

# **WORKBOOK**

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## **Intermediate #1**

### **UNIT 05: WORKING MY WAY UP!**



**WORKBOOK**

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**Intermediate #1**

**G R A M M A R**



**Fluencypass**

## LESSON 01: GET IT DONE!

To kick things off, we're going to start this workbook by taking a deeper look at what we've seen on the first lesson of this unit. Think about this:

- Do you **cut** your your own hair? Or do you go to a hair salon or a barbershop?
- Do you **wash** your own car or do you go to a car wash?

When we want to talk about moments in life when people do things for us, in this case, we hire someone's service, we use the so called **CAUSATIVE VERBS**. Before we get to the verb, here are some situations in which you'll use them:

- A mechanic
- A hairdresser
- A repairman
- A cleaner
- Going to a car wash

The structure is the following:

Subject **+** have / get **+** object **+** past participle verb

We can talk about **who** performed the action by using the word **by**.

- We had / got our roof repaired **by a repairman**.
- I'm having / getting my teeth cleaned tomorrow **by Dr. Jones**.
- I need to have / get my computer fixed **by a technician**.

The most common causative verbs are the following:



HAVE  
GET  
MAKE  
LET  
ALLOW  
HELP

## 1. Have

**Have** is used to say that someone is doing something for us. We can also use it to say that we give someone the responsibility of doing something.

### Examples:

- I'll **have** him **call** her to arrange the details. (responsibility)
- I'll **have** someone **pick it up** for you. (responsibility)
- I **had** my car **washed** yesterday. (service)
- I'm **having** my house **painted** next week. (service)

## 2. Get

**Get** is the informal (more American) version of “have”, but it's also used to convince or encourage someone to do something. The verbs **encourage** and **convince** can be used interchangeably in this case.

### Examples:

- I **got** him **to call** her. *I **convinced** him to do it.*
- I **got** them **to go** for a walk. *I **encouraged** them to do it.*
- I **get** (have) my hair **cut** at a hair salon.

## 3. Make

**Make** is used to talk about **forcing** or **requiring** someone to do something.

Subject + **make** + object + verb (infinitive)

## Examples:

- I'm sorry, mom! He **made** me **do** it!
- Mrs. Tannen always **makes** me **redo** my homework.

## 4. Let

It's used to talk about **permission**.

Subject + **let** + object + verb (infinitive)

## Examples:

- She **lets** him eat in his room.
- My mom didn't **let** me drive her car.

## 5. Allow

**Allow** is very similar to **let** - implying more serious permission, rules, or laws.

Subject + **allow** + object + **to** + verb (infinitive)

## Examples:

- Unfortunately, his parents didn't **allow** him to come to the party.
- We can't **allow** you to do this. It's against the rules.

## 6. Help

We use **help** to say that someone is **assisting** a person in doing something.

Subject + **help** + object + (**to**) + verb (infinitive)

optional - it is more common to **not** use it

## Examples:

- They always **help** me (to) **do** my homework.
- We **helped** him (to) **move**.

Real examples:

- “Mateo wants me to **help** him **do** a marketing campaign to stop people from gambling?” - GaryVee
- “You need to find a way to **make** her **listen**.” - *Game of Thrones*
- “What did you do to your hair?” “I **had** it **done**.” - *Moonstruck*
- “If you **allow** yourself **to feel** it... embrace it... it will make you more powerful than you ever imagined.” - *X-Men: Days Of Future Past*
- “Well, **let** me just **give** you one example that we were talking about before. Right now, we have special tax provisions for capital gains.” - Joseph E. Stiglitz: Let’s Stop Subsidizing Tax Dodgers
- “I’ll **get** her **to call** when she gets in.” - *Room*

Recommendations:

- ★ Songs - *Believer*, by Imagine Dragons
- ★ *Havana*, by Camila Cabello.
- ★ Fluencycast - Preferences: do it yourself or hire someone?

