

# Study guide

Use this study guide if you need help in deciding which units you should study, or which part of the *Grammar review* you should read first. Which of the four alternatives completes the sentences in the correct or most likely way? Sometimes more than one alternative is possible.

If you are not sure which alternatives are correct, study any related sections of the *Grammar review* first and then the unit(s) given on the right. You will find the correct answer in the section of the *Grammar review* or the unit highlighted.

You can find an answer key to this study guide on page 281.

TENSES		GRAMMAR REVIEW	STUDY UNIT
1.1	'Who _____?' '_____ to get through to Helen.' A do you phone...I'm trying    B are you phoning...I'm trying C are you phoning...I try    D do you phone...I try	A1	1, 2
1.2	_____ to Turkey every year for your holidays? A Are you going    B Were you going    C Have you gone D Do you go	A5	1, 2
1.3	I _____ I can't see as well as I used to. A am admitting    B admits    C admit    D was admitting		1, 2
1.4	Jane _____ me that you're thinking of emigrating. A told    B tells    C is telling    D tell		2, 1
1.5	Kathy _____ a few minutes ago. A has left    B leaves    C left    D had left	A6	3, 4, 5
1.6	We _____ to the tennis club since we moved here. A have belonged    B belong    C belonged    D are belonging	A11	3, 6
1.7	After she _____ hospital, she had a long holiday. A leaves    B is leaving    C has left    D left		3, 4, 5
1.8	When he realised I _____ at him, he _____ away. A looked...was turning    B was looking...turned C was looking...was turning    D looked...turned	A13	4, 7
1.9	When the builders were here I _____ them cups of tea all the time. A was making    B am making    C made    D make		4, 7
1.10	When I went into the bathroom, I found that the bath _____. A overflows    B overflowed    C had overflowed D is overflowing	A14	5, 7
1.11	I was sure that I _____ him before. A had met    B am meeting    C meet    D met		5, 7
1.12	Your eyes are red - _____? A did you cry    B have you been crying    C have you cried D do you cry	A17	6
1.13	_____ this holiday for ages. A We're looking forward to    B We've been looking forward to C We look forward to    D We've looked forward to		6, 3

TENSES		GRAMMAR REVIEW	STUDY UNIT
1.14	When I saw the vase in the shop window, I knew it was exactly what I ..... A looked for    B look for    C had been looking for D have looked for	A18	7
1.15	..... hard all year, so I felt that I deserved a holiday. A I work    B I'd been working    C I'd worked D I'm working		7, 4, 5
THE FUTURE			
2.1	I ..... one of my special desserts for dinner, if you like. A make    B 'm going to make    C 'll make    D 'm making	B3	9
2.2	If Jack phones I ..... you know. A 'm going to let    B let    C 'm letting    D 'll let		9
2.3	'Has anybody offered to look after the children?' 'Jo ..... it.' A is to do    B 's going to do    C does    D will do	B5	9
2.4	The next train to Newcastle ..... at 3.45. [station announcement] A will leave    B is leaving    C is going to leave    D leaves	B6	10
2.5	When you ..... Dave, tell him he still owes me some money. A are going to see    B are seeing    C see    D will see		10
2.6	We ..... a party next Saturday. Can you come? A 're to have    B 're having    C have    D 'll have	B7	10
2.7	After the operation you ..... any sport for a while. A won't be doing    B aren't doing    C don't do    D won't to do	B8	11
2.8	When the race starts later this afternoon the drivers ..... for drier weather than last year. A were hoping    B are hoping    C hope    D will be hoping		11
2.9	In the next few years, thousands of speed cameras ..... on major roads. A are appear    B will appear    C are to appear D are appearing		12
2.10	..... to Bangkok by the end of June. A I aim getting    B I'm aiming getting    C I aim to get D I'm aiming to get		13
2.11	We ..... each other later that day, but I had to phone and cancel. A see    B are seeing    C were seeing    D saw		14

