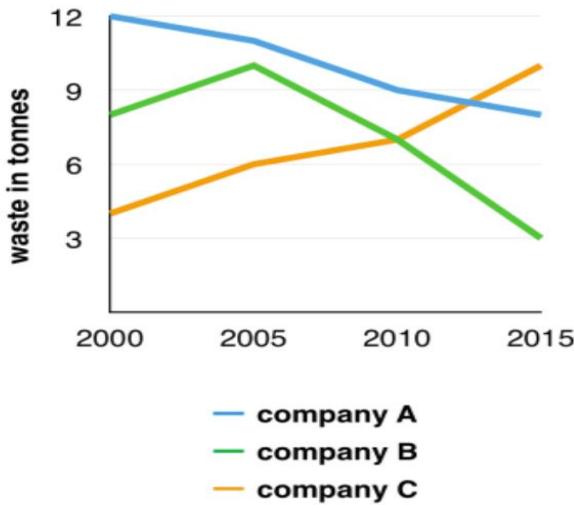
There are two forms of charts

Unemployment Rates in 6 European Countries (2017)



Static chart
One point in time
Simple tenses

The graph below shows the amounts of waste produced by three companies over a period of 15 years.



Dynamic chart
A change over time
Simple and Perfect tenses

Choose the right option

To plunge (v), a plunge (n) means

- a) a big decrease ✓
- b) a decrease
- c) no change
- d) an increase

To soar (v)

- a) big decrease
- b) a decrease
- c) an increase
- d) a big increase ✓

to level off (v), a levelling-off (n)

- a) a big decrease
- b) no change ✓
- c) an increase
- d) a big increase

to drop (v.), a drop (n.)

- a) a big decrease
- b) a decrease ✓
- c) no change
- d) an increase

to plummet (v.)

- a) big decrease ✓
- b) a decrease
- c) no change
- d) a big increase

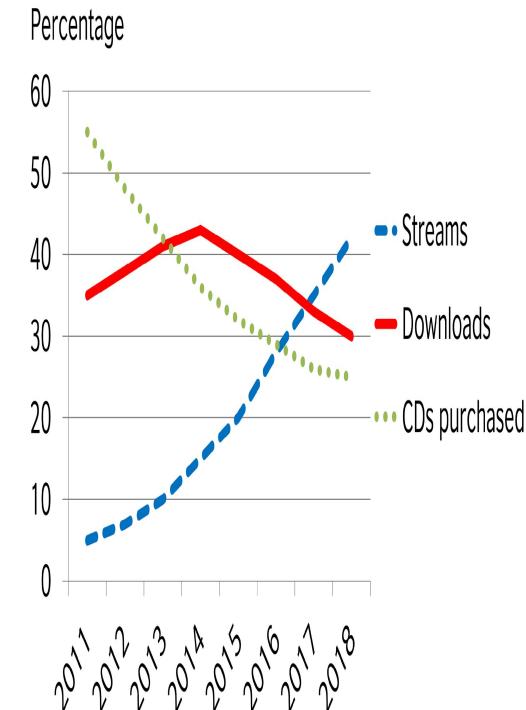
The graph below shows how people buy music.
Put the verbs in italics in the correct form.

PRACTICE

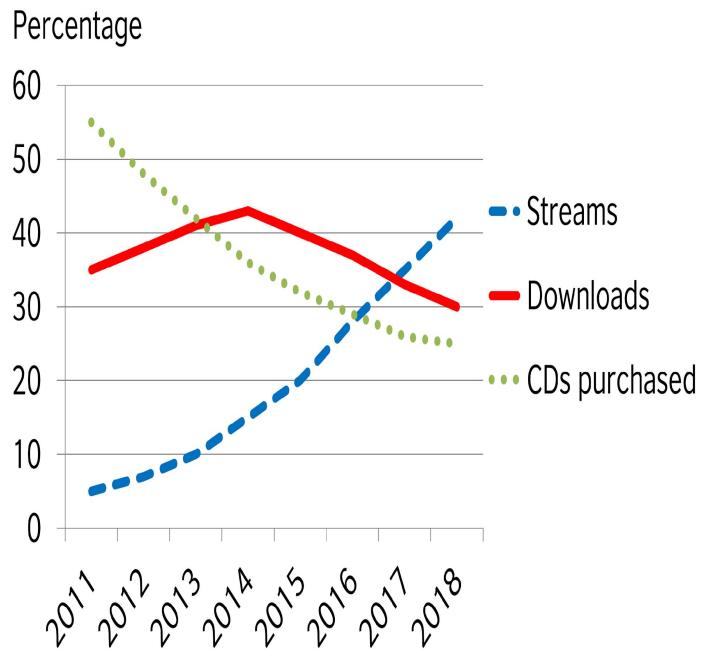
The graph *illustrates*... *illustrate* trends in music buying habits between 2011 and 2018. It *presents*... *present* three different methods: streaming, downloading and buying CDs.

Overall, both downloads and physical sales of music *have steadily declined* *decline/steadily*. The latter *has slumped*... *slump* since 2011, while the downturn for the former *began* *begin* in 2014. However, there *has been*..... *be* a sharp rise in people streaming music since 2013.

In 2011, the majority of music sales *were*.. *be* of CDs, at 55% of all sales. In contrast, streaming was not common at all at only 5%. Also, although people *had started*...*start* to download music, it only *represented*...*represent* 35% of sales. As sales of CDs began to fall, downloads started to rise. They.... *rose steadily*..... *rise/steadily* and downloads overtook physical sales in mid-2013. During the same period, streaming..... *doubled*..... *double* to 10% but then it *start* *started*.... to grow more dramatically.