## LESSON 02: CLIMBING THE LADDER OF SUCCESS!

There are roughly 3 tenses we can use to talk about events: **past**, **present** and **future**. Of course there is much more to each of them, but generally speaking, we can place events into one of these three tenses.

Today, let's take a look at the **FUTURE**, its uses and how to use it properly.

### GOING TO

As opposed to "will", "going to" is mainly used to talk about something that has already been decided on, a concrete plan and intention rather than a possibility or a spontaneous decision.

- More concrete predictions - we have evidence to back it up
- Decisions made **before** the moment of speaking
- Commands

Structures:

#### AFFIRMATIVE:

Subject + verb to be + going to + complement








#### NEGATIVE:

Subject + verb to be + **not** + going to + complement

#### INTERROGATIVE:

Verb to be + subject + going to + complement

## Examples:

- I'm **going to visit** her this week.   
*decision made beforehand*
- We're **gonna be** late, there's too much traffic.   
*prediction*
- She's **not going** to get here on time.   
*prediction*
- He's **going to be** a great teacher.   
*prediction*
- I'm **going to meet** them tomorrow.   
*decision made beforehand*
- It's **going to** rain any moment now.   
*prediction (based on a piece of evidence)*
- You're **going to** clean your room right now!   
*command*
- Jennifer **is not (isn't) going to (gonna) have lunch** with us in the school cafeteria.
- I'm **not gonna talk** to you until you apologize!
- **Are you going to watch** the new episode of *Atypical* tonight?
- **Is she going to visit** Baltimore this weekend?

**Reminder:** informally speaking or even informally writing (texting, for instance), people prefer to use the informal contraction *gonna* instead of **going to**. It's completely acceptable and preferable by native speakers.



## LESSON 02: PUNCTUALITY AND PLANS!

How punctual are you? Do you struggle to show up on time for an appointment? Do you see yourself constantly working against the clock because of poor time management?

Most people have been through some sort of situation where things didn't happen when they were supposed to. How can we learn to be more punctual and avoid making people wait for us?

Some say punctuality is cultural - like the British - but in fact, although there is definitely a cultural aspect to it, punctuality is something valued by most people and being on time is considered polite almost everywhere.

Some countries / groups of people, however, see time and punctuality as more flexible, and being late is not so frowned upon. As a matter of fact, in some places it is almost expected to start things later than previously arranged.

To start talking about this, let's reflect:

### 1. Value other people's time

**Punctuality** might not be important to you, but it might be to others. Think about what sacrifices or choices people had to make in order to show up **on time**. It's only fair that we value their time and do the same!

### 2. Plan ahead

Sometimes we do things at the very **last minute**, which can lead to a lot of **anxiety** and **stress**.

Plan ahead, think through the process and consider what you think is necessary and how to complete the task properly. A nice plan is the foundation for a great outcome.

### 3. Set aside more time than you think you'll need

Things take time - sometimes more than we expect them to. Aiming to show up 1 minute before is dangerous because we never know what kind of **setbacks** we may come across. Leave some room for unexpected events. If everything runs smoothly, you'll still have some time left. Like Shakespeare's saying "Better three hours early than one minute late" works more often than "better late than never/sorry".

Of course, since we're talking about punctuality, plans, and things related to time, it's important to talk about **APPOINTMENTS**!

An appointment is an event we arrange with someone at a specific time and location.

For example:

- Work meeting
- Dinner
- Doctor's appointment
- Appointment at the hair salon
- Visit to the dentist
- Job interview

When talking about appointments, as we said before, **time** is a key element! So, basically, in English, to talk about time, there are three words we should always remember: **in**, **on**, and **at**.

#### **IN:**

- months - June, February, December

"**In November**, we commemorated another hero... though nobody knows his name."

- years - 1999, 2050, 2030

"Message will arrive **in 19 years**." - *Passengers*

“When China joined World Trade Organization **in 2001**, it promised to lower the trade barriers, and make its markets fairer for foreign companies.” - Is China Being Fair on Trade?

