

Appendix 1

Regular and irregular verbs

1.1 Regular verbs

If a verb is regular, the past simple and past participle end in **-ed**. For example:

<i>infinitive</i>	clean	finish	use	paint	stop	carry
<i>past simple</i>	cleaned	finished	used	painted	stopped	carry
<i>past participle</i>						

For spelling rules, see Appendix 6.

For the *past simple* (I **cleaned** / they **finished** / she **carried** etc.), see Unit 5.

We use the *past participle* to make the perfect tenses and all the passive forms.

Perfect tenses (have/has/had cleaned):

- I **have cleaned** the windows. (*present perfect* – see Units 7–8)
- They were still working. They **hadn't finished**. (*past perfect* – see Unit 15)

Passive (is cleaned / was cleaned etc.):

- He **was carried** out of the room. (*past simple passive*)
- This gate **has just been painted**. (*present perfect passive*)

} see Units 42–44

1.2 Irregular verbs

When the past simple and past participle do *not* end in **-ed** (for example, I **saw** / I **have seen**), the verb is *irregular*.

With some irregular verbs, all three forms (*infinitive*, *past simple* and *past participle*) are the same.

For example, **hit**:

- Don't **hit** me. (*infinitive*)
- Somebody **hit** me as I came into the room. (*past simple*)
- I've never **hit** anybody in my life. (*past participle – present perfect*)
- George was **hit** on the head by a stone. (*past participle – passive*)

With other irregular verbs, the past simple is the same as the past participle (but different from the infinitive). For example, **tell** → **told**:

- Can you **tell** me what to do? (*infinitive*)
- She **told** me to come back the next day. (*past simple*)
- Have you **told** anybody about your new job? (*past participle – present perfect*)
- I was **told** to come back the next day. (*past participle – passive*)

With other irregular verbs, all three forms are different. For example, **wake** → **woke/woken**:

- I'll **wake** you up. (*infinitive*)
- I **woke** up in the middle of the night. (*past simple*)
- The baby has **woken** up. (*past participle – present perfect*)
- I was **woken** up by a loud noise. (*past participle – passive*)

1.3 The following verbs can be regular or irregular:

burn	→ burned or burnt
dream	→ dreamed or dreamt [dremt]*
lean	→ leaned or leant [lent]*
learn	→ learned or learnt

smell	→ smelled or smelt
spell	→ spelled or spelt
spill	→ spilled or spilt
spoil	→ spoiled or spoilt

* pronunciation

So you can say:

- I **leant** out of the window. or I **leaned** out of the window.
- The dinner has been **spoiled**. or The dinner has been **spoilt**.

In British English the irregular form (**burnt/learnt** etc.) is more usual. For American English, see Appendix 7.

1.4 List of irregular verbs

<i>infinitive</i>	<i>past simple</i>	<i>past participle</i>	<i>infinitive</i>	<i>past simple</i>	<i>past participle</i>
be	was/were	been	light	lit	lit
beat	beat	beaten	lose	lost	lost
become	became	become	make	made	made
begin	began	begun	mean	meant	meant
bend	bent	bent	meet	met	met
bet	bet	bet	pay	paid	paid
bite	bit	bitten	put	put	put
blow	blew	blown	read	read [red]*	read [red]*
break	broke	broken	ride	rode	ridden
bring	brought	brought	ring	rang	rung
broadcast	broadcast	broadcast	rise	rose	risen
build	built	built	run	ran	run
burst	burst	burst	say	said	said
buy	bought	bought	see	saw	seen
catch	caught	caught	seek	sought	sought
choose	chose	chosen	sell	sold	sold
come	came	come	send	sent	sent
cost	cost	cost	set	set	set
creep	crept	crept	sew	sewed	sewn/sewed
cut	cut	cut	shake	shook	shaken
deal	dealt	dealt	shine	shone	shone
dig	dug	dug	shoot	shot	shot
do	did	done	show	Showed	shown/showed
draw	drew	drawn	shrink	shrank	shrunk
drink	drank	drunk	shut	shut	shut
drive	drove	driven	sing	sang	sung
eat	ate	eaten	sink	sank	sunk
fall	fell	fallen	sit	sat	sat
feed	fed	fed	sleep	slept	slept
feel	felt	felt	slide	slid	slid
fight	fought	fought	speak	spoke	spoken
find	found	found	spend	spent	spent
flee	fled	fled	spit	spat	spat
fly	flew	flown	split	split	split
forbid	forbade	forbidden	spread	spread	spread
forget	forgot	forgotten	spring	sprang	sprung
forgive	forgave	forgiven	stand	stood	stood
freeze	froze	frozen	steal	stole	stolen
get	got	got/gotten	stick	stuck	stuck
give	gave	given	sting	stung	stung
go	went	gone	stink	stank	stunk
grow	grew	grown	strike	struck	struck
hang	hung	hung	swear	sware	sworn
have	had	had	sweep	swept	swept
hear	heard	heard	swim	swam	swum
hide	hid	hidden	swing	swung	swung
hit	hit	hit	take	took	taken
hold	held	held	teach	taught	taught
hurt	hurt	hurt	tear	tore	torn
keep	kept	kept	tell	told	told
kneel	knelt	knelt	think	thought	thought
know	knew	known	throw	threw	thrown
lay	laid	laid	understand	understood	understood
lead	led	led	wake	woke	woken
leave	left	left	wear	wore	worn
lend	lent	lent	weep	wept	wept
let	let	let	win	won	won
lie	lay	lain	write	wrote	written

* pronunciation

Appendix 2

Present and past tenses

	simple	continuous
present	<p>I do <i>present simple</i> (→ Units 2–4)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ann often plays tennis. <input type="checkbox"/> I work in a bank, but I don't enjoy it much. <input type="checkbox"/> Do you like parties? <input type="checkbox"/> It doesn't rain so much in summer. 	<p>I am doing <i>present continuous</i> (→ Units 1, 3–4)</p> <ul style="list-style-type: none"> <input type="checkbox"/> 'Where's Ann?' 'She's playing tennis.' <input type="checkbox"/> Please don't disturb me now. I'm working. <input type="checkbox"/> Hello. Are you enjoying the party? <input type="checkbox"/> It isn't raining at the moment.
present perfect	<p>I have done <i>present perfect simple</i> (→ Units 7–8, 10–14)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ann has played tennis many times. <input type="checkbox"/> I've lost my key. Have you seen it anywhere? <input type="checkbox"/> How long have you and Sam known each other? <input type="checkbox"/> A: Is it still raining? B: No, it has stopped. <input type="checkbox"/> The house is dirty. I haven't cleaned it for weeks. 	<p>I have been doing <i>present perfect continuous</i> (→ Units 9–11)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ann is tired. She has been playing tennis. <input type="checkbox"/> You're out of breath. Have you been running? <input type="checkbox"/> How long have you been learning English? <input type="checkbox"/> It's still raining. It has been raining all day. <input type="checkbox"/> I haven't been feeling well recently. Perhaps I should go to the doctor.
past	<p>I did <i>past simple</i> (→ Units 5–6, 13–14)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ann played tennis yesterday afternoon. <input type="checkbox"/> I lost my key a few days ago. <input type="checkbox"/> There was a film on TV last night, but we didn't watch it. <input type="checkbox"/> What did you do when you finished work yesterday? 	<p>I was doing <i>past continuous</i> (→ Unit 6)</p> <ul style="list-style-type: none"> <input type="checkbox"/> I saw Ann at the sports centre yesterday. She was playing tennis. <input type="checkbox"/> I dropped my key when I was trying to open the door. <input type="checkbox"/> The television was on, but we weren't watching it. <input type="checkbox"/> What were you doing at this time yesterday?
past perfect	<p>I had done <i>past perfect</i> (→ Unit 15)</p> <ul style="list-style-type: none"> <input type="checkbox"/> It wasn't her first game of tennis. She had played many times before. <input type="checkbox"/> They couldn't get into the house because they had lost the key. <input type="checkbox"/> The house was dirty because I hadn't cleaned it for weeks. 	<p>I had been doing <i>past perfect continuous</i> (→ Unit 16)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ann was tired yesterday evening because she had been playing tennis in the afternoon. <input type="checkbox"/> James decided to go to the doctor because he hadn't been feeling well.

For the passive, see Units 42–44.

Appendix 3

The future

3.1 List of future forms:

<input type="checkbox"/> I'm leaving tomorrow.	present continuous	(→ Unit 19 A)
<input type="checkbox"/> My train leaves at 9.30.	present simple	(→ Unit 19B)
<input type="checkbox"/> I'm going to leave tomorrow.	(be) going to	(→ Units 20, 23)
<input type="checkbox"/> I'll leave tomorrow.	will	(→ Units 21–23)
<input type="checkbox"/> I'll be leaving tomorrow.	future continuous	(→ Unit 24)
<input type="checkbox"/> I'll have left by this time tomorrow.	future perfect	(→ Unit 24)
<input type="checkbox"/> I hope to see you before I leave tomorrow.	present simple	(→ Unit 25)

3.2 Future actions

We use the present continuous (**I'm doing**) for arrangements:

- I'm **leaving** tomorrow. I've got my plane ticket. (already planned and arranged)
- 'When **are** they **getting** married?' 'On 24 July.'

We use the present simple (**I leave** / **it leaves** etc.) for timetables, programmes etc. :

- My train **leaves** at 11.30. (according to the timetable)
- What time **does** the film **begin**?

We use (**be**) **going to** ... to say what somebody has already decided to do:

- I've decided not to stay here any longer. I'm **going to leave** tomorrow. (or I'm **leaving** tomorrow.)
- 'Your shoes are dirty.' 'Yes, I know. I'm **going to clean** them.'

We use **will** ('ll) when we decide or agree to do something at the time of speaking:

- A: I don't want you to stay here any longer.
B: OK. I'll **leave** tomorrow. (B decides this at the time of speaking)
- That bag looks heavy. I'll **help** you with it.
- I **won't tell** anybody what happened. I promise. (**won't = will not**)

3.3 Future happenings and situations

Most often we use **will** to talk about future happenings ('something **will happen**') or situations ('something **will be**'):

- I don't think John is happy at work. I think he'll **leave** soon.
- This time next year I'll **be** in Japan. Where **will** you **be**?

We use (**be**) **going to** when the situation *now* shows what **is going to happen in the future**:

- Look at those black clouds. It's **going to rain**. (you can see the clouds now)

3.4 Future continuous and future perfect

Will be (do)ing = will be in the middle of (doing something):

- This time next week I'll be on holiday. I'll **be lying** on a beach or **swimming** in the sea.

We also use **will be -ing** for future actions (see Unit 24C):

- What time **will** you **be leaving** tomorrow?

We use **will have (done)** to say that something will already be complete before a time in the future:

- I won't be here this time tomorrow. I'll **have** already **left**.

3.5 We use the *present (not will)* after **when/if/while/before** etc. (see Unit 25):

- I hope to see you **before** I **leave** tomorrow. (not before I will leave)
- When** you **are** in London again, come and see us. (not When you will be)
- If we **don't hurry**, we'll be late.

Appendix 4

Modal verbs (can/could/will/would etc.)

This appendix is a summary of modal verbs. For more information, see Units 21–41.

4.1 Compare can/could etc. for actions:

can	<input type="checkbox"/> I can go out tonight. (= there is nothing to stop me)
	<input type="checkbox"/> I can't go out tonight.
could	<input type="checkbox"/> I could go out tonight, but I'm not very keen.
	<input type="checkbox"/> I couldn't go out last night. (= I wasn't able)
can or may	<input type="checkbox"/> Can } I go out tonight? (= do you allow me?) <input type="checkbox"/> May }
will/won't	<input type="checkbox"/> I think I'll go out tonight. <input type="checkbox"/> I promise I won't go out.
would	<input type="checkbox"/> I would go out tonight, but I have too much to do. <input type="checkbox"/> I promised I wouldn't go out.
shall	<input type="checkbox"/> Shall I go out tonight? (do you think it is a good idea?)
should or ought to	<input type="checkbox"/> I { should ought to } go out tonight. (= it would be a good thing to do)
must	<input type="checkbox"/> I must go out tonight. (= it is necessary) <input type="checkbox"/> I mustn't go out tonight. (= it is necessary that I do <i>not</i> go out)
needn't	<input type="checkbox"/> I needn't go out tonight. (= it is not necessary)

Compare could have ... / would have ... etc. :

could	<input type="checkbox"/> I could have gone out last night, but I decided to stay at home.
would	<input type="checkbox"/> I would have gone out last night, but I had too much to do.
should or ought to	<input type="checkbox"/> I { should ought to } have gone out last night. I'm sorry I didn't.
needn't	<input type="checkbox"/> I needn't have gone out last night. (= I went out, but it was not necessary)

4.2 We use will/would/may etc. to say whether something is possible, impossible, probable, certain etc. Compare:

will	<input type="checkbox"/> 'What time will she be here?' 'She'll be here soon.'
would	<input type="checkbox"/> She would be here now, but she's been delayed.
should or ought to	<input type="checkbox"/> She { should ought to } be here soon. (= I expect she will be here soon)
may or might or could	<input type="checkbox"/> She { may might could } be here now. I'm not sure. (= it's possible that she is here)
must	<input type="checkbox"/> She must be here. I saw her come in.
can't	<input type="checkbox"/> She can't possibly be here. I know for certain that she's away on holiday.

Compare would have ... / should have ... etc. :

will	<input type="checkbox"/> She will have arrived by now. (= before now)
would	<input type="checkbox"/> She would have arrived earlier, but she was delayed.
should or ought to	<input type="checkbox"/> I wonder where she is. She { should ought to } have arrived by now.
may or might or could	<input type="checkbox"/> She { may might could } have arrived . I'm not sure. (= it's possible that she has arrived)
must	<input type="checkbox"/> She must have arrived by now. (= I'm sure – there is no other possibility)
can't	<input type="checkbox"/> She can't possibly have arrived yet. It's much too early. (= it's impossible)

Appendix 5

Short forms (I'm / you've / didn't etc.)

5.1 In spoken English we usually say **I'm / you've / didn't** etc. (*short forms or contractions*) rather than **I am / you have / did not** etc. We also use these short forms in informal writing (for example, a letter or message to a friend).

When we write short forms, we use an *apostrophe ('')* for the missing letter(s):

I'm = I am you've = you have didn't = did not

5.2 List of short forms:

'm = am	I'm	he's	she's	it's	you're	we're	they're
's = is or has					you've	we've	they've
're = are					you'll	we'll	they'll
've = have	I've	he'll	she'll		you'd	we'd	they'd
'll = will	I'll	he'd	she'd				
'd = would or had	I'd						

's can be **is** or **has**:

- She's ill. (= She **is** ill.)
- She's gone away. (= She **has** gone)

but **let's** = **let us**:

- Let's go now. (= Let **us** go)

'd can be **would** or **had**:

- I'd see a doctor if I were you. (= I **would** see)
- I'd never seen her before. (= I **had** never seen)

We use some of these short forms (especially 's) after question words (**who/what** etc.) and after **that/there/here**:

- who's what's where's how's that's there's here's who'll there'll who'd
- Who's** that woman over there? (= who **is**)
 - What's** happened? (= what **has**)
 - Do you think **there'll** be many people at the party? (= there **will**)

We also use short forms (especially 's) after a noun:

- Katherine's** going out tonight. (= Katherine **is**)
- My best friend's** just got married. (= My best friend **has**)

You cannot use 'm / 's / 're / 've / 'll / 'd at the end of a sentence (because the verb is stressed in this position):

- 'Are you tired?' 'Yes, I **am**.' (not Yes, I'm.)
- Do you know where she **is**? (not Do you know where she's?)

5.3 Negative short forms

isn't (= is not)	don't (= do not)	haven't (= have not)
aren't (= are not)	doesn't (= does not)	hasn't (= has not)
wasn't (= was not)	didn't (= did not)	hadn't (= had not)
weren't (= were not)		
can't (= cannot)	couldn't (= could not)	mustn't (= must not)
won't (= will not)	wouldn't (= would not)	needn't (= need not)
shan't (= shall not)	shouldn't (= should not)	daren't (= dare not)

Negative short forms for **is** and **are** can be:

he **isn't** / she **isn't** / it **isn't** or he's **not** / she's **not** / it's **not**
you **aren't** / we **aren't** / they **aren't** or you're **not** / we're **not** / they're **not**

Appendix 6

Spelling

6.1

Nouns, verbs and adjectives can have the following endings:

noun + -s/-es (<i>plural</i>)	books	ideas	matches
verb + -s/-es (after he/she/it)	works	enjoys	washes
verb + -ing	working	enjoy ing	wash ing
verb + -ed	worked	enjoy ed	washed
adjective + -er (<i>comparative</i>)	cheaper	quicker	brighter
adjective + -est (<i>superlative</i>)	cheapest	quickest	brightest
adjective + -ly (<i>adverb</i>)	cheaply	quickly	brightly

When we use these endings, there are sometimes changes in spelling. These changes are listed below.

6.2

Nouns and verbs + **-s/-es**

The ending is **-es** when the word ends in **-s/-ss/-sh/-ch/-x**:

bus/buses	miss/misses	wash/washes
match/matches	search/searches	box/boxes

Note also:

potato/potatoes	tomato/tomatoes
do/does	go/goes

6.3

Words ending in **-y** (**baby**, **carry**, **easy** etc.)

If a word ends in a *consonant** + **y** (-**by**/-**ry**/-**sy**/-**vy** etc.)

y changes to **ie** before the ending **-s**:

baby/babies	story/stories	country/countries	secretary/secretaries
hurry/hurries	study/studies	apply/applies	try/tries

y changes to **i** before the ending **-ed**:

hurry/hurried	study/studied	apply/applied	try/tried
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y changes to **i** before the endings **-er** and **-est**:

easy/easier/easiest	heavy/heavier/heaviest	lucky/luckier/luckiest
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y changes to **i** before the ending **-ly**:

easy/easily	heavy/heavily	temporary/temporarily
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y does not change before **-ing**:

hurrying	studying	applying	trying
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y does not change if the word ends in a *vowel** + **y** (-**ay**/-**ey**/-**oy**/-**uy**):

play/plays/played	monkey/monkeys	enjoy/enjoys/enjoyed	buy/buys
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An exception is: **day/daily**

Note also: **pay/paid** **lay/laid** **say/said**

6.4

Verbs ending in **-ie** (**die**, **lie**, **tie**)

If a verb ends in **-ie**, **ie** changes to **y** before the ending **-ing**:

die/dying	lie/lying	tie/tying
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* a e i o u are *vowel* letters.

The other letters (b c d f g etc.) are *consonant* letters.

6.5

Words ending in -e (hope, dance, wide etc.)

Verbs

If a verb ends in -e, we leave out e before the ending -ing:

hope/hoping smile/smiling dance/dancing confuse/confusing

Exceptions are **be/being**

and verbs ending in -ee: see/seeing agree/agreeing

If a verb ends in -e, we add -d for the past (of regular verbs):

hope/hoped smile/smiled dance/danced confuse/confused

Adjectives and adverbs

If an adjective ends in -e, we add -r and -st for the comparative and superlative:

wide/wider/widest late/later/latest large/larger/largest

If an adjective ends in -e, we keep e before -ly in the adverb:

polite/politely extreme/extremely absolute/absolutely

If an adjective ends in -le (simple, terrible etc.), the adverb ending is -ply, -bly etc. :

simple/simply terrible/terribly reasonable/reasonably

6.6

Doubling consonants (stop/stopping/stopped, wet/wetter/wettest etc.)

Sometimes a word ends in vowel + consonant. For example:

stop plan rub big wet thin prefer regret

Before the endings -ing/-ed/-er/-est, we double the consonant at the end. So p → pp, n → nn etc.

For example:

stop	p → pp	stopping	stopped
plan	n → nn	planning	planned
rub	b → bb	rubbing	rubbred
big	g → gg	bigger	biggest
wet	t → tt	wetter	wettest
thin	n → nn	thinner	thinnest

If the word has more than one syllable (prefer, begin etc.), we double the consonant at the end
only if the final syllable is stressed:

preFER / preferring / preferred	perMIT / permitting / permitted
reGRET / regretting / regretted	beGIN / beginning

If the final syllable is not stressed, we do not double the final consonant:

VISit / visiting / visited	deVELop / developing / developed
HAPpen / happening / happened	reMEMber / remembering / remembered

In British English, verbs ending in -l have -ll- before -ing and -ed whether the final syllable is stressed or not:

travel / travelling / travelled	cancel / cancelling / cancelled
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For American spelling, see Appendix 7.

Note that

we do not double the final consonant if the word ends in two consonants (-rt, -lp, -ng etc.):

start / starting / started	help / helping / helped	long / longer / longest
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we do not double the final consonant if there are two vowel letters before it (-oil, -eed etc.):

boil / boiling / boiled	need / needing / needed	explain / explaining / explained
cheap / cheaper / cheapest	loud / louder / loudest	quiet / quieter / quietest

we do not double y or w at the end of words. (At the end of words y and w are not consonants.)

stay / staying / stayed	grow / growing	new / newer / newest
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Appendix 7

American English

There are a few grammatical differences between British English and American English:

Unit	BRITISH	AMERICAN								
7A–B and 13A	<p>The <i>present perfect</i> or <i>past simple</i> can be used for new or recent happenings. The <i>present perfect</i> is more common:</p> <ul style="list-style-type: none"> <input type="checkbox"/> I've lost my key. Have you seen it? (or I lost my key. Did you see it?) <input type="checkbox"/> Sally isn't here. She's gone out. <p>The <i>present perfect</i> or <i>past simple</i> can be used with just, already and yet.</p> <p>The <i>present perfect</i> is more common:</p> <ul style="list-style-type: none"> <input type="checkbox"/> I'm not hungry. I've just had lunch. (or I just had lunch.) <input type="checkbox"/> A: What time is Mark leaving? B: He's already left. <input type="checkbox"/> Have you finished your work yet? 	<p>The <i>present perfect</i> or <i>past simple</i> can be used for new or recent happenings. The <i>past simple</i> is more common:</p> <ul style="list-style-type: none"> <input type="checkbox"/> I lost my key. Did you see it? (or I've lost my key. Have you seen it?) <input type="checkbox"/> Sally isn't here. She went out. <p>The <i>present perfect</i> or <i>past simple</i> can be used with just, already and yet.</p> <p>The <i>past simple</i> is more common:</p> <ul style="list-style-type: none"> <input type="checkbox"/> I'm not hungry. I just had lunch. (or I've just had lunch.) <input type="checkbox"/> A: What time is Mark leaving? B: He already left. <input type="checkbox"/> Did you finish your work yet? 								
17C	<p>British speakers usually say:</p> <table style="margin-left: 100px;"> <tr> <td>have a bath</td> <td>have a shower</td> </tr> <tr> <td>have a break</td> <td>have a holiday</td> </tr> </table>	have a bath	have a shower	have a break	have a holiday	<p>American speakers say:</p> <table style="margin-left: 100px;"> <tr> <td>take a bath</td> <td>take a shower</td> </tr> <tr> <td>take a break</td> <td>take a vacation</td> </tr> </table>	take a bath	take a shower	take a break	take a vacation
have a bath	have a shower									
have a break	have a holiday									
take a bath	take a shower									
take a break	take a vacation									
21D and 22D	<p>Will or shall can be used with I/we:</p> <ul style="list-style-type: none"> <input type="checkbox"/> I will/shall be late this evening. <p>Shall I ... ? and shall we ... ? are used to ask for advice etc. :</p> <ul style="list-style-type: none"> <input type="checkbox"/> Which way shall we go? 	<p>Shall is unusual:</p> <ul style="list-style-type: none"> <input type="checkbox"/> I will be late this evening. <p>Should I ... ? and should we ... ? are more usual to ask for advice etc. :</p> <ul style="list-style-type: none"> <input type="checkbox"/> Which way should we go? 								
28	<p>British speakers use can't to say they believe something is not probable:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Sarah hasn't contacted me. She can't have got my message. 	<p>American speakers use must not in this situation:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Sarah hasn't contacted me. She must not have gotten my message. 								
32	<p>You can use needn't or don't need to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> We needn't hurry. or We don't need to hurry. 	<p>Needn't is unusual. The usual form is don't need to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> We don't need to hurry. 								
34A–B	<p>After insist, demand etc. you can use should:</p> <ul style="list-style-type: none"> <input type="checkbox"/> I insisted that he should apologise. <input type="checkbox"/> Many people are demanding that something should be done about the problem. 	<p>The subjunctive is normally used. Should is unusual after insist, demand etc. :</p> <ul style="list-style-type: none"> <input type="checkbox"/> I insisted that he apologize.* <input type="checkbox"/> Many people are demanding that something be done about the problem. 								
51B	<p>British speakers generally use Have you? / Isn't she? etc. :</p> <ul style="list-style-type: none"> <input type="checkbox"/> A: Lisa isn't very well today. B: Isn't she? What's wrong with her? 	<p>American speakers generally use You have? / She isn't? etc. :</p> <ul style="list-style-type: none"> <input type="checkbox"/> A: Lisa isn't very well today. B: She isn't? What's wrong with her? 								
70B	<p>Accommodation is usually uncountable:</p> <ul style="list-style-type: none"> <input type="checkbox"/> There isn't enough accommodation. 	<p>Accommodation can be countable:</p> <ul style="list-style-type: none"> <input type="checkbox"/> There aren't enough accommodations. 								

* Many verbs ending in **-ise** in British English (**apologise**/**organise**/**specialise** etc.) are spelt with **-ize** (**apologize**/**organize**/**specialize** etc.) in American English.

Unit 74B	BRITISH to/in hospital (without the): <input type="checkbox"/> Three people were injured and taken to hospital .	AMERICAN to/in the hospital : <input type="checkbox"/> Three people were injured and taken to the hospital .
79C	Nouns like government/team/family etc. can have a singular or plural verb: <input type="checkbox"/> The team is/are playing well.	These nouns normally take a singular verb in American English: <input type="checkbox"/> The team is playing well.
121B	at the weekend / at weekends: <input type="checkbox"/> Will you be here at the weekend ?	on the weekend / on weekends: <input type="checkbox"/> Will you be here on the weekend ?
124D	at the front / at the back (of a group etc.): <input type="checkbox"/> Let's sit at the front (of the cinema).	in the front / in the back (of a group etc.): <input type="checkbox"/> Let's sit in the front (of the movie theater).
131C	different from or different to : <input type="checkbox"/> It was different from/to what I'd expected.	different from or different than : <input type="checkbox"/> It was different from/than what I'd expected.
137A	British speakers use both round and around : <input type="checkbox"/> He turned round . or <input type="checkbox"/> He turned around .	American speakers use around (not usually 'round'): <input type="checkbox"/> He turned around .
137C	British speakers use both fill in and fill out : <input type="checkbox"/> Can you fill in this form? or Can you fill out this form?	American speakers use fill out : <input type="checkbox"/> Can you fill out this form?
141B	get on = <i>progress</i> : <input type="checkbox"/> How are you getting on in your new job? get on (with somebody): <input type="checkbox"/> Richard gets on well with his new neighbours.	American speakers do not use get on in this way. American speakers use get along (with somebody): <input type="checkbox"/> Richard gets along well with his new neighbors.
144D	do up a house etc. : <input type="checkbox"/> That old house looks great now that it has been done up .	fix up a house etc. : <input type="checkbox"/> That old house looks great now that it has been fixed up .

Appendix 1.3	BRITISH The verbs in this section (burn , spell etc.) can be regular or irregular (burned or burnt , spelled or spelt etc.). The past participle of get is got : <input type="checkbox"/> Your English has got much better. (= has become much better) Have got is also an alternative to have : <input type="checkbox"/> I've got two brothers. (= I have two brothers.)	AMERICAN The verbs in this section are normally regular (burned , spelled etc.). The past participle of get is gotten : <input type="checkbox"/> Your English has gotten much better. Have got = <i>have</i> (as in British English): <input type="checkbox"/> I've got two brothers.
6.6	British spelling: travel → travelling / travelled cancel → cancelling / cancelled	American spelling: travel → traveling / traveled cancel → canceling / canceled

Additional exercises

These exercises are divided into the following sections:

Present and past (Units 1–6)	Exercise 1
Present and past (Units 1–14)	Exercises 2–4
Present and past (Units 1–17)	Exercises 5–8
Past continuous and used to (Units 6, 18)	Exercise 9
The future (Units 19–25)	Exercises 10–13
Past, present and future (Units 1–25)	Exercises 14–15
Modal verbs (can/must/would etc.) (Units 26–36)	Exercises 16–18
if (conditional) (Units 25, 38–40)	Exercises 19–21
Passive (Units 42–45)	Exercises 22–24
Reported speech (Units 47–48, 50)	Exercise 25
-ing and to ... (Units 53–66)	Exercises 26–28
a/an and the (Units 69–78)	Exercise 29
Pronouns and determiners (Units 82–91)	Exercise 30
Adjectives and adverbs (Units 98–108)	Exercise 31
Conjunctions (Units 25, 38, 112–118)	Exercise 32
Prepositions (time) (Units 12, 119–122)	Exercise 33
Prepositions (position etc.) (Units 123–128)	Exercise 34
Noun/adjective + preposition (Units 129–131)	Exercise 35
Verb + preposition (Units 132–136)	Exercise 36
Phrasal verbs (Units 137–145)	Exercises 37–41

Present and past

Units 1–6, Appendix 2

- 1 Put the verb into the correct form: present simple (**I do**), present continuous (**I am doing**), past simple (**I did**) or past continuous (**I was doing**).

- 1 We can go out now. It isn't raining.... (it / not / rain) any more.
- 2 Katherine was waiting.... (wait) for me when I arrived.... (I / arrive).
- 3 (I / get) hungry. Let's go and have something to eat.
- 4 What (you / do) in your spare time? Do you have any hobbies?
- 5 The weather was horrible when (we / arrive). It was cold and (it / rain) hard.
- 6 Louise usually (phone) me on Fridays, but (she / not / phone) last Friday.
- 7 A: When I last saw you, (you / think) of moving to a new flat.
B: That's right, but in the end (I / decide) to stay where I was.
- 8 Why (you / look) at me like that? What's the matter?
- 9 It's usually dry here at this time of the year. (it / not / rain) much.
- 10 Sorry I'm late. My phone (ring) three times while (I / get) ready to go out.
- 11 Lisa was busy when (we / go) to see her yesterday. She had an exam today and (she / prepare) for it. (we / not / stay) very long.
(we / not / want) to disturb her, so (we / not / stay) very long.
- 12 When I first (tell) Tom what happened, (he / think) that (I / joke).
(he / not / believe) me.