MODALS		GRAMMAR REVIEW	STUDY UNIT
3.1	Despite yesterday's snowfalls, we ..... home in less than an hour. A could drive    B can drive    C were able to drive D are able to drive	C5	15
3.2	She swam strongly and ..... cross the river easily, even though it was swollen by the heavy rain. A can    B was able to    C could    D is able to		15
3.3	..... me to get you some water? A Would you like    B Should you like    C Shall you like D Will you like	C12	16
3.4	We ..... Switzerland four times during the 1970s. A would visit    B used to visit    C visit    D visited		16
3.5	'While we're in Leeds shall we go and see Mark?' 'But it's been nearly 20 years since we last saw him. He ..... remember us.' A can't    B couldn't    C may not    D might not	C17	17
3.6	During the war, the police ..... arrest you for criticising the king. A may    B might    C should    D could		17
3.7	'I'm seeing Dr Evans next week.' 'That ..... be right. He's on holiday then.' A mustn't    B can't    C hasn't to    D hasn't got to	C23	18
3.8	I can't start the computer. You ..... a password. A must have got to know    B must've to know C must have to know    D must know		18
3.9	I ..... an interview because I'd worked there before. A didn't have to have    B needn't have had C didn't need to have    D needn't have	C27	19
3.10	Nowadays it ..... cost a fortune to own a powerful computer. A hasn't to    B needn't    C doesn't have to    D mustn't		19
3.11	Walking under a ladder ..... be unlucky. A is suppose to    B should    C ought to    D is supposed to	C32	20
3.12	It's the third time she's been skating this week. She ..... really enjoy it. A must    B should    C ought to    D had better		20
LINKING VERBS, PASSIVES, QUESTIONS			
4.1	The traffic lights ..... green and I pulled away. A got    B became    C turned    D went		21

LINKING VERBS, PASSIVES, QUESTIONS		GRAMMAR REVIEW	STUDY UNIT
4.2	The building ..... the earthquake but then ..... by a fire. A was survived...destroyed    B survived...was destroyed C survived...destroyed    D was survived...was destroyed	D1	22, 23, 24
4.3	I'm really disappointed. I ..... for the team again. A wasn't picked    B didn't pick    C didn't get picked D wasn't got picked	D2	22, 23, 24
4.4	When I asked what was wrong, ..... A I was explained the problem B he explained the problem to me C the problem was explained to me D he explained me the problem		22
4.5	The children ..... to the zoo. A were enjoyed taken    B enjoyed being taken C were enjoyed taking    D enjoyed taking		23 App.1
4.6	The new computer system ..... next month. A is being installed by people    B is be installed C is being installed    D is been installed		24 App.1
4.7	..... that we have to leave the building. A They have informed us    B It has been informed C It has been informed us    D We have been informed		25
4.8	He just turned away when I asked him. .... he meant? A Which do you think    B How do you think C What you think    D What do you think	E3	26 App.2
4.9	..... to do in Birmingham at Christmas? A What there are    B What is there    C What are there D What there is		26
4.10	..... was in the box? A What did you think that    B What you thought C What did you think    D What you did think		27 App.2
VERB COMPLEMENTATION: WHAT FOLLOWS VERBS			
5.1	I always associate ..... A pizza    B pizza by Italy    C Italian pizza    D pizza with Italy		28
5.2	She described ..... A the situation    B the situation to me    C me the situation D the situation me		29
5.3	Stevens ..... the wallet. A admitted to steal    B admitted steal    C admitted stealing D admitted him stealing	F5	30, 31

VERB COMPLEMENTATION: WHAT FOLLOWS VERBS		GRAMMAR REVIEW	STUDY UNIT
5.4	My parents wouldn't ..... to the party. A allow me go    B allow me to go    C allow me going D allow to go	F9	30, 31
5.5	She felt the mosquito ..... her. A bites    B to bite    C bite    D biting	F13	30, 31
5.6	You don't object ..... late tonight, do you? A to working    B to work    C work    D working		30
5.7	They arranged ..... in London. A for Jane to stay    B Jane to stay    C by Jane to stay D for Jane staying		31
REPORTING			
6.1	Martha ..... she would be late for the meeting. She ..... she was feeling ill. A told that...said that    B told that...said me that C told me that...said that    D told me that...said me that	G4/5	32
6.2	She ..... her holiday in Finland. A told me about    B said about    C said me about D told about	G7	32
6.3	'I suppose you've heard the latest ..... A news,' said she    B news.' she said    C news', she said D news,' she said		32 App.3
6.4	I notified ..... I had changed my address. A with the bank that    B the bank that    C that D to the bank that		33
6.5	She reminded ..... A what to do    B me what I had to do C what I had to do    D me what to do		34
6.6	Last night police said that they ..... the missing girl. A had found    B have found    C find    D were finding		35
6.7	She encouraged ..... the job. A to take the job    B that Frank should take    C Frank to take D to Frank to take		36
6.8	He asked where he ..... put the box. A shall    B ought to    C will    D should		37
6.9	She asked my advice ..... subject she should study at university. A on to what    B as to what    C on what    D to what		38
6.10	They directed that the building ..... A be pulled down    B to be pulled down C should be pulled down    D should pull down		39