- morning / afternoon / evening

“So why are you talking about precepts this early **in the morning**, Mr. Browne?” - *Wonder*

- seasons - Spring, Summer, Winter, Fall / Autumn

“But you, my daughter, will linger on in darkness and in doubt as nightfall **in winter** that comes without a star.” - *The Lord Of The Rings: The Two Towers*

“Banff is a year round destination, with snow dusted greenery **in spring**, beautiful sunshine **in summer**, full of bold autumn colors **in fall**, and blanketed in snow **in winter**.” - TOP 10: Things To Do In Banff

- centuries - twentieth century, fifth century

“**In the fourteenth century**, according to the account of local officials at the time, this man appeared suddenly in the village of Wyle near Stonehenge, **in April of 1362**.” - *Twelve Monkeys*

“All of us here are richer, healthier, taller, [...] and live longer than our ancestors **in the early 19th century**.” - Chrystia Freeland

### More examples:

- My mother's birthday is **in June**.
- She was born **in 1976**.
- I always have a cup of coffee **in the morning**.
- We usually don't travel **in winter**.
- This was a big concern **in the 19th century**.



### ON:

- days - Monday, Tuesday...

"You have to deliver it out loud in front of the class **on Monday.**" - *Dead Poets Society*

"**On Saturday**, the president signed three executive actions on issues ranging from government ethics to national security." - 1/30/17: White House Press Briefing

- dates - 13 May / May 13 / the 13th of May

"So I hope you'll join us **on April 30th.** And again, thank you all so much for coming. Have a great day." - Carly Fiorina Lecture at JMU

"He thinks your son was executed in the National Stadium **on September 19th.**" - *Missing*

- holidays - Christmas Eve, New Year's Day

"Do you always work **on Christmas Eve**, Carl?" - *Catch Me If You Can*

"Perhaps you could bring the flowers you forgot to bring Barbara **on Mother's Day.**" - *Shaun Of The Dead*

- the weekend(s)

"I also know that you sent her an email **on the weekend** asking her to come by and visit." - *In My Father's Den*

"Even though I try not to work **on the weekends**, many weekends don't feel restful." - *What To Do When Rest Isn't Restful*

- days + morning / afternoon / evening - Thursday morning, Saturday evening

“I’m glad that you’re willing to face serious matters **on a Sunday morning.**” - Masculinities: Raewyn Connell, All About Women 2016

### More examples:

- I have an appointment with Dr. Silva **on Monday morning.**
- My father was born **on August 24 / 24 August / the 24th of August.**
- Sorry I wasn’t able to come **on Tuesday.**
- We always go fishing **on the weekends.**
- We’re traveling **on New Year’s Day.**

### AT:

- clock times - 5:30 AM, 8 o’clock

“I arrived at work **at 6 AM,** and half the parking lot was filled.” - Michael Morell

- exact times of day, night - at night, midnight, lunchtime

“I left work about 7:30 **at night,** and half the parking lot was filled, and that’s the kind of dedication we’re talking about here.” - Michael Morell

- holiday periods - Christmas, Easter (more British)

“For instance, **at Easter,** we’re going to fund a dance education for a child, and we’re going to follow that child throughout their career.” - *The Spark*

“Alright, I’ll see you **at Christmas.** Good night.” - *The Departed*

### More examples:

- I made a reservation for tomorrow **at 7PM**.
- Will you be home **at Easter**?
- We have a meeting **at lunchtime** today.
- I'm so excited I can't sleep **at night**.

### Recommendations:

- ★ Book - *Climbing the Ladder of Success: Without Stepping on your Values*, by Cookie Tuminello.
- ★ *About Time*, available on Netflix
- ★ Book - *Our Final Invention*, by James Barrat



## LESSON 03: A NOTE TO MY FUTURE SELF...

We have already talked about “will” and “going to” as ways of talking about the future, but what about this one?