Present and past**Units 1–14, Appendix 2****2 Which is correct?**

- 1 Everything is going well. We didn't have / haven't had any problems so far.
(haven't had is correct)
- 2 Lisa didn't go / hasn't gone to work yesterday. She wasn't feeling well.
- 3 Look! That man over there wears / is wearing the same sweater as you.
- 4 I went / have been to New Zealand last year.
- 5 I didn't hear / haven't heard from Jess recently. I hope she's OK.
- 6 I wonder why James is / is being so nice to me today. He isn't usually like that.
- 7 Jane had a book open in front of her, but she didn't read / wasn't reading it.
- 8 I wasn't very busy. I didn't have / wasn't having much to do.
- 9 It begins / It's beginning to get dark. Shall I turn on the light?
- 10 After finishing school, Tim got / has got a job in a factory.
- 11 When Sue heard the news, she wasn't / hasn't been very pleased.
- 12 This is a nice restaurant, isn't it? Is this the first time you are / you've been here?
- 13 I need a new job. I'm doing / I've been doing the same job for too long.
- 14 'Anna has gone out.' 'Oh, has she? What time did she go / has she gone?'
- 15 'You look tired.' 'Yes, I've played / I've been playing basketball.'
- 16 Where are you coming / do you come from? Are you American?
- 17 I'd like to see Tina again. It's a long time since I saw her / that I didn't see her.
- 18 Robert and Maria have been married since 20 years / for 20 years.

3 Complete each question using a suitable verb.

- 1 A: I'm looking for Paul. Have you seen ... him?
B: Yes, he was here a moment ago.
- 2 A: Why ... did you go ... to bed so early last night?
B: I was feeling very tired.
- 3 A: Where ?
B: Just to the shop at the end of the street. I'll be back in a few minutes.
- 4 A: TV every evening?
B: No, only if there's something special on.
- 5 A: Your house is very beautiful. How long here?
B: Nearly ten years.
- 6 A: How was your holiday? a nice time?
B: Yes, thanks. It was great.
- 7 A: Sarah recently?
B: Yes, we had lunch together a few days ago.
- 8 A: Can you describe the woman you saw? What ?
B: A red sweater and black jeans.
- 9 A: I'm sorry to keep you waiting. long?
B: No, only about ten minutes.
- 10 A: How long you to get to work in the morning?
B: Usually about 45 minutes. It depends on the traffic.
- 11 A: a horse before?
B: No, this is the first time. I'm a little nervous.
- 12 A: to the United States?
B: No, never, but I went to Canada a few years ago.

Additional exercises

4

Use your own ideas to complete B's sentences.

- 1 A: What's the new restaurant like? Is it good?
B: I've no idea. I've never been there.
- 2 A: How well do you know Ben?
B: Very well. We since we were children.
- 3 A: Did you enjoy your holiday?
B: Yes, it was really good. It's the best holiday
- 4 A: Is David still here?
B: No, I'm afraid he isn't. about ten minutes ago.
- 5 A: I like your suit. I haven't seen it before.
B: It's new. It's the first time
- 6 A: How did you cut your knee?
B: I slipped and fell when tennis.
- 7 A: Do you ever go swimming?
B: Not these days. I haven't a long time.
- 8 A: How often do you go to the cinema?
B: Very rarely. It's nearly a year to the cinema.
- 9 A: I've bought some new shoes. Do you like them?
B: Yes, they're very nice. Where

Present and past

Units 1–17, 110, Appendix 2

5

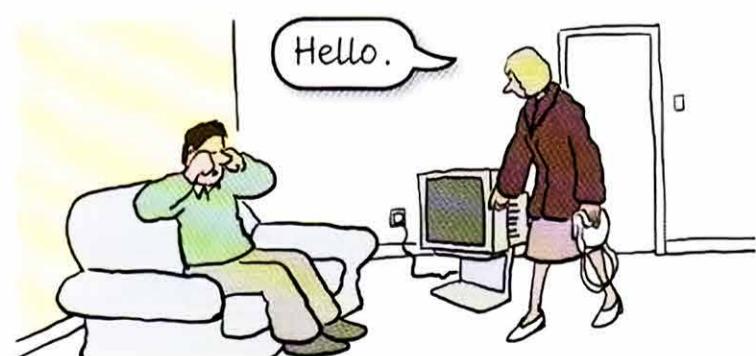
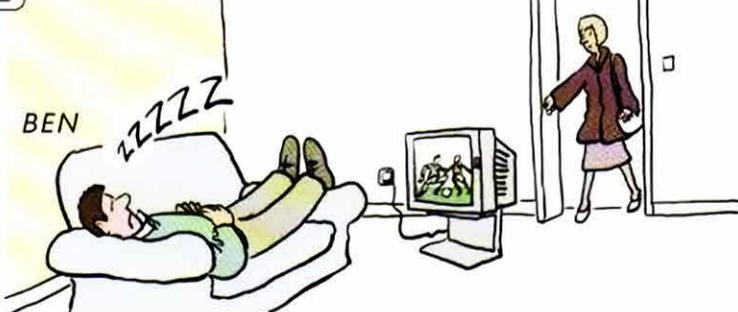
Put the verb into the correct form: past simple (**I did**), past continuous (**I was doing**), past perfect (**I had done**) or past perfect continuous (**I had been doing**).

1



Yesterday afternoon Sarah went (go) to the station to meet Paul. When she (get) there, Paul (already / wait) for her. His train (arrive) early.

2



When I got home, Ben (lie) on the sofa. The TV was on, but he (not / watch) it. He (fall) asleep and (snore) loudly. I (turn) the TV off and just then he (wake) up.

(3)



Last night I (just / go) to bed and (read)
 a book when suddenly I (hear) a noise. I
 (get) up to see what it was, but I (not / see) anything, so I
 (go) back to bed.

(4)



Lisa had to go to New York last week, but she almost (miss) the plane. She (stand) in the queue at the check-in desk when she suddenly (realise) that she (leave) her passport at home. Fortunately she lives near the airport, so she (have) time to take a taxi home to get it. She (get) back to the airport just in time for her flight.

(5)



I (meet) Peter and Lucy yesterday as I (walk) through the park. They (be) to the sports centre where they (play) tennis. They (go) to a cafe and (invite) me to join them, but I (arrange) to meet another friend and (not / have) time.

6

Make sentences from the words in brackets. Put the verb into the correct form: present perfect (**I have done**), present perfect continuous (**I have been doing**), past perfect (**I had done**) or past perfect continuous (**I had been doing**).

1 Amanda is sitting on the ground. She's out of breath.
 (she / run) She has been running.

2 Where's my bag? I left it under this chair.
 (somebody / take / it)

3 We were all surprised when Jess and Nick got married last year.
 (they / only / know / each other / a few weeks)

4 It's still raining. I wish it would stop.
 (it / rain / all day)

5 Suddenly I woke up. I was confused and didn't know where I was.
 (I / dream)

Additional exercises

- 6 I wasn't hungry at lunchtime, so I didn't have anything to eat.
(I / have / a big breakfast)
- 7 Every year Robert and Tina spend a few days at the same hotel by the sea.
(they / go / there for years)
- 8 I've got a headache.
(I / have / it / since I got up)
- 9 Next month Gary is going to run in a marathon.
(he / train / very hard for it)

7

Put the verb into the correct form.

Sarah and Joe are old friends. They meet by chance at a train station.

- SARAH: Hello, Joe. (1) (I / not / see)
you for ages. How are you?
- JOE: I'm fine. How about you?
(2) (you / look) good.
- SARAH: Thanks. You too.
So, (3) (you / go) somewhere or
(4) (you / meet) somebody?
- JOE: (5) (I / go) to London for a business meeting.
- SARAH: Oh. (6) (you / often / go) away on business?
- JOE: Quite often, yes. And you? Where (7) (you / go)?
- SARAH: Nowhere. (8) (I / meet) a friend.
Unfortunately her train (9) (be) delayed –
(10) (I / wait) here for nearly an hour.
- JOE: How are your children?
- SARAH: They're all fine, thanks. The youngest (11) (just / start)
school.
- JOE: How (12) (she / get) on?
(13) (she / like) it?
- SARAH: Yes, (14) (she / think) it's great.
- JOE: (15) (you / work) at the moment? The last time I
(16) (speak) to you, (17)
(you / work) in a travel agency.
- SARAH: That's right. Unfortunately the company (18) (go) out
of business a couple of months after (19) (I / start) work
there, so (20) (I / lose) my job.
- JOE: And (21) (you / not / have) a job since then?
- SARAH: Not a permanent job. (22) (I / have) a few temporary
jobs. By the way, (23) (you / see) Matt recently?
- JOE: Matt? He's in Canada.
- SARAH: Really? How long (24) (he / be) in Canada?
- JOE: About a year now. (25) (I / see) him a few days before
(26) (he / go). (27) (he / be)
unemployed for months, so (28) (he / decide) to try his
luck somewhere else. (29) (he / really / look forward)
to going.
- SARAH: So, what (30) (he / do) there?
- JOE: I have no idea. (31) (I / not / hear) from him since
(32) (he / leave). Anyway, I have to go and catch my train.
It was really nice to see you again.
- SARAH: You too. Bye. Have a good trip.
- JOE: Thanks. Bye.



8 Put the verb into the most suitable form.

- 1 Who (invent) the bicycle?
- 2 'Do you still have a headache?' 'No, (it / go). I'm OK now.'
- 3 I was the last to leave the office last night. Everybody else (go) home when I (leave).
- 4 What (you / do) last weekend? (you / go) away?
- 5 I like your car. How long (you / have) it?
- 6 It's a shame the trip was cancelled. I (look) forward to it.
- 7 Jane is an experienced teacher and loves her job. (she / teach) for 15 years.
- 8 (I / buy) a new jacket last week, but (I / not / wear) it yet.
- 9 A few days ago (I / see) a man at a party whose face (be) very familiar. At first I couldn't think where (I / see) him before. Then suddenly (I / remember) who (it / be).
- 10 (you / hear) of Agatha Christie? (she / be) a writer who (die) in 1976. (she / write) more than 70 detective novels. (you / read) any of them?
- 11 A: What (this word / mean)?
B: I've no idea. (I / never / see) it before. Look it up in the dictionary.
- 12 A: (you / get) to the theatre in time for the play last night?
B: No, we were late. By the time we got there, (it / already / start).
- 13 I went to Sarah's room and (knock) on the door, but there (be) no answer. Either (she / go) out or (she / not / want) to see anyone.
- 14 Patrick asked me how to use the photocopier. (he / never / use) it before, so (he / not / know) what to do.
- 15 Lisa (go) for a swim after work yesterday. (she / need) some exercise because (she / sit) in an office all day in front of a computer.

Past continuous and used to**Units 6, 18****9** Complete the sentences using the past continuous (**was/were -ing**) or **used to** Use the verb in brackets.

- 1 I haven't been to the cinema for ages now. We used to go a lot. (go)
- 2 Ann didn't see me wave to her. She was looking in the other direction. (look)
- 3 I a lot, but I don't use my car very much these days. (drive)
- 4 I asked the taxi driver to slow down. She too fast. (drive)
- 5 Rosemary and Jonathan met for the first time when they in the same bank. (work)
- 6 When I was a child, I a lot of bad dreams. (have)
- 7 I wonder what Joe is doing these days. He in Spain when I last heard from him. (live)
- 8 'Where were you yesterday afternoon?' 'I volleyball.' (play)
- 9 'Do you do any sports?' 'Not these days, but I volleyball.' (play)
- 10 George looked very nice at the party. He a very smart suit. (wear)

The future**Units 19–25, Appendix 3**

- 10** What do you say to your friend in these situations? Use the words given in brackets. Use the present continuous (**I am doing**), **going to** or **will** (**I'll**).

1 You have made all your holiday arrangements. Your destination is Jamaica.

FRIEND: Have you decided where to go for your holiday yet?

YOU: I'm going to Jamaica. (I / go)

2 You have made an appointment with the dentist for Friday morning.

FRIEND: Shall we meet on Friday morning?

YOU: I can't on Friday. (I / go)

3 You and some friends are planning a holiday in Spain. You have decided to hire a car, but you haven't arranged this yet.

FRIEND: How do you plan to travel round Spain? By train?

YOU: No, (we / hire)

4 Your friend has two young children. She wants to go out tomorrow evening. You offer to look after the children.

FRIEND: I want to go out tomorrow evening, but I don't have a babysitter.

YOU: That's no problem. (I / look after)

5 You have already arranged to have lunch with Sue tomorrow.

FRIEND: Are you free at lunchtime tomorrow?

YOU: No, (have lunch)

6 You are in a restaurant. You and your friend are looking at the menu. Maybe your friend has decided what to have. You ask her/him.

YOU: What? (you / have)

FRIEND: I don't know. I can't make up my mind.

7 You and a friend are reading. It's getting a bit dark and your friend is having trouble reading.

You decide to turn on the light.

FRIEND: It's getting a bit dark, isn't it? It's difficult to read.

YOU: Yes. (I / turn on)

8 You and a friend are reading. It's getting a bit dark and you decide to turn on the light.

You stand up and walk towards the light switch.

FRIEND: What are you doing?

YOU: (I / turn on)

- 11** Put the verb into the most suitable form. Use a present tense (simple or continuous), **will** (**I'll**) or **shall**.

Conversation 1 (*in the morning*)

JENNY: (1) Are you doing (you / do) anything tomorrow evening, Helen?

HELEN: No, why?

JENNY: Well, would you like to go to the cinema? *Strangers on a Plane* is on. I want to see it, but I don't want to go alone.

HELEN: OK, (2) (I / come) with you. What time (3) (we / meet)?

JENNY: Well, the film (4) (start) at 8.45, so (5) (I / meet) you at about 8.30 outside the cinema, OK?

HELEN: Fine. (6) (I / see) Tina later this evening. (7) (I / ask) her if she wants to come too?

JENNY: Yes, do that. (8) (I / see) you tomorrow then. Bye.

Conversation 2 (*later the same day*)

HELEN: Jenny and I (9) (go) to the cinema tomorrow night to see *Strangers on a Plane*. Why don't you come too?

TINA: I'd love to come. What time (10) (the film / start)?

HELEN: 8.45.

TINA: (11) (you / meet) outside the cinema?

HELEN: Yes, at 8.30. Is that OK for you?

TINA: Yes, (12) (I / be) there at 8.30.

12

Put the verb into the most suitable form. Sometimes there is more than one possibility.

1 A has decided to learn a language.

A: I've decided to try and learn a foreign language.

B: Have you? Which language (1) *are you going to learn* (you / learn)?

A: Spanish.

B: (2) (you / do) a course?

A: Yes, (3) (it / start) next week.

B: That's great. I'm sure (4) (you / enjoy) it.

A: I hope so. But I think (5) (it / be) difficult.

2 A wants to know about B's holiday plans.

A: I hear (1) (you / go) on holiday soon.

B: That's right. (2) (we / go) to Finland.

A: I hope (3) (you / have) a nice time.

B: Thanks. (4) (I / send) you a postcard and
(5) (I / get) in touch with you when
(6) (I / get) back.

3 A invites B to a party.

A: (1) (I / have) a party next Saturday. Can you come?

B: On Saturday? I'm not sure. Some friends of mine (2) (come)
to stay with me next week, but I think (3) (they / leave)
by Saturday. But if (4) (they / be) still here,
(5) (I / not / be) able to come to the party.

A: OK. Well, tell me as soon as (6) (you / know).

B: Right. (7) (I / call) you during the week.

4 A and B are two secret agents arranging a meeting. They are talking on the phone.

A: Well, what time (1) (we / meet)?

B: Come to the cafe by the station at 4 o'clock.
(2) (I / wait) for you
when (3) (you / arrive).
(4) (I / sit) by the window
and (5) (I / wear) a bright green sweater.

A: OK. (6) (Agent 307 / come) too?

B: No, she can't be there.

A: Oh. (7) (I / bring) the documents?

B: Yes. (8) (I / explain) everything when
(9) (I / see) you. And don't be late.

A: OK. (10) (I / try) to be on time.



Additional exercises

13

Put the verb into the correct form. Choose from the following:

present continuous (I am doing)
present simple (I do)
going to (I'm going to do)

will ('ll) / won't
will be doing
shall

- 1 I feel a bit hungry. I think (I / have) something to eat.
- 2 Why are you putting on your coat? (you / go) somewhere?
- 3 What time (I / phone) you tonight? About 7.30?
- 4 Look! That plane is flying towards the airport. (it / land).
- 5 We must do something soon, before (it / be) too late.
- 6 I'm sorry you've decided to leave the company. (I / miss) you when (you / go).
- 7 (I / give) you my phone number? If (I / give) you my number, (you / call) me?
- 8 Are you still watching that programme? What time (it / end)?
- 9 (I / go) to a wedding next weekend. A friend of mine (get) married.
- 10 I'm not ready yet. (I / tell) you when (I / be) ready. I promise (I / not / be) very long.
- 11 A: Where are you going?
B: To the hairdresser's. (I / have) my hair cut.
- 12 She was very rude to me. I refuse to speak to her again until (she / apologise).
- 13 I wonder where (we / live) ten years from now?
- 14 What do you plan to do when (you / finish) your course at college?

Past, present and future

Units 1–25

14

Use your own ideas to complete B's sentences.

- 1 A: How did the accident happen?
B: I was going too fast and couldn't stop in time.
- 2 A: Is that a new camera?
B: No, I it a long time.
- 3 A: Is that a new computer?
B: Yes, I it a few weeks ago.
- 4 A: I can't talk to you right now. You can see I'm very busy.
B: OK. I back in about half an hour.
- 5 A: This is a nice restaurant. Do you come here often?
B: No, it's the first time I here.
- 6 A: Do you do any sport?
B: No, I football, but I gave it up.
- 7 A: I'm sorry I'm late.
B: That's OK. I long.
- 8 A: When you went to the US last year, was it your first visit?
B: No, I there twice before.
- 9 A: Do you have any plans for the weekend?
B: Yes, I to a party on Saturday night.
- 10 A: Do you know what Steve's doing these days?
B: No, I him for ages.
- 11 A: Will you still be here by the time I get back?
B: No, I by then.

- 15** Robert is travelling in North America. He sends an email to a friend in Winnipeg (Canada). Put the verb into the most suitable form.



Subject:
To:

Hi

(1) ... I've just arrived ... (I / just / arrive) in Minneapolis. (2)
 (I / travel) for more than a month now, and (3) (I / begin) to
 think about coming home. Everything (4) (I / see) so far
 (5) (be) really interesting, and (6) (I / meet)
 some really kind people.

(7) (I / leave) Kansas City a week ago. (8)
 (I / stay) there with Emily, the aunt of a friend from college. She was really helpful and
 hospitable and although (9) (I / plan) to stay only a couple of
 days, (10) (I / end up) staying more than a week.

(11) (I / enjoy) the journey from Kansas City to here.
 (12) (I / take) the Greyhound bus and (13) (meet)
 some really interesting people – everybody was really friendly.

So now I'm here, and (14) (I / stay) here for a few days before
 (15) (I / continue) up to Canada. I'm not sure exactly when
 (16) (I / get) to Winnipeg – it depends what happens while
 (17) (I / be) here. But (18) (I / let) you
 know as soon as (19) (I / know) myself.

(20) (I / stay) with a family here – they're friends of some
 people I know at home. Tomorrow (21) (we / visit) some people
 they know who (22) (build) a house in the mountains. It isn't
 finished yet, but (23) (it / be) interesting to see what it's like.

Anyway, that's all for now. (24) (I / be) in touch again soon.

Robert

Modal verbs (can/must/would etc.)

Units 26–36, Appendix 4

- 16** Which alternatives are correct? Sometimes only one alternative is correct, and sometimes two of the alternatives are possible.

- 1 'What time will you be home tonight?' 'I'm not sure. I late.'
 A may be B might be C can be (both A and B are correct)
- 2 I can't find the theatre tickets. They out of my pocket.
 A must have fallen B should have fallen C had to fall
- 3 Somebody ran in front of the car as I was driving. Fortunately I just in time.
 A could stop B could have stopped C managed to stop
- 4 We've got plenty of time. We yet.
 A mustn't leave B needn't leave C don't need to leave

Additional exercises

- 5 I out but I didn't feel like it, so I stayed at home.
A could go **B** could have gone **C** must have gone
- 6 I'm sorry I come to your party last week.
A couldn't come **B** couldn't have come **C** wasn't able to come
- 7 'What do you think of my theory?' 'I'm not sure. You right.'
A could be **B** must be **C** might be
- 8 I couldn't wait for you any longer. I, and so I went.
A must go **B** must have gone **C** had to go
- 9 'Do you know where Sarah is?' 'No. I suppose she shopping.'
A should have gone **B** may have gone **C** could have gone
- 10 At first they didn't believe me when I told them what had happened, but in the end I them that I was telling the truth.
A was able to convince **B** managed to convince **C** could convince
- 11 I promised I'd call Gary this evening. I
A mustn't forget **B** needn't forget **C** don't have to forget
- 12 Why did you leave without me? You for me.
A must have waited **B** had to wait **C** should have waited
- 13 Lisa called me and suggested lunch together.
A we have **B** we should have **C** to have
- 14 You look nice in that jacket, but you hardly ever wear it. it more often.
A You'd better wear **B** You should wear **C** You ought to wear
- 15 Shall I buy a car? What's your advice? What?
A will you do **B** would you do **C** shall you do

17

Complete the sentences using the words in brackets.

- 1 Don't phone them now.
They lunch. (*might / have*)
- 2 I've eaten too much. Now I feel sick.
I so much. (*shouldn't / eat*)
- 3 I wonder why Tom didn't phone me.
He (*must / forget*)
- 4 Why did you go home so early?
You home so early. (*needn't / go*)
- 5 You've signed the contract.
It now. (*can't / change*)
- 6 'What's Linda doing?' 'I'm not sure.'
She TV. (*may / watch*)
- 7 Laura was standing outside the cinema.
She for somebody. (*must / wait*)
- 8 He was in prison at the time that the crime was committed.
He it. (*couldn't / do*)
- 9 Why weren't you here earlier?
You here earlier. (*ought / be*)
- 10 Why didn't you ask me to help you?
I you. (*would / help*)
- 11 I'm surprised you weren't told that the road was dangerous.
You about it. (*should / warn*)
- 12 Gary was in a strange mood yesterday.
He very well. (*might not / feel*)

18

Complete B's sentences using **can/could/might/must/should/would** + the verb in brackets. In some sentences you need to use **have: must have ... / should have ... etc.** In some sentences you need the negative (**can't/couldn't** etc.).

- 1 A: I'm hungry.
B: But you've just had lunch. You can't be hungry already. (be)
- 2 A: I haven't seen our neighbours for ages.
B: No. They must have gone away. (go)
- 3 A: What's the weather like? Is it raining?
B: Not at the moment, but it later. (rain)
- 4 A: Where's Julia?
B: I'm not sure. She out. (go)
- 5 A: I didn't see you at Michael's party last week.
B: No, I had to work that night, so I (go)
- 6 A: I think I saw you at Michael's party last week.
B: No, you me. I didn't go to Michael's party. (see)
- 7 A: What time will we get to Sue's house?
B: Well, it takes about one and a half hours, so if we leave at 3 o'clock, we there by 4.30. (get)
- 8 A: When was the last time you saw Bill?
B: Years ago. I him if I saw him now. (recognise)
- 9 A: Did you hear the explosion?
B: What explosion?
A: There was a loud explosion about an hour ago. You it. (hear)
- 10 A: We weren't sure which way to go. In the end we turned right.
B: You went the wrong way. You left. (turn)

if (conditional)**Units 25, 38–40**

19

Put the verb into the correct form.

- 1 If you found a wallet in the street, what would you do with it? (you / find)
- 2 I must hurry. My friend will be annoyed if I'm not on time. (I / not / be)
- 3 I didn't realise that Gary was in hospital. If I'd known he was in hospital, I would have gone to visit him. (I / know)
- 4 If the phone , can you answer it? (ring)
- 5 I can't decide what to do. What would you do if in my position? (you / be)
- 6 A: What shall we do tomorrow?
B: Well, if a nice day, we can go to the beach. (it / be)
- 7 A: Let's go to the beach.
B: No, it's too cold. If warmer, I wouldn't mind going. (it / be)
- 8 A: Did you go to the beach yesterday?
B: No, it was too cold. If warmer, we might have gone. (it / be)
- 9 If enough money to go anywhere in the world, where would you go? (you / have)
- 10 I'm glad we had a map. I'm sure we would have got lost if one. (we / not / have)
- 11 The accident was your fault. If more carefully, it wouldn't have happened. (you / drive)
- 12 A: Why do you read newspapers?
B: Well, if newspapers, I wouldn't know what was happening in the world. (I / not / read)

Additional exercises

20

Complete the sentences.

- 1 Lisa is tired all the time. She shouldn't go to bed so late.
If Lisa go to bed so late, she be tired all the time.
- 2 It's getting late. I don't think Sarah will come to see us now.
I'd be surprised if Sarah to see us now.
- 3 I'm sorry I disturbed you. I didn't know you were busy.
If you were busy, I you.
- 4 I don't want them to be upset, so I've decided not to tell them what happened.
..... upset if I them what happened.
- 5 The dog attacked you, but only because you frightened it.
If you the dog, it you.
- 6 Unfortunately I didn't have an umbrella and so I got very wet in the rain.
I so wet if an umbrella.
- 7 Martin failed his driving test. He was very nervous and that's why he failed.
If he so nervous, he the test.

21

Use your own ideas to complete the sentences.

- 1 I'd go out tonight if
- 2 I'd have gone out last night if
- 3 If you hadn't reminded me,
- 4 If I had my camera,
- 5 If you give me the camera,
- 6 Who would you phone if
- 7 We wouldn't have been late if
- 8 If I'd been able to get a ticket,
- 9 If I'd done better at the interview,
- 10 You wouldn't be hungry now if
- 11 Cities would be nicer places if
- 12 If there was no TV,

Passive

Units 42–45

22

Put the verb into the most suitable passive form.

- 1 There's somebody behind us. I think we're being followed (we / follow).
- 2 A mystery is something that can't be explained (can't / explain).
- 3 We didn't play football yesterday. The game (cancel).
- 4 The TV (repair). It's working again now.
- 5 In the middle of the village there is a church which (restore) at the moment. The work is almost finished.
- 6 The tower is the oldest part of the church. (it / believe) to be over 600 years old.
- 7 If I didn't do my job properly, (I / would / sack).
- 8 A: I left a newspaper on the desk last night and it isn't there now.
B: (it / might / throw) away.
- 9 I learnt to swim when I was very young. (I / teach) by my mother.
- 10 After (arrest), I was taken to the police station.
- 11 ' (you / ever / arrest)?' 'No, never.'
- 12 Two people (report) to (injure) in an explosion at a factory in Birmingham early this morning.

23

Put the verb into the correct form, active or passive.

- 1 This house is quite old. It was built (build) over 100 years ago.
- 2 My grandfather was a builder. He built (build) this house many years ago.
- 3 'Is your car still for sale?' 'No, I (sell) it.'
- 4 A: Is the house at the end of the street still for sale?
B: No, it (sell).
- 5 Sometimes mistakes (make). It's inevitable.
- 6 I wouldn't leave your car unlocked. It (might / steal).
- 7 My bag has disappeared. It (must / steal).
- 8 I can't find my hat. Somebody (must / take) it by mistake.
- 9 It's a serious problem. I don't know how it (can / solve).
- 10 We didn't leave early enough. We (should / leave) earlier.
- 11 Nearly every time I travel by plane, my flight (delay).
- 12 A new bridge (build) across the river. Work started last year and the bridge (expect) to open next year.

24

Read these newspaper reports and put the verbs into the most suitable form.

1

Castle Fire

Winton Castle (1) was damaged (damage) in a fire last night. The fire, which (2) (discover) at about 9 o'clock, spread very quickly. Nobody (3) (injure), but two people had to (4) (rescue) from an upstairs room. A number of paintings (5) (believe / destroy). It (6) (not / know) how the fire started.

3

ROAD DELAYS

Repair work started yesterday on the Paxham–Longworth road. The road (1) (resurface) and there will be long delays. Drivers (2) (ask) to use an alternative route if possible. The work (3) (expect) to last two weeks. Next Sunday the road (4) (close), and traffic (5) (divert).

2

SHOP ROBBERY

In Paxham yesterday a shop assistant (1) (force) to hand over £500 after (2) (threaten) by a man with a knife. The man escaped in a car which (3) (steal) earlier in the day. The car (4) (later / find) in a car park where it (5) (abandon) by the thief. A man (6) (arrest) in connection with the robbery and (7) (still / question) by the police.

4

Accident

A woman (1) (take) to hospital after her car collided with a lorry near Norstock yesterday. She (2) (allow) home later after treatment. The road (3) (block) for an hour after the accident, and traffic had to (4) (divert). A police inspector said afterwards: 'The woman was lucky. She could (5) (kill).'

Reported speech

Units 47–48, 50

25 Complete the sentences using reported speech.



1 Can I speak to Paul, please?

I'll try again later.



Paul has gone out. I don't know when he'll be back. Do you want to leave a message?

you

A woman phoned at lunchtime yesterday and asked ... if she could speak to Paul ... I told ... and ...
... I asked ...
but she said ... later. But she never did.

2

We have no record of a reservation in your name.

We're sorry, but the hotel is full.

Do you have any rooms free anyway?



I went to London recently, but my visit didn't begin well. I had reserved a hotel room, but when I got to the hotel they told ...
... When I asked ...
they said ..., but ...
There was nothing I could do. I just had to look for somewhere else to stay.

3

Why are you visiting the country?

How long do you intend to stay?

We're on holiday.

Where will you be staying during your visit?



After getting off the plane, we had to queue for an hour to get through immigration. Finally it was our turn. The immigration official asked us ...
..., and we told ...

Then he wanted to know ... and ...

He seemed satisfied with our answers, checked our passports and wished us a pleasant stay.

4

I'll phone you from the airport when I arrive.



SUE

Don't come to the airport. I'll take the bus.

A: What time is Sue arriving this afternoon?

B: About three. She said ... us ...

A: Aren't you going to meet her?

B: No, she said She said ...

5



What's your job?

How much do you earn?