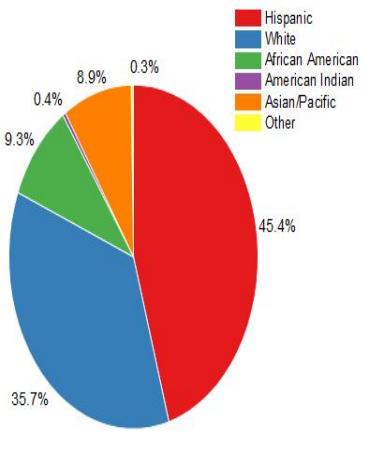


Percentage of total music sales by method

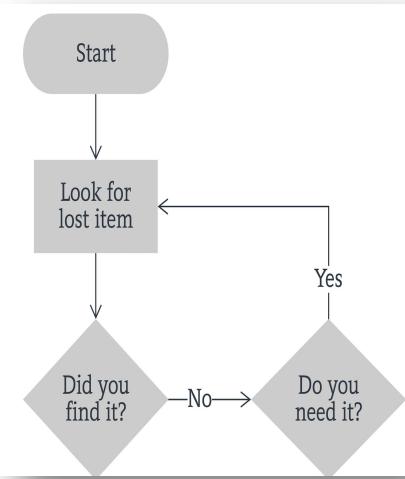


A multiple line graph

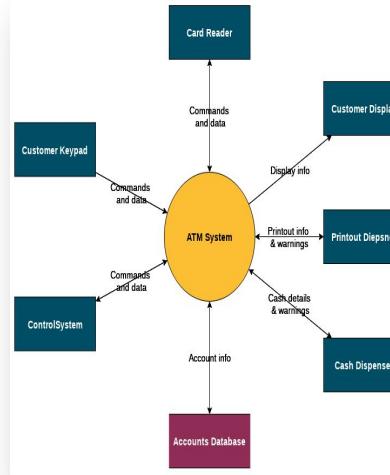
What do we call the following graphs?



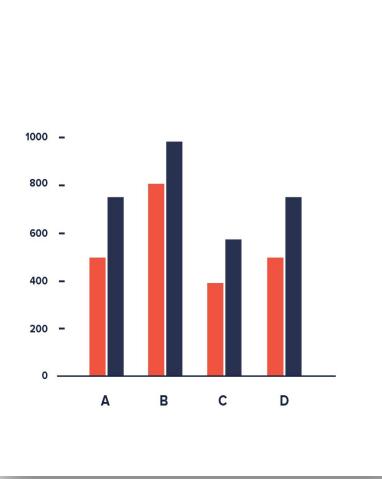
Pie Chart



Flow Chart



Diagram



Bar Chart



A trend shows development over a period of time.

We can describe trends in English in different ways.

1-Verbs of change

Demand for Blackberries **has soared** in recent years.

2-Prepositions

Sales **rose by** 20% over the holiday period.

3- Adjectives

4- Adverbs



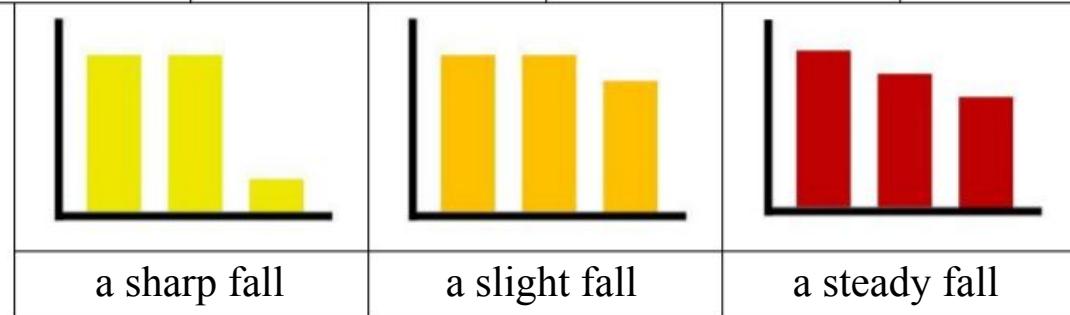
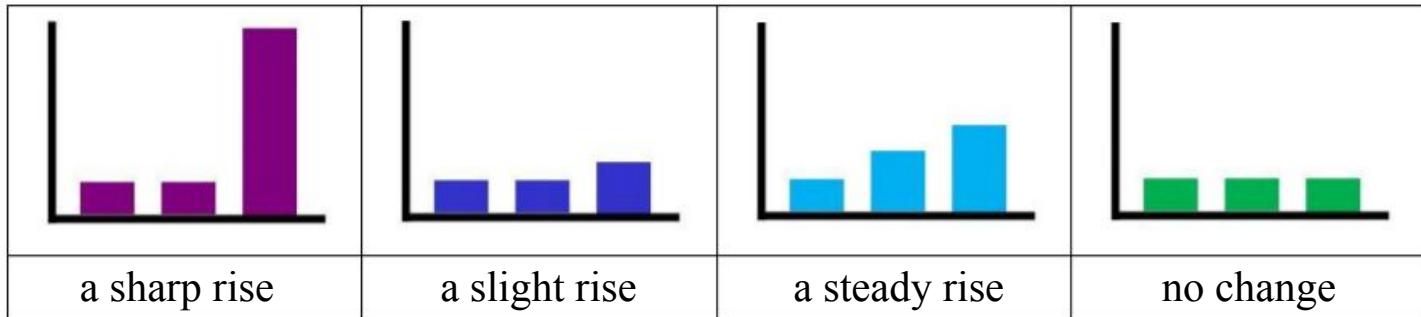
Match the descriptions to the bar charts.

a steady rise
a steady fall

no change
a sharp fall

a slight fall
a slight rise

a sharp rise



Passive Voice

The passive is often used in notices, announcements and describing processes.

Compare the following sentences

Active

The arborist cuts down the tree.

Who cuts down the tree?

The arborist

What are we stressing on in the 1st sentence?

In the first sentence we are more interested in the arborist: **the subject**



Passive

The tree is cut down.

What is being cut down?

The tree

What are we stressing on in the 2nd sentence?

In the second sentence we are more interested in the tree: **the object**

- ◆ We use the passive when we are not interested in who performs an action or it is not necessary to know.

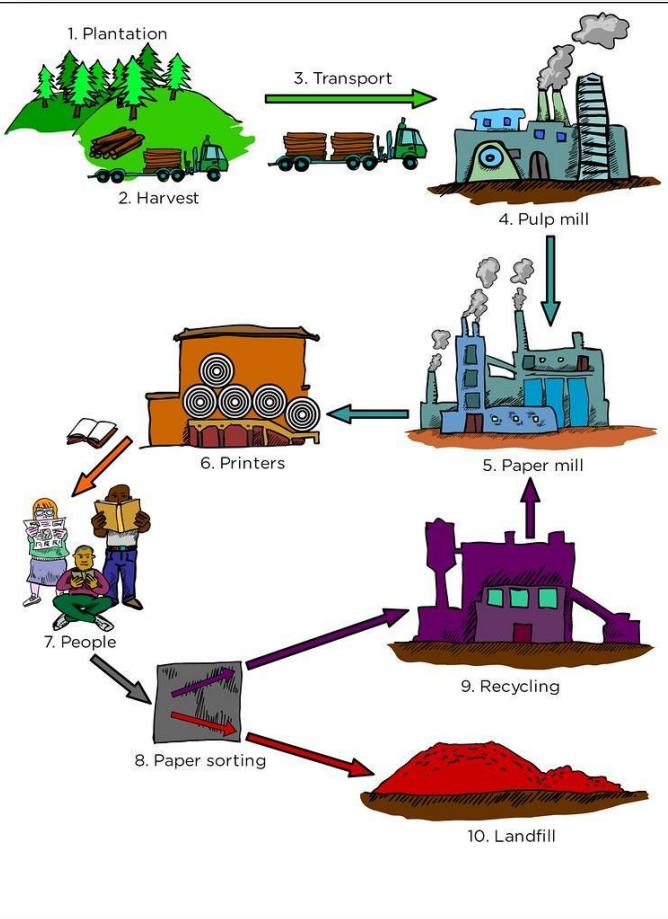
Information about the takeover had been leaked to the press.