**I'm seeing** the doctor tomorrow at 3PM.

Don't we use -ing verbs (in this case, **PRESENT CONTINUOUS**) to talk about things that are happening at the moment of speech? Yes! But we can also use it to talk about plans and arrangements for the future.

Both of these constructions (“going to” and present continuous) can be used to talk about future plans.

The **difference** - however - is that when using going to it feels as if we are focusing more on an intention, a possibility (when you're 90% sure), whereas with -ing verbs the event we are talking about is certain, we have made the necessary arrangements, it's all set (100% sure)!

This is what some say, but in spoken English, people hardly ever differentiate the two, they can be used interchangeably in most cases.

Let's quickly remind ourselves of the present continuous structure:

**AFFIRMATIVE:**

Subject      +      verb to be      +      verb gerund      +      complement

## NEGATIVE:

Subject  verb to be  **not**  verb gerund  compl.

## INTERROGATIVE:

Verb to be  subject  verb gerund  complement

## Examples:

- **I'm flying** to LA first thing in the morning.
- **We're having** a party on Saturday.
- **We're leaving** soon.
- **They're moving** to Chile next month.
- What **are you doing** after work?
- **I'm meeting** her on Tuesday.

## Real examples:

- “**We're having** a barbecue. You *wanna* come over?” - *Gran Torino* (Reminder: here, there is no time expression to say that this is actually something planned for the future. But the context in which this line was taken, tells us that it's an arranged barbecue.)
- “**I'm seeing** him later.” - *Snatch*
- “**She's leaving** the company and she's moving on to the next thing.” - Dan Lyons

## LESSON 04: YOU MAY BE RIGHT!

How can we talk about possibilities in English? Some things are possible/certain to happen in the future. Some are likely to happen, some are unlikely, and the chance of some things happening are impossible.

But how can we discuss all of these possibilities and impossibilities in English? We're not going to discuss all of it now, some will be seen on the first unit of Intermediate 2!

For now, there are two important words we use to talk about probabilities: **MAY** and **MIGHT**.

We use **may** to talk about things that are likely to happen - that is - when something is probably going to be accomplished.

And we use **might** to talk about things that are less likely to come true - that is - when something is probably **not** going to be accomplished, even though there is still some chance.

Let's take a look at the structure of both of these modals:

### AFFIRMATIVE:

Subject  **might / may**  verb (infinitive)  compl.

### NEGATIVE:









Subject  **might / may + not**  verb (infinitive)  compl.

### INTERROGATIVE:

**Might / May**  subject  verb (infinitive)  compl.






## Examples:

- We **may** go to the park later.   
*it is likely to happen*
- We **might** go to the park later.   
*it is less likely to happen*
- She **might** win the lottery.
- I already have 3 numbers right. I **may** actually win the lottery!
- I **might** be a little late.
- I'm stuck in traffic, I **may** get there a bit late.
- I **might** go out tonight, I'm not sure.   
*unlikely to happen*
- We **may** go out for dinner tonight.   
*likely to happen*
- Grab your coat, it **may** rain later.   
*likely to happen*
- It **might** rain later.   
*less likely to happen*
- We **might not** be able to finish in time.   
*unlikely to happen*
- We **may not** be able to finish in time.   
*likely to happen*

Besides being used to talk about possibilities, these 2 modals can also be used to ask for permission.

**MAY** and **MIGHT** can also be used as a more formal alternative to **CAN** when asking for, granting or denying permission.