Mind your own business!

YOU

A few days ago a man phoned from a marketing company and started asking me questions.
He wanted to know and asked

..... I don't like people phoning and asking questions like that,
so I told and I put the phone down.

6



now SARAH

LOUISE

I'll be at the
restaurant at 7.30.

earlier

I know where the restaurant is.

PAUL

Phone me if there's any problem.

Louise and Sarah are in a restaurant waiting for Paul.

LOUISE: I wonder where Paul is. He said

SARAH: Maybe he's got lost.

LOUISE: I don't think so. He said

And I told

7

I'm not hungry.



I don't like bananas, so don't buy any.

JOE

JANE

Five minutes later

JOE: Is there anything to eat?

JANE: You just said

JOE: Well, I am now. I'd love a banana.

JANE: A banana? But you said

You told

-ing and to ...

Units 53–66

26 Put the verb into the correct form.

- 1 How old were you when you learnt ... to drive ... ? (drive)
- 2 I don't mind ... walking ... home, but I'd rather ... get ... a taxi. (walk, get)
- 3 I can't make a decision. I keep my mind. (change)
- 4 He had made his decision and refused his mind. (change)
- 5 Why did you change your decision? What made you your mind? (change)
- 6 It was a really good holiday. I really enjoyed by the sea again. (be)
- 7 Did I really tell you I was unhappy? I don't remember that. (say)
- 8 'Remember Tom tomorrow.' 'OK. I won't forget.' (call)

Additional exercises

- 9 The water here is not very good. I'd avoid it if I were you. (drink)
- 10 I pretended interested in the conversation, but really it was very boring. (be)
- 11 I got up and looked out of the window what the weather was like. (see)
- 12 I have a friend who claims able to speak five languages. (be)
- 13 I like carefully about things before a decision. (think, make)
- 14 I had a flat in the centre of town but I didn't like there, so I decided (live, move)
- 15 Steve used a footballer. He had to stop because of an injury. (be, play)
- 16 After by the police, the man admitted the car, but denied at 100 miles an hour. (stop, steal, drive)
- 17 A: How do you make this machine ? (work)
B: I'm not sure. Try that button and see what happens. (press)

27

Make sentences from the words in brackets.

1 I can't find the tickets. (I / seem / lose / them)
..... I seem to have lost them.

2 I don't have far to go. (it / not / worth / take / a taxi)
..... It's not worth taking a taxi.

3 I'm feeling a bit tired. (I / not / fancy / go / out)
.....

4 Tim isn't very reliable. (he / tend / forget / things)
.....

5 I've got a lot of luggage. (you / mind / help / me?)
.....

6 There's nobody at home. (everybody / seem / go out)
.....

7 We don't like our apartment. (we / think / move)
.....

8 The vase was very valuable. (I / afraid / touch / it)
.....

9 Ben never carries a lot of money with him. (he / afraid / robbed)
.....

10 I wouldn't go to see the film. (it / not / worth / see)
.....

11 I'm very tired after that long walk. (I / not / used / walk / so far)
.....

12 Sue is on holiday. I received a postcard from her yesterday. (she / seem / enjoy / herself)
.....

13 Dan had lots of photographs he'd taken while on holiday. (he / insist / show / them to me)
.....

14 I don't want to do the shopping. (I'd rather / somebody else / do / it)
.....

28

Complete the second sentence so that the meaning is similar to the first.

- 1 I was surprised I passed the exam.
I didn't expect to pass the exam
- 2 Did you manage to solve the problem?
Did you succeed in solving the problem ?
- 3 I don't read newspapers any more.
I've given up
- 4 I'd prefer not to go out tonight.
I'd rather
- 5 He finds it difficult to sleep at night.
He has trouble
- 6 Shall I phone you this evening?
Do you want ?
- 7 Nobody saw me come in.
I came in without
- 8 They said I was a cheat.
I was accused
- 9 It will be good to see them again.
I'm looking forward
- 10 What do you think I should do?
What do you advise me
- 11 It's a pity I couldn't go out with you last night.
I'd like
- 12 I wish I'd taken your advice.
I regret

a/an and the**Units 69–76**

29

Put in **a/an** or **the** where necessary. Leave the space empty if the sentence is already complete.

- 1 I don't usually like staying at hotels, but last summer we spent two weeks at a very nice hotel by the sea.
- 2 If you go to live in foreign country, you should try and learn language.
- 3 Helen is economist. She lives in United States and works for investment company.
- 4 I love sport, especially tennis . I play two or three times week if I can, but I'm not very good player.
- 5 I won't be home for dinner this evening. I'm meeting some friends after work and we're going to cinema.
- 6 When unemployment is high, it's difficult for people to find work. It's big problem.
- 7 There was accident as I was going home last night. Two people were taken to hospital. I think most accidents are caused by people driving too fast.
- 8 A: What's name of hotel where you're staying?
B: Ambassador. It's in Queen Street in city centre. It's near station.
- 9 I have two brothers. older one is training to be pilot with British Airways. younger one is still at school. When he leaves school, he wants to go to university to study law.

Pronouns and determiners

Units 82–91

- 30** Which alternatives are correct? Sometimes only one alternative is correct, and sometimes two alternatives are possible.

- 1 I don't remember about the accident.
A anything **B** something **C** nothing (**A** is correct)
- 2 Chris and I have known for quite a long time.
A us **B** each other **C** ourselves
- 3 'How often do the buses run?' twenty minutes.'
A All **B** Each **C** Every
- 4 I shouted for help, but came.
A nobody **B** no-one **C** anybody
- 5 Last night we went out with some friends of
A us **B** our **C** ours
- 6 It didn't take us a long time to get here. traffic.
A It wasn't much **B** There wasn't much **C** It wasn't a lot
- 7 Can I have milk in my coffee, please?
A a little **B** any **C** some
- 8 Sometimes I find it difficult to
A concentrate **B** concentrate me **C** concentrate myself
- 9 There's on at the cinema that I want to see, so there's no point in going.
A something **B** anything **C** nothing
- 10 I drink water every day.
A much **B** a lot of **C** lots of
- 11 in the centre are open on Sunday.
A Most of shops **B** Most of the shops **C** The most of the shops
- 12 There were about twenty people in the photo. I didn't recognise of them.
A any **B** none **C** either
- 13 I've been waiting for Sarah to phone.
A all morning **B** the whole morning **C** all the morning
- 14 I can't afford to buy anything in this shop. so expensive.
A All is **B** Everything is **C** All are

Adjectives and adverbs

Units 98–108

- 31** There are mistakes in some of these sentences. Correct the sentences where necessary. Write 'OK' if the sentence is already correct.

- 1 The building was total destroyed in the fire.
- 2 I didn't like the book. It was such a stupid story.
- 3 The city is very polluted. It's the more polluted place I've ever been to.
- 4 I was disappointing that I didn't get the job. I was well-qualified and the interview went well.
- 5 It's warm today, but there's quite a strong wind.
- 6 Joe works hardly, but he doesn't get paid very much.
- 7 The company's offices are in a modern large building.
- 8 Dan is a very fast runner. I wish I could run as fast as him.

totally destroyed
OK
.....
.....
.....
.....
.....
.....
.....

- 9 I missed the three last days of the course because I was ill.
- 10 You don't look happy. What's the matter?
- 11 The weather has been unusual cold for the time of the year.
- 12 The water in the pool was too dirty to swim in it.
- 13 I got impatient because we had to wait so long time.
- 14 Is this box big enough or do you need a bigger one?
- 15 This morning I got up more early than usual.

Conjunctions

Units 25, 38, 112–118

32 Which is correct?

- 1 I'll try to be on time, but don't worry if / when I'm late. (if is correct)
- 2 Don't throw that bag away. If / When you don't want it, I'll have it.
- 3 Please report to reception if / when you arrive at the hotel.
- 4 We've arranged to go to the beach tomorrow, but we won't go if / when it's raining.
- 5 Tanya is in her final year at school. She still doesn't know what she's going to do if / when she leaves.
- 6 What would you do if / when you lost your keys?
- 7 I hope I'll be able to come to the party, but I'll let you know if / unless I can't.
- 8 I don't want to be disturbed, so don't phone me if / unless it's something important.
- 9 Please sign the contract if / unless you're happy with the conditions.
- 10 I like travelling by ship as long as / unless the sea is not rough.
- 11 You might not remember the name of the hotel, so write it down if / in case you forget it.
- 12 It's not cold now, but take your coat with you if / in case it gets cold later.
- 13 Take your coat with you and then you can put it on if / in case it gets cold later.
- 14 They always have the TV on, even if / if nobody is watching it.
- 15 Even / Although I left home early, I got to work late.
- 16 Despite / Although we've known each other a long time, we're not particularly close friends.
- 17 'When did you leave school?' 'As / When I was 17.'
- 18 I think Ann will be very pleased as / when she hears the news.

Prepositions (time)

Units 12, 119–122

33 Put in one of the following: at on in during for since by until

- 1 Jack has gone away. He'll be back in a week.
- 2 We're having a party on Saturday. Can you come?
- 3 I've got an interview next week. It's at 9.30 on Tuesday morning.
- 4 Sue isn't usually here on weekends. She goes away.
- 5 The train service is very good. The trains are nearly always at time.
- 6 It was a confusing situation. Many things were happening at the same time.
- 7 I couldn't decide whether or not to buy the sweater. By the end I decided not to.
- 8 The road is busy all the time, even at night.
- 9 I met a lot of nice people during my stay in New York.
- 10 I saw Helen on Friday, but I haven't seen her since then.
- 11 Robert has been doing the same job for five years.
- 12 Lisa's birthday is on the end of March. I'm not sure exactly which day it is.
- 13 We have some friends staying with us at the moment. They're staying until Friday.
- 14 If you're interested in applying for the job, your application must be received by Friday.
- 15 I'm just going out. I won't be long – I'll be back in ten minutes.

Prepositions (position and other uses)

Units 123–128

34 Put in the missing preposition.

- 1 I'd love to be able to visit every country the world.
- 2 Jessica White is my favourite author. Have you read anything her?
- 3 'Is there a bank near here?' 'Yes, there's one the end of this road.'
- 4 Tim is away at the moment. He's holiday.
- 5 We live the country, a long way from the nearest town.
- 6 I've got a stain my jacket. I'll have to have it cleaned.
- 7 We went a party Lisa's house on Saturday.
- 8 Boston is the east coast of the United States.
- 9 Look at the leaves that tree. They're a beautiful colour.
- 10 'Have you ever been Tokyo?' 'No, I've never been Japan.'
- 11 Mozart died Vienna in 1791 the age of 35.
- 12 'Are you this photo?' 'Yes, that's me, the left.'
- 13 We went the theatre last night. We had seats the front row.
- 14 'Where's the light switch?' 'It's the wall the door.'
- 15 It was late when we arrived the hotel.
- 16 I couldn't decide what to eat. There was nothing the menu that I liked.
- 17 We live a tower block. Our apartment is the fifteenth floor.
- 18 A: What did you think of the film?
B: Some parts were a bit stupid, but the whole I enjoyed it.
- 19 'When you paid the restaurant bill, did you pay cash?' 'No, I paid credit card.'
- 20 'How did you get here? Did you come the bus?' 'No, car.'
- 21 A: I wonder what's TV this evening. Do you have a newspaper?
B: Yes, the TV programmes are the back page.
- 22 Helen works for a telecommunications company. She works the customer services department.
- 23 Anna spent two years working Chicago before returning Italy.
- 24 'Did you enjoy your trip the beach?' 'Yes, it was great.'
- 25 Next summer we're going a trip to Canada.

Noun/adjective + prepositions

Units 129–131

35 Put in the missing preposition.

- 1 The plan has been changed, but nobody seems to know the reason this.
- 2 Don't ask me to decide. I'm not very good making decisions.
- 3 Some people say that Sue is unfriendly, but she's always very nice me.
- 4 What do you think is the best solution the problem?
- 5 There has been a big increase the price of oil recently.
- 6 He lives a rather lonely life. He doesn't have much contact other people.
- 7 Paul is a keen photographer. He likes taking pictures people.
- 8 Michael got married a woman he met when he was studying at college.
- 9 He's very brave. He's not afraid anything.
- 10 I'm surprised the amount of traffic today. I didn't think it would be so busy.
- 11 Thank you for lending me the guidebook. It was full useful information.
- 12 I'm afraid I've had to change my plans, so I can't meet you tomorrow. I'm sorry that.

Verb + preposition**Units 132–136**

- 36** Complete each sentence with a preposition where necessary. If no preposition is necessary, leave the space empty.

- 1 She works quite hard. You can't accuse her being lazy.
- 2 Who's going to look your children while you're at work?
- 3 The problem is becoming serious. We have to discuss it.
- 4 The problem is becoming serious. We have to do something it.
- 5 I prefer this chair the other one. It's more comfortable.
- 6 I need to phone the office to tell them I won't be at work today.
- 7 The river divides the city two parts.
- 8 'What do you think your new boss?' 'She's all right, I suppose.'
- 9 Can somebody please explain me what I have to do?
- 10 I said hello to her, but she didn't answer me.
- 11 'Do you like staying at hotels?' 'It depends the hotel.'
- 12 'Have you ever been to Borla?' 'No, I've never heard it. Where is it?'
- 13 You remind me somebody I knew a long time ago. You look just like her.
- 14 This is wonderful news! I can't believe it.
- 15 George is not an idealist – he believes being practical.
- 16 What's funny? What are you laughing ?
- 17 What did you do with all the money you had? What did you spend it ?
- 18 If Alex asks you money, don't give him any.
- 19 I apologised Sarah keeping her waiting so long.
- 20 Lisa was very helpful. I thanked her everything she'd done.

Phrasal verbs**Units 137–145**

- 37** A says something and B replies. Which goes with which?

A

- 1 I've made a mistake on this form.
- 2 I'm too warm with my coat on.
- 3 This jacket looks nice.
- 4 My phone number is 576920.
- 5 This room is in a mess.
- 6 What's 45 euros in dollars?
- 7 How did you find the mistake?
- 8 I'm not sure whether to accept their offer or not.
- 9 I need a place to stay when I'm in London.
- 10 It's a subject he doesn't like to talk about.
- 11 I don't know what this word means.

B

- a Don't worry. I'll clear it up.
- b No problem. I can fix it up.
- c Kate pointed it out.
- d That's OK. Cross it out and correct it.
- e Yes, why don't you try it on?
- f OK, I won't bring it up.
- g Just a minute. I'll write it down.
- h Why don't you take it off then?
- i You can look it up.
- j I think you should turn it down.
- k Give me a moment. I'll work it out.

- 1 d
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11

Additional exercises

38

Only one alternative is correct. Which is it?

- 1 Nobody believed Paul at first but he **B** to be right. (**B** is correct)
A came out **B** turned out **C** worked out **D** carried out
- 2 Here's some good news. It will
A turn you up **B** put you up **C** blow you up **D** cheer you up
- 3 I was annoyed with the way the children were behaving, so I
A told them up **B** told them off **C** told them out **D** told them over
- 4 The club committee is of the president, the secretary and seven other members.
A set up **B** made up **C** set out **D** made out
- 5 You were going to apply for the job, and then you decided not to. So what ?
A put you off **B** put you out **C** turned you off **D** turned you away
- 6 I had no idea that he was lying to me. I was completely
A taken in **B** taken down **C** taken off **D** taken over
- 7 Helen started a course at college, but she after six months.
A went out **B** fell out **C** turned out **D** dropped out
- 8 You can't predict everything. Often things don't as you expect.
A make out **B** break out **C** work out **D** get out
- 9 Why are all these people here? What's ?
A going off **B** getting off **C** going on **D** getting on
- 10 It's a very busy airport. There are planes or landing every few minutes.
A going up **B** taking off **C** getting up **D** driving off
- 11 The traffic was moving slowly because a bus had and was blocking the road.
A broken down **B** fallen down **C** fallen over **D** broken up
- 12 How are you in your new job? Are you enjoying it?
A keeping on **B** going on **C** carrying on **D** getting on

39

Complete the sentences. Use two words each time.

- 1 Keep away from the edge of the pool. You might fall in.
- 2 I didn't notice that the two pictures were different until Tanya pointed it me.
- 3 I asked Dan if he had any suggestions about what we should do, but he didn't come anything.
- 4 I'm glad Sarah is coming to the party. I'm really looking seeing her again.
- 5 Things are changing all the time. It's difficult to keep all these changes.
- 6 I don't want to run food for the party. Are you sure we have enough?
- 7 Don't let me interrupt you. Carry your work.
- 8 Steve was very happy in his job until he fell his boss. After that, it was impossible for them to work together, and Steve decided to leave.
- 9 I've had enough of being treated like this. I'm not going to put it any more.
- 10 I didn't enjoy the trip very much at the time, but when I look it now, I realise it was a good experience and I'm glad I went on it.
- 11 The wedding was supposed to be a secret, so how did you find it?
Did Jess tell you?
- 12 There is a very nice atmosphere in the office where I work. Everybody gets everybody else.

40

Complete each sentence using a phrasal verb that means the same as the words in brackets.

- 1 The football match had to be **called off** because of the weather. (cancelled)
- 2 The story Kate told wasn't true. She **made it up** (invented it)
- 3 A bomb near the station, but no-one was injured. (exploded)
- 4 Paul finally nearly an hour late. (arrived)
- 5 Here's an application form. Can you and sign it, please? (complete it)
- 6 A number of buildings are going to be to make way for the new road. (demolished)
- 7 I'm having a few problems with my computer which need to be as soon as possible. (put right)
- 8 Be positive! You must never ! (stop trying)
- 9 I was very tired and in front of the television. (fell asleep)
- 10 After eight years together, they've decided to (separate)
- 11 The noise is terrible. I can't any longer. (tolerate it)
- 12 We don't have a lot of money, but we have enough to (manage)
- 13 I'm sorry I'm late. The meeting longer than I expected. (continued)
- 14 We need to make a decision today at the latest. We can't any longer. (delay it)

41

Complete the sentences. Use one word each time.

- 1 You're driving too fast. Please slow down.
- 2 It was only a small fire and I managed to it out with a bucket of water.
- 3 The house is empty at the moment, but I think the new tenants are in next week.
- 4 I've on weight. My clothes don't fit any more.
- 5 Their house is really nice now. They've it up really well.
- 6 I was talking to the woman sitting next to me on the plane, and it out that she works for the same company as my brother.
- 7 'Do you know what happened?' 'Not yet, but I'm going to out.'
- 8 There's no need to get angry. down!
- 9 If you're going on a long walk, plan your route carefully before you off.
- 10 Sarah has just phoned to say that she'll be late. She's been up.
- 11 You've written my name wrong. It's Martin, not Marin – you out the T.
- 12 Three days at £45 a day – that out at £135.
- 13 We had a really interesting discussion, but Jane didn't in. She just listened.
- 14 Jonathan is pretty fit. He out in the gym every day.
- 15 Come and see us more often. You can in any time you like.
- 16 We are still discussing the contract. There are still a couple of things to out.
- 17 My alarm clock off in the middle of the night and me up.

Study guide

This guide is to help you decide which units you need to study. The sentences in the guide are grouped together (*Present and past, Articles and nouns etc.*) in the same way as the units in the *Contents* (pages iii–vi).

Each sentence can be completed using one or more of the alternatives (A, B, C etc.). There are between two and five alternatives each time. IN SOME SENTENCES MORE THAN ONE ALTERNATIVE IS POSSIBLE.

If you don't know or if you are not sure which alternatives are correct, then you probably need to study the unit(s) in the list on the right. You will also find the correct sentence in this unit. (If two or three units are listed, you will find the correct sentence in the first one.)

There is a key to this study guide on page 372.

IF YOU ARE NOT SURE WHICH IS RIGHT

STUDY UNIT

Present and past

- 1.1 At first I didn't like my job, but to enjoy it now.
A I'm beginning **B** I begin
- 1.2 I don't understand this sentence. What ?
A does mean this word **B** does this word mean **C** means this word
- 1.3 Robert away two or three times a year.
A is going usually **B** is usually going **C** usually goes **D** goes usually
- 1.4 How now? Better than before?
A you are feeling **B** do you feel **C** are you feeling
- 1.5 It was a boring weekend. anything.
A I didn't **B** I don't do **C** I didn't do
- 1.6 Matt while we were having dinner.
A phoned **B** was phoning **C** has phoned

1, 3

2, 49

2, 3, 110

4

5

6, 14

Present perfect and past

- 2.1 James is on holiday. He to Italy.
A is gone **B** has gone **C** has been
- 2.2 Everything is going well. We any problems so far.
A didn't have **B** don't have **C** haven't had
- 2.3 Sarah has lost her passport again. It's the second time this
A has happened **B** happens **C** happened **D** is happening
- 2.4 You're out of breath. ?
A Are you running **B** Have you run **C** Have you been running
- 2.5 Where's the book I gave you? What with it?
A have you done **B** have you been doing **C** are you doing
- 2.6 ' each other for a long time?' 'Yes, since we were at school.'
A Do you know **B** Have you known **C** Have you been knowing
- 2.7 Sally has been working here
A for six months **B** since six months **C** six months ago

7

8

8

9

10

11, 10

12

IF YOU ARE NOT SURE WHICH IS RIGHT

STUDY
UNIT

- 2.8 It's two years Joe.
A that I don't see **B** that I haven't seen **C** since I didn't see
D since I last saw
- 12
- 2.9 It raining for a while, but now it's raining again.
A stopped **B** has stopped **C** was stopped
- 13
- 2.10 My mother in Italy.
A grew up **B** has grown up **C** had grown up
- 13
- 2.11 a lot of sweets when you were a child?
A Have you eaten **B** Had you eaten **C** Did you eat
- 14
- 2.12 Jack in New York for ten years. Now he lives in Los Angeles.
A lived **B** has lived **C** has been living
- 14, 11
- 2.13 The man sitting next to me on the plane was very nervous. He before.
A hasn't flown **B** didn't fly **C** hadn't flown **D** wasn't flying
- 15
- 2.14 Katherine was sitting in an armchair resting. She was tired because very hard.
A she was working **B** she's been working **C** she'd been working
- 16
- 2.15 a car when you were living in Paris?
A Had you **B** Were you having **C** Have you had **D** Did you have
- 17, 14
- 2.16 I tennis a lot, but I don't play very much now.
A was playing **B** was used to play **C** used to play
- 18
- Future**
- 3.1 I'm tired. to bed now. Goodnight.
A I go **B** I'm going
- 19
- 3.2 tomorrow, so we can go out somewhere.
A I'm not working **B** I don't work **C** I won't work
- 19, 21
- 3.3 That bag looks heavy. you with it.
A I'm helping **B** I help **C** I'll help
- 21
- 3.4 I think the weather be nice later.
A will **B** shall **C** is going to
- 23, 22
- 3.5 'Anna is in hospital.' 'Yes, I know. her this evening.'
A I visit **B** I'm going to visit **C** I'll visit
- 23, 20
- 3.6 We're late. The film by the time we get to the cinema.
A will already start **B** will be already started **C** will already have started
- 24
- 3.7 Don't worry late tonight.
A if I'm **B** when I'm **C** when I'll be **D** if I'll be
- 25

IF YOU ARE NOT SURE WHICH IS RIGHT

STUDY
UNIT

Modals

- 4.1 The fire spread through the building very quickly, but fortunately everybody
A was able to escape **B** managed to escape **C** could escape **D** could have escaped **26**
- 4.2 I'm so tired I for a week.
A can sleep **B** could sleep **C** could have slept **D** could have been sleeping **27**
- 4.3 The story be true, but I don't think it is.
A might **B** can **C** could **D** may **27, 29**
- 4.4 Why did you stay at a hotel when you were in Paris? You with Sarah.
A can stay **B** could stay **C** could have stayed **D** must have stayed **27**
- 4.5 'I've lost one of my gloves.' 'You it somewhere.'
A must drop **B** must have dropped **C** must be dropping **D** must have been dropping **28**
- 4.6 'Why wasn't Amy at the meeting yesterday?' 'She about it.'
A might not know **B** may not know **C** might not have known **D** may not have known **29**
- 4.7 What was the problem? Why leave early?
A had you to **B** did you have to **C** must you **D** you had to **31**
- 4.8 We've got plenty of time. We hurry.
A don't need to **B** mustn't **C** needn't **D** need to **32**
- 4.9 You missed a great party last night. You Why didn't you?
A must have come **B** should have come **C** ought to have come **D** had to come **33**
- 4.10 Jane won the lottery. I a car with the money she'd won.
A suggested that she buy **B** suggested that she should buy **C** suggested her to buy **D** suggested that she bought **34**
- 4.11 You're always at home. You out more often.
A should go **B** had better go **C** had better to go **D** had better go **35**
- 4.12 It's late. It's time home.
A we go **B** we must go **C** we should go **D** we went **E** to go **35**
- 4.13 a little longer, but I really have to go now.
A I'd stay **B** I'll stay **C** I can stay **D** I'd have stayed **36**

If and wish

- 5.1 I'm not going to bed yet. I'm not tired. If I to bed now, I wouldn't sleep.
A go **B** went **C** had gone **D** would go **38**
- 5.2 If I were rich, a lot.
A I'll travel **B** I can travel **C** I would travel **D** I travelled **39**
- 5.3 I wish I have to work tomorrow, but unfortunately I do.
A don't **B** didn't **C** wouldn't **D** won't **39, 41**

IF YOU ARE NOT SURE WHICH IS RIGHT

STUDY
UNIT

5.4 The view was wonderful. If a camera with me, I would have taken some pictures.

- A I had B I would have C I would have had D I'd had

5.5 The weather is horrible. I wish it raining.

- A would stop B stopped C stops D will stop

Passive

6.1 We by a loud noise during the night.

- A woke up B are woken up C were woken up D were waking up

6.2 A new supermarket is going to next year.

- A build B be built C be building D building

6.3 There's somebody walking behind us. I think

- A we are following B we are being following C we are followed
D we are being followed

6.4 'Where ?' 'In Chicago.'

- A were you born B are you born C have you been born
D did you born

6.5 There was a fight at the party, but nobody

- A was hurt B got hurt C hurt

6.6 Jane to phone me last night, but she didn't.

- A supposed B is supposed C was supposed

6.7 Where ? Which hairdresser did you go to?

- A did you cut your hair B have you cut your hair
C did you have cut your hair D did you have your hair cut

Reported speech

7.1 Paul left the room suddenly. He said he to go.

- A had B has C have

7.2 Hi, Joe. I didn't expect to see you. Sonia said you in hospital.

- A are B were C was D should be

7.3 Ann and left.

- A said goodbye to me B said me goodbye C told me goodbye

Questions and auxiliary verbs

8.1 'What time ?' 'At 8.30.'

- A starts the film B does start the film C does the film start

8.2 'Do you know where ?' 'No, he didn't say.'

- A Tom has gone B has Tom gone C has gone Tom

8.3 The police officer stopped us and asked us where

- A were we going B are we going C we are going D we were going

40

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48, 47

48, 47

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50

IF YOU ARE NOT SURE WHICH IS RIGHT

STUDY
UNIT

- 8.4 'Do you think it will rain?' '.....'
A I hope not. **B** I don't hope. **C** I don't hope so.
- 8.5 'You don't know where Karen is, ?' 'Sorry, I have no idea.'
A don't you **B** do you **C** is she **D** are you

-ing and to ...

- 9.1 You can't stop me what I want.
A doing **B** do **C** to do **D** that I do
- 9.2 I must go now. I promised late.
A not being **B** not to be **C** to not be **D** I wouldn't be
- 9.3 Do you want with you or do you want to go alone?
A me coming **B** me to come **C** that I come **D** that I will come
- 9.4 I know I locked the door. I clearly remember it.
A locking **B** to lock **C** to have locked
- 9.5 She tried to be serious, but she couldn't help
A laughing **B** to laugh **C** that she laughed **D** laugh
- 9.6 Paul lives in Berlin now. He likes there.
A living **B** to live
- 9.7 It's not my favourite job, but I like the kitchen as often as possible.
A cleaning **B** clean **C** to clean **D** that I clean
- 9.8 I'm tired. I'd rather out this evening, if you don't mind.
A not going **B** not to go **C** don't go **D** not go
- 9.9 I'd rather anyone what I said.
A you don't tell **B** not you tell **C** you didn't tell **D** you wouldn't tell
- 9.10 Are you looking forward on holiday?
A going **B** to go **C** to going **D** that you go
- 9.11 When Lisa came to Britain, she had to get used on the left.
A driving **B** to driving **C** to drive
- 9.12 I'm thinking a house. Do you think that's a good idea?
A to buy **B** of to buy **C** of buying **D** about buying
- 9.13 I had no a place to stay. In fact it was surprisingly easy.
A difficulty to find **B** difficulty finding **C** trouble to find
D trouble finding
- 9.14 I phoned the restaurant a table.
A for reserve **B** to reserve **C** for reserving **D** for to reserve
- 9.15 James doesn't speak very clearly.
A It is difficult to understand him. **B** He is difficult to understand.
C He is difficult to understand him.