- ◆ We often use it to describe processes and procedures because we are more interested in the process itself than who carries it out.

The bottles are filled before the labels are put on.

- ◆ We use the passive to write in a formal style as it is less personal than the active. It is often used in reports, minutes and business correspondence.

Your application has been forwarded to the Human Resources Department.



Form:

Passive : object + to be + past participle

The tree **is cut down**.

Active : subject + verb

The arborist **cuts down** the tree.

Describing a process needs the present simple passive and active.

The paragraph below describes the process of making popcorn. Put the verbs in **italics** in the correct form. Note the use of sequencers to list the steps.



Now, Make Popcorn!

Popcorn is something you often eat when you watch a movie. It is easy to make popcorn if you follow the process below.

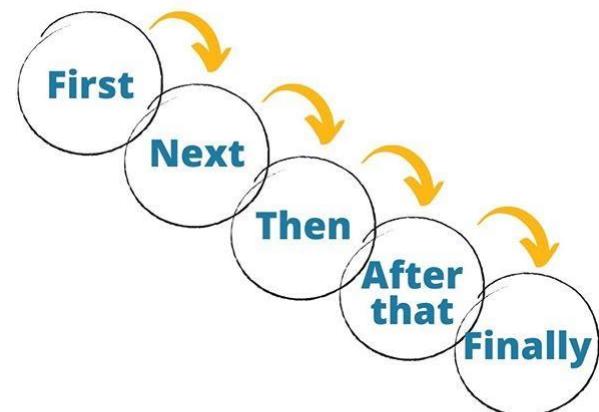
The **first step** is that three tablespoons of oil ...are put....***put*** in a large pot. Next, the pot ...is placed....***place*** on the stove and the oil...is heated....***heat*** on a high flame. Subsequently, one kernel of popcorn...is added....***add***. After this kernel pops, a quarter cup of popcorn...is put....***put*** into the pot. The pot.is covered....***cover*** with a lid. In the next stage, the flame.is reduced....***reduce*** and the pot is... gently...shaken....***shake*** until the corn pops. Then, the pot...is removed....***remove*** from the stove. Finally, the popcorn...is emptied....***empty*** into a large bowl, where melted butter and salt...are added....***add***.



We use **time sequencers** to:

- sew paragraphs together by connecting one idea to the other.
- show when one stage finishes and the next one starts when describing a process.

Examples are: first, second, third, after that, then, later, next day, before, two minutes later, when, as soon as, once, subsequently, while, at the end, finally...



To begin with/First , identify a research problem.

Guess the appropriate time sequencers.

Then/Second , formulate the problem in terms of the specific aspects of the general area of your interest that has not been so far researched.

After/Once discovering and defining the research problem, researchers should make a formal statement of the problem leading to research objectives.

The research design is the blueprint or framework for fulfilling objectives and answering research questions.

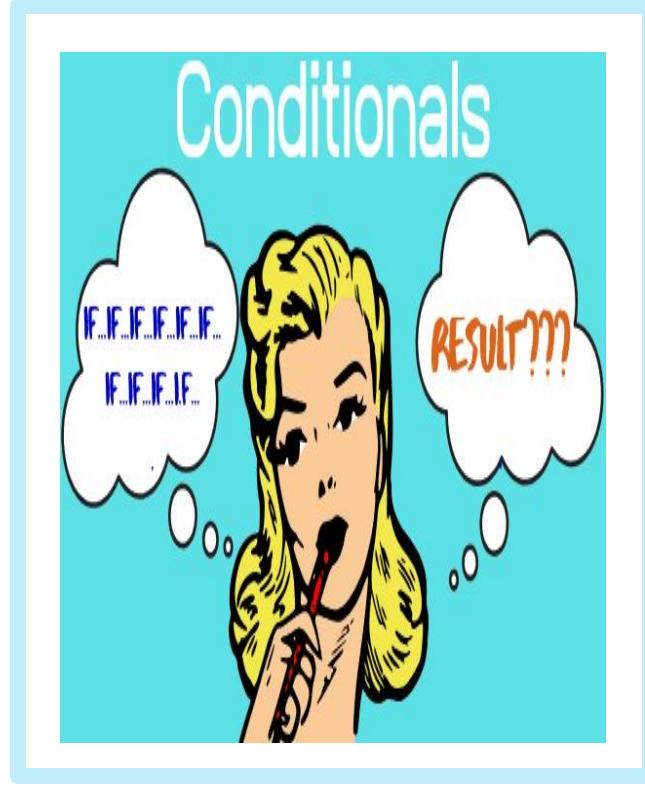
Following this /Henceforth comes sampling , which is an important and separate step in the research process.

The gathering of data may range from simple observation to a large-scale survey in any defined population.

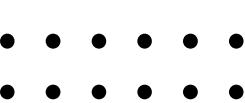
Subsequently/Afterwards data are edited to ensure consistency across respondents and to locate omissions, if any.

The entire task of a research study is **finally/eventually/at last** accumulated in a document called a proposal.





Also called 'if clauses'. They describe the result of something that might happen (in the present or future) or might have happened but didn't (in the past)



Complete the forms below and describe the use of each type.



if... 0

if... 1

if... 2

if... 3

If + simple present +
..... simple present

To express things
that are always true
like a scientific fact.

If + simple present +
..... simple future..

To express a possible
condition in the
future.

If + simple past +
..... would + base form

To express that the
outcome is less
certain or is
imaginary.

If + past perfect ... +
would .. + have + past
participle

To express that a
condition is unreal in
the past.

Complete the Conditional sentences (Type I, II or III) by putting the verbs into the correct form.

If you **hadn't taken**(not/take) so long making a decision, we would have signed the contract.

If you had read the paper, you **would have seen** (see) the advertisement.