- **Can** I go to the restroom, please?  
*informal* 
- **May** I go to the restroom, please?  
*a little bit more formal* 
- **Might** I go to the restroom, please?  
*formal* 

## Examples:

- You **can** leave the room.
- You **may** leave the room. - (granting for formal permission)
- You **can** have another cup of tea.
- You **might** have another cup of tea. - (speculating on someone's actions)

**\*keep in mind** - **May** is more commonly used than **might** when talking about permission.

Real examples:

- "Harvey **may** not know you well enough to understand when you're making fun of him." - *The Dark Knight*
- "**May** I have your attention please?" - *Rain Man*
- "**May** I have this dance?" - *L.A. Confidential*
- "So we **might** imagine the painted curtains in this picture as pulled apart to reveal a painting." - *The Audacity Of Christian Art*

- “I **might** go visit my dad today.” - *The Letter Writer*
- “I think that **might** be my favorite one.” - *Her*
- “This **may be** a little uncomfortable.” - *A Beautiful Mind*

Let's focus a little bit on the difference between “maybe” and “may be”. Their pronunciation is almost the same: **maybe**: the strongest syllable is “may”; **may be**: the strongest is “be”. Well, *maybe* is an ADVERB, but what does that mean? It means that it's going to change, somehow, another word. In this case, a synonym could be “perhaps”, as in to say you're not 100% sure. (**Maybe** no one's coming tonight. / They could be at home, **maybe**. / “Are you coming?” “Maybe.”) On the other hand, we have *may be*, which is a modal verb + the verb be. (She **may be** the only person I've ever loved. / They **may be** right.)



**WORKBOOK**

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**Intermediate #1**

**EXERCISES**

## EXERCISES

1) Complete the sentences with a causative verb + a verb from the box below:

fixed

done

cleaned

to call

listen

- a. Where is she, Edward? \_\_\_\_\_ her \_\_\_\_\_ me please. They don't know her whereabouts since last Saturday. Everyone's worried.
- b. My kids were jumping on my bed last night, and now it's broken. I need to \_\_\_\_\_ it \_\_\_\_\_ asap.
- c. I'm finally \_\_\_\_\_ my house \_\_\_\_\_. Ever since we moved, 2 months ago, we didn't have time to call someone to help, but we do now!
- d. He doesn't care about the rules because you don't \_\_\_\_\_ him \_\_\_\_\_ to you. You're just going to bore him to death, and he'll never get it.
- e. I'm thinking about \_\_\_\_\_ my nails \_\_\_\_\_ for Isis's party. Where do you usually get yours done?

2) Look at the underlined words. Are they correct? If so, write "OK", if not, write the correct words. There may be more than one correct answer.

- a. I'll have him to call you. Don't worry.
- b. I just got my nails done. Do you like them?
- c. I can't believe you made me done it. I'm definitely going to regret it...
- d. I'm sorry, Finn. I can't allow you to see her now. She's upset.
- e. Can you help me to move next Saturday? I could really use a hand.



**3)** Read the following article about hiring, [Hiring: Should You DIY or Use a Recruiting Service?](#), and then answer some questions.

**“When it's time to hire a new employee, do you court job seekers on your own or hire a recruiting service? Here's what you need to know about each method.**

One of the biggest obstacles that small to medium businesses face is finding the right talent to join their company. Startups and small companies need employees who are reliable, talented, and will help grow the business with their own ambition and energy. Usually, businesses either work with a job recruiting service, also known as a staffing agency, or develop their own hiring process.

In this article, we outline the difficulties small businesses face when filling positions and the differences between working with a recruiting service or hiring employees yourself.

### Hiring and recruiting challenges

Depending on your industry, your business may face fierce competition from other companies for the best talent, especially from larger enterprises. According to recruiting software company Top Echelon, the top competitive industries to find talent include information technology, engineering, healthcare, manufacturing and marketing. If you're in need of a recruiter to fill a specialized position, winning over a promising candidate when a bigger competitor is offering positions with larger starting salaries, a host of benefits, and more upward mobility can seem daunting.

If you're in an industry where talent is scarce, finding qualified candidates can be challenging, particularly when you're determined to do it yourself. You don't want to start the recruiting process and fill the position with any warm body who does the bare minimum, so you'll need to read dozens of resumes and schedule time to conduct interviews. This can be a drag on HR resources if you or your other managers are the only ones qualified to interview and hire applicants.

Filling a position can take up a lot of your own time that could be better spent on other aspects of the business. If you're not experienced in hiring new help, you could end up with someone who doesn't live up to their application.