IF YOU ARE NOT SURE WHICH IS RIGHT**STUDY
UNIT**

- 9.16 The path was icy, so we walked very carefully. We were afraid
A of falling **B** from falling **C** to fall **D** to falling **66**
- 9.17 I didn't hear you in. You must have been very quiet.
A come **B** to come **C** came **67**
- 9.18 a hotel, we looked for somewhere to have dinner.
A Finding **B** After finding **C** Having found **D** We found **68**
- Articles and nouns**
- 10.1 It wasn't your fault. It was
A accident **B** an accident **C** some accident **69**
- 10.2 Where are you going to put all your ?
A furniture **B** furnitures **70**
- 10.3 'Where are you going?' 'I'm going to buy'
A a bread **B** some bread **C** a loaf of bread **70**
- 10.4 Sandra is She works at a large hospital.
A nurse **B** a nurse **C** the nurse **71, 72**
- 10.5 Helen works six days week.
A in **B** for **C** a **D** the **72**
- 10.6 There are millions of stars in
A space **B** a space **C** the space **73**
- 10.7 Every day begins at 9 and finishes at 3.
A school **B** a school **C** the school **74**
- 10.8 a problem in most big cities.
A Crime is **B** The crime is **C** The crimes are **75**
- 10.9 When invented?
A was telephone **B** were telephones **C** were the telephones
D was the telephone **76**
- 10.10 Have you been to ?
A Canada or United States **B** the Canada or the United States
C Canada or the United States **D** the Canada or United States **77**
- 10.11 On our first day in Moscow, we visited
A Kremlin **B** a Kremlin **C** the Kremlin **78**
- 10.12 What time on TV?
A is the news **B** are the news **C** is news **D** is the new **79, 80**
- 10.13 It took us quite a long time to get here. It was journey.
A three hour **B** a three-hours **C** a three-hour **80**
- 10.14 This isn't my book. It's
A my sister **B** my sister's **C** from my sister **D** of my sister
E of my sister's **81**

IF YOU ARE NOT SURE WHICH IS RIGHT

STUDY
UNIT

Pronouns and determiners

- 11.1 What time shall we tomorrow?
A meet **B** meet us **C** meet ourselves **82**
- 11.2 I'm going to a wedding on Saturday. is getting married.
A A friend of me **B** A friend of mine **C** One my friends **83**
- 11.3 They live on a busy road. a lot of noise from the traffic.
A It must be **B** It must have **C** There must have **D** There must be **84**
- 11.4 He's lazy. He never does work.
A some **B** any **C** no **85**
- 11.5 'What would you like to eat?' 'I don't mind.
– whatever you have.'
A Something **B** Anything **C** Nothing **85**
- 11.6 We couldn't buy anything because of the shops were open.
A all **B** no-one **C** none **D** nothing **86**
- 11.7 We went shopping and spent money.
A a lot of **B** much **C** lots of **D** many **87**
- 11.8 don't visit this part of the town.
A The most tourists **B** Most of tourists **C** Most tourists **88**
- 11.9 I asked two people the way to the station, but of them could help me.
A none **B** either **C** both **D** neither **89**
- 11.10 had a great time at the party.
A Everybody **B** All **C** All of us **D** Everybody of us **90**
- 11.11 The bus service is excellent. There's a bus ten minutes.
A each **B** every **C** all **90, 91**

Relative clauses

- 12.1 I don't like stories have unhappy endings.
A that **B** they **C** which **D** who **92**
- 12.2 I didn't believe them at first, but in fact everything was true.
A they said **B** that they said **C** what they said **93**
- 12.3 What's the name of the man ?
A you borrowed his car **B** which car you borrowed
C whose car you borrowed **D** his car you borrowed **94**
- 12.4 Anna told me about her new job, a lot.
A that she's enjoying **B** which she's enjoying **C** she's enjoying
D she's enjoying it **95**
- 12.5 Sarah couldn't meet us, was a shame.
A that **B** it **C** what **D** which **96**
- 12.6 George showed me some pictures by his father.
A painting **B** painted **C** that were painted **D** they were painted **97, 92**

IF YOU ARE NOT SURE WHICH IS RIGHT

STUDY
UNIT

Adjectives and adverbs

- 13.1 Jane doesn't enjoy her job any more. She's because every day she does exactly the same thing.
A boring **B** bored
- 13.2 Lisa was carrying a bag.
A black small plastic **B** small and black plastic **C** small black plastic
D plastic small black
- 13.3 Maria's English is excellent. She speaks
A perfectly English **B** English perfectly **C** perfect English
D English perfect
- 13.4 He to find a job, but he had no luck.
A tried hard **B** tried hardly **C** hardly tried
- 13.5 I haven't seen her for , I've forgotten what she looks like.
A so long **B** so long time **C** a such long time **D** such a long time
- 13.6 We don't have on holiday right now.
A money enough to go **B** enough money to go
C money enough for going **D** enough money for go
- 13.7 Sarah is doing OK at the moment. She has
A a quite good job **B** quite a good job **C** a pretty good job
- 13.8 The exam was quite easy – I expected.
A more easy than **B** more easy than **C** easier than **D** easier as
- 13.9 The more electricity you use,
A your bill will be higher **B** will be higher your bill
C the higher your bill will be **D** higher your bill will be
- 13.10 Patrick is a fast runner. I can't run as fast as
A he **B** him **C** he can
- 13.11 The movie was really boring. It's I've ever seen.
A most boring movie **B** the more boring movie **C** the movie more boring
D the most boring movie
- 13.12 Ben likes walking.
A Every morning he walks to work. **B** He walks to work every morning.
C He walks every morning to work. **D** He every morning walks to work.
- 13.13 Joe never phones me.
A Always I have to phone him. **B** I always have to phone him.
C I have always to phone him. **D** I have to phone always him.
- 13.14 Lucy She left last month.
A still doesn't work here **B** doesn't still work here
C no more works here **D** doesn't work here any more
- 13.15 she can't drive, she bought a car.
A Even **B** Even when **C** Even if **D** Even though

IF YOU ARE NOT SURE WHICH IS RIGHT

Conjunctions and prepositions

- 14.1 I couldn't sleep very tired.
A although I was **B** despite I was **C** despite of being **D** in spite of being **113**
- 14.2 You should insure your bike stolen.
A in case it will be **B** if it will be **C** in case it is **D** if it is **114**
- 14.3 The club is for members only. You you're a member.
A can't go in if **B** can go in only if **C** can't go in unless
D can go in unless **115**
- 14.4 We watched TV all evening we didn't have anything better to do.
A when **B** as **C** while **D** since **116**
- 14.5 'What's that noise?' 'It sounds a baby crying.'
A as **B** like **C** as if **D** as though **117, 118**
- 14.6 They are very kind to me. They treat me their own son.
A as I am **B** as if I would be **C** as if I am **D** as if I were **118**
- 14.7 I'll be in Singapore next week. I hope to see some friends of mine there.
A while I'll be **B** while I'm **C** during my visit **D** during I'm **119**
- 14.8 Joe is away at the moment. I don't know exactly when he's coming back, but I'm sure he'll be back Monday.
A by **B** until **120**

Prepositions

- 15.1 Bye! I'll see you
A at Friday morning **B** on Friday morning **C** in Friday morning
D Friday morning **121**
- 15.2 I'm going away the end of January.
A at **B** on **C** in **122**
- 15.3 When we were in Italy, we spent a few days Venice.
A at **B** to **C** in **123, 125**
- 15.4 Our apartment is the second floor of the building.
A at **B** on **C** in **D** to **124**
- 15.5 I saw Steve a conference on Saturday.
A at **B** on **C** in **D** to **125**
- 15.6 When did they the hotel?
A arrive to **B** arrive at **C** arrive in **D** get to **E** get in **126**
- 15.7 I'm going holiday next week. I'll be away for two weeks.
A at **B** on **C** in **D** for **127**
- 15.8 We travelled 6.45 train, which arrived at 8.30.
A in the **B** on the **C** by the **D** by **128**
- 15.9 'Have you read anything Ernest Hemingway?' 'No, what sort of books did he write?'
A of **B** from **C** by **128**

IF YOU ARE NOT SURE WHICH IS RIGHT

STUDY
UNIT

- 15.10 The accident was my fault, so I had to pay for the damage
 the other car.
A of B for C to D on E at
- 15.11 I like them very much. They have always been very nice me.
A of B for C to D with
- 15.12 I'm not very good repairing things.
A at B for C in D about
- 15.13 I don't understand this sentence. Can you ?
A explain to me this word B explain me this word
C explain this word to me
- 15.14 If you're worried about the problem, you should do something it.
A for B about C against D with
- 15.15 'Who is Tom Hart?' 'I have no idea. I've never heard him.'
A about B from C after D of
- 15.16 'What time will you be home?' 'I don't know. It depends the traffic.'
A of B for C from D on
- 15.17 I prefer tea coffee.
A to B than C against D from

Phrasal verbs

- 16.1 These shoes are uncomfortable. I'm going to
A take off B take them off C take off them
- 16.2 They were playing cards, so I
A joined in B came in C got in D broke in
- 16.3 Nobody believed Paul at first, but he to be right.
A worked out B came out C found out D turned out
- 16.4 We can't making a decision. We have to decide now.
A put away B put over C put off D put out
- 16.5 'Have you finished painting the kitchen?' 'Nearly. I'll tomorrow.'
A finish it out B finish it over C finish it off
- 16.6 You can always rely on Paul. He'll never
A put you up B let you down C take you over D see you off
- 16.7 Children under 16 half the population of the city.
A make up B put up C take up D bring up
- 16.8 I'm surprised to hear that Sue and Paul have They seemed very happy together.
A broken up B ended up C finished up D split up
- 16.9 I parked in a no-parking zone, but I it.
A came up with B got away with C made off with D got on with

Key to Exercises

In some of the exercises you have to use your own ideas to write sentences. Example answers are given in the Key. If possible, check your answers with somebody who speaks English well.

UNIT 1

1.1

2 e

3 g

4 a

5 d

6 h

7 b

8 c

1.2

- 1 What's / What is he studying
Is he enjoying
2 's / is your new job going
it's getting / it is getting
he isn't enjoying / he's not
enjoying
he's beginning / he is
beginning

1.3

- 3 I'm not listening / I am not
listening
4 She's having / She is having
5 I'm not eating / I am not eating
6 He's learning / He is learning
7 They aren't speaking / They're not
speaking / They are not speaking
8 I'm getting / I am getting
9 isn't working / 's not working /
is not working
10 I'm looking / I am looking

1.4

- 2 is changing
3 's getting / is getting
4 is rising
5 is starting

UNIT 2

2.1

2 drink

3 opens

4 causes

5 live

6 take

7 connects

2.2

- 2 do the banks close
3 don't use
4 does Ricardo come
5 do you do
6 takes ... does it take
7 does this word mean
8 doesn't do

2.3

- 3 rises
4 make
5 don't eat
6 doesn't believe
7 translates
8 don't tell
9 flows

2.4

- 2 Does your sister play tennis?
3 Which newspaper do you read?
4 What does your brother do?
5 How often do you go to the cinema?
6 Where do your grandparents live?

2.5

- 2 I promise 4 I apologise
3 I insist 5 I recommend

UNIT 3

3.1

- 3 is trying
4 are they talking
5 OK
6 It's getting / It is getting
7 OK
8 I'm coming / I am coming
9 are you getting
10 He always gets
11 OK

3.2

- 3 Everybody's waiting / Everybody is
waiting
4 Are you listening
5 Do you listen
6 flows
7 's flowing / is flowing
8 We usually grow ... we aren't
growing / we're not growing /
we are not growing
9 it's improving / it is improving
10 She's staying / She is staying ...
She always stays
11 I'm starting / I am starting
12 I'm learning / I am learning ...
's teaching / is teaching
13 I finish ... I'm working / I am working
14 live ... do your parents live
15 's looking / is looking ...
She's staying / She is staying
16 does your brother do ...
he isn't working / he's not working /
he is not working
17 I usually enjoy ... I'm not enjoying /
I am not enjoying

3.3

- 2 It's always breaking down.
3 I'm always making the same
mistake. / ... that mistake.
4 You're always forgetting your glasses.

UNIT 4

4.1

- 2 I'm using / I am using
3 I need
4 does he want
5 is he looking
6 believes
7 I don't remember / I do not
remember or I can't remember
8 I'm thinking / I am thinking
9 I think ... You don't use
10 consists

4.2

- 2 What are you doing?
I'm thinking.
3 Who does this umbrella belong to?
4 The dinner smells good.
5 Is anybody sitting there?
6 These gloves don't fit me.

4.3

- 2 Do you believe
3 OK (I feel is also correct)
4 It tastes
5 I think

4.4

- 2 's being / is being
3 's / is
4 are you being
5 Is he

UNIT 5

5.1

- 2 She had
3 She walked to work
4 It took her (about) half an hour
5 She started work
6 She didn't have (any) lunch. /
... eat (any) lunch.
7 She finished work
8 She was tired when she got home.
9 She cooked
10 She didn't go
11 She went to bed
12 She slept

5.2

- 2 taught
3 sold
4 fell ... hurt
5 threw ... caught
6 spent ... bought ... cost

5.3

- 2 did you travel / did you go
3 did it take (you)
4 did you stay
5 Was the weather
6 Did you go to / Did you see /
Did you visit

5.4

- | | |
|------------------|---------------|
| 3 didn't disturb | 7 didn't cost |
| 4 left | 8 didn't have |
| 5 didn't sleep | 9 were |
| 6 flew | |

UNIT 6

6.1

Example answers:

- 3 I was working.
4 I was in bed asleep.
5 I was getting ready to go out.
6 I was watching TV at home.

6.2

Example answers:

- 2 was having a shower
3 were driving home
4 was reading the paper
5 was watching it

6.3

- 1 didn't see ... was looking
2 met ... were going ... was going ...
had ... were waiting / waited
3 was cycling ... stepped ...
was going ... managed ...
didn't hit

6.4

- 2 were you doing
3 Did you go
4 were you driving ... happened
5 took ... wasn't looking
6 didn't know
7 saw ... was trying
8 was walking ... heard ... was
following ... started
9 wanted
10 dropped ... was doing ... didn't break

UNIT 7

7.1

- 2 Lisa has broken her leg.
3 The bus fare has gone up.
4 Her English has improved.
5 Dan has grown a beard.
6 The letter has arrived.
7 The temperature has fallen.

7.2

- 2 been
3 gone
4 gone
5 been

7.3

- 2 Yes, I've just seen her. /
Yes, I have just seen her. or
Yes, I just saw her.
3 He's already left. / He has
already left. or He already left.
4 I haven't read it yet. or
I didn't read it yet.
5 No, she's already seen the film. /
No, she has already seen ... or
No, she already saw ...
6 Yes, they've just arrived. /
Yes, they have just arrived. or
Yes, they just arrived.
7 We haven't told him yet. or
We didn't tell him yet.

7.4

- 2 he's just gone out / he has just
gone out or he just went out
3 I haven't finished yet or
I didn't finish yet
4 I've already done it / I have
already done it or I already did it
5 Have you found a place to live yet?
or Did you find a place ... ?
6 I haven't decided yet or
I didn't decide yet
7 she's just come back / she has just
come back or she just came back

UNIT 8

8.1

- 2 Have you ever been to California?
3 Have you ever run (in) a marathon?
4 Have you ever spoken to a famous
person?
5 What's the most beautiful place
you've ever visited? / ... you have
ever visited?

8.2

- 3 haven't eaten
4 I haven't played (it)
5 I've had / I have had
6 I haven't read
7 I've never been / I haven't been
8 it's happened / it has happened or
that's happened / that has happened
9 I've never tried / I haven't tried or
I've never eaten / I haven't eaten
10 's been / has been
11 I've never seen / I haven't seen

8.3

Example answers:

- 2 I haven't travelled by bus this week.
3 I haven't been to the cinema
recently.
4 I haven't read a book for ages.
5 I haven't lost anything today.

8.4

- 2 Have you played tennis before?
No, this is the first time I've played
tennis.
3 Have you ridden a horse before? /
Have you been on a horse before?
No, this is the first time I've ridden a
horse. / ... I've been on a horse.
4 Have you been to Japan before?
No, this is the first time I've been to
Japan.

UNIT 9

9.1

- 2 She's been watching television. /
She has been watching television.
3 They've been playing tennis. /
They have been playing tennis.
4 He's been running. / He has been
running.

9.2

- 2 Have you been waiting long?
3 What have you been doing?
4 How long have you been working
there?
5 How long have you been selling
mobile phones?

9.3

- 2 've been waiting / have been waiting
3 've been learning Spanish /
have been learning Spanish
4 She's been working there /
She has been working there
5 They've been going there /
They have been going there

9.4

- 2 I've been looking / I have been
looking
3 are you looking
4 She's been teaching / She has been
teaching
5 I've been thinking / I have been
thinking
6 he's working / he is working
7 She's been working / She has been
working

Key to Exercises

UNIT 10

10.1

- 2 She's been travelling / She has been travelling
She's visited / She has visited
- 3 He's won / He has won ...
He's / He has been playing tennis
- 4 They've / They have been making (films ...)
They've / They have made (five films ...)

10.2

- 2 Have you been waiting long?
- 3 Have you caught any fish?
- 4 How many people have you invited?
- 5 How long have you been teaching?
- 6 How many books have you written?
How long have you been writing books?
- 7 How long have you been saving?
How much money have you saved?

10.3

- 2 Somebody's broken /
Somebody has broken
- 3 Have you been working
- 4 Have you ever worked
- 5 has she gone
- 6 He's appeared / He has appeared
- 7 I haven't been waiting
- 8 it's stopped / it has stopped
- 9 I've lost / I have lost ... Have you seen
- 10 I've been reading / I have been reading ... I haven't finished
- 11 I've read / I have read
- 12 I've had / I have had

UNIT 11

11.1

- 3 have been married
- 4 OK
- 5 It's been raining / It has been raining
- 6 have you been living or have you lived
- 7 has been working
- 8 OK
- 9 I haven't drunk
- 10 have you had

11.2

- 2 How long have you been teaching English? or
How long have you taught ...
- 3 How long have you known Katherine?
- 4 How long has your brother been in Australia?
- 5 How long have you had that jacket?

6 How long has Joe been working at the airport? or
How long has Joe worked ...

7 How long have you been having guitar lessons?

8 Have you always lived in Chicago?

11.3

- 3 's been / has been
- 4 've been waiting / have been waiting
- 5 've known / have known
- 6 haven't played
- 7 's been watching / has been watching
- 8 haven't watched
- 9 've had / have had
- 10 hasn't been
- 11 've been feeling / have been feeling or 've felt / have felt
- 12 's lived / has lived or 's been living / has been living
- 13 haven't been
- 14 've always wanted / have always wanted

UNIT 12

12.1

- 2 since
- 3 for
- 4 for
- 5 since
- 6 for
- 7 since
- 8 since
- 9 for

12.2

- 2 How long has Kate been learning Japanese?
When did Kate start learning Japanese?
- 3 How long have you known Simon?
When did you first meet Simon? / When did you and Simon first meet?
- 4 How long have Rebecca and David been married?
When did Rebecca and David get married? / When did Rebecca and David marry?

12.3

- 3 He has been ill since Sunday.
- 4 He has been ill for a few days.
- 5 She got married a year ago.
- 6 I've had a headache since I woke up.
- 7 She went to Italy three weeks ago.
- 8 I've been working in a hotel for six months. or I've worked in a hotel for six months.

12.4

- 2 No, I haven't seen Laura/her for about a month.
- 3 No, I haven't been to the cinema for a long time.
- 4 No, I haven't eaten in a restaurant for ages. / No, I haven't been to a restaurant for ages.
- 6 No, it's about a month since I (last) saw Laura/her. / No, it's been about a month since ...
- 7 No, it's a long time since I (last) went to the cinema. / No, it's been a long time since ...
- 8 No, it's ages since I (last) ate in a restaurant. / No, it's been ages since ... or ... since I went to a restaurant.

UNIT 13

13.1

- 2 has gone
- 3 forgot
- 4 went
- 5 had
- 6 has broken

13.2

- 3 did William Shakespeare write
- 4 OK
- 5 OK
- 6 Who invented
- 7 were you born
- 8 OK
- 9 Albert Einstein was ... who developed

13.3

- 3 I've forgotten / I have forgotten
- 4 arrested
- 5 it's improved / it has improved
- 6 I've finished / I have finished (I'm finished is also correct)
- 7 I applied
- 8 It was
- 9 There's been / There has been
- 10 He broke or He's broken / He has broken ... did that happen ... he fell

UNIT 14

14.1

- 3 OK
- 4 I bought
- 5 Where were you
- 6 Lucy left school
- 7 OK
- 8 OK
- 9 OK
- 10 When was this book published?

14.2

- 2 The weather has been cold recently.
 3 It was cold last week.
 4 I didn't read a newspaper yesterday.
 5 I haven't read a newspaper today.
 6 Emily has earned a lot of money this year.
 7 She didn't earn so much last year.
 8 Have you had a holiday recently?

14.3

- 2 I got ... I was ... I went
 3 Have you seen ... I saw
 4 I didn't sleep
 5 There were
 6 worked ... he gave
 7 She's lived / She has lived
 8 Did you go ... it was ... was
 9 died ... I never met
 10 I've never met / I have never met
 11 I haven't seen
 12 have you lived or have you been living ... did you live ... did you live

14.4

Example answers:

- 2 I haven't bought anything today.
 3 I didn't watch TV yesterday.
 4 I went out with some friends yesterday evening.
 5 I haven't been to the cinema recently.
 6 I've read a lot of books recently.

UNIT 15**15.1**

- 2 It had changed a lot.
 3 She'd arranged to do something else. / She had arranged ...
 4 The film had already started.
 5 I hadn't seen him for five years.
 6 She'd just had breakfast. / She had just had ...

15.2

- 2 I'd never heard it before. / I had never heard ...
 3 He'd never played (tennis) before. / He had never played ...
 4 We'd never been there before. / We had never been ...

15.3

- 1 we called
 2 there was ...
 She'd gone / She had gone
 3 He'd just come back from / He had just come back from ...
 He looked
 4 got a phone call
 He was
 He'd sent her / He had sent her ...
 she'd never replied to them / she had never replied to them

15.4

- 2 went
 3 had gone
 4 broke
 5 saw ... had broken ... stopped

UNIT 16**16.1**

- 2 They'd been playing football. / They had been playing ...
 3 I'd been looking forward to it. / I had been looking forward ...
 4 She'd been dreaming. / She had been dreaming.
 5 He'd been watching a film. / He had been watching ...

16.2

- 2 I'd been waiting for 20 minutes when I realised that I was in the wrong restaurant. or ... that I had come to the wrong restaurant.
 3 At the time the factory closed down, Sarah had been working there for five years.
 4 The orchestra had been playing for about ten minutes when a man in the audience started shouting.
 5 *Example answer:*
 I'd been walking along the road for about ten minutes when a car suddenly stopped just behind me.

16.3

- 3 he was walking
 4 She'd been running / She had been running
 5 They were eating
 6 They'd been eating / They had been eating
 7 He was looking
 8 was waiting ... she'd been waiting / she had been waiting
 9 I'd had / I had had
 10 We'd been travelling / We had been travelling

UNIT 17**17.1**

- 3 I don't have a ladder. / I haven't got a ladder.
 4 We didn't have enough time.
 5 He didn't have a map.
 6 She doesn't have any money. / She hasn't got any money.
 7 I don't have enough energy. / I haven't got enough energy.
 8 They didn't have a camera.

17.2

- 2 B
 3 A or C
 4 A or C
 5 A
 6 C

17.3

- 3 he didn't have
 4 I have or I've got
 5 OK
 6 I didn't have
 7 OK (or He hasn't got)
 8 Did you have
 9 OK

17.4

- 2 has a break
 3 had a party
 4 have a look
 5 's having / is having a nice time
 6 had a chat
 7 Did you have trouble
 8 had a baby
 9 was having a shower
 10 Did you have a good flight?

UNIT 18**18.1**

- 2 used to have/ride
 3 used to live
 4 used to eat/like/love
 5 used to be
 6 used to take
 7 used to be
 8 did you use to go

18.2

- 2–10
- She used to have lots of friends, but she doesn't know many people these days.
 - She used to be very lazy, but she works very hard these days.
 - She didn't use to like cheese, but she eats lots of cheese now.
 - She used to be a hotel receptionist, but she works in a bookshop now.
 - She used to play the piano, but she hasn't played the piano for years. / ... played it for years.
 - She never used to read / She didn't use to read newspapers, but she reads a newspaper every day now.
 - She didn't use to drink tea, but she likes it now.
 - She used to have a dog, but it died two years ago.
 - She used to go to a lot of parties, but she hasn't been to a party for ages.

Key to Exercises

18.3

Example answers:

- 3 I used to be a vegetarian, but now I eat meat sometimes.
- 4 I used to watch TV a lot, but I don't watch it much now.
- 5 I used to hate getting up early, but now it's no problem.
- 7 I didn't use to drink coffee, but I drink it every day now.
- 8 I didn't use to like hot weather, but now I love it.

UNIT 19

19.1

- 2 How long are you going for?
- 3 When are you leaving?
- 4 Are you going alone?
- 5 Are you travelling by car?
- 6 Where are you staying?

19.2

- 2 I'm working late. / I'm working till 9 o'clock.
- 3 I'm going to the theatre.
- 4 I'm meeting Julia.

19.3

Example answers:

- 2 I'm working tomorrow morning.
- 3 I'm not doing anything tomorrow evening.
- 4 I'm playing football next Sunday.
- 5 I'm going to a party this evening.

19.4

- 3 We're having / We are having
- 4 finishes
- 5 I'm not going / I am not going ... I'm staying / I am staying
- 6 Are you doing
- 7 We're going / We are going ... It starts
- 8 I'm leaving / I am leaving
- 9 we're meeting / we are meeting
- 10 does this train get
- 11 I'm going / I am going ... Are you coming
- 12 does it end
- 13 I'm not using / I am not using
- 14 's coming / is coming ... She's travelling / She is travelling ... arrives

UNIT 20

20.1

- 2 What are you going to wear?
- 3 Where are you going to put it?
- 4 Who are you going to invite?

20.2

- 2 I'm going to take it back to the shop.
- 3 I'm not going to accept it.
- 4 I'm going to phone her tonight.
- 5 I'm going to complain.

20.3

- 2 He's going to be late.
- 3 The boat is going to sink.
- 4 They're going to run out of petrol.

20.4

- 2 was going to buy
- 3 were going to play
- 4 was going to phone
- 5 was going to give up
- 6 were you going to say

UNIT 21

21.1

- 2 I'll turn / I'll switch / I'll put
- 3 I'll send
- 4 I'll do
- 5 I'll show
- 6 I'll have
- 7 I'll stay / I'll wait
- 8 I'll pay / I'll give
- 9 I'll try

21.2

- 2 I'll go to bed.
- 3 I think I'll walk.
- 4 I'll eat anything.
- 5 I don't think I'll go swimming.

21.3

- 3 I'll meet
- 4 I'll lend
- 5 I'm having
- 6 I won't forget
- 7 does your train leave
- 8 won't tell
- 9 Are you doing
- 10 Will you come

21.4

- 2 Shall I buy it?
- 3 What shall I give/buy/get Helen (for her birthday)?
- 4 Where shall we go (on holiday)?
- 5 Shall we go by car or (shall we) walk? / ... or (shall we go) on foot?
- 6 What time shall I come?

UNIT 22

22.1

- 2 I'm going
- 3 will get
- 4 is coming
- 5 we're going
- 6 It won't hurt

22.2

- 2 won't
- 3 'll / will
- 4 won't
- 5 'll / will
- 6 won't

22.3

- 2 It will look
- 3 you'll like / you will like
- 4 You'll get / You will get
- 5 people will live
- 6 we'll meet / we will meet
- 7 she'll come / she will come
- 8 it will be

22.4

- 2 Do you think it will rain?
- 3 When do you think it will end?
- 4 How much do you think it will cost?
- 5 Do you think they'll get married? / ... they will get married?
- 6 What time do you think you'll be back? / ... you will be back?
- 7 What do you think will happen?

22.5

Example answers:

- 2 I'll be in bed.
- 3 I'll be at work.
- 4 I'll probably be at home.
- 5 I don't know where I'll be this time next year.

UNIT 23

23.1

- 2 I'll lend
- 3 I'll get
- 4 I'm going to wash
- 5 are you going to paint
- 6 I'm going to buy
- 7 I'll show
- 8 I'll have
- 9 I'll call
- 10 He's going to have ... he's going to do

23.2

- 2 I'm going to take ... I'll join
- 3 you'll find ('you're going to find' is possible)
- 4 I'm not going to apply or I'm not applying
- 5 We're going to be late.
- 6 it's going to fall down
- 7 I'll take ... I'll pick ... Kate is going to take or Kate is taking

UNIT 24**24.1**

- 2 *b* is true
3 *a* and *c* are true
4 *b* and *d* are true
5 *c* and *d* are true
6 *c* is true

24.2

- 2 We'll have finished
3 we'll be playing
4 I'll be working
5 the meeting will have ended
6 he'll have spent
7 you'll still be doing
8 she'll have travelled
9 I'll be staying
10 Will you be seeing

UNIT 25**25.1**

- 2 she goes
3 you know
4 Will you be ... I get
5 there are ... I'll call / I will call
6 it's / it is
7 you see ... you won't recognise /
you will not recognise
8 I'll be / I will be ... he gets
9 you need ... I'm / I am
10 I'll wait / I will wait ...
you're / you are

25.2

- 2 I'll give you my address when
I find somewhere to live. or
... when I've found somewhere to
live.
3 I'll come straight back home after I
do the shopping. or
... after I've done the shopping.
4 Let's go home before it gets dark.
5 I won't speak to her until she
apologises. or
... until she has apologised.

25.3

- 2 you go / you leave
3 you decide or you've decided /
you have decided
4 you're in Hong Kong / you go to
Hong Kong
5 build the new road or 've built the
new road / have built the new road

25.4

- 2 if
3 When
4 If
5 If
6 when
7 if
8 if

UNIT 26**26.1**

- 3 can
4 be able to
5 been able to
6 can or will be able to
7 be able to

26.2*Example answers:*

- 2 I used to be able to run fast.
3 I'd like to be able to play the piano.
4 I've never been able to get up early.

26.3

- 2 could run
3 can wait
4 couldn't eat
5 can't hear
6 couldn't sleep

26.4

- 2 was able to finish it
3 were able to find it
4 was able to get away

26.5

- 4 couldn't
5 managed to
6 could
7 managed to
8 could
9 managed to
10 couldn't

UNIT 27**27.1**

- 2 We could have fish.
3 You could phone (her) now.
4 You could give her a book.
5 We could hang it in the kitchen.

27.2

- 3 I could kill him!
4 OK (could have is also possible)
5 I could stay here all day
6 it could be in the car
(may/might are also possible)
7 OK
8 OK (could borrow is also possible)
9 You could fall.
(may/might are also possible)

27.3

- 2 could have come/gone
3 could apply
4 could have been
5 could have got/taken
6 could come

27.4

- 3 couldn't wear
4 couldn't have found
5 couldn't get
6 couldn't have been
7 couldn't have come/gone

UNIT 28**28.1**

- | | |
|---------|---------|
| 2 must | 6 can't |
| 3 can't | 7 must |
| 4 must | 8 must |
| 5 must | 9 can't |

28.2

- 3 go
4 have taken / have stolen /
have moved
5 be
6 have been
7 be looking
8 have been
9 have heard
10 be following

28.3

- 3 It must have been very expensive.
4 They must have gone away.
5 I must have left it in the restaurant
last night.
6 It can't have been easy for her.
7 He must have been waiting for
somebody.
8 She can't have understood what
I said. or She couldn't have
understood what I said.
9 I must have forgotten to lock it.
10 My neighbours must have been
having a party.
11 The driver can't have seen the red
light. or
The driver couldn't have seen ...