NOUNS		GRAMMAR REVIEW	STUDY UNIT
7.1	The ..... faulty. A equipments are    B equipment was    C equipments were D equipment were	H1	
7.2	The company ..... doing a lot of ..... in South America. A is...businesses    B are...business    C are...businesses D is...business	H2	40
7.3	The ..... shoes were covered in mud, so I asked them to take them off before they got into ..... car. A girl's...Tom's    B girls'...Toms'    C girls'...Tom's D girl's...Toms'	H7	43
7.4	The council ..... postponed a decision on the new road, and many leading members of the opposition party ..... criticised the delay. A has...have    B has...has    C have...has    D have...have		40
7.5	..... thinks that Phil should be given the job. A Neither of us    B The majority of my colleagues C Practically everyone    D A number of people		41
7.6	Police ..... that Thomas is in Brazil, although his exact whereabouts ..... unknown. A believes...are    B believe...are    C believes...is    D believe...is		42
7.7	A new ..... is being built outside the town. A golf course    B golfcourse    C golf's course    D golf-course	H5	
7.8	The government has introduced ..... A a children's clothes tax    B a tax on children clothes C a children clothes tax    D a tax on children's clothes		43
7.9	..... has improved enormously. A David's guitar playing    B David guitar playing C Davids' guitar playing    D The guitar playing of David	H11	40
ARTICLES, DETERMINERS AND QUANTIFIERS			
8.1	I'll be with you in ..... A one quarter of an hour    B a quarter of an hour C a quarter of one hour    D a quarter of hour		44
8.2	Look at ..... . It's very bright tonight. A the moons    B moon    C the moon    D a moon	I5	45-47
8.3	Sydney is ..... A a beautiful city    B beautiful city    C the beautiful city D the beautiful cities	I7	45-47
8.4	..... of the present continuous tense on page 32. A There are example    B There are examples C There are the examples    D There is example	I9	45-47

ARTICLES, DETERMINERS AND QUANTIFIERS		GRAMMAR REVIEW	STUDY UNIT
8.5	_____ is one of the many factors involved in changing farming methods. A Climate    B A climate    C Climates    D The climate		45
8.6	Against her parents' wishes, she wants to be _____. A the journalist    B journalist    C a journalist    D journalists		46
8.7	'You look upset.' 'Yes, I've had _____.' A the terrible morning    B terrible morning C some terrible morning    D a terrible morning		47
8.8	I haven't been here for _____. A some years    B any years    C years    D the years	I14	48
8.9	We haven't got _____ left. A a butter    B any butter    C the butter    D some butter	I15	48
8.10	'Where were you last week?' 'I was visiting _____.' A any friends    B friends    C the friends    D some friends		48 49-51
8.11	_____ my jewellery is missing. A Some of    B Any of    C Some    D Any	I23	49
8.12	_____ the furniture _____ arrived yet. A None ... has    B None ... have    C None of ... has D None of ... have	I34, I22-28	49
8.13	I phoned Sarah at home, but _____. A there were no answers    B there were no answer C there was no answers    D there was no answer		49
8.14	There isn't _____ traffic along the street where I live. A many    B much    C much of    D many of	I38, I22-28	50
8.15	_____ the food was inedible. A A large amount of    B Many of    C Much of D A large number of		50
8.16	_____ waiting to hear the results. A Everyone was    B All was    C Everyone were    D All were	I44	51
8.17	Following the flood, _____ in the area _____ major repair work. A each of building...need    B every building...needs C every building...need    D each buildings...need	I46, I22-28	51
8.18	_____ to Athens during the vacation. A All they are going    B They are all going C They all are going    D They are going all		51
8.19	There is _____ evidence to support his claim. A little of    B few    C a few    D little	I48, I22-28	52
8.20	We should use _____ time we have available to discuss Jon's proposal. A the little of    B the little    C the few    D little		52