### Using a recruiting service

There are hundreds of hiring agencies and recruiting services out there you can hire to find the right talent for your open positions. Recruiting services eliminate the need for you to go through the time-consuming challenge of finding the right applicants for the job.

Recruiting services offer several advantages to small companies looking to hire, the first of which is the obvious timesaving aspect for you and your management if you don't have an HR manager or department. You can concentrate on your main responsibilities while leaving recruiting to a professional.

"Finding the best talent is a full-time job. By the time companies decide they need help, they are already desperate, and morale is down," said Brianna Rooney, founder of recruiting service Techees. "When a company can't find someone, or they are having people decline their offers, it takes a toll on the company and employees."

Having experienced recruiters who are solely dedicated to finding the right candidate for your position keeps you unbiased in your selection, allowing you to select the best candidate with most talent for the job.

Other cases where hiring a recruiter can be advantageous is when you're new to an area or opening a new location in a different region. Your network of contacts may only extend to your current geographic area, so a recruiting service with local knowledge may make it easier for you, according to Josh Williams of recruiting service Smart, Savvy + Associates.

Recruiting services go beyond posting help-wanted ads on the usual job websites. They network and seek out the specialized talent that you're after, sparking interest in individuals who are already employed but open to a change. These agencies sell your company to these interested parties, and convince them that their talents would be more appreciated and rewarded at your company.

### How to choose a staffing agency

If you decide to outsource your recruiting efforts, you'll want to ensure that your chosen hiring agency is the right fit. These four tips will help you choose the hiring agency that's best for your company.

#### 1. Do your homework.

When evaluating a hiring agency, research them as you would any job candidate. Look into their website and LinkedIn page for more information, and make sure their experience matches your company's needs and expectations.

#### 2. Interview agencies like candidates.

Not only should you research agencies as a job candidate would, but you should interview them as a candidate would as well. Ask the agency about their process, including how they find and evaluate candidates, how long it will take to fill the position, and how they will communicate any updates to you.

#### 3. Evaluate their expertise and track record.

Extensive expertise and a strong track record are positive indicators that your potential partnership might be successful. An agency with a wide network reach, recent position fills and consistently updated databases is more likely to help you find the right candidate.

#### 4. Be transparent with your goals and expectations.

As an employer, you need to clearly state the requirements of your open position and what you're looking for in an applicant. When possible, use specifics rather than subjective terms (for example, "five-plus years Excel experience," rather than "advanced Excel skills"). A good recruiter will listen to you and send only qualified candidates your way.

### Hiring on your own

Professional recruiting services are likely to help you find great talent to add to your company, but the reality is that they can be costly. Typically, a recruiter's fee is a percentage (usually 10% to 20%) of the chosen candidate's salary. Depending on the position being filled, this can be a steep price.

Recruiting talent on your own is far from impossible, and there are several methods and practices to help you find good candidates.

#### 1. Be patient and realistic.

Temper expectations, especially if you're in a competitive industry. You won't find your dream candidate overnight. Plot out a timetable for your search, allowing yourself plenty of time to take in and seek applications. If you're a small company, you may not be able to find a top candidate who can do it all for the salary you offer, so balance out the type of worker you want with the pay you can afford.

"Do your homework, and make sure your expectations for the qualifications of the successful candidate, and the responsibilities they will fulfill, are aligned with what the going rate in the labor market is," said Sylvia Helm, recruiting manager at TREW.

#### 2. Streamline your application and hiring process.

"As many as 90% of candidates who start an application don't complete it," said Ira Wolfe, president of Success Performance Solutions. "While the labor market is undoubtedly tight, the application process in most companies is so archaic that many candidates just walk away."

Make applying easy, and also make the onboarding process quick and easy so you retain talent once you find it.

#### 3. Develop an attractive company culture.



Creating a welcoming brand and culture is important to get candidates excited about working for your company. Offering a great work environment with benefits such as wellness programs and flexibility with working from home could make the difference in which company a sought-after candidate picks.