Unless you accept the agreement, we **won't review**(review/not) our terms.

If you provided us with some leverage, we..... **would reconsider** (reconsider) the deal.

Provided you increase your order by 10 %, we **will give** (give) you a discount.

Choose the correct answer

If you liked it, you buy it?

- a. will
- b. would
- c. can

Were you to fail, what ?

- a. will you do
- b. would you do
- c. would you have done

If I'd been there, things different now.

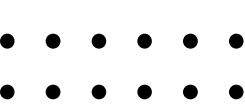
- a. would be
- b. would have been
- c. Either could be used here.

If you had listened, you what she said.

- a. would understand
- b. understood
- c. would have understood

If your computer , you will lose unsaved work.

- a. crashes
- b. crashed
- c. had crashed



Mixed Conditional

*When do we use
it ?*

The mixed conditional is used when we imagine a past change with a result in the present or a present change with a result in the past.



If I had **met** the new client, I **would** invite him to try our product.

hypothetical past

Present result

If her husband **earned** enough money, he **would have bought** her a car.

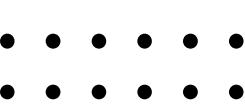
Imaginary present

Past result



Complete the Mixed Conditional sentences by putting the verbs into the correct form.

1. If I had more time, I would have called (to call) you last night.
2. You wouldn't have this job if I hadn't prepared (to prepare) you for the interview.
3. If you had accepted (to accept) that job, you would be miserable now.
4. If she had taken (to take) his car without permission last night, she might be in trouble.
5. Their son would be untroubled if they had stayed (to stay) in the old neighborhood.



Try to make mixed sentences

1- *The economy is bad and the speaker of the sentence did not go on vacation to Madrid.*

1- We **would have been able** to go on vacation to Madrid this year if the economy **weren't** so bad.

2- *Kevin doesn't speak good English, and he didn't get the job.*

2- If Kevin **spoke** good English, he **might have gotten** the job

3- *Amanda took time off to raise her kids and she isn't the CEO now.*

3- If Amanda **hadn't taken** time off to raise her kids, she **might be** the CEO now.

Future Perfect Tense



USE: We use the future perfect to talk about the completion of an action at a specific time in the future.

FORM: Will have + past participle



Time expressions

By the end of the day/week/month..

By this time next month/year..

By three o'clock,

By then,

By July,

In four months,

All these expression mean at the end of a period of time in the future



WHAT'S THE DIFFERENCE BETWEEN THESE TWO TENSES?

FUTURE PERFECT SIMPLE

Finished action when the moment comes.

State and actions verbs.

Predictions focused on result.

FUTURE PERFECT CONTINUOUS

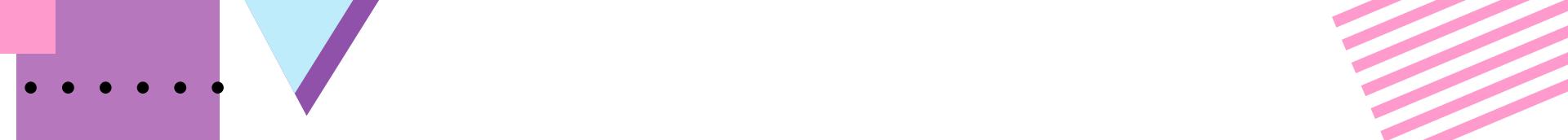
Actions in progress when the moment comes.

Only actions verbs.

Predictions focused on the length of the action.

The first future action will **finish** before the second future action.

The first future action will **continue** until the second future action.



WHAT'S THE DIFFERENCE BETWEEN THESE TWO TENSES?

FUTURE PERFECT SIMPLE

Examples

- I **will have finished** my homework by the time you call me tonight.
- She **will already have completed** the project when her boss gets back from vacation.
- Before we arrive, they **will have set up** the auditorium.

FUTURE PERFECT CONTINUOUS

- They **will have been waiting** for me for ages by the time my plane lands.
- When he quits his job next week, he **will have been working** there for two years.
- I **will have been sleeping** for seven hours before my alarm goes off.

Put the verbs into the correct form (Future perfect simple or Future Perfect Continuous

1. He (**listen**) ~~will have been listening/'ll have been listening~~ for the CEO for 2 hours.
2. He (**not/finish**) ~~will not/won't have finished~~ building the roof by the end of the weekend.
3. By the end of this week, we (**work**) ~~will have been working/'ll have been working~~ on the project for a month.
4. We (**wait**) ~~will have been waiting for/'ll have been waiting for/shall have been waiting for~~ for him for 14 days by next Tuesday.
5. Within a few days, they (**find**) ~~will have found~~ a solution.
6. I (**work**) ~~will/'ll have been working~~ for 7 hours by 3 o'clock.
7. (**You/completed**) ~~Will you have completed~~ refurbishing the flat by next Friday?



An embedded question is a question that is found inside another question or a statement.

A sentence with two clauses, the second clause contains a question.

Direct Questions VS Indirect Questions

Direct questions are the “normal” questions that we can ask friends, family members, and people who we know well.

Example of a direct question:
“Where is the bathroom?”

Indirect questions are a little more formal and polite. We use them when talking to a person we don't know very well, or in professional situations, and their form is a little different.

Example of an indirect question:
“Could you tell me where the bathroom is?”





Rewrite the sentences without changing the meaning

1- What does she want?

Could you tell me what she wants?

2- Why is that little baby crying?

Do you know why that little baby is crying?

3- Is there any water here?

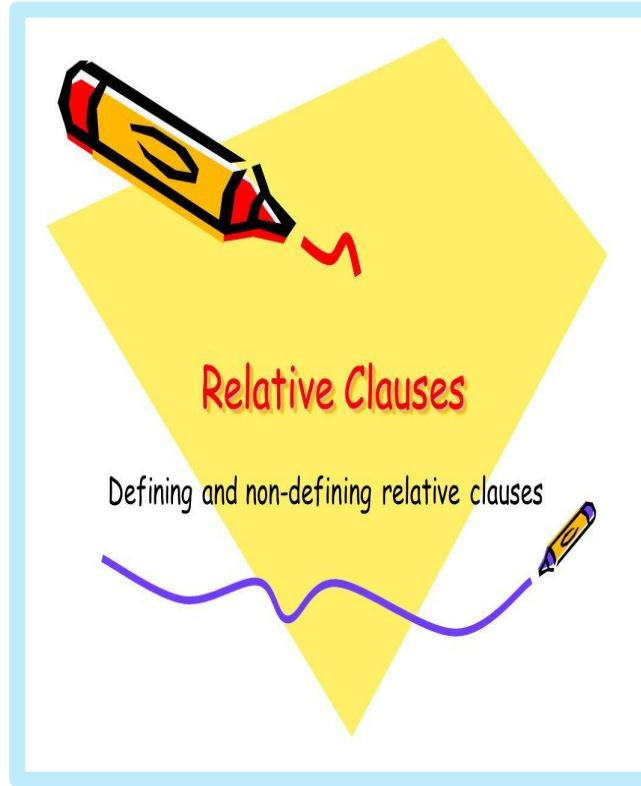
Do you know if there is any water here?