RELATIVE CLAUSES AND OTHER TYPES OF CLAUSE		GRAMMAR REVIEW	STUDY UNIT
9.1	My mother ..... enjoys hill walking. A who is in her seventies    B , that is in her seventies, C , which is in her seventies,    D , who is in her seventies,	J2	53
9.2	She's one of the kindest people ..... A that I know    B I know    C who I know    D which I know		53
9.3	Do you know the date ..... we have to hand in the essay? A which    B on which    C by which    D when		54
9.4	The valley ..... the town lies is heavily polluted. A in that    B in which    C in    D which		55
9.5	The prisoners ..... are all women. A who being released    B are being released    C being released D who are being released		56
9.6	She lives in the house ..... A which has the red door    B has the red door C with the red door    D which with the red door		57
9.7	'Wait a minute,' said Frank, ..... A running through the door    B run through the door C ran through the door    D runs through the door	J6	58, 59
9.8	..... by the boys' behaviour, she complained to the head teacher. A She annoyed    B Annoyed    C She was annoyed D Annoying	J8	58, 59
9.9	..... at the party, we saw Ruth standing alone. A Arrived    B We arrived    C Arriving    D We were arriving		58
9.10	John was the first person I saw ..... hospital. A by leaving    B on leaving    C in leaving    D on to leave		59
PRONOUNS, SUBSTITUTION AND LEAVING OUT WORDS			
10.1	'What did you do to your hand?' 'I ..... when I was chopping vegetables.' A cut me    B cut    C myself cut    D cut myself	K1	60
10.2	The scheme allows students from many countries to communicate ..... A each other    B with each other    C themselves D with one another	K7	
10.3	We are confident that both sets of fans will ..... at the match. A behave itself    B behave them    C behave themselves D behave		60



PRONOUNS, SUBSTITUTION AND LEAVING OUT WORDS		GRAMMAR REVIEW	STUDY UNIT
10.4	'We need new curtains.' 'Okay, let's buy .....' A ones with flowers on    B some    C ones    D one		61
10.5	The two children ..... for breaking the window. A each blamed other    B blamed other    C blamed each other D each blamed the other	K9	
10.6	I had a racing bike when I was young, and ..... A my brother did so    B so did my brother    C so my brother D did my brother	K10	62
10.7	'I don't suppose there'll be any seats left.' 'No, I .....' A don't suppose    B suppose    C don't suppose so D suppose not		62
10.8	They needed someone who was both an excellent administrator and manager. .... was not easy to find. A Such person    B A such person    C Such    D Such a person		63
10.9	'They could have been delayed by the snow.' 'Yes, they .....' A could have    B could    C could been    D could have been		64
10.10	The report is very critical and is clearly ..... A intended to be    B intended to    C intended    D intend to be		65
ADJECTIVES AND ADVERBS			
11.1	He is a ..... A capable of taking difficult decisions manager B manager capable of taking difficult decisions C capable manager of taking difficult decisions D manager capable to take difficult decisions		66
11.2	Our teacher gave us ..... problem to solve. A a very impossible    B a completely impossible C an absolutely impossible    D an extremely impossible	L2	67, 68
11.3	Some experience is ..... for the job. A really essential    B fairly essential    C pretty essential D very essential		67
11.4	I met my ..... professor the other day. She is now advising on the government's ..... A old politics...very foreign policy B very old politics...foreign policy C very old politics...very foreign policy D old politics...foreign policy		68
11.5	I drank some ..... coffee. A good very Brazilian    B Brazilian very good C very good Brazilian    D very Brazilian good	L3	

ADJECTIVES AND ADVERBS		GRAMMAR REVIEW	STUDY UNIT
11.6	I was ..... to find that the film was quite ..... A surprised...frightening    B surprised...frightened C surprising...frightening    D surprising...frightened	L4	
11.7	My watch was among the ..... A things taken    B taken things    C things stolen D stolen things		69
11.8	He was busy ..... his homework. A to do    B doing    C that he was doing    D he was doing		70
11.9	It was ..... as we went into the room. A strange quiet    B strange quietly    C strangely quiet D strangely quietly	L6	71
11.10	She ..... towards the door. A quick ran    B ran quick    C ran quickly    D quickly ran		71
11.11	It was the ..... thing to say. A most ridiculous    B ridiculous    C ridiculouslest D most ridiculouslest	L8	72
11.12	'Why did you buy these oranges?' 'They were ..... A cheapest    B the cheapest    C the cheapest ones I could find D cheapest ones I could find		72
11.13	She was ..... as anyone could have had. A as patient teacher    B a patient a teacher C as patient as teacher    D as patient a teacher		73
11.14	Have you heard the good news? ..... A In May, Jane had a baby    B Jane had a baby in May C Jane in May had a baby    D Jane had in May a baby		74, 75
11.15	..... Derek nowadays, he's so busy at the office. A We see hardly ever    B We hardly see ever C We hardly ever see    D Hardly we ever see		75
11.16	Only later ..... how much damage had been caused. A she realised    B she did realised    C did she realise D realised she		76, 99, 100
11.17	We ..... with the decision. A agree very much    B much agree    C agree much D very much agree		77
11.18	....., this summer is a crucial time for the government. A Politics speaking    B Politically    C In political terms D In a political point of view		78