UNIT 29**29.1**

- 2 She might be busy.
3 She might be working.
4 She might want to be alone.
5 She might have been ill yesterday.
6 She might have gone home early.
7 She might have had to go home
early.
8 She might have been working
yesterday.
9 She might not want to see me.
10 She might not be working today.
11 She might not have been feeling
well yesterday.

You can use **may** instead of **might** in all
these sentences.

Key to Exercises

29.2

- 2 be
- 3 have been
- 4 be waiting
- 5 have arrived / have come

29.3

- 2 a She might be watching TV.
b She might have gone out.
- 3 a It might be in the car.
b You might have left it in the restaurant.
- 4 a He might have gone to bed early.
b He might not have heard the doorbell.
c He might have been in the shower.

You can use **may** instead of **might** in all these sentences.

29.4

- 3 might not have received it / might not have got it
- 4 couldn't have been an accident
- 5 couldn't have tried
- 6 might not have been American

UNIT 30

30.1

- 2 I might buy a Honda.
- 3 He might come on Saturday.
- 4 I might hang it in the dining room.
- 5 She might go to university.

You can use **may** instead of **might** in all these sentences.

30.2

- 2 might wake
- 3 might bite
- 4 might need
- 5 might slip
- 6 might break

You can use **may** instead of **might** in all these sentences.

30.3

- 2 might be able to meet
- 3 might have to work
- 4 might have to leave
- 5 might have to sell
- 6 might be able to fix

You can use **may** instead of **might** in all these sentences.

30.4

- 2 I might not go out this evening.
- 3 We might not be able to get tickets for the game.
- 4 Sam might not be able to go out with us tonight.

You can use **may** instead of **might** in all these sentences.

30.5

- 2 I might as well go
- 3 We might as well paint the bathroom.
- 4 We might as well watch it. / ... watch the film.

You can use **may** instead of **might** in all these sentences.

UNIT 31

31.1

- 3 We had to close
- 4 She has to leave or She'll have to leave / She will have to leave
- 5 do you have to be
- 6 I have to go or I'll have to go / I will have to go
- 7 Does he have to travel
- 8 do you have to go or will you have to go
- 9 did you have to wait
- 10 had to do

31.2

- 3 have to make
- 4 don't have to do
- 5 had to ask
- 6 don't have to pay or won't have to pay / will not have to pay
- 7 didn't have to go
- 8 has to make
- 9 will have to drive or is going to have to drive

31.3

- 3 OK (have to is also correct)
 - 4 He **has to** work.
 - 5 I **had to** work late yesterday evening.
 - 6 OK (have to is also correct)
 - 7 She **has had to** wear glasses since she was very young.
- For the present perfect (**has had**) with **for** and **since**, see Units 11–12.

31.4

- 3 don't have to
- 4 mustn't
- 5 don't have to
- 6 mustn't
- 7 doesn't have to
- 8 mustn't
- 9 mustn't
- 10 don't have to

UNIT 32

32.1

- 2 don't need to
 - 3 must
 - 4 mustn't
 - 5 don't need to
- 6 needn't
 - 7 must ... mustn't
 - 8 needn't ... must

32.2

- 2 needn't come
- 3 needn't walk
- 4 needn't ask
- 5 needn't explain

32.3

- 2 You needn't have walked home. You could have taken a taxi.
- 3 You needn't have stayed at a hotel. You could have stayed with us.
- 4 She needn't have phoned me in the middle of the night. She could have waited until the morning.
- 5 You needn't have shouted at me. You could have been more patient.
- 6 You needn't have left without saying anything. You could have said goodbye to me.

32.4

- 3 You needn't worry / You don't need to worry / You don't have to worry
- 4 You needn't wait / You don't need to wait / You don't have to wait
- 5 OK (You needn't keep is also correct)
- 6 I didn't need to go / I didn't have to go
- 7 OK

UNIT 33

33.1

- 2 You should look for another job.
- 3 He shouldn't go to bed so late.
- 4 You should take a photo.
- 5 She shouldn't use her car so much.
- 6 He should put some pictures on the walls.

33.2

- 2 I don't think you should go out. / I think you should stay at home.
- 3 I think you should apply for it. / ... for the job.
- 4 I don't think the government should increase taxes.

33.3

- 3 should come
- 4 should do
- 5 should have done
- 6 should have won
- 7 should win
- 8 should be
- 9 should have turned

33.4

- 3 We should have reserved a table.
 4 The shop should be open (now). /
 The shop should have
 opened by now. or
 It should ...
 5 She shouldn't be doing 50. /
 She shouldn't be driving so fast. /
 She should be driving more slowly.
 6 I should have written down her
 address. / I should have written her
 address down. or
 I should have written it down.
 7 The driver in front shouldn't have
 stopped without warning. / ...
 shouldn't have stopped so suddenly.
 8 I should have been looking where I
 was going. / I shouldn't have been
 looking behind me.

UNIT 34**34.1**

- 2 I should stay / I stay / I stayed
 a little longer
 3 they should visit / they visit / they
 visited the museum after lunch
 4 we should pay / we pay / we paid
 the rent by Friday
 5 I should go / I go / I went away for
 a few days

34.2

- 1 b OK
 c OK
 d wrong
 2 a OK
 b wrong
 c OK

34.3

- 2 should say
 3 should worry
 4 should leave
 5 should ask
 6 should listen

34.4

- 2 If it should rain
 3 If there should be any problems
 4 If anyone should ask
 5 Should there be any problems
 6 Should anyone ask (where I'm going)

34.5

- 2 I should keep
 3 I should phone
 4 I should get

UNIT 35**35.1**

- 2 You'd better put a plaster on it.
 3 We'd better reserve a table.
 4 You'd better not go to work (this
 morning).
 5 I'd better pay my phone bill (soon). /
 I'd better pay it (soon).
 6 I'd better not disturb him.

35.2

- 3 'd better
 4 should
 5 should
 6 'd better
 7 should
 8 should

35.3

- 1 b 'd/had
 c close/shut
 d hadn't
 2 a did
 b was done
 c thought

35.4

- 2 It's time I had a holiday.
 3 It's time the train left.
 4 It's time I/we had a party.
 5 It's time some changes were made. /
 It's time the company made some
 changes.
 6 It's time he tried something else.

UNIT 36**36.1**

Example answers:

- 2 I wouldn't like to be a teacher.
 3 I'd love to learn to fly a plane.
 4 It would be nice to have a big garden.
 5 I'd like to go to Mexico.

36.2

- 2 'd enjoy / would enjoy
 3 'd have enjoyed / would have
 enjoyed
 4 would you do
 5 'd have stopped / would have
 stopped
 6 would have been
 7 'd be / would be
 8 'd have passed / would have passed
 9 would have

36.3

- 2 e
 3 b
 4 f
 5 a
 6 d

36.4

- 2 He promised he'd call. /
 ... he would call.
 3 You promised you wouldn't tell her.
 4 They promised they'd wait (for us). /
 ... they would wait.

36.5

- 2 wouldn't tell
 3 wouldn't speak
 4 wouldn't let

36.6

- 2 would shake
 3 would always help
 4 would share
 5 would always forget

UNIT 37**37.1**

- 2 Can/Could I leave a message (for
 her)? or
 Can/Could you give her a message?
 3 Can/Could you tell me how to get to
 the station? or
 ... the way to the station? or
 ... where the station is?
 4 Can/Could I try on these trousers?
 or
 Can/Could I try these (trousers) on?
 5 Can I give/offer you a lift?

37.2

- 3 Do you think you could check these
 forms (for me)? / ... check them
 (for me)?
 4 Do you mind if I leave work early?
 5 Do you think you could turn the
 music down? / ... turn it down?
 6 Is it OK if I close the window?
 7 Do you think I could have a look at
 your paper? / ... at your newspaper?

37.3

- 2 Can/Could/Would you show me?
 or Do you think you could show
 me? or ... do it for me?
 3 Would you like to sit down?
 or Would you like a seat?
 or Can I offer you a seat?
 4 Can/Could/Would you slow down?
 or Do you think you could ... ?
 5 Can/Could/May I/we have the
 bill, please? or Do you think I/we
 could have ... ?
 6 Would you like to borrow it?

UNIT 38**38.1**

- | | |
|-----|-----|
| 2 b | 5 b |
| 3 a | 6 a |
| 4 b | 7 b |

Key to Exercises

38.2

- 2 bought
- 3 asked
- 4 would lose
- 5 'd be / would be
- 6 were ... stopped
- 7 gave ... 'd have / would have

38.3

- 2 If he did his driving test now, he'd fail (it) / ... he would fail (it).
- 3 If we stayed at a hotel, it would cost too much.
- 4 If she left her job, she wouldn't get another one.
- 5 If we invited Ben (to the party), we'd have to invite his friends too. / ... we would have to ...
- 6 If I told him what happened, he wouldn't believe me.

38.4

Example answers:

- 2 I'd be very angry if somebody broke into my house.
- 3 If you bought a car, it would cost you a lot to maintain it.
- 4 I'd be surprised if the economic situation improved.
- 5 Would you mind if I didn't go out with you tonight?

UNIT 39

39.1

- 3 I'd help / I would help
- 4 we lived
- 5 we'd live / we would live
- 6 It would taste
- 7 were/was
- 8 I wouldn't wait ... I'd go / I would go
- 9 you didn't go
- 10 there weren't ... there wouldn't be

39.2

- 2 I'd buy it / I would buy it if it weren't/wasn't so expensive.
- 3 We'd go out / We would go out more often if we could afford it.
- 4 If I didn't have to work late, I could meet you tomorrow. or ... I'd meet / I would meet ... or ... I'd be able to meet ...
- 5 We could have lunch outside if it weren't raining / wasn't raining.
- 6 If I wanted his advice, I'd ask for it / I would ask for it.

39.3

- 2 I wish I had a computer.
- 3 I wish Helen were/was here.
- 4 I wish it weren't/wasn't (so) cold.
- 5 I wish I didn't live in a big city.
- 6 I wish I could go to the party.
- 7 I wish I didn't have to get up early tomorrow.
- 8 I wish I knew something about cars.
- 9 I wish I were feeling / was feeling better.

39.4

Example answers:

- 1 I wish I was at home.
- 2 I wish I had a big garden.
- 3 I wish I could tell jokes.
- 4 I wish I was taller.

UNIT 40

40.1

- 2 If he'd missed / he had missed (the train), he'd have missed / he would have missed (his flight too).
- 3 I'd have forgotten / I would have forgotten (if) you hadn't reminded
- 4 I'd had / I had had (your address), I'd have sent / I would have sent (you an email)
- 5 we'd have enjoyed / we would have enjoyed (it more if the weather) had been (better)
- 6 It would have been (quicker if) I'd walked / I had walked
- 7 I were / I was
- 8 I'd been / I had been

40.2

- 2 If the road hadn't been icy, the accident wouldn't have happened.
- 3 If I'd known / If I had known that Joe had to get up early, I'd have woken / I would have woken him up.
- 4 If I hadn't lost my phone (or If I'd had my phone), I'd have called you / I would have called you / I would have been able to call you / I could have called you
- 5 If Karen hadn't been wearing a seat belt, she'd have been injured / she would have been injured (in the crash). or ... she might/could have been injured
- 6 If you'd had / If you had had breakfast, you wouldn't be hungry now.
- 7 If I'd had / If I had had enough money, I'd have got / I would have got a taxi.

40.3

- 2 I wish I'd applied / I wish I had applied for it. or ... for the job.
- 3 I wish I'd learned / I wish I had learned to play a musical instrument (when I was younger). or I wish I could play ... / I wish I was able to play
- 4 I wish I hadn't painted it red. or ... the gate red.
- 5 I wish I'd brought / I wish I had brought my camera. or I wish I had my camera (with me)
- 6 I wish they'd phoned / I wish they had phoned me first (to say they were coming). or I wish I'd known / I wish I had known they were coming.

UNIT 41

41.1

- | | |
|----------|-----------------|
| 2 hope | 5 hope |
| 3 wish | 6 wish ... hope |
| 4 wished | |

41.2

- 2 I wish Jane/she would come. or ... would hurry up.
- 3 I wish somebody would give me a job.
- 4 I wish the/that baby would stop crying.
- 5 I wish you would buy some new clothes. or I wish you would get some new clothes.
- 6 I wish you wouldn't drive so fast.
- 7 I wish you wouldn't leave the door open (all the time).
- 8 I wish people wouldn't drop litter in the street.

41.3

- 2 OK
- 3 I wish I had more free time.
- 4 I wish our flat was/were a bit bigger.
- 5 OK
- 6 OK
- 7 I wish everything wasn't/weren't so expensive.

41.4

- 3 I knew
- 4 I'd taken / I had taken
- 5 I could come
- 6 I wasn't / I weren't
- 7 they'd hurry up / they would hurry up
- 8 we didn't have
- 9 we could have stayed
- 10 it wasn't / it weren't
- 11 he'd decide / he would decide
- 12 we hadn't gone

UNIT 42**42.1**

- 2 is made
3 was damaged
4 were invited
5 are shown
6 are held
7 was written ... was translated
8 were overtaken
9 is surrounded

42.2

- 2 When was television invented?
3 How are mountains formed?
4 When were antibiotics discovered?
5 What is silver used for?

42.3

- 3 covers
4 is covered
5 are locked
6 was sent ... arrived
7 sank ... was rescued
8 died ... were brought up
9 grew up
10 was stolen
11 disappeared
12 did Sue resign
13 was Ben fired
14 is owned
15 called ... was injured ...
 wasn't needed
16 were these pictures taken ...
 Did you take
17 'm not bothered / am not bothered

42.4

- 2 All flights were cancelled because of fog.
3 This road isn't used much.
4 I was accused of stealing money.
5 How are languages learned/learnt?
6 We were warned not to go out alone.

UNIT 43**43.1**

- 2 it can't be broken
3 it can be eaten
4 it can't be used
5 it can't be seen
6 it can be carried

43.2

- 3 be made
4 be spent
5 have been repaired
6 be carried
7 be woken up
8 have been arrested
9 have been caused

43.3

- 2 The computer is being used at the moment.
3 I didn't realise that our conversation was being recorded.
4 ... we found that the game had been cancelled.
5 A new ring road is being built round the city.
6 A new hospital has been built near the airport.

43.4

- 3 It's been stolen! / It has been stolen!
4 Somebody has taken it. or
 ... taken my umbrella.
5 He's been promoted. / He has been promoted.
6 It's being redecorated. / It is being redecorated.
7 It's working again. / It is working again.
It's been repaired. / It has been repaired.
8 The furniture had been moved.
9 He hasn't been seen since then.
10 I haven't seen her for ages.
11 Have you ever been mugged?

UNIT 44**44.1**

- 2 I was asked some difficult questions at the interview.
3 Amy was given a present by her colleagues when she retired.
4 I wasn't told about the meeting.
5 How much will you be paid for your work?
6 I think Tom should have been offered the job.
7 Have you been shown what to do?

44.2

- 2 being invited
3 being given
4 being knocked down
5 being treated
6 being stuck

44.3

- 2–6
- Ludwig van Beethoven was born in 1770.
 - Galileo was born in 1564.
 - Mahatma Gandhi was born in 1869.
 - Michael Jackson was born in 1958.
 - Martin Luther King was born in 1929.
 - Elvis Presley was born in 1935.
 - William Shakespeare was born in 1564.
 - Leonardo da Vinci was born in 1452.
 - 7 I was born in ...

44.4

- 2 got stung
3 get used
4 got stolen
5 get paid
6 got stopped
7 get damaged
8 get asked

UNIT 45**45.1**

- 2 The weather is expected to be good tomorrow.
3 The thieves are believed to have got in through a window in the roof.
4 Many people are reported to be homeless after the floods.
5 The prisoner is thought to have escaped by climbing over a wall.
6 The man is alleged to have been driving at 110 miles an hour.
7 The building is reported to have been badly damaged by the fire.
8 a The company is said to be losing a lot of money.
b The company is believed to have lost a lot of money last year.
c The company is expected to make a loss this year.

45.2

- 2 He is supposed to know a lot of famous people.
3 He is supposed to be very rich.
4 He is supposed to have twelve children.
5 He is supposed to have been an actor when he was younger.

45.3

- 2 You're / You are supposed to be my friend.
3 I'm / I am supposed to be on a diet.
4 It was supposed to be a joke.
5 Or maybe it's / it is supposed to be a flower.
6 You're / You are supposed to be working.

45.4

- 2 're / are supposed to start
3 was supposed to phone
4 aren't / 're not / are not supposed to block
5 was supposed to depart

UNIT 46**46.1**

- 1 b
2 a
3 a
4 b

Key to Exercises

46.2

- 2 Sarah has her car serviced once a year.
- 3 It cost twelve pounds to have my suit cleaned.
- 4 The last time I had my eyes tested was two years ago.
- 5 We've had some new cupboards fitted in the kitchen.
- 6 We need to get this document translated as soon as possible.

46.3

- 2 I had it cut.
- 3 We had them cleaned.
- 4 He had it built.
- 5 I had them delivered.

46.4

- 2 have another key made
- 3 you had your hair cut
- 4 Do you have a newspaper delivered
- 5 we're having / we are having a garage built
- 6 Have you had the washing machine fixed / Did you have the washing machine fixed
- 7 have your ears pierced
- 9 She had her credit cards stolen.
- 10 We all had our bags searched.

UNIT 47

47.1

- 2 He said (that) his father wasn't very well.
- 3 He said (that) Rachel and Mark were getting married next month.
- 4 He said (that) his sister had had a baby.
- 5 He said (that) he didn't know what Joe was doing.
- 6 He said (that) he'd seen / he had seen Helen at a party in June and she'd seemed / she had seemed fine. or He said (that) he saw Helen ... and she seemed ...
- 7 He said (that) he hadn't seen Amy recently.
- 8 He said (that) he wasn't enjoying his job very much.
- 9 He said (that) I could come and stay at his place if I was ever in London.
- 10 He said (that) his car had been stolen a few days ago. or ... his car was stolen a few days ago.
- 11 He said (that) he wanted to go on holiday, but (he) couldn't afford it.
- 12 He said (that) he'd tell / he would tell Chris he'd seen / he had seen me. or ... he saw me.

47.2

Example answers:

- 2 she wasn't coming / she was going somewhere else / she couldn't come
- 3 they didn't like each other / they didn't get on with each other / they couldn't stand each other
- 4 he didn't know anyone
- 5 she would be away / she was going away
- 6 you were staying at home
- 7 he couldn't speak / he didn't speak any other languages
- 8 he'd seen you / he saw you last weekend

UNIT 48

48.1

- 2 But you said you didn't like fish.
- 3 But you said you couldn't drive.
- 4 But you said she had a very well-paid job.
- 5 But you said you didn't have any brothers or sisters.
- 6 But you said you'd / you had never been to the United States.
- 7 But you said you were working tomorrow evening.
- 8 But you said she was a friend of yours.

48.2

- | | |
|--------|-----------------|
| 2 Tell | 7 tell ... said |
| 3 Say | 8 tell ... say |
| 4 said | 9 told |
| 5 told | 10 said |
| 6 said | |

48.3

- 2 her to slow down
- 3 her not to worry
- 4 asked Tom to give me a hand or ... to help me
- 5 asked me to open my bag
- 6 asked him to get (me) a paper
- 7 told him to mind his own business
- 8 asked her to marry him
- 9 told her not to wait (for me) if I was late

UNIT 49

49.1

- 2 Were you born there?
- 3 Are you married?
- 4 How long have you been married?
- 5 Have you got (any) children? or Do you have (any) children?
- 6 How old are they?
- 7 What do you do?
- 8 What does your wife do?

49.2

- 3 Who paid it? / Who paid the bill?
- 4 What happened?
- 5 What did she/Diane say?
- 6 Who does it / this book belong to?
- 7 Who lives in that house? / Who lives there?
- 8 What did you fall over?
- 9 What fell off the shelf?
- 10 What does it / this word mean?
- 11 Who did you borrow it from? / ... borrow the money from?
- 12 What are you worried about?

49.3

- 2 How is cheese made?
- 3 When was the computer invented?
- 4 Why isn't Sue working today?
- 5 What time are your friends coming?
- 6 Why was the trip cancelled?
- 7 Where was your mother born?
- 8 Why didn't you come to the party?
- 9 How did the accident happen?
- 10 Why doesn't this machine work?

49.4

- 2 Don't you like him?
- 3 Isn't it good?
- 4 Haven't you got any? or Don't you have any?

UNIT 50

50.1

- | | |
|-----|-----|
| 2 c | 6 c |
| 3 a | 7 b |
| 4 b | 8 a |
| 5 b | |

50.2

- 2 How far is it to the airport?
- 3 I wonder how old Tom is.
- 4 When is Lisa going on holiday?
- 5 Could you tell me where the post office is?
- 6 I don't know whether anyone was injured in the accident.
- 7 Do you know what time you will arrive tomorrow?

50.3

- 2 He asked me where I'd been. / ... where I had been.
- 3 He asked me how long I'd been back. / ... how long I had been back.
- 4 He asked me what I was doing now.
- 5 He asked me why I'd come back. / ... why I had come back. or ... why I came back.
- 6 He asked me where I was living.
- 7 He asked me if/whether I was glad to be back.
- 8 He asked me if/whether I had any plans to go away again.
- 9 He asked me if/whether I could help him find a job.

UNIT 51**51.1**

- 2 doesn't
3 was
4 will
5 am ... isn't or 'm not ... is or
can ... can't or can't ... can or
am ... can't or can't ... is
6 should
7 won't
8 do
9 didn't
10 would ... could ... can't

51.2

- 3 Do you? I don't.
4 Didn't you? I did.
5 Haven't you? I have.
6 Did you? I didn't.

51.3*Example answers:*

- 3 So did I. or
Did you? What did you watch?
4 Neither will I. or
Won't you? Where will you be?
5 So do I. or
Do you? What sort of books do you like?
6 So would I. or
Would you? Where would you like to live?
7 Neither can I. or
Can't you? Why not?

51.4

- 2 I hope so.
3 I expect so.
4 I don't think so.
5 I'm afraid not.
6 I'm afraid so.
7 I suppose so.
8 I hope not.
9 I think so.

UNIT 52**52.1**

- 3 don't you
4 were you
5 does she
6 isn't he
7 hasn't she
8 can't you
9 will they
10 aren't there
11 shall we
12 is it
13 aren't I
14 would you
15 hasn't she
16 should I
17 had he
18 will you

52.2

- 2 It's (very) expensive, isn't it?
3 The course was great, wasn't it?
4 You've had your hair cut, haven't you? or
You had your hair cut, didn't you?
5 She has a good voice, hasn't she? or
She's got / She has got a good voice, hasn't she? or She has a good voice, doesn't she?
6 It doesn't look very good, does it?
7 This bridge isn't very safe, is it? or
... doesn't look very safe, does it?

52.3

- 2 Joe, you couldn't give me a hand (with this table), could you?
3 Kate, you don't know where Sarah is, do you? or ... you haven't seen Sarah, have you?
4 Helen, you haven't got a bicycle pump, have you? or ... you don't have a bicycle pump, do you?
5 Ann, you couldn't take me to the station, could you? or
... you couldn't give me a lift to the station, could you?
6 Robert, you haven't seen my keys, have you?

UNIT 53**53.1**

- 2 playing tennis
3 driving too fast
4 going swimming
5 breaking the DVD player
6 waiting a few minutes

53.2

- 2 making
3 listening
4 applying
5 reading
6 living
7 using
8 forgetting
9 paying
10 being
11 trying
12 losing

53.3

- 2 travelling
3 painting the kitchen
4 turning the music down
5 not interrupting

53.4*Example answers:*

- 2 going out
3 sitting on the floor
4 having a picnic
5 laughing
6 breaking down

UNIT 54**54.1**

- 2 to help him
3 to carry her bag (for her)
4 to meet at 8 o'clock
5 to tell him her name / to give him her name
6 not to tell anyone

54.2

- 2 to get
3 to live
4 (how) to use
5 to tell
6 say or to say

54.3

- 2 to look
3 walking
4 waiting
5 to finish
6 barking
7 to call
8 having
9 missing
10 to be

54.4

- 2 Tom appears to be worried about something.
3 You seem to know a lot of people.
4 My English seems to be getting better.
5 That car appears to have broken down.
6 David tends to forget things.
7 They claim to have solved the problem.

54.5

- 2 what to do
3 how to ride
4 whether to go
5 where to put
6 how to use

UNIT 55**55.1**

- 2 or do you want me to lend you some
3 or would you like me to shut it
4 or would you like me to show you
5 or do you want me to repeat it
6 or do you want me to wait

55.2

- 2 to stay with them
3 her to call Joe.
4 him to be careful
5 her to give him a hand

Key to Exercises

55.3

- 2 I didn't expect it to rain.
- 3 Let him do what he wants.
- 4 Tim's glasses make him look older.
- 5 I want you to know the truth.
- 6 Sarah persuaded me to apply for the job.
- 7 My lawyer advised me not to say anything to the police.
- 8 I was warned not to believe everything he says.
- 9 Having a car enables you to get around more easily.

55.4

- 2 to go
- 3 to do
- 4 cry
- 5 to study
- 6 booking or you to book
- 7 borrow
- 8 to work
- 9 think

UNIT 56

56.1

- | | |
|-------------|----------------------|
| 2 driving | 9 causing |
| 3 to go | 10 to do |
| 4 raining | 11 being |
| 5 to win | 12 to climb |
| 6 asking | 13 to tell |
| 7 asking | 14 talking... to see |
| 8 to answer | |

56.2

- 2 He remembers going to Paris with his parents when he was eight.
- 3 He doesn't remember crying on his first day at school.
- 4 He can remember falling into the river.
- 5 He can't remember saying he wanted to be a doctor. or He can't remember wanting to be a doctor.
- 6 He doesn't remember being bitten by a dog.

56.3

- 1 b lending
c to phone / to call
d to say
e leaving/putting
- 2 a saying
b to say
c wearing / having / taking / putting on
- 3 a to become
b working
c reading / looking at
- 4 a losing or to lose
b to get / to feel
c crying or to cry

UNIT 57

57.1

- 2 Try turning it the other way.
- 3 Have you tried restarting it?
- 4 You could try phoning his office.
- 5 Have you tried taking an aspirin?

57.2

- 2 It needs painting.
- 3 It needs cutting.
- 4 They need tightening.
- 5 It needs emptying.

57.3

- 1 b knocking
c to put
d asking
e to reach
f to concentrate
- 2 a to go
b looking
c cleaning
d cutting
e You don't need to iron ...
It doesn't need ironing

- 3 a overhearing
b get or to get
c smiling
d make or to make

UNIT 58

58.1

Example answers:

- 2 I don't mind playing cards.
- 3 I don't like being alone. or ... to be alone.
- 4 I enjoy going to museums.
- 5 I love cooking. or I love to cook.

58.2

- 2 She likes teaching biology.
- 3 He likes taking pictures.
or He likes to take pictures.
- 4 I didn't like working there.
- 5 She likes studying medicine.
- 6 He doesn't like being famous.
- 7 She doesn't like taking risks.
or She doesn't like to take risks.
- 8 I like to know things in advance.

58.3

- 2 to sit
- 3 waiting
- 4 going or to go
- 5 to get
- 6 being
- 7 to come / to go
- 8 living
- 9 to talk
- 10 to have / to know / to get / to hear / to be told

UNIT 59

58.4

- 2 I would like / I'd like to have seen the programme.
- 3 I would hate / I'd hate to have lost my watch.
- 4 I would love / I'd love to have met your parents.
- 5 I wouldn't like to have been alone.
- 6 I would prefer / I'd prefer to have travelled by train.

59.1

Example answers:

- 2 I prefer basketball to football.
- 3 I prefer going to the cinema to watching DVDs at home.
- 3 I prefer being very busy to having nothing to do.
- 5 I prefer to go to the cinema rather than watch DVDs at home.
- 6 I prefer to be very busy rather than have nothing to do.

59.2

- 3 prefer
- 4 eat/stay
- 5 I'd rather (wait) / I'd prefer to (wait)
- 6 to go
- 7 I'd rather (think) / I'd prefer to (think)
- 8 I'd prefer to stand.
- 9 go
- 11 I'd prefer to go for a swim rather than play tennis.
- 12 I'd rather eat at home than go to a restaurant.
- 13 I'd prefer to think about it for a while rather than decide now.
- 14 I'd rather listen to some music than watch TV.

59.3

- 2 (would you rather) I told her
- 3 would you rather I did it
- 4 would you rather I phoned her

59.4

- 2 stayed/remained/waited
- 3 stay
- 4 didn't
- 5 were
- 6 didn't

UNIT 60**60.1**

- 2 applying for the job
 3 remembering names
 4 winning the lottery
 5 being late
 6 eating at home, we went to a restaurant
 7 having to queue *or* queuing
 8 playing very well

60.2

- 2 by standing on a chair
 3 by turning a key
 4 by borrowing too much money
 5 by driving too fast
 6 by putting some pictures on the walls

60.3

- 2 paying/settling
 3 going
 4 using
 5 going
 6 being/travelling/sitting
 7 asking/telling/consulting
 8 doing/having
 9 turning/going
 10 taking

60.4

- 2 I'm looking forward to seeing her. / ... seeing Kate.
 3 I'm not looking forward to going to the dentist (tomorrow).
 4 She's looking forward to leaving school (next summer).
 5 I'm looking forward to playing tennis (tomorrow).

UNIT 61**61.1**

- 1 When Jack started working in this job, he wasn't **used to driving** two hours to work every morning, but after some time he **got used to it**. Now it's no problem for him. He's **used to driving** two hours every morning. / He is **used to driving** ...
 2 She **wasn't used to working** nights and it took her a few months to **get used to it**. Now, after a year, it's OK for her. She's **used to working** nights. / She is **used to working** ...

61.2

- 2 No, I'm used to sleeping on the floor.
 3 I'm used to working long hours.
 4 Yes, I'm not used to going to bed so late.

61.3

- 2 They soon got used to her. / ... to the/their new teacher.
 3 She had to get used to living in a much smaller house.
 4 (*example answers*) They'll have to get used to the weather. / ... to the food. / ... to speaking a foreign language.