4- Is he coming tomorrow?

Could you tell me if he is coming tomorrow?

5- How many associates does she have?

Do you happen to know how many associates she has?



A relative clause is used:

- to avoid repetition and combine sentences.
- to give extra information about the nouns in the main clause, without starting a new sentence.

Relative clauses **are divided into two types.**

1

Defining RC

2

Non-defining RC

Defining RC

- ✓ Identify or classify nouns.
- ✓ Tell us which person/thing is meant

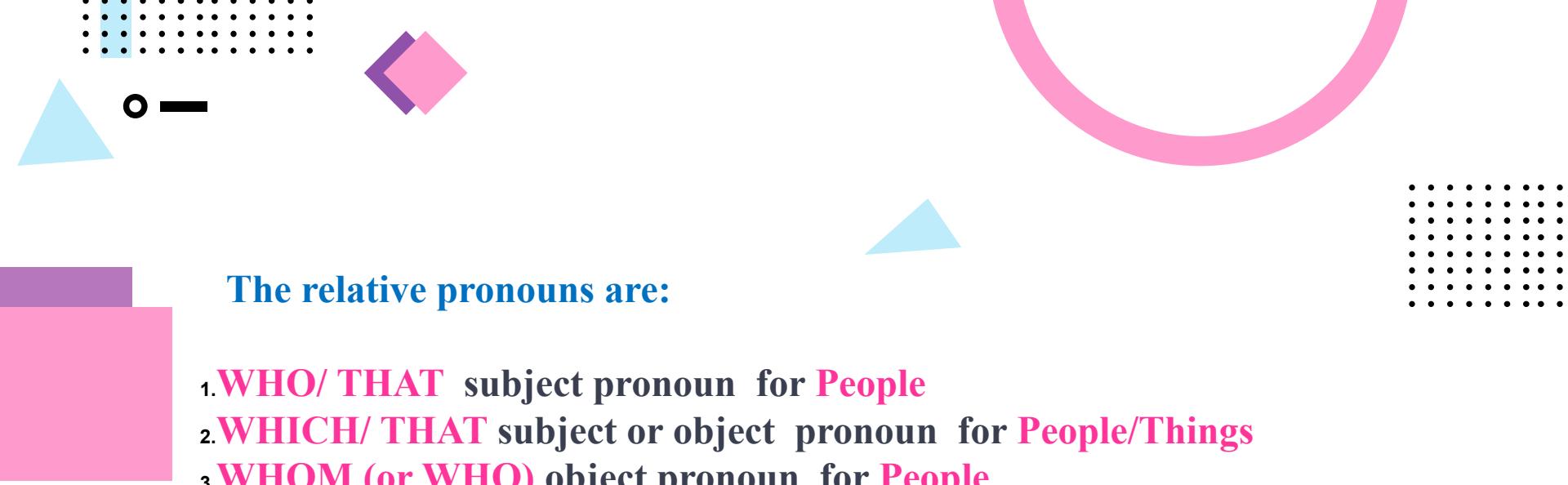
E.g. Are you the one **who sent me the email?**



Non-defining RC

- ✓ Describe the person/thing identified and provides extra information

E.g. The award was given to Sara, **whose** short story impressed the judges.



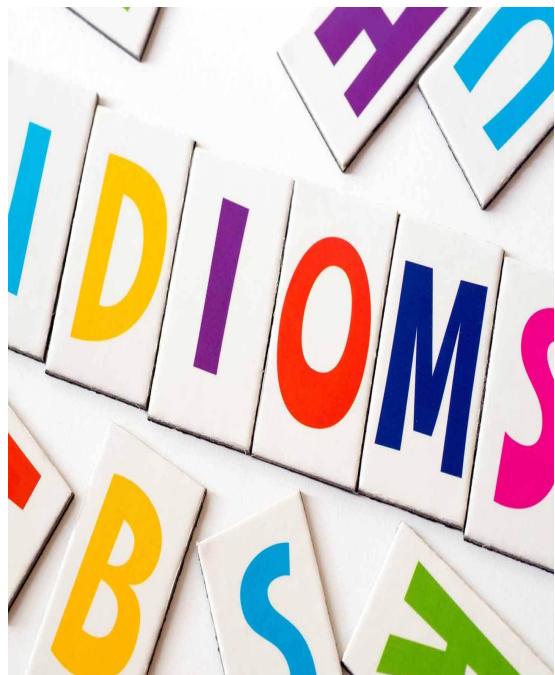
The relative pronouns are:

1. **WHO/ THAT** subject pronoun for **People**
2. **WHICH/ THAT** subject or object pronoun for **People/Things**
3. **WHOM (or WHO)** object pronoun for **People**
4. **WHERE** refers to **Place**
5. **WHEN** refers to **Time**
6. **WHOSE** refers to **Possession** for **Humans and non Humans (animals and things)**



Complete the relative clauses using an appropriate relative pronoun.

1. I sent an email to my brother, ...**who**..... lives in Australia.
2. The company called a lawyer...**whose**..firm is known for such cases.
3. They broke the computer ...**which/that**.. belongs to the company.
4. They started their business in a remote city, **where**.....they think there is little competition.
5. The idea behind the advertising campaign was inspired from a previous era**when**..... women did not use to have freedom of expression.
6. An advertising campaign is a specifically designed strategy**that**.... is carried out across different medium.



An idiom is a phrase, saying or a group of words that has a metaphorical (not literal) meaning.

You may know the meaning of individual words, but not the overall meaning when they are put together in a particular way.



ENGLISH
idioms



CHOOSE THE CORRECT OPTION AND GIVE AN EXAMPLE

People heard about the book by word of mouth, so the publisher

- a. didn't have to spend much on marketing 
- b. had to spend a lot on marketing
- c. had to sell it at a lower price

The best possible marketing tool is word of mouth, but a product has to be extremely good to earn it.

