Grammar
Modals 1: ability, permission, advice

Introduction to modals

Form

The modal verbs are:

statement	negative	statement	negative
can	can't / cannot	could	couldn't / could not
may	may not	might	mightn't / might not
will	won't / will not	would	wouldn't / would not
shall	shan't / shall not	should	shouldn't / should not
must	mustn't / must not		

All modal verbs:

- have only one form
  I/you/he/she/it/we/they **may** write an e-mail.
- are followed by the bare infinitive
  You should **call** Stella.
- do not have an infinitive

Semi-modals

There are also some phrases that we use like modals:
- ought to (ought not to)
- have to (don't have to)
- need to (don't need to / needn't)

Like modals, ought to doesn't change.
Have to and need to change for person and tense like normal verbs and have infinitives.

Watch out!
- We form questions with modal verbs like this:
  ✓ **Can you** understand what he's saying?
- We use modals with the passive voice like this:
  ✓ The address **should be written** clearly on the front of the envelope.

Ability

Use	Modal	Example
Ability now or generally	can	**Can** you use a fax machine?
Ability in the past	could	Tom **could** read when he was two years old.

Watch out! We use be able to to form other tenses.
✓ It's useful **to be able to** order things by e-mail. (infinitive)
✓ Soon, I**'ll be able to** speak Italian quite well. (future)
✓ **Have** you **been able to** speak English for a long time? (present perfect)

Permission

Use	Modal	Example
Asking for permission	can / could / may	**Can / Could / May** I use the phone?
Giving permission	can / may	You **can / may** send the fax when you like.

Watch out! May is more polite than could and could is more polite than can.

Advice

Use	Modal	Example
Asking for and giving advice	should	Liam **ought to / should** watch less TV.
	ought to	

Grammar

Modals 2: obligation, probability, possibility

For general information about modals, see Unit 19.

● Obligation

Use	Modal	Example
Present or future obligation	must / mustn't have to need to	All visitors **must** turn off their mobile phones. You **have to/need to** press 'send'.
No present or future obligation	don't have to don't need to needn't	You **don't have to/don't need to/needn't** pay to send an e-mail.
Past obligation	had to	Yesterday, Sam **had to** buy more stamps.
No past obligation	didn't have to didn't need to	I learnt a little Italian, but everyone spoke English, so I **didn't have to/didn't need to** use it.

○Helpful hints

In spoken English, *have to* is more common than *must*. *Must* is often used in written notices and instructions.

✓ 'We **have to** pay the phone bill today,' Rita said.

✓ Passengers **must** turn off all mobile phones.

Watch out! *Mustn't* and *don't have to* do not mean the same.

✓ You **mustn't** do that! (= Don't do that!)

✓ You **don't have to** do that. (= You can do that if you want to, but it's not necessary.)

● Probability and possibility

Use	Modal	Example
Present strong probability	must can't couldn't	The phone is ringing – it **must** be Simon. This letter **can't/couldn't** be from Japan because it's got a French stamp.
Present and future probability	should ought to	We **ought to/should** hear from Cheryl this weekend.
Present and future possibility	could may might	I'm not sure what language it is – it **could/may/might** be Polish.

○Helpful hints

We often use *must*, *can't* and *couldn't* for probability when we have some evidence for our opinion.

✓ I just rang Paul, but there's no answer. He **must** be out.

Watch out! To talk about possibility and probability about the past, we use a modal and the perfect infinitive.
See Unit 22.

Vocabulary
Sending and receiving

Topic vocabulary

accent (n)	informal (adj)	publish (v)
announcement (n)	Internet (n)	report (v, n)
broadcast (v, n)	interrupt (v)	request (v, n)
channel (n)	link (v, n)	ring (v)
clear (adj)	media (n)	signal (n)
click (v)	mobile phone (n phr)	swear (v)
contact (v, n)	online (adj, adv)	type (v)
file (n)	pause (v, n)	viewer (n)
formal (adj)	persuade (v)	website (n)
image (n)	pronounce (v)	whisper (v, n)

Phrasal verbs

call back	ring again on the phone
come out	be published
cut off	disconnect (phone, electricity, etc)
fill in	add information in the spaces on a form, etc
hang up	put the receiver down to end a phone call
log off	disconnect from the Internet/a website
log on(to)	connect to the Internet/a website
print out	make a paper copy of sth on a computer

Prepositional phrases

by e-mail/phone/letter
on the Internet
on the news
on the phone
on the radio
on TV

Word formation

certain	certainly, certainty	**inform**	informative, information
communicate	communication	**predict**	prediction, (un)predictable
connect	connection, disconnect	**secret**	secretly, secrecy
deliver	delivery	**speak**	spoke, spoken, speaker, speech
express	expression, expressive	**translate**	translation, translator

Word patterns

verbs			
	comment on		talk (to sb) about
	communicate with		tell sb about
	glance at		translate (from sth) into
	receive sth from		write (to sb) about
	reply to	nouns	information about
	send sth to sb		a letter (from sb) about