61.4

- 2 drink
 3 eating
 4 having
 5 have
 6 go
 7 be
 8 being
 9 live ... living

UNIT 62**62.1**

- 2 doing
 3 coming/going
 4 spending/having
 5 buying/having
 6 seeing
 7 watching
 8 solving
 9 buying/having

62.2

- 2 of causing
 3 from walking (*or stop people walking*)
 4 for interrupting
 5 of using
 6 of doing
 7 from escaping (*or prevent the prisoner escaping*)
 8 on telling
 9 to eating
 10 for being
 11 for inviting
 12 of (not) wearing

62.3

- 2 on taking Ann to the station
 3 on getting married
 4 Sue for coming to see her
 5 (*to me*) for not phoning earlier
 6 me of being selfish

UNIT 63**63.1**

- 2 There's no point in working if you don't need money.
 3 There's no point in trying to study if you feel tired.
 4 There's no point in hurrying if you've got plenty of time.

63.2

- 2 asking David
 3 in going out
 4 phoning her/Lisa
 5 complaining (about what happened)
 6 keeping

63.3

- 2 remembering people's names
 3 getting a job
 4 getting a ticket for the game
 5 understanding him

63.4

- 2 reading
 3 packing / getting ready
 4 watching
 5 going/climbing/walking
 6 getting/being

63.5

- 2 went swimming
 3 go skiing
 4 goes riding
 5 gone shopping

UNIT 64**64.1**

- 2 I opened the box to see what was in it.
 3 I'm saving money to go to Canada.
 4 I need a knife to chop these onions.
 5 I'm wearing two sweaters to keep warm.
 6 I phoned the police to report the accident.

64.2

- 2 to read
 3 to walk / to go on foot
 4 to drink
 5 to put / to carry
 6 to discuss / to consider / to talk about
 7 to go / to travel
 8 to talk / to speak
 9 to wear / to put on
 10 to celebrate
 11 to help / to assist

64.3

- 2 for
 3 to
 4 to
 5 for
 6 to
 7 for
 8 for ... to

Key to Exercises

64.4

- 2 so that I wouldn't be cold.
- 3 so that he could contact me. / ... would be able to contact me.
- 4 so that nobody else would hear our conversation. / so that nobody else could hear ... / ... would be able to hear ...
- 5 so that we can start the meeting on time. / so that we'll be able to start ...
- 6 so that we wouldn't forget anything.
- 7 so that the car behind me could overtake. / ... would be able to overtake.

UNIT 65

65.1

- 2 This machine is easy to use.
- 3 The window was very difficult to open.
- 4 Some words are impossible to translate.
- 5 A car is expensive to maintain.
- 6 That chair isn't safe to stand on.

65.2

- 2 It's an easy mistake to make.
- 3 It's a nice place to live. or ... a nice place to live in.
- 4 It was a good game to watch.

65.3

- 2 It's careless of you to make the same mistake again and again.
- 3 It was nice of them to invite me (to stay with them). / It was nice of Dan and Jenny to ...
- 4 It's inconsiderate of them to make so much noise. / It's inconsiderate of the neighbours to ...

65.4

- 2 I'm / I am glad to hear or I was glad to hear
- 3 We were surprised to see
- 4 Pleased to meet

65.5

- 2 Paul was the last (person) to arrive.
- 3 Emily was the only student to pass (the exam). / ... the only one to pass (the exam).
- 4 I was the second customer/person to complain (about the service).
- 5 Neil Armstrong was the first person/man to walk on the moon.

65.6

- 2 're/are bound to be
- 3 's/is sure to forget
- 4 's/is not likely to rain or isn't likely to rain
- 5 's/is likely to be

UNIT 66

66.1

- 3 I'm afraid of losing it.
- 4 I was afraid to tell her.
- 5 We were afraid of missing our train.
- 6 We were afraid to look.
- 7 I was afraid of dropping it.
- 8 a I was afraid to eat it.
b I was afraid of getting sick.

66.2

- 2 in starting
- 3 to read
- 4 in getting
- 5 to know
- 6 in looking

66.3

- 2 sorry to hear
- 3 sorry for saying / sorry about saying / sorry I said
- 4 sorry to disturb
- 5 sorry for losing / sorry about losing / sorry I lost

66.4

- 1 b to leave
c from leaving
- 2 a to solve
b in solving
- 3 a of/about going
b to go
c to go
d to going
- 4 a to buy
b on buying
c to buy
d of buying

UNIT 67

67.1

- 2 arrive
- 3 take it / do it
- 4 it ring
- 5 him play or him playing
- 6 you lock it / you do it
- 7 her fall

67.2

- 2 We saw David and Helen playing tennis.
- 3 We saw Clare eating in a restaurant. / ... having a meal in a restaurant.
- 4 We heard Bill playing his guitar.
- 5 We could smell the dinner burning.
- 6 We saw Linda jogging/running.

67.3

- | | |
|-----------------|-------------|
| 3 tell | 8 explode |
| 4 crying | 9 crawling |
| 5 riding | 10 slam |
| 6 say | 11 sleeping |
| 7 run ... climb | |

UNIT 68

68.1

- 2 Amy was sitting in an armchair reading a book.
- 3 Sue opened the door carefully trying not to make a noise.
- 4 Sarah went out saying she would be back in an hour.
- 5 Lisa was in London for two years working in a bookshop.
- 6 Anna walked around the town looking at the sights and taking pictures.

68.2

- 2 I fell asleep watching TV.
- 3 A friend of mine slipped and fell getting off a bus.
- 4 I got very wet walking home in the rain.
- 5 Laura had an accident driving to work yesterday.
- 6 Two people were overcome by smoke trying to put out the fire.

68.3

- 2 Having bought our tickets, we went into the theatre.
- 3 Having had lunch, they continued their journey.
- 4 Having done the shopping, I went for a cup of coffee.

68.4

- 2 Thinking they might be hungry, ...
- 3 Being a vegetarian, ...
- 4 Not knowing his email address, ...
- 5 Having travelled a lot, ...
- 6 Not being able to speak the local language, ...
- 7 Having spent nearly all our money, ...

UNIT 69

69.1

- 3 We went to a very nice restaurant ...
- 4 OK
- 5 I use a toothbrush ...
- 6 ... if there's a bank near here?
- 7 ... for an insurance company
- 8 OK
- 9 OK
- 10 ... we stayed in a big hotel.
- 11 ... I hope we come to a petrol station soon.
- 12 ... I have a problem.
- 13 ... It's a very interesting idea.
- 14 John has an interview for a job tomorrow.
- 15 ... It's a good game.
- 16 OK
- 17 Jane was wearing a beautiful necklace.

69.2

- 3 a key
4 a coat
5 sugar
6 a biscuit
7 electricity
8 an interview
9 blood
10 a question
11 a moment
12 a decision

69.3

- 2 days
3 meat
4 a queue
5 jokes
6 friends
7 people
8 air
9 patience
10 an umbrella
11 languages
12 space

UNIT 70

70.1

- 2 a a paper
b paper
3 a Light
b a light
4 a time
b a wonderful time
5 a nice room
6 advice
7 nice weather
8 bad luck
9 job
10 journey
11 total chaos
12 some bread
13 doesn't
14 Your hair is ... it
15 The damage

70.2

- 2 information
3 chairs
4 furniture
5 hair
6 progress
7 job
8 work
9 permission
10 advice
11 experience
12 experiences

70.3

- 2 I'd like some information about places to see in the town.
3 Can you give me (some) advice about which courses to do? / ... courses I can do?
4 What time is the news (on)?
5 It's a beautiful view, isn't it?
6 What horrible/awful weather!

UNIT 71

71.1

- 3 It's a vegetable.
4 It's a game. / It's a board game.
5 They're birds.
6 It's a (tall/high) building.
7 They're planets.
8 It's a flower.
9 They're rivers.
10 They're musical instruments.
12 He was a writer / a poet / a playwright / a dramatist.
13 He was a scientist / a physicist.
14 They were US presidents / American presidents / presidents of the USA.
15 She was an actress / a film actress / a film star / a movie star.
16 They were singers.
17 They were painters / artists.

71.2

- 2 He's a waiter.
3 She's a journalist.
4 He's a surgeon.
5 He's a chef.
6 He's a plumber.
7 She's a tour guide.
8 She's an interpreter.

71.3

- 4 a
5 an
6 – (You're always asking questions!)
7 a
8 Some
9 – (Do you like staying in hotels?)
10 – (I've got sore feet.)
11 a
12 some
13 a ... a
14 – (Those are nice shoes.)
15 some
16 You need a visa to visit some countries
17 Jane is a teacher. Her parents were teachers too.
18 He's a liar. He's always telling lies.

UNIT 72

72.1

- 1 ... and a magazine. The newspaper is in my bag, but I can't remember where I put the magazine.
2 I saw an accident this morning. A car crashed into a tree. The driver of the car wasn't hurt, but the car was badly damaged.
3 ... a blue one and a grey one. The blue one belongs to my neighbours; I don't know who the owner of the grey one is.
4 My friends live in an old house in a small village. There is a beautiful garden behind the house. I would like to have a garden like that.

72.2

- 1 a a
b the
c the
2 a a
b a
c the
3 a a
b the
c the
4 a an ... The
b the
c the
5 a the
b a
c a

72.3

- 2 the dentist
3 the door
4 a mistake
5 the bus station
6 a problem
7 the post office
8 the floor
9 the book
10 a job in a bank
11 a small apartment in the city centre
12 a supermarket at the end of the street

72.4

Example answers:

- 2 About once a month.
3 Once or twice a year.
4 50 kilometres an hour.
5 About seven hours a night.
6 Two or three times a week.
7 About two hours a day.
8 About £20 a day.

Key to Exercises

UNIT 73

73.1

- 2 a nice holiday ... **the** best holiday
- 3 **the** nearest shop ... **the** end of this street
- 4 a lovely day ... a cloud in **the** sky
- 5 to **the** internet ... **the** same problem
- 6 **the** most expensive hotel ... a cheaper hotel
- 7 to travel **in** space ... go to **the** moon
- 8 a star ... a planet ... **the** largest planet in **the** solar system

73.2

- 2 watching TV
- 3 **the** radio
- 4 **The** television
- 5 had dinner
- 6 **the** same time
- 7 **the** capital
- 8 for breakfast
- 9 **the** ground ... **the** sky

73.3

- 2 **the** same thing
- 3 Room 25 is on **the** second floor.
- 4 **The** moon goes round **the** earth every 27 days. or ... goes round Earth ...
- 5 a very hot day ... **the** hottest day of the year
- 6 We had lunch in a nice restaurant by **the** sea.
- 7 at **the** cinema
- 8 eat a good breakfast
- 9 on **the** wrong platform
- 10 **The** next train ... from Platform 3
- 11 You'll find **the** information you need at **the** top of page 15.

73.4

- | | |
|--------------|-------------|
| 2 the sea | 5 breakfast |
| 3 question 8 | 6 the gate |
| 4 the cinema | 7 Gate 21 |

UNIT 74

74.1

- 2 to school
- 3 at home
- 4 to work
- 5 in hospital
- 6 at university
- 7 in bed
- 8 to prison

74.2

- 2 school
- 3 the school
- 4 School
- 5 ... get to and from school
... The school isn't very far.
- 6 school

74.3

- 1 c OK
- d the university
- 2 a OK
- b the hospital ... the hospital
- c OK
- 3 a OK
- b OK
- c the church
- 4 a OK
- b the prison
- c OK

74.4

- | | |
|--------------|-------------|
| 2 in bed | 6 go to bed |
| 3 after work | 7 The bed |
| 4 in the sea | 8 at sea |
| 5 like home | 9 work |

UNIT 75

75.1

Example answers:

2–5

- I like cats.
- I don't like zoos.
- I don't mind snow.
- I'm not interested in boxing.

75.2

- 3 spiders
- 4 meat
- 5 the questions
- 6 the people
- 7 History
- 8 lies
- 9 The hotels
- 10 The water
- 11 the grass
- 12 patience

75.3

- 2 Apples
- 3 the apples
- 4 Women ... men
- 5 tea
- 6 The vegetables
- 7 Life
- 8 holidays (= 'holidays by the sea' in general)
- 9 education
- 10 the people
- 11 people ... aggression
- 12 All the books
- 13 the rooms
- 14 war
- 15 The First World War
- 16 films
- 17 the history of modern art
- 18 the marriage
- 19 Most people ... marriage ... family life ... society

UNIT 76

76.1

- 1 b the cheetah
- c the kangaroo (and the rabbit)
- 2 a the swan
- b the penguin
- c the owl
- 3 a the wheel
- b the laser
- c the telescope
- 4 a the rupee
- b the (Canadian) dollar
- c the ...

76.2

- 2 a
- 3 the
- 4 a
- 5 the
- 6 the
- 7 a
- 8 The

76.3

- 2 the injured
- 3 the unemployed
- 4 the sick
- 5 the rich ... the poor

76.4

- 2 a German Germans
- 3 a Frenchman/Frenchwoman the French
- 4 a Russian Russians
- 5 a Chinese the Chinese
- 6 a Brazilian Brazilians
- 7 an Englishman/Englishwoman the English
- 8 ...

UNIT 77

77.1

- 2 the
- 3 the ... the
- 4 – (President Kennedy was assassinated in 1963.)
- 5 the
- 6 – (I'm looking for Professor Brown.)

77.2

- 3 OK
- 4 **the** United States
- 5 **The** south of England ... **the** north
- 6 OK
- 7 **the** Channel
- 8 **the** Middle East
- 9 OK
- 10 **the** Swiss Alps
- 11 **The** UK
- 12 **The** Seychelles ... **the** Indian Ocean
- 13 OK
- 14 **The** river Volga ... **the** Caspian Sea

- 77.3**
- 2 (in) South America
 - 3 **the** Nile
 - 4 Sweden
 - 5 **the** United States
 - 6 **the** Rockies
 - 7 **the** Mediterranean
 - 8 Australia
 - 9 **the** Pacific
 - 10 **the** Indian Ocean
 - 11 **the** Thames
 - 12 **the** Danube
 - 13 Thailand
 - 14 **the** Panama Canal
 - 15 **the** Amazon

UNIT 78**78.1**

- 2 Turner's in Carter Road
- 3 **the** Crown (Hotel) in Park Road
- 4 St Peter's in Market Street
- 5 **the** City Museum in George Street
- 6 Blackstone's (Books) in Forest Avenue
- 7 Mario's (Pizza) in George Street
- 8 Victoria Park at the end of Market Street

78.2

- 2 **The** Eiffel Tower
- 3 Buckingham Palace
- 4 **The** White House
- 5 **The** Kremlin
- 6 Broadway
- 7 **The** Acropolis
- 8 Gatwick Airport

78.3

- 2 Central Park
- 3 St James's Park
- 4 The Imperial Hotel ... Baker Street
- 5 Dublin Airport
- 6 Liverpool University
- 7 Harrison's
- 8 the Park Plaza
- 9 The Statue of Liberty ... New York Harbour
- 10 the Science Museum
- 11 IBM ... British Telecom
- 12 The Classic
- 13 the Great Wall
- 14 The Times
- 15 Cambridge University Press
- 16 the College of Art

UNIT 79

- 79.1**
- 3 shorts
 - 4 a means
 - 5 means
 - 6 some scissors *or* a pair of scissors
 - 7 a series
 - 8 series
 - 9 species

79.2

- 2 politics
 - 3 economics
 - 4 athletics
 - 5 physics
 - 6 gymnastics
 - 7 electronics
- 79.3**
- 2 don't
 - 3 want
 - 4 was
 - 5 aren't
 - 6 are
 - 7 wasn't
 - 8 does *or* do
 - 9 they are
 - 10 Do
 - 11 is *or* are
 - 12 enjoy

79.4

- 3 ... wearing black jeans.
- 4 OK
- 5 ... very nice **people**.
- 6 Ten pounds **isn't** ...
- 7 ... buy **some** new **pyjamas**. *or* ... buy **a** new **pair of pyjamas**.
- 8 OK (The committee hasn't *is also correct*)
- 9 There was **a police officer** / **a policeman** / **a policewoman** ...
- 10 What **are** the police ...
- 11 **These** scissors **aren't** ...
- 12 OK

UNIT 80**80.1**

- 3 a job interview
- 4 (your) holiday pictures
- 5 milk chocolate
- 6 a factory inspector
- 7 a race horse
- 8 a horse race
- 9 running shoes
- 10 a university student
- 11 (your) exam results
- 12 the living room carpet
- 13 an oil company scandal
- 14 car factory workers
- 15 a road improvement scheme
- 16 a New York department store
- 17 a five-day course
- 18 a two-part question
- 19 a thirty-year-old man

80.2

- 2 seat belt
- 3 credit card
- 4 weather forecast
- 5 newspaper editor
- 6 shop window
- 7 room number
- 8 birthday party
- 9 truck driver

80.3

- 2 twenty-pound
- 3 ten-pound
- 4 15-minute
- 5 60 minutes
- 6 two-hour
- 7 twelve-storey
- 8 five days
- 9 Five-star
- 10 six years old
- 11 500-year-old
- 12 twelve-hour ... 24-hour

UNIT 81**81.1**

- 3 your friend's umbrella
- 4 OK
- 5 Charles's daughter
- 6 Helen and Dan's son
- 7 OK
- 8 last Monday's newspaper
- 9 OK
- 10 OK
- 11 Your children's friends
- 12 Our neighbours' garden
- 13 OK
- 14 David's hair
- 15 Katherine's party
- 16 OK
- 17 Mike's parents' car
- 18 OK
- 19 OK (the government's economic policy is *also correct*)

81.2

- 2 a boy's name
- 3 children's clothes
- 4 a girls' school
- 5 a bird's nest
- 6 a women's magazine

81.3

- 2 Last week's storm caused a lot of damage.
- 3 The town's only cinema has closed down.
- 4 Britain's weather is very changeable.
- 5 The region's main industry is tourism.

81.4

- 2 twenty minutes' walk
- 3 two weeks' holiday / fourteen days' holiday / a fortnight's holiday
- 4 an/one hour's sleep

Key to Exercises

UNIT 82

82.1

- 2 hurt himself
- 3 blame herself
- 4 Put yourself
- 5 enjoyed themselves
- 6 burn yourself
- 7 express myself

82.2

- 2 me
- 3 myself
- 4 us
- 5 yourself
- 6 you
- 7 ourselves
- 8 them
- 9 themselves

82.3

- 2 feel
- 3 dried myself
- 4 concentrate
- 5 defend yourself
- 6 meeting
- 7 relax

82.4

- 2 themselves
- 3 each other
- 4 each other
- 5 themselves
- 6 each other
- 7 ourselves
- 8 each other
- 9 introduced **ourselves to each other**

82.5

- 2 He cuts it himself.
- 3 No, I'll tell her myself.
- 4 Linda told me herself. / Linda herself told me. / Linda did herself.
- 5 Why can't you phone him yourself? / ... do it yourself?

UNIT 83

83.1

- 2 We met a relative of yours.
- 3 Jason borrowed a book of mine.
- 4 Lisa invited some friends of hers to her flat.
- 5 We had dinner with a neighbour of ours.
- 6 I went on holiday with two friends of mine.
- 7 Is that man a friend of yours?
- 8 I met a friend of Jane's at the party.
- 9 It's always been an ambition of mine (to travel round the world).

83.2

- 2 his own opinions
- 3 her own business
- 4 our own words
- 5 its own private beach

83.3

- 2 your own fault
- 3 her own ideas
- 4 your own problems
- 5 his own decisions

83.4

- 2 makes her own (clothes)
- 3 bake/make our own (bread)
- 4 clean your own (shoes)
- 5 write their own (songs)

83.5

- 2 my own
- 3 myself
- 4 himself
- 5 themselves
- 6 herself
- 7 their own
- 8 yourself
- 9 our own
- 10 her own

UNIT 84

84.1

- 3 There's / There is
- 4 there wasn't
- 5 Is it ... it's / it is
- 6 Is there
- 7 there was
- 8 It isn't / It's not
- 9 there isn't
- 10 It was
- 11 There wasn't
- 12 Is there ... there's / there is
- 13 there was ... It was
- 14 It was
- 15 It's / It is ... There's / There is

84.2

- 2 There's / There is a lot of salt in the soup. or ... too much salt ...
- 3 There was nothing in the box. or There wasn't anything in the box.
- 4 There's / There is a lot of violence in the film.
- 5 There were a lot of people in the shopping mall.
- 6 There is a lot to do in this town. / There is a lot happening in this town.

84.3

- 2 There may be
- 3 there will be / there'll be or there are going to be
- 4 There's going to be / There is going to be
- 5 There used to be
- 6 there should be
- 7 there wouldn't be

84.4

- 2 OK
- 3 **there** will be an opportunity
- 4 OK
- 5 **There** must have been a reason.
- 6 OK
- 7 **There's** sure to be a car park somewhere.
- 8 OK
- 9 **There** has been no change.
- 10 **There** used to be a church here
- 11 **there** would be somebody ... but **there** wasn't anybody.
- 12 OK

UNIT 85

85.1

- 2 some
- 3 any
- 4 any ... some
- 5 some
- 6 some ... any
- 7 any
- 8 any
- 9 some
- 10 any
- 11 some

85.2

- 2 somebody/someone
- 3 anybody/anyone
- 4 anything
- 5 something
- 6 somebody/someone ... anybody/anyone
- 7 something ... anybody/anyone
- 8 Anybody/Anyone
- 9 anybody/anyone
- 10 anywhere
- 11 somewhere
- 12 anywhere
- 13 anybody/anyone
- 14 something
- 15 Anybody/Anyone
- 16 anything
- 17 something
- 18 anybody/anyone ... anything

85.3

- 2 Any day
3 Anything
4 anywhere
5 Any job or Anything
6 Any time
7 Anybody/Anyone
8 Any newspaper or Any one

UNIT 86

86.1

- | | |
|--------|---------|
| 3 no | 8 No |
| 4 any | 9 no |
| 5 None | 10 any |
| 6 none | 11 none |
| 7 any | 12 no |

86.2

- 2 Nobody/No-one.
3 None.
4 Nowhere.
5 None.
6 Nothing.
8 I wasn't talking to anybody/anyone.
9 I don't want any sugar.
10 I'm not going anywhere.
11 I didn't get any emails.
12 I didn't pay anything.

86.3

- 2 nobody/no-one
3 Nowhere
4 anything
5 **Nothing**. I couldn't find **anything** ...
6 Nothing
7 anywhere
8 **Nobody/No-one** said **anything**.

86.4

- | | |
|-----------|---------------------|
| 2 nobody | 6 Anything |
| 3 anyone | 7 anything |
| 4 Anybody | 8 any |
| 5 Nothing | 9 No-one ... anyone |

UNIT 87

87.1

- 3 a lot of salt
4 OK
5 It cost a lot
6 OK
7 many people or a lot of people
8 Mike travels a lot.
9 OK
10 a lot of money

87.2

- 2 He has (got) plenty of money.
3 There's plenty of room.
4 ... she still has plenty to learn.
5 There is plenty to see.
6 There are plenty of hotels.

87.3

- | | |
|----------|----------|
| 2 little | 5 few |
| 3 many | 6 little |
| 4 much | 7 many |

87.4

- | |
|--------------------|
| 3 a few dollars |
| 4 OK |
| 5 a little time |
| 6 OK |
| 7 only a few words |
| 8 a few months |

87.5

- | | |
|------------|------------|
| 2 a little | 6 a little |
| 3 a few | 7 little |
| 4 few | 8 a few |
| 5 little | |

UNIT 88

88.1

- | |
|--------------------------|
| 3 – |
| 4 of |
| 5 – |
| 6 – |
| 7 of |
| 8 of |
| 9 – (of is also correct) |
| 10 – |

88.2

- | |
|-----------------------|
| 3 of my spare time |
| 4 accidents |
| 5 of the buildings |
| 6 of her friends |
| 7 of the population |
| 8 birds |
| 9 of the players |
| 10 of her opinions |
| 11 European countries |
| 12 (of) my dinner |

88.3

Example answers:

- | |
|---|
| 2 the time |
| 3 my friends |
| 4 (of) the questions |
| 5 the pictures / the photos / the photographs |
| 6 (of) the money |

88.4

- | |
|----------------|
| 2 All of them |
| 3 none of us |
| 4 some of it |
| 5 none of them |
| 6 None of it |
| 7 Some of them |
| 8 all of it |

UNIT 89

89.1

- | | |
|-----------|-----------|
| 2 Neither | 4 Either |
| 3 both | 5 Neither |

89.2

- | |
|--|
| 2 either |
| 3 both |
| 4 Neither of |
| 5 neither driver ... both / both the / both of the cars |
| 6 both / both of |

89.3

- | |
|-------------------|
| 2 either of them |
| 3 both of them |
| 4 Neither of us |
| 5 neither of them |

89.4

- 3 Both Joe and Sam are on holiday.
4 Neither Joe nor Sam has (got) a car.
5 Brian neither watches TV nor reads newspapers.
6 The movie was both boring and long.
7 That man's name is either Richard or Robert.
8 I have neither the time nor the money to go on holiday.
9 We can leave either today or tomorrow.

89.5

- | | |
|----------|-----------|
| 2 either | 5 any |
| 3 any | 6 either |
| 4 none | 7 neither |

UNIT 90

- 90.1
- | |
|-----------------------|
| 3 Everybody/Everyone |
| 4 Everything |
| 5 all |
| 6 everybody/everyone |
| 7 everything |
| 8 All |
| 9 everybody/everyone |
| 10 All |
| 11 everything/all |
| 12 Everybody/Everyone |
| 13 All |
| 14 everything |

90.2

- 2 The whole team played well.
3 He ate the whole box (of chocolates).
4 They searched the whole house.
5 The whole family play/plays tennis.
6 Ann/She worked the whole day.
7 It rained the whole week.
8 Ann worked all day.
9 It rained all week.

90.3

- | |
|----------------------|
| 2 every four hours |
| 3 every four years |
| 4 every five minutes |
| 5 every six months |

Key to Exercises

90.4

- 2 every day
- 3 all day
- 4 The whole building
- 5 every time
- 6 all the time
- 7 all my luggage

UNIT 91

91.1

- | | |
|---------|---------|
| 3 Each | 6 every |
| 4 Every | 7 each |
| 5 Each | 8 every |

91.2

- | | |
|---------|----------|
| 3 Every | 8 every |
| 4 Each | 9 each |
| 5 every | 10 Every |
| 6 every | 11 each |
| 7 each | 12 each |

91.3

- 2 Sonia and I had ten pounds each. / Sonia and I each had ten pounds.
- 3 Those postcards cost 80 pence each. / Those postcards are 80 pence each.
- 4 We paid £150 each. / We each paid £150.

91.4

- 2 everyone
- 3 every one
- 4 Everyone
- 5 every one

UNIT 92

92.1

- 2 A burglar is someone who breaks into a house to steal things.
- 3 A customer is someone who buys something from a shop.
- 4 A shoplifter is someone who steals from a shop.
- 5 A coward is someone who is not brave.
- 6 An atheist is someone who doesn't believe in God.
- 7 A pessimist is someone who expects the worst to happen.
- 8 A tenant is someone who pays rent to live in a house or apartment.

92.2

- 2 The waitress who/that served us was impolite and impatient.
- 3 The building that/which was destroyed in the fire has now been rebuilt.
- 4 The people who/that were arrested have now been released.
- 5 The bus that/which goes to the airport runs every half hour.

92.3

- 2 who/that runs away from home
- 3 that/which were hanging on the wall
- 4 that/which cannot be explained
- 5 who/that stole my wallet
- 6 that/which gives you the meaning of words
- 7 who/that invented the telephone
- 8 that/which can support life

92.4

- 3 the nearest shop **that/which** sells
- 4 the driver **who/that** caused
- 5 OK (the person **who** took *is also correct*)
- 6 a world **that/which** is changing
- 7 OK (some things about me **which** were *is also correct*)
- 8 the horse **that/which** won

UNIT 93

93.1

- 3 OK (the people **who/that** we met *is also correct*)
- 4 The people **who** work in the office
- 5 OK (the people **who/that** I work with *is also correct*)
- 6 OK (the money **that/which** I gave you *is also correct*)
- 7 the money **that/which** was on the table
- 8 OK (the worst film **that/which** you've ever seen *is also correct*)
- 9 the best thing **that/which** has ever happened to you

93.2

- 2 you're wearing *or*
that/which you're wearing
- 3 you're going to see *or*
that/which you're going to see
- 4 I/we wanted to visit *or*
that/which I/we wanted to visit
- 5 I/we invited to the party *or*
who/whom/that we invited ...
- 6 you had to do *or*
that/which you had to do
- 7 I/we rented *or*
that/which I/we rented

93.3

- 2 the wedding we were invited to
- 3 the hotel you told me about
- 4 the job I applied for
- 5 the concert you went to
- 6 somebody you can rely on
- 7 the man you were with

93.4

- 3 – (*that is also correct*)
- 4 what
- 5 that
- 6 what
- 7 – (*that is also correct*)
- 8 what
- 9 – (*that is also correct*)

UNIT 94

94.1

- 2 whose wife is an English teacher
- 3 who owns a restaurant
- 4 whose ambition is to climb Everest
- 5 who have just got married
- 6 whose parents used to work in a circus

94.2

- 2 where I can get some water
- 3 (The) factory where I work
- 4 the hotel where Sue is staying
- 5 (the) park where I/we play football

94.3

- | | |
|---------|---------|
| 2 where | 6 where |
| 3 who | 7 whose |
| 4 whose | 8 whom |
| 5 whom | |

94.4

Example answers:

- 2 The reason I left my job was that the salary was very low.
- 3 I'll never forget the time I got stuck in a lift.
- 4 Do you remember the day we first met?
- 5 The reason they don't have a car is that they don't need one.
- 6 2003 was the year Amanda got married.

UNIT 95

95.1

- 3 We often go to visit our friends in Cambridge, which is not far from London.
- 4 I went to see the doctor, who told me I needed to change my diet.
- 5 Steven, who/whom I've known for a very long time, is one of my closest friends.
- 6 Lisa, whose job involves a lot of travelling, is away from home a lot.
- 7 The new stadium, which can hold 90,000 people, will be finished next month.
- 8 Alaska, where my brother lives, is the largest state in the USA.
- 9 Our teacher, whose name I have forgotten, was very kind.

95.2

- 3 The strike at the factory, which began ten days ago, is now over.
 4 I've found the book I was looking for this morning. *or ... the book that/which I was looking for.*
 5 My car, which I've had for 15 years, has never broken down.
 6 Few of the people who/that applied for the job had the necessary qualifications.
 7 Amy showed me a picture of her son, who is a police officer.