ADVERBIAL CLAUSES AND CONJUNCTIONS		GRAMMAR REVIEW	STUDY UNIT
12.1	I ..... unwell when I ..... this morning. A felt...get up    B felt...got up    C feel...get up    D feel...got	M2	
12.2	Have something to eat before you ..... A leave    B left    C will leave    D had left	M3	
12.3	I still feel tired ..... in the morning. A when I wake up    B as I wake up    C when I will wake up D while I wake up		79
12.4	We were delayed ..... an accident. A because    B because of there was    C because there was D because of		80
12.5	The land was bought quickly ..... delay the building work. A so as not to    B so not to    C not to    D in order not to		81
12.6	..... they slept soundly. A Hot though was the night air    B Hot though the night air was C Hot as the night air was    D Hot although the night air was		82
12.7	I'll give you a lift if it ..... A is raining    B will rain    C rained    D rains	M9	83, 84
12.8	If I had known how difficult the job was, I ..... it. A won't have taken    B wouldn't have taken    C won't take it D mightn't have taken	M14	83, 84
12.9	If I ..... a more reliable car, I ..... to Spain rather than fly. A would have...would drive    B had...had driven C had...would drive    D would have had...would drive	M17	83, 84
12.10	If the technology ..... available, we would be able to expand the business. A would become    B were become    C were to become D became		83
12.11	If the North Sea ..... in winter, you could walk from London to Oslo. A happened to freeze    B froze    C should freeze D should happen to freeze		84
12.12	..... in my seventies and rather unfit, I might consider taking up squash. A Were I not    B Was I not    C Weren't I    D If I wasn't		85
12.13	They couldn't decide ..... it was worth re-sitting the exam. A if    B whether or not    C whether    D if or not		86
12.14	It was midday. ...., I put on the light. A Even so    B Although    C Even    D Even though		87

PREPOSITIONS		GRAMMAR REVIEW	STUDY UNIT
13.1	He suddenly saw Sue _____ the room. He pushed his way _____ the crowd of people to get to her. A across...through    B over...through    C across...across D over...along		88
13.2	The concert features, _____ others, Karl Frisk and the Johnsons. Their music is still very popular _____ teenagers. A between...among    B between...between    C among...between D among...among		89
13.3	_____ a pause in the conversation, she left the room. A In    B During    C Over    D Throughout		90
13.4	_____ cricket, I enjoy watching football and basketball. A Apart from    B Except    C Except for    D Besides		91
13.5	He got angry when they started to _____ his private life. A ask after    B ask about    C enquire about    D enquire after		92
13.6	What's the chance _____ five heads when you toss a coin five times? A of throwing    B to throw    C of throw    D throw		93
13.7	She tried to _____ . A talk me the plan out of    B talk out of me the plan C talk me out of the plan    D talk out me of the plan		94
ORGANISING INFORMATION			
14.1	_____ people trying to get into the football stadium. A There were too much    B There were too many C It was too many    D There was too many		95, 96
14.2	When Bond saw Vanya taking photographs of the plane, _____ that she was a spy. A dawned on him    B it dawned him    C it dawned on him D it dawned on		96
14.3	I _____ you can swim so well and I can't. A hate    B hate it that    C hate that    D hate it		97
14.4	Dave lost his job and was short of money, so _____ his flat and move in with his brother. A that he did was to sell    B what he did was to sell C what he did sold    D what he did was sell		98
14.5	_____ been diverted, they would have arrived early. A Had the plane not    B Hadn't the plane C The plane had not    D The plane not had		99
14.6	_____ that Marie was able to retire at the age of 50. A So successful her business was,    B So successful was her business, C Her business was so successful    D So was her successful business		100