#### 4. Use technology.

Don't neglect to use the technology at your disposal to get the word out about your position. There are plenty of job websites that only charge a small fee to post an opening, and many specialize in certain fields; for instance, HackerRank focuses on IT and engineering jobs, and Mediabistro specializes in marketing and media jobs.

You may also want to dedicate a page of your website to a careers section of your company. This can act as a landing page you can direct interested candidates to from job post websites, social media and other sources. Here, you can describe what the position entails and what the job's responsibilities are, since space on other platforms can be limited.” By Sean Peek.

- a. What are the benefits of hiring a recruiting agency?
- b. What does the writer mean with “Do your homework” before hiring recruiting services?
- c. Why is it important to develop an attractive company culture, according to the author?

**4)** Read the statements and then write questions about it using the verb in brackets. Use a wh word (if necessary) and going to.

- a. Julia told you she’s just won a money prize. (do)
- b. Felix is having second thoughts about talking to Fernanda. (do)
- c. Esther hates the food at the restaurant. (complain)
- d. Rose is planning a party. (invite)

**5)** Read the sentences and say if they are: a decision made beforehand, a prediction, or a command.

## EXERCISES

- a. Are you sure she's coming? I think she's going to be late.
- b. I'm going to meet Jason and Evan tomorrow. Do you want to join us?
- c. I just heard from that recruiting agency. I got the job, but I'm not going to accept it.
- d. You're not going to leave this house until you finish your chores, Alan.

### 6) Fill in the blanks with **will** or **going to**.

- a. I \_\_\_\_\_ (not be) home next week. I'll be travelling to Xangai.
- b. Oh no. We \_\_\_\_\_ (run out) of gas. Look at the fuel gauge.
- c. What \_\_\_\_\_ you \_\_\_\_\_ (tell) her?
- d. Tell Matt I \_\_\_\_\_ (visit) him after work, will you?

### 7) Complete the sentences with a time expression from the box and a time preposition (in or on).

the 19th century   10 minutes   Wednesdays   the 1600s

- a. I'm not home right now, sweetie. I'll be there \_\_\_\_\_. Can you meet me there?
- b. Many great plays were published \_\_\_\_\_, such as *Midnight Summer Dream*, by Shakespeare.
- c. Victoria became queen \_\_\_\_\_, more precisely in 1837.
- d. Do you always work \_\_\_\_\_? When is your day off?

### 8) Fill in the blanks with in, on or at.

- a. My bus arrives \_\_\_\_\_ 9am. Can you pick me up at the station, dad?
- b. My grandfather will retire \_\_\_\_\_ 3 years' time. He's really excited.
- c. I'm taking a proficiency course. It begins \_\_\_\_\_ May 14th, and ends \_\_\_\_\_ mid June.
- d. \_\_\_\_\_ Saturday I went to bed \_\_\_\_\_ 2am after my friend's birthday party.

9) Fill in the blanks with going to or the present continuous.

- I \_\_\_\_\_ (leave) tonight at 6. Feel free to join me.
- "What \_\_\_\_\_ Diane \_\_\_\_\_ (do) over the weekend?" "She's going to visit her mom in Denver."
- I \_\_\_\_\_ (do) anything tomorrow. Do you want to come over and watch a movie?
- Josh and I \_\_\_\_\_ (meet) Julia at 8pm.

10) Take a look at the following schedule and complete the dialogue:

<b>Monday</b> (today)
• Soccer match 8pm
<b>Tuesday</b>
• Work late - overtime 9pm
<b>Wednesday</b>
• Lunch with mom 1pm
<b>Thursday</b>
• Haircut 2pm

Kelly: Hey, Ricky. What's up? *Wanna* hang out?

Ricky: Sorry, Kelly. I \_\_\_\_\_. Rain check?

Kelly: Sure, no worries. How about tomorrow? My roommate \_\_\_\_\_ (have) some people over for her rehearsal dinner. You could be my +1.