95.3

- 2 My office, **which** is on the second floor, is very small.
 3 OK (The office **that/which** I'm using ... is also correct)
 4 Mark's father, **who** used to be in the army, now works for a TV company.
 5 OK (The doctor **who** examined me ... is also correct)
 6 The sun, **which** is one of millions of stars in the universe, provides us with heat and light.

UNIT 96

96.1

- 2 of which he's very proud
 3 with whom we went on holiday
 4 to which only members of the family were invited

96.2

- 2 most of which was useless
 3 none of whom was suitable
 4 one of which she hardly ever uses
 5 half of which he gave to his parents
 6 both of whom are lawyers
 7 neither of which she replied to
 8 only a few of whom I knew
 9 (the) sides of which were lined with trees
 10 the aim of which is to save money

96.3

- 2 Jane doesn't have a phone, which makes it difficult to contact her.
 3 Alex has passed his exams, which is good news.
 4 Our flight was delayed, which meant we had to wait three hours at the airport.
 5 Kate offered to let me stay at her house, which was very kind of her.
 6 The street I live in is very noisy at night, which makes it difficult to sleep sometimes.
 7 Our car has broken down, which means we can't go away tomorrow.

UNIT 97

97.1

- 2 the man sitting next to me on the plane
 3 The taxi taking us to the airport
 4 a path leading to the river
 5 A factory employing 500 people
 6 a brochure containing the information I needed

97.2

- 2 the gate damaged in the storm
 3 Most of the suggestions made at the meeting
 4 The paintings stolen from the museum
 5 the man arrested by the police

97.3

- 3 living
 4 offering
 5 called
 6 blown
 7 sitting ... reading
 8 working ... studying

97.4

- 3 There's somebody coming.
 4 There were a lot of people travelling.
 5 There was nobody else staying there.
 6 There was nothing written on it.
 7 There's a course beginning next Monday.

UNIT 98

98.1

- 2 a exhausting
 b exhausted
 3 a depressing
 b depressed
 c depressed
 4 a exciting
 b exciting
 c excited

98.2

- 2 interested
 3 exciting
 4 embarrassing
 5 embarrassed
 6 amazed
 7 amazing
 8 amused
 9 terrifying ... shocked
 10 bored ... boring
 11 boring ... interesting

98.3

- | | |
|--------------|----------------|
| 2 bored | 7 boring |
| 3 confusing | 8 exhausted |
| 4 disgusting | 9 excited |
| 5 interested | 10 amusing |
| 6 annoyed | 11 interesting |

UNIT 99

99.1

- 2 an unusual gold ring
 3 a beautiful old house
 4 black leather gloves
 5 an old American film
 6 a long thin face
 7 big black clouds
 8 a lovely sunny day
 9 an ugly yellow dress
 10 a long wide avenue
 11 a lovely little restaurant
 12 a little old red car
 13 a nice new green sweater
 14 a small black metal box
 15 a big fat black cat
 16 beautiful long black hair
 17 an interesting old French painting
 18 an enormous red and yellow umbrella

99.2

- 2 tastes/tasted awful
 3 feel fine
 4 smell nice
 5 look wet
 6 sounds/sounded interesting

99.3

- | | |
|------------|------------|
| 2 happy | 6 properly |
| 3 happily | 7 good |
| 4 violent | 8 slow |
| 5 terrible | |

99.4

- 3 the last two days
 4 the first two weeks of May
 5 the next few days
 6 the first three questions (in the exam)
 7 the next two years
 8 the last three days of our holiday

UNIT 100

100.1

- 2 badly
 3 easily
 4 patiently
 5 unexpectedly
 6 regularly
 7 perfectly ... slowly ... clearly

100.2

- 3 selfishly
 4 terribly
 5 sudden
 6 colourfully
 7 colourful
 8 badly
 9 badly
 10 safe

Key to Exercises

100.3

- 2 careful
- 3 continuously
- 4 happily
- 5 fluent
- 6 specially
- 7 complete
- 8 perfectly
- 9 nervous
- 10 financially or completely

100.4

- 2 seriously ill
- 3 absolutely enormous
- 4 slightly damaged
- 5 unusually quiet
- 6 completely changed
- 7 unnecessarily long
- 8 badly planned

UNIT 101

101.1

- 2 good
- 3 well
- 4 good
- 5 well
- 6 well ... good
- 7 well
- 8 good
- 9 well

101.2

- 2 well-known
- 3 well-kept
- 4 well-written
- 5 well-informed
- 6 well-dressed
- 7 well-paid

101.3

- | | |
|--------|----------|
| 2 OK | 5 OK |
| 3 OK | 6 slowly |
| 4 hard | |

101.4

- 2 hardly hear
- 3 hardly slept
- 4 hardly speak
- 5 hardly said
- 6 hardly changed
- 7 hardly recognised

101.5

- 2 hardly any
- 3 hardly anything
- 4 hardly anybody/anyone
- 5 hardly ever
- 6 Hardly anybody/anyone
- 7 hardly anywhere
- 8 hardly or hardly ever
- 9 hardly any
- 10 hardly anything ... hardly anywhere

UNIT 102

102.1

- 4 so
- 5 so
- 6 such a
- 7 so
- 8 such
- 9 such a
- 10 such a
- 11 so
- 12 so ... such
- 13 so
- 14 such a
- 15 such a

102.2

- 3 I was so tired (that) I couldn't keep my eyes open.
- 4 We had such a good time on holiday (that) we didn't want to come home.
- 5 She speaks English so well (that) you would think it was her native language. or She speaks such good English (that) ...
- 6 I've got such a lot to do (that) I don't know where to begin. or I've got so much to do (that) ...
- 7 The music was so loud (that) you could hear it from miles away.
- 8 I had such a big breakfast (that) I didn't eat anything else for the rest of the day.
- 9 It was such horrible weather (that) we spent the whole day indoors.
- 10 I was so surprised (that) I didn't know what to say.

102.3

Example answers:

- 2 a She's so friendly.
b She's such a nice person.
- 3 a It's so lively.
b It's such an exciting place.
- 4 a It's so exhausting.
b It's such a difficult job.
- 5 a I haven't seen you for so long.
b I haven't seen you for such a long time.

UNIT 103

103.1

- 3 enough money
- 4 enough milk
- 5 warm enough
- 6 enough room
- 7 well enough
- 8 enough time
- 9 big enough
- 10 enough cups

103.2

- 2 too busy to talk
- 3 too late to go
- 4 warm enough to sit
- 5 too shy to be
- 6 enough patience to be
- 7 too far away to hear
- 8 enough English to read

103.3

- 2 This coffee is too hot to drink.
- 3 The piano was too heavy to move.
- 4 These apples aren't / are not ripe enough to eat.
- 5 The situation is too complicated to explain.
- 6 The wall was too high to climb over.
- 7 This sofa isn't / is not big enough for three people (to sit on).
- 8 Some things are too small to see without a microscope.

UNIT 104

104.1

- 2 quite hungry
- 3 Quite good
- 4 quite often
- 5 quite noisy
- 6 quite surprised
- 7 quite late
- 8 quite old

104.2

- 2 quite a good voice
- 3 quite a long way
- 4 a pretty cold wind
- 5 quite a lot of traffic
- 6 a pretty busy day

104.3

- Example answers:*
- 2 rather long
 - 3 rather disappointed
 - 4 rather strange
 - 5 rather impatient

104.4

- 3 more than a little ...
- 4 completely
- 5 more than a little ...
- 6 more than a little ...
- 7 completely

104.5

- 2 quite safe
- 3 quite impossible
- 4 quite right
- 5 quite different
- 6 quite unnecessary
- 7 quite sure

UNIT 105**105.1**

- 2 stronger
3 smaller
4 more expensive
5 warmer/hotter
6 more interesting / more exciting
7 nearer/closer
8 more difficult / more complicated
9 better
10 worse
11 longer
12 more quietly
13 more often
14 further/farther
15 happier / more cheerful

105.2

- 3 more serious than
4 thinner
5 bigger
6 more interested
7 more important than
8 simpler / more simple
9 more crowded than
10 more peaceful than
11 more easily
12 higher than

105.3

- 2 It takes longer by train than by car.
3 I ran further/farther than Dan.
4 Joe did worse than Chris in the test.
5 My friends arrived earlier than I expected.
6 The buses run more often than the trains. *or* The buses run more frequently than ... *or* The buses are more frequent than ...
7 We were busier than usual in the office today.

UNIT 106**106.1**

- 2 much bigger
3 much more interesting than
4 a bit cooler
5 far more complicated than
6 a bit more slowly
7 a lot easier
8 slightly older

106.2

- 2 any sooner / any earlier
3 no higher than / no more expensive than / no worse than
4 any further/farther
5 no worse than

106.3

- 2 bigger and bigger
3 heavier and heavier
4 more and more nervous
5 worse and worse
6 more and more expensive
7 better and better
8 more and more talkative

106.4

- 2 the more I liked him *or* the more I got to like him
3 the more profit you (will) make *or* the higher your profit (will be) *or* the bigger your profit (will be)
4 the harder it is to concentrate
5 the more impatient she became

106.5

- | | |
|----------|-------------------------|
| 2 more | 7 elder <i>or</i> older |
| 3 longer | 8 slightly |
| 4 any | 9 no |
| 5 the | 10 less ... better |
| 6 older | |

UNIT 107**107.1**

- 2 My salary isn't as high as yours.
3 You don't know as much about cars as me. *or* ... as I do.
4 We aren't as busy today as we were yesterday. *or* as yesterday.
5 I don't feel as bad as I did earlier. *or* ... as I felt earlier.
6 Our neighbours haven't lived here as long as us. *or* ... as we have.
7 I wasn't as nervous (before the interview) as I usually am. *or* ... as usual.

107.2

- 3 The station wasn't as far as I thought.
4 The meal cost less than I expected.
5 I don't go out as much as I used to. *or* ... as often as I used to.
6 Karen used to have longer hair.
7 You don't know them as well as me. *or* ... as I do.
8 There aren't as many people at this meeting as at the last one.

107.3

- 2 as well as
3 as long as
4 as soon as
5 as often as
6 as quietly as
7 just as comfortable as
8 just as hard as
9 just as bad as

107.4

- 2 Your hair is the same colour as mine.
3 I arrived (at) the same time as you.
4 My birthday is (on) the same day as Tom's. *or* My birthday is the same as Tom's.

107.5

- 2 than him / than he does
3 as me / as I do
4 than us / than we were
5 than her / than she is
6 as them / as they have been

UNIT 108**108.1**

- 2 It's the cheapest restaurant in the town.
3 It was the happiest day of my life.
4 She's the most intelligent student in the class.
5 It's the most valuable painting in the gallery.
6 It's the busiest time of the year.
8 He's one of the richest men in the country.
9 It's one of the biggest castles in Europe.
10 She's one of the best players in the team. (on the team *is also possible*)
11 It was one of the worst experiences of my life.
12 It's one of the most famous universities in the world.

108.2

- 3 larger
4 the smallest
5 better
6 the worst
7 the most popular
8 ... the highest mountain in the world ... It is higher than ...
9 the tallest
10 more comfortable
11 the quickest
12 quicker
13 the most expensive
14 The oldest *or* The eldest

108.3

- 2 That's the funniest joke I've ever heard.
3 This is the best coffee I've ever tasted.
4 She's the most generous person I've ever met.
5 That's the furthest/farthest I've ever run.
6 It's the worst mistake I've ever made. *or* It was the worst ...
7 Who's the most famous person you've ever met?

Key to Exercises

UNIT 109

109.1

- 3 Joe doesn't like football very much.
- 4 OK
- 5 I ate my breakfast quickly and ...
- 6 ... a lot of people to the party?
- 7 OK
- 8 Did you go to bed late last night?
- 9 OK
- 10 I met a friend of mine on my way home.

109.2

- 2 We won the game easily.
- 3 I closed the door quietly.
- 4 Tanya speaks German quite well.
- 5 Sam watches TV all the time.
- 6 Please don't ask that question again.
- 7 Does Kevin play football every weekend?
- 8 I borrowed some money from a friend of mine.

109.3

- 2 I go to the supermarket every Friday.
- 3 Why did you come home so late?
- 4 Sarah takes her children to school every day.
- 5 I haven't been to the cinema recently.
- 6 Please write your name at the top of the page.
- 7 I remembered her name after a few minutes.
- 8 We walked around the town all morning.
- 9 I didn't see you at the party on Saturday night.
- 10 We found some interesting books in the library.
- 11 Laura left her umbrella in a restaurant last night.
- 12 They are building a new hotel opposite the park.

UNIT 110

110.1

- 3 I usually have ...
- 4 OK
- 5 Steve hardly ever gets angry.
- 6 ... and I also went to the bank.
- 7 Jane always has to hurry ...
- 8 I've never worked / I have never worked ...
- 9 OK (I never have enough time.)
I'm always busy. / I am always busy.

110.2

- 2 Katherine is always very generous.
- 3 I don't usually have to work on Saturdays.
- 4 Do you always watch TV in the evenings?
- 5 ... he is also learning Japanese.
- 6 a We were all on holiday in Spain.
b We were all staying at the same hotel.
c We all enjoyed ourselves.
- 7 a The new hotel is probably very expensive.
b It probably costs a lot to stay there.
- 8 a I can probably help you.
b I probably can't help you.

110.3

- 2 I usually take
- 3 I am usually / I'm usually
- 4 were both born
- 5 She can also sing
- 6 usually sleeps
- 7 I have never spoken / I've never spoken
- 8 You always have to wait
- 9 I can only read or I can read only
- 10 We were all ... we all fell
- 11 I always am
- 12 I will probably be leaving / I'll probably be leaving
- 13 I probably won't be
- 14 She is hardly ever / She's hardly ever
- 15 We are still living / We're still living
- 16 we would never have met / we'd never have met
- 17 always says ... she never does

UNIT 111

111.1

- 3 He doesn't write poems any more.
- 4 He still wants to be a teacher.
- 5 He isn't / He's not interested in politics any more.
- 6 He's still single.
- 7 He doesn't go fishing any more.
- 8 He doesn't have a beard any more. or He hasn't got ...

10–12

- He no longer writes poems.
- He is / He's no longer interested in politics.
- He no longer goes fishing.
- He no longer has a beard. or He's no longer got a beard.

111.2

- 2 He hasn't gone yet.
- 3 They haven't finished (repairing the road) yet.
- 4 They haven't woken up yet.
- 5 Has she found a place to live yet?
- 6 I haven't decided (what to do) yet.
- 7 It hasn't taken off yet.

111.3

- 5 I don't want to go out yet.
- 6 she doesn't work there any more
- 7 I still have a lot of friends there. or I've still got ...
- 8 We've already met.
- 9 Do you still live in the same place
- 10 have you already eaten
- 11 He's not here yet.
- 12 he still isn't here (he isn't here yet is also possible)
- 13 are you already a member
- 14 I can still remember it very clearly
- 15 These trousers don't fit me any more.
- 16 'Have you finished with the paper yet?' 'No, I'm still reading it.'

UNIT 112

112.1

- 2 even Lisa
- 3 not even Amy
- 4 even Lisa
- 5 even Kate
- 6 not even Lisa

112.2

- 2 We even painted the floor.
- 3 She's even met the prime minister.
- 4 You could even hear it / You could even hear the noise from the next street. or You could hear it / You could hear the noise even from the next street.
- 6 I can't even remember her name.
- 7 There isn't even a cinema.
- 8 He didn't even tell his wife (where he was going).
- 9 I don't even know the people next door.

112.3

- 2 even older
- 3 even better
- 4 even more difficult
- 5 even worse
- 6 even less

112.4

- | | |
|---------------|---------------|
| 2 if | 6 Even |
| 3 even if | 7 even though |
| 4 even | 8 even if |
| 5 even though | 9 Even though |

UNIT 113

- 113.1**
- 2 Although I had never seen her before
 - 3 although it was quite cold
 - 4 although we don't like them very much
 - 5 Although I didn't speak the language well
 - 6 Although the heating was on
 - 7 although I'd met her twice before
 - 8 although we've known each other a long time

113.2

- 2 a In spite of (or Despite)
b Although
- 3 a because
b although
- 4 a because of
b in spite of (or despite)
- 5 a although
b because of

Example answers:

- 6 a he hadn't studied very hard
b he had studied very hard
- 7 a I was hungry
b being hungry / my hunger / the fact (that) I was hungry

113.3

- 2 In spite of having very little money, they are happy. *or*
In spite of the fact (that) they have very little money ...
- 3 Although my foot was injured, I managed to walk home. *or*
I managed to walk home although my ...
- 4 I enjoyed the film in spite of the silly story. / ... in spite of the story being silly. / ... in spite of the fact (that) the story was silly. *or*
In spite of ..., I enjoyed the film.
- 5 Despite living in the same street, we hardly ever see each other. *or*
Despite the fact (that) we live in ...
or We hardly ever see each other despite ...
- 6 Even though I was only out for five minutes, I got very wet in the rain.
or I got very wet in the rain even though I was ...

113.4

- 2 It's very windy though.
- 3 We ate it though.
- 4 I don't like her husband though.

UNIT 114**114.1**

2–5

- Take a map in case you get lost.
- Take an anorak in case it rains.
- Take a camera in case you want to take some pictures.
- Take some water in case you're thirsty. / ... in case you are thirsty.
or ... you get thirsty.

114.2

- 2 I'll say goodbye now in case I don't see you again (before you go).
- 3 Can you check the list in case we forgot something?
or ... forgot anything?
- 4 You should back up your files in case there's a problem with your computer. / ... there is a problem with your computer.

114.3

- 2 in case I forgot it.
- 3 in case they were worried (about me).
- 4 in case she didn't get the first one. / in case she hadn't got ... / in case she hadn't gotten ...
- 5 in case they came to London (one day).

114.4

- | | |
|-----------|-----------|
| 3 If 7 | if |
| 4 if 8 | in case |
| 5 in case | 9 in case |
| 6 if | |

UNIT 115**115.1**

- 2 You won't know what to do unless you listen carefully.
- 3 I'll never speak to her again unless she apologises to me. *or*
Unless she apologises to me, I'll ...
- 4 He won't be able to understand you unless you speak very slowly. *or*
Unless you speak very slowly, he ...
- 5 The company will have to close unless business improves soon. *or*
Unless business improves soon, the company ...

115.2

- 2 I'm not going (to the party) unless you go too. /
... unless you're going too.
- 3 The dog won't attack you unless you move suddenly.
- 4 Ben won't speak to you unless you ask him something.
- 5 The doctor won't see you unless it's an emergency.

115.3

- | | |
|--------------|---------------|
| 2 unless | 7 provided |
| 3 providing | 8 Unless |
| 4 as long as | 9 unless |
| 5 unless | 10 as long as |
| 6 unless | |

115.4

- Example answers:*
- 2 it's not too hot
 - 3 there isn't too much traffic
 - 4 it isn't raining
 - 5 I'm in a hurry
 - 6 you have something else to do
 - 7 you pay it back next week
 - 8 you take risks

UNIT 116**116.1**

- 2 I listened as she told me her story.
- 3 I burnt myself as I was taking a hot dish out of the oven.
- 4 The crowd cheered as the two teams came onto the field.
- 5 A dog ran out in front of the car as we were driving along the road.

116.2

- 2 As today is a public holiday, many of the shops are shut.
- 3 As I didn't want to disturb anybody, I was very quiet.
- 4 As I don't know what to do, I need some advice.
- 5 As none of us had a watch, we didn't know what time it was.

116.3

- 3 because
- 4 at the same time as
- 5 at the same time as
- 6 because
- 7 because

116.4

- 3 OK
- 4 when I was in London
- 5 When I left school
- 6 OK
- 7 when I was a child

116.5*Example answers:*

- 1 I saw you as you were getting into your car.
- 2 It started to rain just as we started playing tennis.
- 3 As I didn't have enough money for a taxi, I had to walk home.
- 4 Just as I took the picture, somebody walked in front of the camera.

Key to Exercises

UNIT 117

117.1

- 3 like her mother
- 4 people like him
- 5 OK
- 6 like most of his friends or as most of his friends are
- 7 like talking to the wall
- 8 OK
- 9 OK
- 10 OK
- 11 like a bomb exploding
- 12 like a fish

117.2

- 2 like blocks of ice
- 3 like a beginner
- 4 as a tour guide
- 5 like a theatre
- 6 as a birthday present
- 7 like winter
- 8 like a child

117.3

- | | |
|--------------------|---------------|
| 2 like | 11 like |
| 3 as | 12 as |
| 4 like | 13 as |
| 5 like | 14 Like |
| 6 as or like | 15 as |
| 7 like | 16 As |
| 8 as | 17 like |
| 9 as | 18 as or like |
| 10 like or such as | |

UNIT 118

118.1

- 2 You look like you've seen a ghost. / ... like you saw a ghost.
- 3 You sound as if you're having a good time.
- 4 I feel like I've (just) run a marathon. / ... like I (just) ran a marathon.

118.2

- 2 It looks like it's going to rain.
- 3 It sounds like they're having an argument.
- 4 It looks like there's been an accident.
- 5 It looks like we'll have to walk.
- 6 It sounds like you should see a doctor.

118.3

- 2 as if he meant what he said
- 3 as if she's hurt her leg / as if she hurt her leg
- 4 as if he hadn't eaten for a week
- 5 as if she was enjoying it
- 6 as if I'm going to be sick
- 7 as if she didn't want to come
- 8 as if I didn't exist

118.4

- 2 as if I was/were
- 3 as if she was/were
- 4 as if it was/were

UNIT 119

119.1

- | | |
|----------|-----------|
| 3 during | 9 during |
| 4 for | 10 for |
| 5 during | 11 for |
| 6 for | 12 for |
| 7 for | 13 during |
| 8 for | 14 for |

119.2

- | | |
|----------|-----------|
| 3 while | 9 while |
| 4 While | 10 during |
| 5 During | 11 while |
| 6 while | 12 during |
| 7 during | 13 while |
| 8 During | 14 while |

119.3

Example answers:

- 3 Nobody came to see me while I was in hospital.
- 4 Can you wait for me while I make a quick phone call?
- 5 Most of the students looked bored during the lesson.
- 6 I was asked a lot of questions during the interview.
- 7 Don't open the car door while the car is moving.
- 8 The lights suddenly went out while we were watching TV.
- 9 It started to rain during the game.
- 10 It started to rain while we were walking home.
- 11 What are you going to do while you're on holiday?

UNIT 120

120.1

- 2 I have to be at the airport by 8.30.
- 3 Let me know by Saturday whether you can come to the party.
- 4 Please make sure that you're here by 2 o'clock.
- 5 If we leave now, we should arrive by lunchtime.

120.2

- 2 by
- 3 by
- 4 until
- 5 until (5.30) ... by (now)
- 6 by
- 7 until
- 8 by
- 9 by
- 10 until
- 11 By
- 12 by

120.3

Example answers:

- 3 until I come back
 - 4 by 5 o'clock
 - 5 by next Friday
 - 6 until midnight
-
- 2 By the time I got to the station / By the time I'd got to the station
 - 3 By the time I finished (my work) / By the time I'd finished (my work)
 - 4 By the time the police arrived / By the time the police had arrived
 - 5 By the time we got to the top (of the mountain) / By the time we'd got to the top (of the mountain)

UNIT 121

121.1

- 2 on
- 3 in
- 4 At or On
- 5 on or I last saw her Tuesday. (no preposition)
- 6 in
- 7 in
- 8 at
- 9 on or There are usually a lot of parties New Year's Eve. (no preposition)
- 10 at
- 11 in
- 12 at
- 13 on
- 14 in
- 15 On Saturday night or Saturday night (no preposition) ... at midnight
- 16 at 5 o'clock in the morning
- 17 on 7 January ... in April
- 18 at home on Tuesday morning or at home Tuesday morning (no preposition) ... in the afternoon

121.2

- 2 at night
- 3 in the evening
- 4 on 21 July 1969
- 5 at the same time
- 6 in the 1920s
- 7 in about 20 minutes
- 8 at the moment
- 9 in the Middle Ages
- 10 in 11 seconds
- 11 on Saturdays or ... works Saturdays (no preposition)

121.3

- 3 a
4 *both*
5 b
6 b
7 *both*
8 a
9 b
10 a

UNIT 122

122.1

- 2 *on time*
3 *in time*
4 *on time*
5 *in time*
6 *on time*
7 *in time*
8 *in time*
9 *on time*

122.2

- 2 I got home just in time.
3 I stopped him just in time.
4 We got to the cinema just in time for the beginning of the film. / ... just in time to see the beginning of the film.

122.3

- 2 *at the end of the month*
3 *at the end of the course*
4 *at the end of the race*
5 *at the end of the interview*

122.4

- 2 In the end she resigned (from her job).
3 In the end I gave up (trying to learn German).
4 In the end we decided not to go (to the party). or In the end we didn't go (to the party).

122.5

- | | |
|-------------|------|
| 2 In | 6 at |
| 3 at ... at | 7 in |
| 4 in | 8 at |
| 5 in | 9 in |

UNIT 123

123.1

- 2 On his arm. or
On the man's arm.
3 At the traffic lights.
4 a On the door.
b In the door.
5 On the wall.
6 In Paris.
7 a At the gate.
b On the gate.
8 On the beach.

123.2

- 2 on my guitar
3 at the next petrol station
4 in your coffee
5 on that tree
6 in the mountains
7 on the island
8 at the window

123.3

- 2 on
3 at
4 on
5 in
6 on
7 at
8 in a small village **in** the south-west
9 on
10 in
11 on the wall **in** the kitchen
12 at

UNIT 124

124.1

- 2 On the second floor.
3 At/On the corner.
4 In the corner.
5 At the top of the stairs.
6 In the back of the car.
7 At the front.
8 On the left.
9 In the back row.
10 On a farm.

124.2

- 2 on the right
3 in the world
4 on the way to work
5 on the west coast
6 in the front row
7 at the back of the class
8 on the back of this card

124.3

- | | |
|------|--------------|
| 2 in | 9 in |
| 3 in | 10 on |
| 4 at | 11 in |
| 5 in | 12 on |
| 6 on | 13 in |
| 7 At | 14 on ... on |
| 8 in | |

UNIT 125

125.1

- 2 on a train
3 at a conference
4 in hospital / in the hospital
5 at the hairdresser's
6 on his bike
7 in New York
8 at the Savoy Theatre

125.2

- 2 in a taxi
3 at the cinema
4 in prison
5 at school
6 at the sports centre
7 in hospital
8 at the airport
9 on the plane
10 in Tokyo

125.3

- 2 at
3 in
4 at
5 **at/in** a very comfortable hotel ...
in Amsterdam
6 in
7 on
8 at
9 in
10 at
11 in
12 **at** home or **be** home (*no preposition*) ... **at** work
13 in
14 **in** Birmingham ... **at** Birmingham University

UNIT 126

126.1

- 3 at
4 to
5 to
6 into
7 in
8 to
9 into
10 to
11 at
12 to
13 into
14 to
15 get home (*no preposition*) ...
going **to** bed
16 returned **to** France ... two years **in** Brazil
17 born **in** Chicago ... moved **to** New York ... lives **in** New York

126.2

Example answers:

- 2-4
• I've been to Sweden once.
• I've never been to the United States.
• I've been to Paris a few times.

126.3

- 2 in
3 – (no preposition)
4 at
5 to
6 – (no preposition)

Key to Exercises

126.4

- 2 I got on
- 3 I got out of the car. / ... my car.
- 4 I got off the train.
- 5 I got into the taxi. *or* I got in the taxi.
- 6 I got off the plane.

UNIT 127

127.1

- 2 in cold weather
- 3 in pencil
- 4 in love
- 5 in capital letters
- 6 in the shade
- 7 in my opinion

127.2

- 2 on strike
- 3 on a tour
- 4 on TV
- 5 on purpose
- 6 on a diet
- 7 on business
- 8 on holiday
- 9 on the phone
- 10 on the whole

127.3

- 2 on
- 3 on
- 4 at
- 5 in
- 6 on
- 7 in
- 8 on
- 9 at
- 10 at
- 11 on
- 12 **In** my opinion ... **on** television
- 13 on
- 14 on
- 15 on
- 16 at
- 17 on
- 18 in

UNIT 128

128.1

- 2 by mistake
- 3 by hand
- 4 by credit card
- 5 by canal

128.2

- 2 on
- 3 by
- 4 **by** car ... **on** my bike
- 5 in
- 6 on
- 7 by

128.3

- 2 travelling **by** bus *or* travelling **on** the bus *or* travelling **on** buses
- 3 taken **with** a very good camera
- 4 this music is **by** Beethoven
- 5 **pay cash** *or* **pay in** cash
- 6 a mistake **by** one of our players

128.4

Example answers:

- 3–5
 - *Ulysses* is a novel by James Joyce.
 - *Yesterday* is a song by Paul McCartney.
 - *Guernica* is a painting by Pablo Picasso.

128.5

- 2 by
- 3 with
- 4 by
- 5 by
- 6 **by** car ... **in** your car
- 7 **by** the bed **with** a lamp and a clock **on** it

128.6

- 2 The price has gone up **by** ten pence.
- 3 Helen won **by** two votes.
- 4 I missed her/Kate **by** five minutes.

UNIT 129

129.1

- 2 to the problem
- 3 with her brother
- 4 in the cost of living
- 5 to your question
- 6 for a new road
- 7 in *or* to working at home
- 8 in the number of people without jobs
- 9 for shoes like these **any** more
- 10 between your job and mine

129.2

- 2 invitation **to**
- 3 contact **with**
- 4 key **to** (key for *is also possible*)
- 5 cause **of**
- 6 reply **to**
- 7 connection **between**
- 8 photographs **of**
- 9 reason **for**
- 10 damage **to**

129.3

- 2 to
- 3 in
- 4 of
- 5 in *or* to
- 6 for
- 7 to *or* towards
- 8 with
- 9 in
- 10 to
- 11 of
- 12 **for** a rise **in** pay
- 13 to
- 14 with

UNIT 130

130.1

- 2 That was nice **of** him.
- 3 That was generous **of** her.
- 4 That wasn't very nice **of** them.
- 5 That's very kind **of** you.
- 6 That isn't very polite **of** him.
- 7 That's a bit childish **of** them.