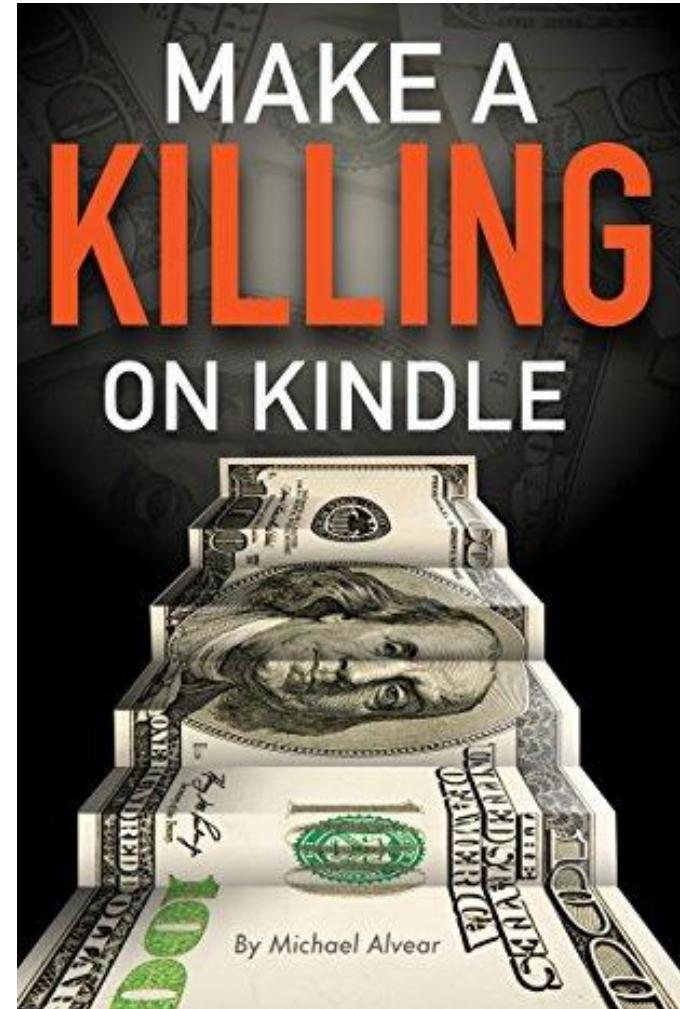


**CHOOSE THE CORRECT OPTION
AND GIVE AN EXAMPLE**

After James made a killing on the stock exchange, he

- a. did his time in jail
- b. recovered in a hospital
- c. celebrated in a nightclub ✓

Lots of people made a killing when property values went so high back in the nineties.

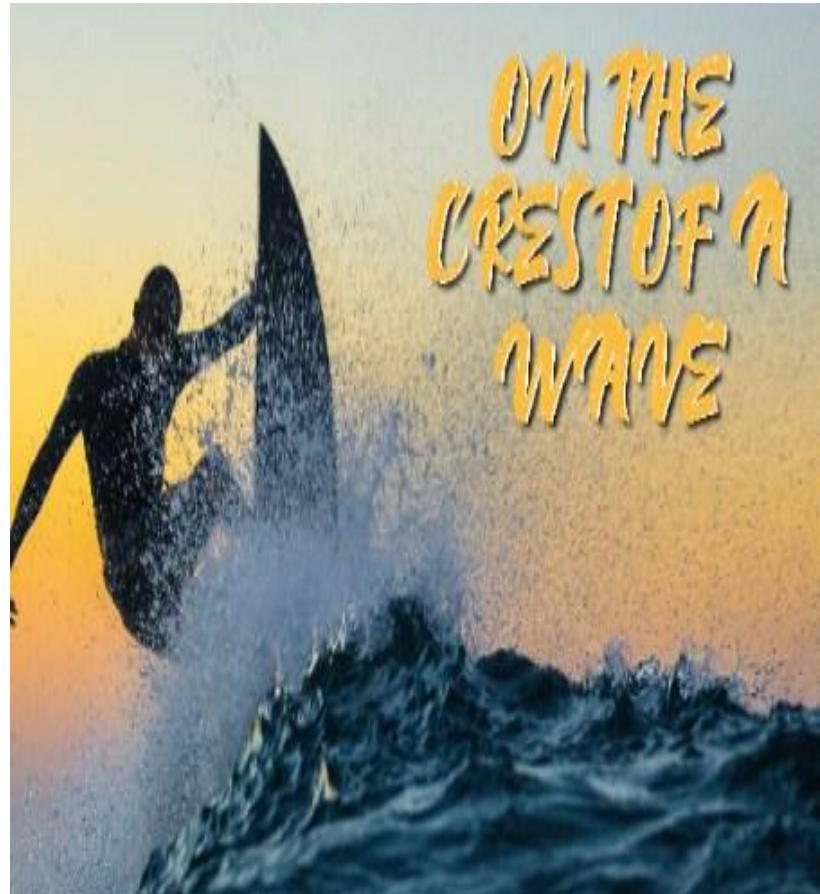


CHOOSE THE CORRECT OPTION AND GIVE AN EXAMPLE

To be on the crest of a wave

- a. to be at the same level
- b. to be at the top level of achievements ✓
- c. to have low self-esteem

The baseball team is riding the crest of a wave after their last win.



**CHOOSE THE CORRECT OPTION
AND GIVE AN EXAMPLE**

Sail through something

- a. Being successful in doing something without difficulty ✓
- b. Works very well or has the desired effect
- c. Clever or expert way of doing something

Thanks for your help, we could sail through that grassy slope.

**GOOD LUCK,
YOU'LL SAIL
THROUGH**



To eat one's hat:

a. to be sure something will happen ✓

b. to be hesitant something will not happen

I'll eat my hat if you get a raise.



Riding high

- a. to behave in an arrogant way
- b. to be very happy & excited ✓
- c. to be raised high off the ground

He was riding high because of his daughter's recent success in the business.