Ricky: Oh Kelly. I really wanted to be there for you, but I \_\_\_\_\_ tomorrow. I have to deliver a project on Wednesday first thing in the morning. How about we meet for lunch?

Kelly: That would be lovely. 1pm?

Ricky: Shoot! I just checked my calendar... I \_\_\_\_\_ with my mom. If you don't mind, you can definitely join us.

Kelly: Sure. Sounds good.

**11)** Now it's our turn to talk about your schedule. Read the prompts and write sentences (affirmative or negative) about your plans using the present continuous. Follow the examples below:

**E.g.:** (tonight) I'm not doing anything tonight. OR I'm having some of my friends over for a game night.

- a. (next month)
- b. (Saturday)
- c. (tomorrow morning)
- d. (*a day of your choosing*)

**12)** Fill in the blanks with **might** and the correct form of the verb:

- a. "Have you seen Bonnie?" "Hm, I'm not sure, but she \_\_\_\_\_ in the office.
- b. Jenny said she isn't feeling so well. I \_\_\_\_\_ her for a walk.
- c. Louis said he \_\_\_\_\_ to the party. His parents are coming to town to visit.
- d. You should ask Elijah. He \_\_\_\_\_ to help you with this. He knows more about it than me.

**13)** Fill in the blanks with **may** and the correct form of the verb:

- a. Be careful with that. You \_\_\_\_\_ yourself, it's sharp.
- b. The police said they can't say anything else about the case... The \_\_\_\_\_ enough information.
- c. This \_\_\_\_\_ the last time I eat meat. I'm trying to become a vegetarian.
- d. The economy \_\_\_\_\_ up or down next year because of the elections...

**14)** Rewrite the sentences using **may** or **might**.

- a. Perhaps Lucia is worried about you.
- b. I think they want to talk to you.
- c. Maybe he doesn't know her very well.

**15)** Write a text talking about your schedule for next week. Try using all of the things we've seen about the future, possibilities, appointments, and time.



# WORKBOOK

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## Intermediate #1

### ANSWER KEY

1)

- a. Get / to call
- b. have or get / fixed
- c. having / cleaned
- d. make / listen
- e. getting or having / done

2)

- a. have him call
- b. OK
- c. made me do
- d. OK
- e. OK / help me (to) move

3)

4)

- a. What are you going to do with it?
- b. What are going to do about it?
- c. Are you going to complain (to the waiter)?
- d. Who are going to invite?

5)

- a. prediction
- b. decision made beforehand
- c. decision made beforehand
- d. command

6)

- a. won't be
- b. are going to run out
- c. are / going to tell
- d. am going to visit

7)

- a. in 10 minutes
- b. in the 1600s
- c. in the 19th century
- d. on Wednesdays

8)

- a. at
- b. in
- c. on / in
- d. On / at

9)

- a. am leaving
- b. is / going to do
- c. am not doing
- d. are meeting

10)

Kelly: Hey, Ricky. What's up? *Wanna* hang out?  
 Ricky: Sorry, Kelly. **I'm playing soccer at 8pm.** Rain check?  
 Kelly: Sure, no worries. How about tomorrow? My roommate **is having** some people over for her rehearsal dinner. You could be my +1.  
 Ricky: Oh Kelly. I really wanted to be there for you, but **I'm working late** tomorrow. I have to deliver a project on Wednesday first thing in the morning. How about we meet for lunch?  
 Kelly: That would be lovely. 1pm?  
 Ricky: Shoot! I just checked my calendar... **I'm having lunch** with my mom. If you don't mind, you can definitely join us.  
 Kelly: Sure. Sounds good



11) Personal answer

12)

- a. might be
- b. might take
- c. might not come
- d. might be able to

13)

- a. may hurt
- b. may not have
- c. may be
- d. may go

14)

- a. She might be worried.
- b. They might want to talk to you.
- c. He may not know her very well.

15) Personal answer