

## Practice Exercise 1: Parts of Speech.

1) UNDERSTAND

It is ..... that you wish to change jobs, but the company will be very disappointed to lose you.

2) PLEASANT

He is a rude man and speaks ..... to everyone.

3) SYMPATHY

My friends all ..... with me when I lost my handbag on the train.

4) THREE

Apparently a ..... of all marriages in the UK end in divorce.

5) DO

That simple mistake meant she managed to ..... all her good work.

6) VACANCY

There has been an overwhelming response to the two job ..... that were advertised last week.

7) BEAUTY

She really does play the piano ..... , doesn't she?

8) KIND

My grandmother was one of the ..... people you could ever have met.

## Parts of Speech Tips.

Familiarise yourself with common English prefixes and suffixes. There are a small selection of these below. Try to come up with two or three examples of each of the following prefixes and suffixes:

### Prefixes

- anti - (against) antidepressant
- dis - (opposite) disappear
- mis - (wrongly) misunderstand
- un - (not) unusual

### Suffixes

- General nouns: -ment, -ion, -ness, -ity
- People nouns: -er, -or, -ist, -ian
- Adjective endings: -able, -ible, -ive, -al, -ic, -ed, -ing
- Verb endings: -ise, -ate, -en
- Adverbs often end: -ly

### Negative prefixes

- un- unexpected
- in- inaccurate
- dis- disapprove
- im- impolite
- il- illegal
- ir- irrational
- mis- misunderstand

## Practice Exercise 2: Forming Nouns.

- 1) REAL  
The film was praised by the critics for its ..... in showing the horrors of war.
- 2) BOY  
During his ..... he was a rather naughty child.
- 3) OWNER  
The two sisters had an argument about the ..... of the family home.
- 4) FREE  
The teenage son wanted more free ..... than his parents were willing to give.
- 5) MOTHER  
She found that she enjoyed ..... more than she had expected.
- 6) PARTNER  
The two friends formed a strong business ..... to sell books.
- 7) TERROR  
The government said it was unwilling to give in to the demands of ..... .
- 8) STAR  
She is a talented singer and actress who stands a good chance of gaining ..... and recognition.

### Practice Exercise 3: Forming Compound Words.

**Tip!** Some words will require a hyphen (-)

- 1) WEIGH  
My aunt is thinking of going on a diet because she is about seven kilos .....
- 2) MOUTH  
He tried to disguise his voice whilst talking on the telephone by putting a handkerchief across the .....
- 3) CHAIR  
We'll need a ..... for the baby for when I take her out shopping.
- 4) PEAK  
If you can catch your train during quieter, ..... times, your ticket will be much cheaper and the trains less busy.
- 5) NARROW  
She is very ..... when it comes to dealing with people from different cultures and has very fixed ideas.
- 6) WORK  
During the conference there will be several opportunities for ..... in order to meet other people in the same industry and to share contact details.
- 7) TIME  
He's been watching a lot of ..... TV since he lost his job.
- 8) COME  
He's had a troubled life and had to ..... many emotional and physical challenges.

#### Practice Exercise 4: Common 'internal' changes.

- 1) ADVICE  
She is employed by the president in an ..... capacity.
- 2) PRIDE  
She ..... showed her baby son off to her friends.
- 3) LONG  
She needs a ..... period of recovery after the operation.
- 4) PRACTISE  
His suggestions were very ..... and would never have worked.
- 5) DEEP  
At this end of the pool the water is about 2 metres in ..... .
- 6) WIDE  
I do fifty ..... of the pool every morning.
- 7) HIGH  
I'm not going up there. I'm scared of ..... .
- 8) STRONG  
The foundations of the building need ..... .

## Practice Exercise 5: Tricky word forms and spellings.

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1) VALUE

Your help has been ..... I couldn't have finished my essay without it.

2) HUMOUR

You'll enjoy reading this book. As well as being informative it's really ..... in places, too.

3) ACCEPT

Many people think that capital punishment is completely .....

4) MAINTAIN

If regular ..... is carried out the machine should last for years.

5) ADD

More people are turning to organic food these days because they're worried about all the different ..... in processed food.

6) SENSE

Despite her young age she's very ..... and can be trusted to do the right thing.

7) LONELY

There is growing concern about the problem of ..... in western society.

8) NOTICE

There has been a ..... improvement in his behaviour since we moved him to a different class.

## Mixed Exercises.

**Fill in the gaps with the correct form of the ROOT word:**

1. What I like about this place is the rich \_\_\_\_\_. DIVERSE
2. London is a \_\_\_\_\_ city that everyone should visit at least once in their life.  
BUSTLE
3. What I like about you is your \_\_\_\_\_ attitude towards life. HURRY
4. Never before have I seen such a lack of \_\_\_\_\_ from a new employee.  
EFFICIENT
5. We had better look out for a \_\_\_\_\_ as soon as possible, should it be necessary.  
REPLACE
6. I have no \_\_\_\_\_ either way to be honest. PREFER
7. You seem to be happy plodding along, \_\_\_\_\_ of the consequences.
8. Would you please accompany me into my office. REGARD
9. We have shown a great \_\_\_\_\_ in your ability and fortunately we have been able to reap the benefits. BELIEVE
10. Should your \_\_\_\_\_ be successful, we will be in contact in due course. APPLY
11. We use wish and would to show \_\_\_\_\_, for instance: "I wish you would pull your finger out and work harder". ANNOY
12. We have seen a worrying \_\_\_\_\_ in orders over the past few months.  
REDUCE
13. I have shown a lot of \_\_\_\_\_ to be able to get the job. ENTHUSE

14. Promotions are fairly \_\_\_\_\_ thanks to the great management structure in place. ACCESS

15. Our office is somewhat \_\_\_\_\_ and it is rather bothersome. CROWD

16. I required a great deal of \_\_\_\_\_ on starting this job. ASSIST

17. Your job is \_\_\_\_\_ whereas mine is of the utmost importance. POINT

18. It was a \_\_\_\_\_ to have worked with you. PLEASE

19. I have suffered a bout of \_\_\_\_\_ over the past few months. DEPRESS

20. Interaction is a key element of this work \_\_\_\_\_. PLACE