Do not count your chickens before they hatch:

- a. do not share your secrets

- b. do not make plans that depend on ✓ something good happening before you know that it has actually happened

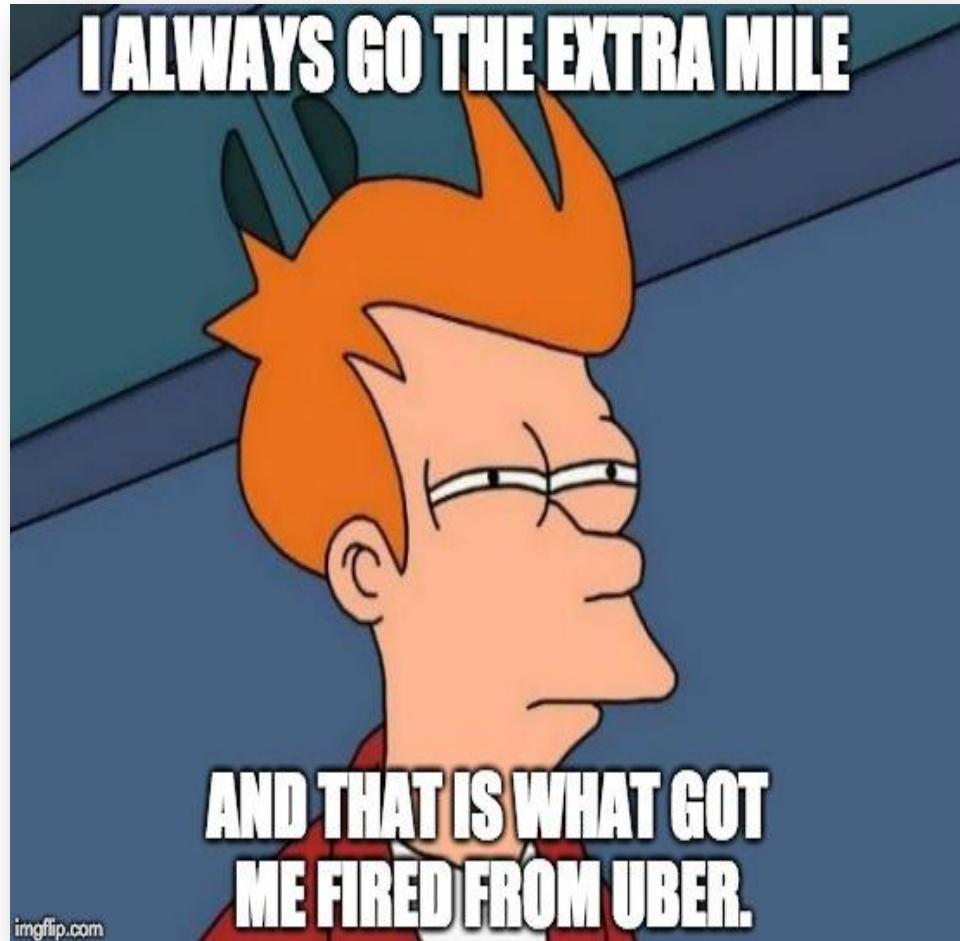
Before committing to make the payment, wait till you receive the money from the bank. Don't count your chickens before they hatch.



Go the extra mile:

- a. you are willing to make a special effort to achieve something. ✓
- b. you walk a bit more although you are tired just to prove that you can.

The President is determined to go the extra mile for peace.



To keep your eye on the ball:

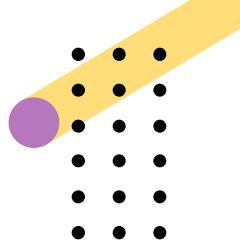
- a. to pay close attention to what you are doing ✓
- b. to hold something firmly out of fear

I graduated in just three years because I was able to keep my eye on the ball and prioritize my studies above all else.

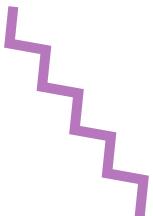


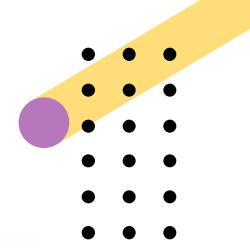
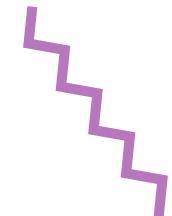


Formal vs informal emails



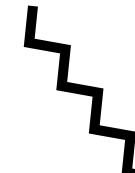
Study the following rules for writing effective emails. Decide which ones you think are most important:

- 
- 
1. Be concise and to the point. Avoid long emails that are discouraging to read.
 2. Try to reply to your customers' emails within 24 hours.
 3. Do not write in CAPITALS - it seems like you are shouting and you might get a flame mail in response.
 4. Leave the message thread in your email to save the recipient time and frustration looking for earlier messages.
 5. Add disclaimers to your emails to protect you and your company from liability.
 6. Proof-read your email before you send it.
 7. Only copy in other people if they know why they are receiving a copy of the message.
 8. Do not overuse abbreviations and emoticons - the recipient might not know what they mean.
 9. Do not request read receipts - this will annoy your recipient.
 10. Do not reply to spam - this will generate even more spam.



Quiz time

*Are
you
ready?*



Choose the correct answer

1. Dear Mr. Smith, we are sorry to that...

- a-say you
- b-let you know
- c- inform you
- d-explain you

2. Thank you for bringing thisto my attention.

- a-thing
- b-matter
- c-stuff
- d-items

3. I am extremely..... the service I received...

- a-dissatisfied with
- b-dissatisfied from
- c-crossed about
- d-crossed for

4. Hi John, how's it going? my holiday in Spain.

- a-I am writing to give you some details regarding...
- b-I intend to describe...
- c-I want to tell you about...
- d-I'd like to say you...



Choose the correct answer

5. As you will see from my CV, I have experience in this area.

- a-masses of
- b-a considerable amount of
- c-loads of
- d-great

6. That's all for now. See you tonight! , Mary xxxx

- a-Yours faithfully
- b-Yours sincerely
- c-Best wish
- d-Love

7. If you did not know the recipient's name, how would you close the email?

- a-With love.
- b-Yours sincerely.
- c-Yours faithfully.
- d-Affectionately yours.

8. What would you say in the opening part of a formal email?

- a-Ask how good the weather is in the recipient's city.
- b-Talk about how good the weather is in your city.
- c-Ask the recipient if he is hale and hearty.
- d-Inform the recipient why you are writing the email.



Choose the correct answer

9. If you did not know the recipient's name, how would you address the person?

- a-Dear Mr./Mrs.
- b-Dear Sir or Dear Madam.

- c-My dear.

- d-Hello.

10. In an informal email, you should do what?

- a-Scribble.

- b-Ignore grammar.

- c-Leave out the date.

- d-Write legibly in simple English.

11. In order to have the desired effect on the recipient, what should a formal email be?

- a- In the proper format

- b-To the point and relevant

- c- Grammatically correct

- d-All the above



WRITING



repeat experiments simply
hesitate literature notice position planning called
Start amount similar paragraph impress observations
involves information detailed choose materials
capstone Don introduction reader project
provide present student topic Guide evidence points extensive
interviews establish thesis || side Writing statements
surveys following empirical genre things paragraphs reliable
importance investigate type strong provided final
reasoning class reasoning research commonly
defined transitions follow support tests
include essays evaluate
factual need expository friend written
logical facts evidential clear statement pre assigned
Definition writer structure requires lengthy
statistical generate concise manner highlight
recommend review differentiate anecdotal

Essay

Argumentative

Argumentative Essay

- ✓ A piece of writing that takes a stance on an issue.
- ✓ The writer attempts to persuade readers to understand and support their point of view about a topic by stating their reasoning and providing evidence to back it up.



Conclusion

The writer outlines the topic, provides background information necessary to understand the arguments, outlines the evidence that will be presented and states the thesis.

It is a concise, one-sentence summary of your main point and claim.

Body paragraphs are where you back up your claims with examples, research, statistics, studies and text citations. Each body paragraph should cover a different idea or piece of evidence and contain a topic sentence that clearly and concisely explains why the reader should agree with your position. Address opposing points of view and disprove them or explain why you disagree with them.

It restates your thesis & summarizes all of the arguments made in your body paragraphs.



*Are
you
ready?*

*Let us assess
what you have
just reviewed!*

The main purpose of an argumentative essay is ..

- a. To persuade your audience into believing your side of the argument. ✓
- b. To argue over a certain topic without considering the other side viewpoints
- c. To argue about a topic until your opponent gets angry and leaves

How many parts is an argumentative essay made of ..

- a. 2
- b. 3 ✓
- c. 4
- d. 5



The introductory paragraph of an essay requires:

- a. The topic, thesis, and main ideas
- b. The topic, thesis, and supporting details
- c. The reason for the essay, the topic, and thesis ✓

What is the information that supports the writer's reasoning?

- a. topic
- b. claim
- c. conclusion
- d. evidence ✓

The conclusion of an argumentative essay should:

- a. include new facts & more arguments.
- b. have a restatement of the thesis and summarizes the arguments ✓
- c. never use a personal anecdote explaining how the topic personally affects the writer

.....

Which option below is an example of a thesis?

- a. Deforestation is detrimental to our environment because species are losing their habitats, climate change, and fewer forests. ✓
- b. Deforestation can be good and bad for the environment.
- c. Does deforestation hurt the environment?



The smooth, logical flow of sentences within a paragraph is called...

- a. Paragraph deduction
- b. Paragraph coherence ✓
- c. Paragraph personality



.....are the clue words for sequencing ..

- a. Hence, Therefore, etc.
- b. First, Next, Then, Finally, etc. ✓
- c. Main idea, Details, etc.

the order of the sentences in a body paragraph should be ..

- a. Evidence, explanation and topic sentence.
- b. Explanation, evidence and topic sentence
- c. Topic sentence, evidence, explanation. ✓
- d. Explanation, topic sentence ,evidence

Nonetheless is a linking word to...

- a. List an argument
- b. Add more points
- c. Contrast ✓



Which transition signals a conclusion?

- a. In short ✓
- b. In addition
- c. Henceforth

PRACTICE



By the end of 2050, sales

However, in 2051, they

- a. will drop/ will recover
- b. will drop/ will have recovered
- c. will have dropped /will recover ✓

In 2007, the cost of an average house in the UK
..... £130,000. However, the price
..... to almost £190,000 by 2008.

- a. were/have risen
- b. was/has risen
- c. was/had risen ✓

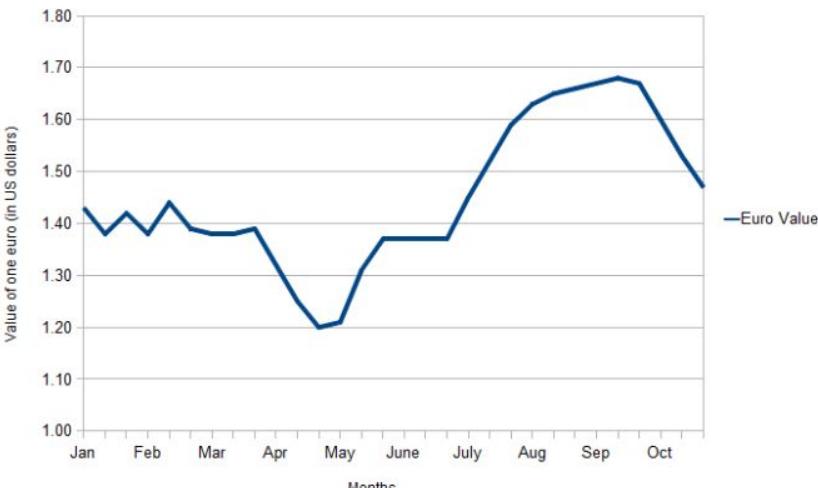
Which type of graph would be the most useful to show changes in a quantity over time.

- a. Line graph ✓
- b. Pie chart
- c. Bar graph



Throughout the month of June, the value of the euro _____ at a value of \$1.37.

The change in the value of the euro against the dollar (Jan-Oct)



Source: Blair English

- a. recovered steadily
- b. stabilized steadily
- c. remained constant



The number of visitors 30,000 in March.



- a. leveled off at
- b. dipped to
- c. peaked at



Traders £10,000 in revenue since the traffic scheme was implemented.

- a. had lost
- b. lost
- c. have lost ✓

To start primary fermentation, to the pulp.

- a. they may either add yeast
- b. yeast may either be added ✓
- c. you should add yeast

.....

The cocoa comes from the cacao tree. Once the pods are ripe and red, they and the white cocoa beans

Following a period of fermentation, they on a large tray so they can dry under the sun. Next, they into large sacks and to the factory.

- a. are harvested/ are removed/ are laid out/ are placed/ delivered ✓
- b. are being harvest/ are being removed/ are laid out/ are placed/ are delivered
- c. have been harvested/ had been removed/ were laid out/ were placed/ were delivered

If I for a newly washed and pressed uniform to be left in your office every morning, it instead of your own business clothes?

- a. arranged/ will you wear
- b. arranged/ would you wear ✓
- c. will arrange/ will you wear

..... the latest iPhone if your
company a refurbished one?

- a. Would you have bought/ hadn't provided ✓
- b. Would you bought/ hadn't provided
- c. Will you buy/ has provided

If the brand had been committed to ethical marketing, it
in trouble.

- a. would not have been
- b. would not had been
- c. would not be



During our last meeting, the sales manager said: “Unless we reduce prices, we..... to defeat our rivals on the marketplace.

- a. would not be able
- b. would not have been able
- c. will not be able





KEEP
CALM
AND
ACE
THE TEST

**THANK
YOU**

ANY QUESTIONS