130.2

- 2 kind **to**
- 3 angry **with**
- 4 excited **about**
- 5 impressed **by** / impressed **with**
- 6 bored **with** (bored **by** *is also possible*)
- 7 amazed **at** / amazed **by**
- 8 careless **of**

130.3

- 2 **of**
- 3 **to**
- 4 **with**
- 5 **with** (by *or* in are *also possible*)
- 6 **to**
- 7 **at/by**
- 8 **with**
- 9 **about**
- 10 **about**
- 11 **for**
- 12 **about/by/at**
- 13 **to**
- 14 **of**
- 15 **by/with**
- 16 **about**
- 17 **at/by**
- 18 **about**
- 19 **with us for** making
- 20 sorry **for/about** ... angry **with**

UNIT 131**131.1**

- 2 similar to
3 afraid of
4 interested in
5 responsible for
6 proud of
7 different from / different to
(different than *is also possible*)
8 capable of

131.2

- 2 of furniture
3 on sport
4 of time
5 at tennis
6 to a Russian / to a Russian man /
to a Russian guy
7 of him / of Robert
8 from yours / to yours or from your
problem / to your problem

131.3

- 2 for
3 of
4 of
5 in
6 of or about
7 of ... of
8 on
9 of
10 with
11 of
12 in
13 of
14 of
15 at
16 of
17 on
18 of

131.4*Example answers:*

- 2 I'm hopeless at telling jokes.
3 I'm not very good at maths.
4 I'm pretty good at remembering
names.
5 I'm good at sport.

UNIT 132**132.1**

- 2 a
3 b
4 b
5 a
6 a
7 b
8 a
9 b
10 b
11 a
12 b

132.2

- 3 speak to
4 point (them) at
5 look at
6 listen to
7 throw (stones) at
8 throw (it) to
9 reply to

132.3

- 2 at
3 at
4 to
5 to
6 at
7 at
8 to
9 at
10 at
11 to

UNIT 133**133.1**

- 2 for
3 for
4 to
5 for
6 about
7 – (*no preposition*)
8 about
9 – (*no preposition*)

133.2

- 2 of
3 about
4 for
5 of
6 for
7 about
8 – (*no preposition*)

133.3

- 2 looking for
3 looked after
4 looking for
5 look for
6 looks after
- 2 wait for
3 talk about
4 asked (the waiter) for
5 applied for
6 do (something) about
7 looks after or has looked after
8 left (Boston) for

UNIT 134

- 134.1
2 hear about
3 heard from
4 heard of
5 hear from
6 hear about
7 heard of

134.2

- 2 think about
3 think of
4 think of
5 thinking of/about
6 think of
7 thought about
8 think (much) of
9 thinking about/of
10 think of

134.3

- 2 about
3 to us about
4 of
5 of
6 about ... about ... about ...
about
7 of
8 about
9 about/of

134.4

- 2 complaining about
3 think about
4 warn (you) about
5 heard of
6 dream of
7 reminded (me) about
8 remind (you) of

UNIT 135**135.1**

- 2 for
3 of
4 of
5 – (*no preposition*)
6 for
7 of
8 for
9 of
10 for
11 on

135.2

- 2 for the misunderstanding
3 her/Jane on winning the tournament
4 him from his enemies
5 of eleven players
6 on bread and eggs
7 me for your problems / your
problems on me

Key to Exercises

135.3

- 2 paid for
- 3 accused of
- 4 depends on
- 5 live on
- 6 apologise to
- 7 suffers from
- 8 congratulated (him) on

135.4

- 2 from
- 3 on
- 4 – (*no preposition*)
- 5 from
- 6 depends how (*no preposition*) or depends **on** how
- 7 on
- 8 of
- 9 on

UNIT 136

136.1

- 2 happened to
- 3 invited to
- 4 divided into
- 5 believe in
- 6 fill (it) with
- 7 drove into
- 8 Concentrate on
- 9 succeeded in

136.2

- 2 I prefer small towns to big cities
- 3 Jane provided me with all the information I needed
- 4 This morning I spent £70 on a pair of shoes
- 5 The city is divided into ten districts

136.3

- 2 to
- 3 on
- 4 in
- 5 to
- 6 in
- 7 with
- 8 into
- 9 in
- 10 on
- 11 – (*no preposition*)
- 12 into
- 13 on
- 14 into
- 15 with
- 16 **from** (one language) **into** another

136.4

Example answers:

- 2 on petrol
- 3 into a wall
- 4 to volleyball
- 5 in seafood
- 6 into many languages

UNIT 137

137.1

- 2 sit down
- 3 flew away
- 4 get out
- 5 speak up
- 6 get by
- 7 gone up
- 8 looked round

137.2

- 2 back at
- 3 up to
- 4 forward to
- 5 away with
- 6 up at
- 7 in through

137.3

- 2 wake me up
- 3 get it out
- 4 give them back
- 5 switch it on
- 6 take them off

137.4

- 3 I have to take **them** back
- 4 We can turn **the television** off or We can turn **off** the television
- 5 I knocked **it** over
- 6 I don't want to wake **her** up
- 7 (*example answer*) You should put **your coat on** or You should put **on your coat**
- 8 I was able to put **it out**
- 9 (*example answer*) they've put **the price(s) up** or they've put **up the price(s)**
- 10 Shall I turn **the light(s) on**? or Shall I turn **on the light(s)**?

UNIT 138

138.1

- 2 eats
- 3 moved
- 4 drop
- 5 checked
- 6 cut
- 7 plug
- 8 filling / to fill
- 9 left
- 10 dive
- 11 rub/cross
- 12 dropped

138.2

- 2 into
- 3 in
- 4 out
- 5 into
- 6 out of

138.3

- 2 dropped out
- 3 moved in
- 4 left out
- 5 joined in
- 6 eating out or to eat out
- 7 taken in
- 8 dropped in
- 9 get out of

138.4

- 2 Fill them in or Fill them out
- 3 cross it out
- 4 took me in
- 5 let us in

UNIT 139

139.1

- 2 a mistake
- 3 a candle
- 4 an order
- 5 a cigarette / a candle
- 6 a new product
- 7 a mess

139.2

- 2 works out
- 3 carried out
- 4 ran out
- 5 sort out / work out
- 6 find out
- 7 tried out
- 8 pointed out
- 9 work out
- 10 went out
- 11 turned out
- 12 works out / turns out
- 13 find out
- 14 put out

139.3

- 2 giving out / handing out
- 3 turned out nice/fine/sunny
- 4 working out
- 5 fallen out
- 6 work out how to use the camera / her new camera

139.4

- 2 try it out
- 3 work it out
- 4 sorted it out / worked it out

UNIT 140

140.1

- 2 put the heating on
- 3 put the oven on
- 4 put the kettle on
- 5 put a CD on

140.2

- 2 going on
 3 take off
 4 switched off / turned off
 5 drove off / went off
 6 put on
 7 set off / be off
 8 put off
 9 called off
 10 put on
 11 see (me) off

140.3

- 2 took off
 3 tried on a / the hat or
 tried a/the hat on
 4 was called off
 5 see him off
 6 put them on

UNIT 141**141.1**

- 2 went on / carried on
 3 walked on / carried on or
 carried on walking
 4 dozed off / dropped off / nodded off
 5 go on / carry on / keep on
 6 went off
 7 keeps on phoning me

141.2

- 2 went off
 3 finish off
 4 drive on / carry on
 5 ripped off
 6 getting on
 7 dozed off / dropped off / nodded off
 8 told off
 9 get on
 10 going off
 11 keep on
 12 get on
 13 showing off
 14 put off

141.3

- 2 finish it off
 3 were ripped off
 4 go off
 5 did you get on
 6 carried on (playing) / went on
 (playing)
 7 tell them off
 8 doesn't get on (well) with

UNIT 142**142.1**

- 2 took them down
 3 stand up
 4 turned it up
 5 put their bags down
 6 were blown down / fell down
 7 put them up
 8 bent down (and) picked them up

142.2

- 2 turn it down
 3 calm him down
 4 wrote it down
 5 let her down
 6 turned it down

142.3

- 2 calm down
 3 slowed down
 4 was turned down
 5 broken down
 6 cut down
 7 let down
 8 (has) closed down
 9 be knocked down (or be pulled
 down or be torn down)
 10 turned down
 11 was knocked down
 12 broke down

UNIT 143**143.1**

- 2 went up to / walked up to
 3 catch up with
 4 keep up with

143.2

- 2 used up
 3 washed up
 4 grow up
 5 turn up / show up
 6 gave up
 7 taking up
 8 give up
 9 ended up
 10 takes up
 11 make up

143.3

- 3 tidy it up / tidy up
 4 fixed it up
 5 keep up with
 6 was brought up
 7 keep it up
 8 went up to
 9 was made up of
 10 set it up / fix it up

UNIT 144**144.1**

- 2 d
 3 e
 4 c
 5 g
 6 a
 7 b

144.2

- 2 held up
 3 did it up
 4 cheer him up

144.3

- 2 blew up
 3 beaten up
 4 broken up / split up
 5 do up
 6 clears up / will clear up
 7 mixed up

144.4

- 2 look it up
 3 put up with
 4 made it up
 5 come up with
 6 tear it up
 7 saving up for

UNIT 145**145.1**

- 2 blew away
 3 put it back
 4 walked away
 5 threw it back (to her)
 6 threw them away

145.2

- 2 be away / have gone away
 3 be back
 4 ran away
 5 smile back
 6 get away
 7 Keep away / Keep back

145.3

- 2 Pay
 3 throw
 4 gets
 5 be
 6 look
 7 gave
 8 get

145.4

- 2 throw it away
 3 take them back
 4 pay you back / pay it back
 5 gave them away
 6 call back / call me back

Key to Additional exercises (see page 302)

1

- 3 I'm getting / I am getting
- 4 do you do
- 5 we arrived ... it was raining
- 6 phones ... she didn't phone
- 7 you were thinking ... I decided
- 8 are you looking
- 9 It doesn't rain
- 10 rang ... I was getting
- 11 we went ... she was preparing ...
We didn't want ... we didn't stay
- 12 told ... he didn't believe ...
He thought ... I was joking

2

- 2 didn't go
- 3 is wearing
- 4 went
- 5 haven't heard
- 6 is being
- 7 wasn't reading
- 8 didn't have
- 9 It's beginning
- 10 got
- 11 wasn't
- 12 you've been
- 13 I've been doing
- 14 did she go
- 15 I've been playing
- 16 do you come
- 17 since I saw her
- 18 for 20 years

3

- 3 are you going
- 4 Do you watch
- 5 have you lived / have you been
living / have you been
- 6 Did you have
- 7 Have you seen
- 8 was she wearing
- 9 Have you been waiting / Have you
been here
- 10 does it take
- 11 Have you ridden / Have you ridden
on / Have you been on
- 12 Have you (ever) been

4

- 2 've known each other / have known
each other or 've been friends /
have been friends
- 3 I've ever had / I've ever been on /
I've had for ages (etc.)
- 4 He went / He went home / He went
out / He left
- 5 I've worn it
- 6 I was playing
- 7 been swimming for
- 8 since I've been / since I (last) went
- 9 did you buy / did you get

5

- 1 got ... was already waiting ... had
arrived
- 2 was lying ... wasn't watching ...
'd fallen / had fallen ... was snoring
... turned ... woke
- 3 'd just gone / had just gone ... was
reading ... heard ... got ... didn't see
... went
- 4 missed ... was standing ... realised
... 'd left / had left ... had ... got
- 5 met ... was walking ... 'd been / had
been ... 'd been playing / had been
playing ... were going ... invited ...
'd arranged / had arranged ... didn't
have

6

- 2 Somebody has taken it.
- 3 They'd only known / They had only
known each other (for) a few
weeks.
- 4 It's been raining / It has been raining
all day. or It's rained / It has rained
all day.
- 5 I'd been dreaming. / I had been
dreaming.
- 6 I'd had / I had had a big breakfast.
- 7 They've been going / They have
been going there for years.
- 8 I've had it / I have had it since I got
up.
- 9 He's been training / He has been
training very hard for it.

7

- 1 I haven't seen
- 2 You look / You're looking
- 3 are you going
- 4 are you meeting
- 5 I'm going
- 6 Do you often go
- 7 are you going
- 8 I'm meeting
- 9 has been
- 10 I've been waiting
- 11 has just started / just started
- 12 is she getting
- 13 Does she like
- 14 she thinks
- 15 Are you working
- 16 spoke
- 17 you were working
- 18 went
- 19 I started / I'd started
- 20 I lost
- 21 you haven't had
- 22 I've had
- 23 have you seen
- 24 has he been
- 25 I saw

26 he went

- 27 He'd been
- 28 he decided / he'd decided
- 29 He was really looking forward
- 30 is he doing
- 31 I haven't heard
- 32 he left

8

- 1 invented
- 2 it's gone / it has gone
- 3 had gone ... left
- 4 did you do ... Did you go
- 5 have you had
- 6 was looking or 'd been looking /
had been looking
- 7 She's been teaching / She has been
teaching
- 8 I bought ... I haven't worn or
I didn't wear
- 9 I saw ... was ... I'd seen / I had seen
... I remembered ... it was
- 10 Have you heard ... She was ...
died ... She wrote ... Have you read
- 11 does this word mean ... I've never
seen
- 12 Did you get ... it had already started
- 13 knocked ... was ... she'd gone / she
had gone ... she didn't want
- 14 He'd never used / He had never used
... he didn't know
- 15 went ... She needed or She'd
needed / She had needed ... she'd
been sitting / she had been sitting

9

- 3 used to drive
- 4 was driving
- 5 were working
- 6 used to have
- 7 was living
- 8 was playing
- 9 used to play
- 10 was wearing

10

- 2 I'm going to the dentist.
- 3 No, we're going to hire a car.
- 4 I'll look after the children.
- 5 I'm having lunch with Sue.
- 6 What are you going to have? / What
are you having?
- 7 I'll turn on the light.
- 8 I'm going to turn on the light.

11

- 2 I'll come
- 3 shall we meet
- 4 starts
- 5 I'll meet
- 6 I'm seeing
- 7 Shall I ask
- 8 I'll see
- 9 are going
- 10 does the film start
- 11 Are you meeting
- 12 I'll be

12

- 1 (2) Are you going to do / Are you doing
 (3) it starts
 (4) you'll enjoy / you're going to enjoy
 (5) it will be / it's going to be
- 2 (1) you're going
 (2) We're going
 (3) you have
 (4) I'll send
 (5) I'll get
 (6) I get
- 3 (1) I'm having / I'm going to have
 (2) are coming
 (3) they'll have left
 (4) they're
 (5) I won't be / I will not be
 (6) you know
 (7) I'll call
- 4 (1) shall we meet
 (2) I'll be waiting
 (3) you arrive
 (4) I'll be sitting
 (5) I'll be wearing
 (6) Is Agent 307 coming / Is Agent 307 going to come / Will Agent 307 be coming
 (7) Shall I bring
 (8) I'll explain / I'm going to explain
 (9) I see
 (10) I'll try

13

- 1 I'll have
- 2 Are you going
- 3 shall I phone
- 4 It's going to land
- 5 it's / it is
- 6 I'll miss / I'm going to miss ... you go / you've gone
- 7 Shall I give ... I give ... will you call
- 8 does it end
- 9 I'm going ... is getting
- 10 I'll tell ... I'm ... I won't be
- 11 I'm going to have / I'm having
- 12 she apologises
- 13 we'll be living / we'll live
- 14 you finish / you've finished

14

- 2 I've had / I have had
- 3 I bought or I got
- 4 I'll come / I will come or I'll be / I will be
- 5 I've been / I have been or I've eaten / I have eaten
- 6 I used to play
- 7 I haven't been waiting or I haven't been here
- 8 I'd been / I had been or I was
- 9 I'm going / I am going
- 10 I haven't seen or I haven't heard from
- 11 I'll have gone / I will have gone or I'll have left / I will have left

15

- 2 I've been travelling
- 3 I'm beginning
- 4 I've seen
- 5 has been
- 6 I've met
- 7 I left
- 8 I stayed or I was staying
- 9 I'd planned or I was planning
- 10 I ended up
- 11 I enjoyed
- 12 I took
- 13 met
- 14 I'm staying or I'm going to stay or I'll be staying or I'll stay
- 15 I continue
- 16 I'll get
- 17 I'm
- 18 I'll let
- 19 I know
- 20 I'm staying
- 21 we're going to visit or we're visiting
- 22 are building or have been building
- 23 it will be
- 24 I'll be

16

- | | |
|----------|-----------|
| 2 A | 9 B or C |
| 3 C | 10 A or B |
| 4 B or C | 11 A |
| 5 B | 12 C |
| 6 A or C | 13 A or B |
| 7 A or C | 14 B or C |
| 8 C | |

17

- 2 shouldn't have eaten
- 3 must have forgotten
- 4 needn't have gone
- 5 can't be changed
- 6 may be watching
- 7 must have been waiting
- 8 couldn't have done
- 9 ought to have been
- 10 would have helped

11 should have been warned

12 might not have been feeling / might not have felt

18

- 3 could rain / might rain
- 4 might have gone / could have gone
- 5 couldn't go
- 6 couldn't have seen / can't have seen
- 7 should get
- 8 wouldn't recognise / might not recognise
- 9 must have heard
- 10 should have turned

19

- 4 rings
- 5 you were
- 6 it's / it is
- 7 it was / it were
- 8 it had been
- 9 you had
- 10 we hadn't had
- 11 you'd driven / you had driven or you'd been driving / you had been driving
- 12 I didn't read

20

- 2 came
- 3 I'd known / I had known ... wouldn't have disturbed ...
- 4 They'd be / They would be ... told
- 5 hadn't frightened ... wouldn't have attacked
- 6 wouldn't have got / wouldn't have gotten ... I'd had / I had had
- 7 hadn't been / hadn't got / hadn't gotten ... wouldn't have failed or would have passed / 'd have passed

21

Example answers:

- 1 I wasn't feeling so tired
- 2 I hadn't had so much to do
- 3 I would have forgotten Jane's birthday
- 4 I'd take a picture of you
- 5 I'll take a picture of you
- 6 you were in trouble
- 7 you hadn't taken so long to get ready
- 8 I would have gone to the concert
- 9 I might have got the job
- 10 you'd eaten lunch
- 11 there was less traffic
- 12 people would go out more

Key to Additional exercises

22

- 3 was cancelled
- 4 has been repaired
- 5 is being restored
- 6 It's believed / It is believed
- 7 I'd be sacked / I would be sacked
- 8 It might have been thrown
- 9 I was taught
- 10 being arrested / having been arrested or I was arrested
- 11 Have you ever been arrested
- 12 are reported ... have been injured

23

- 3 've sold / have sold or sold
- 4 's been sold / has been sold or was sold
- 5 are made
- 6 might be stolen
- 7 must have been stolen
- 8 must have taken
- 9 can be solved
- 10 should have left
- 11 is delayed
- 12 is being built ... is expected

24

Castle Fire

- 2 was discovered
- 3 was injured
- 4 be rescued
- 5 are believed to have been destroyed
- 6 is not known

Shop robbery

- 1 was forced
- 2 being threatened
- 3 had been stolen
- 4 was later found
- 5 had been abandoned
- 6 has been arrested / was arrested
- 7 is still being questioned

Road delays

- 1 is being resurfaced
- 2 are asked / are being asked / have been asked
- 3 is expected
- 4 will be closed / is going to be closed
- 5 will be diverted / is going to be diverted

Accident

- 1 was taken
- 2 was allowed
- 3 was blocked
- 4 be diverted
- 5 have been killed

25

- 1 I told her (that) Paul had gone out and I didn't know when he'd be back.
I asked (her) if/whether she wanted to leave a message, but she said (that) she'd try again later.

2 I had reserved a hotel room, but when I got to the hotel they told me (that) they had no record of a reservation in my name.

When I asked (them) if/whether they had any rooms free anyway, they said (that) they were sorry, but the hotel was full.

3 The immigration official asked us why we were visiting the country, and we told him (that) we were on holiday.

Then he wanted to know how long we intended to stay and where we would be staying during our visit.

4 She said (that) she'd phone (us) from the airport when she arrived. or She said (that) she'll phone (us) from the airport when she arrives. No, she said not to come to the airport.

She said (that) she'd take the bus. or She said (that) she'll take the bus.

5 He wanted to know what my job was and asked (me) how much I earned. or

He wanted to know what my job is and asked (me) how much I earn. ... so I told him to mind his own business and I put the phone down.

6 He said (that) he'd be at the restaurant at 7.30.

He said (that) he knew where the restaurant was. And I told him to phone me if there was any problem.

7 You just said (that) you weren't hungry.

But you said (that) you didn't like bananas. You told me not to buy any.

26

- 3 changing
- 4 to change
- 5 change
- 6 being
- 7 saying
- 8 to call
- 9 drinking
- 10 to be
- 11 to see
- 12 to be
- 13 to think ... making
- 14 living ... to move
- 15 to be ... playing
- 16 being stopped ... stealing ... driving
- 17 work ... pressing

27

- 3 I don't fancy going out.
- 4 He tends to forget things.
- 5 Would you mind helping me? / Do you mind helping me?
- 6 Everybody seems to have gone out.
- 7 We're / We are thinking of moving.
- 8 I was afraid to touch it.
- 9 He's / He is afraid of being robbed.
- 10 It's / It is not worth seeing.
- 11 I'm not used to walking so far.
- 12 She seems to be enjoying herself.
- 13 He insisted on showing them to me.
- 14 I'd rather somebody else did it.

28

- 3 I've given up reading newspapers.
- 4 I'd rather not go out tonight / ... stay at home tonight.
- 5 He has trouble sleeping at night.
- 6 Do you want me to phone you this evening?
- 7 I came in without anybody/anyone seeing me / ... without being seen.
- 8 I was accused of being a cheat / ... of cheating.
- 9 I'm looking forward to seeing them again.
- 10 What do you advise me to do?
- 11 I'd like to have gone out with you last night.
- 12 I regret not taking your advice / ... that I didn't take your advice.

29

- 2 a foreign country ... the language
- 3 an economist ... in the United States ... for an investment company
- 4 I love sport, especially tennis ... two or three times a week ... not a very good player
- 5 for dinner ... after work ... to the cinema
- 6 When unemployment is ... for people to find work a big problem
- 7 an accident ... going home ... taken to hospital / taken to the hospital ... I think most accidents ... by people driving
- 8 the name of the hotel ... The Ambassador ... in Queen Street in the city centre ... near the station
- 9 The older one ... a pilot with British Airways ... The younger one ... at school ... he leaves school ... go to university ... study law

30

- 2 B
3 C
4 A or B
5 C
6 B
7 A or C
8 A
9 C
10 B or C
11 B
12 A
13 A or B
14 B

31

- 3 It's the most polluted place ...
4 I was disappointed that ...
5 OK
6 Joe works hard, but ...
7 ... in a large modern building.
8 OK (as fast as he can *is also correct*)
9 I missed the last three days ...
10 OK
11 The weather has been unusually cold ...
12 The water in the pool was too dirty to swim in.
13 ... to wait such a long time. or ... to wait so long.
14 OK
15 ... I got up earlier than usual.

32

- | | |
|---------------|-------------|
| 2 If | 11 in case |
| 3 when | 12 in case |
| 4 if | 13 if |
| 5 when | 14 even if |
| 6 if | 15 Although |
| 7 if | 16 Although |
| 8 unless | 17 When |
| 9 if | 18 when |
| 10 as long as | |

33

- 2 on
3 **at** 9.30 **on** Tuesday morning
4 **at / on**
5 on
6 at
7 In
8 at
9 during
10 **on** Friday ... **since** then
11 for
12 at
13 **at** the moment ... **until** Friday
14 by
15 in

34

- 1 in
2 by
3 at
4 on
5 in
6 on
7 **to** a party **at** Lisa's house
8 on
9 on
10 **to ... to**
11 **in** Vienna ... **at** the age of 35
12 **in** this photo ... **on** the left
13 **to** the theatre ... **in** the front row
14 **on** the wall ... **by** the door / **next to** the door / **beside** the door

35

- | | |
|--------|----------|
| 1 for | 7 of |
| 2 at | 8 to |
| 3 to | 9 of |
| 4 to | 10 at/by |
| 5 in | 11 of |
| 6 with | 12 about |

36

- 1 of
2 after
3 – (no preposition)
4 about
5 to
6 – (no preposition)
7 into
8 of (about *is also possible*)
9 to
10 – (no preposition)
11 on
12 of
13 of
14 – (no preposition)
15 in
16 at (about *is also possible*)
17 on
18 If Alex asks you **for** money
19 I apologised **to** Sarah **for** keeping ...
20 I thanked her **for** everything

37

- 2 h 7
3 e 8
4 g 9
5 a 10
6 k 11

38

- | | |
|-----|------|
| 2 D | 8 C |
| 3 B | 9 C |
| 4 B | 10 B |
| 5 A | 11 A |
| 6 A | 12 D |
| 7 D | |

39

- | | |
|--------------|--------------|
| 2 out to | 8 out with |
| 3 up with | 9 up with |
| 4 forward to | 10 back on |
| 5 up with | 11 out about |
| 6 out of | 12 on with |
| 7 on with | |

40

- | | |
|--|--|
| 3 went off | |
| 4 turned up / showed up | |
| 5 fill it in / fill it out | |
| 6 knocked down / pulled down / torn down | |
| 7 sorted out | |
| 8 give up | |
| 9 dozed off / dropped off / nodded off | |
| 10 split up / break up | |
| 11 put up with it | |
| 12 get by / live on | |
| 13 went on | |
| 14 put it off | |

41

- | | |
|---|--|
| 2 put | |
| 3 moving | |
| 4 put | |
| 5 done | |
| 6 turned / turns | |
| 7 find | |
| 8 Calm | |
| 9 set | |
| 10 held | |
| 11 left / 've left / have left or missed / 've missed / have missed | |
| 12 works | |
| 13 join | |
| 14 works | |
| 15 drop / call | |
| 16 sort / work | |
| 17 went off ... woke me up | |

Key to Study Guide

Present and past

- 1.1 A
1.2 B
1.3 C
1.4 B, C
1.5 C
1.6 A

Present perfect and past

- 2.1 B
2.2 C
2.3 A
2.4 C
2.5 A
2.6 B
2.7 A
2.8 D
2.9 A
2.10 A
2.11 C
2.12 A
2.13 C
2.14 C
2.15 D
2.16 C

Future

- 3.1 B
3.2 A
3.3 C
3.4 A, C
3.5 B
3.6 C
3.7 A

Modals

- 4.1 A, B
4.2 B
4.3 A, C, D
4.4 C
4.5 B
4.6 C, D
4.7 B
4.8 A, C
4.9 B, C
4.10 A, B, D
4.11 A
4.12 D, E
4.13 A

If and wish

- 5.1 B
5.2 C
5.3 B
5.4 D
5.5 A

Passive

- 6.1 C
6.2 B
6.3 D
6.4 A
6.5 A, B

- 6.6 C
6.7 D

Reported speech

- 7.1 A
7.2 B
7.3 A

Questions and auxiliary verbs

- 8.1 C
8.2 A
8.3 D
8.4 A
8.5 B

-ing and to ...

- 9.1 A
9.2 B, D
9.3 B
9.4 A
9.5 A
9.6 A
9.7 C
9.8 D
9.9 C

- 9.10 C
9.11 B
9.12 C, D
9.13 B, D
9.14 B
9.15 A, B
9.16 A
9.17 A
9.18 B, C

Articles and nouns

- 10.1 B
10.2 A
10.3 B, C
10.4 B
10.5 C
10.6 A
10.7 A
10.8 A
10.9 D
10.10 C
10.11 C
10.12 A
10.13 C
10.14 B

Pronouns and determiners

- 11.1 A
11.2 B
11.3 D
11.4 B
11.5 B
11.6 C
11.7 A, C
11.8 C
11.9 D
11.10 A, C
11.11 B

Relative clauses

- 12.1 A, C
12.2 A, B
12.3 C
12.4 B
12.5 D
12.6 B, C

Adjectives and adverbs

- 13.1 B
13.2 C
13.3 B, C
13.4 A
13.5 A, D
13.6 B
13.7 B, C
13.8 C
13.9 C
13.10 B, C
13.11 D
13.12 A, B
13.13 B
13.14 D
13.15 D

Conjunctions and prepositions

- 14.1 A, D
14.2 C
14.3 B, C
14.4 B, D
14.5 B
14.6 C, D
14.7 B, C
14.8 A

Prepositions

- 15.1 B, D
15.2 A
15.3 C
15.4 B
15.5 A
15.6 B, D
15.7 B
15.8 B
15.9 C
15.10 C
15.11 C
15.12 A
15.13 C
15.14 B
15.15 D
15.16 D
15.17 A

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- 16.1 B
16.2 A
16.3 D
16.4 C
16.5 C
16.6 B
16.7 A
16.8 A, D
16.9 B

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Grammar words

This is a list of words used in the explanations in this book.

active and passive

Many verbs can be active or passive. For example, *build*:

My grandfather built this house. (active)

This house was built by my grandfather. (passive)

The active sentence begins with *My grandfather* (the subject). This sentence tells us something about my grandfather and what he did (he built this house).

The passive sentence begins with *This house* (the subject). This sentence tells us something about the house (it was built by my grandfather).

Passive forms are *be* + past participle. Compare:

active	passive
--------	---------

I can't repair it.

It can't be repaired.

Somebody stole my wallet.

My wallet was stolen.

Have they cleaned the room?

Has the room been cleaned?

See Units 42–44.

adjective

An adjective is a word that tells us about somebody or something. *Nice, tall, hungry, foreign* and *interesting* are all adjectives.

Adjectives go before a noun:

a nice day foreign languages

or after some verbs (*be, get, seem, look, taste* etc.)

she's tall this looks interesting

See Units 98–101, 65, 76 and 130–131.

adverb

Adverbs often end in *-ly*, for example:

slowly really fortunately

These *-ly* adverbs often tell us how somebody does something:

quietly carefully safely

Other adverbs do not end in *-ly*. Many of these adverbs tell us where, when or how often something happens. *Here, yesterday* and *always* are all adverbs.

Some adverbs (for example *very, really* and *absolutely*) are used with adjectives:

very sorry really nice absolutely enormous

See Units 100, 101 and 110.

apostrophe

We use an apostrophe (') instead of the missing letter(s) in a short form:

I'm (= I am) *you've (= you have)* *didn't (= did not)*

We also use an apostrophe + *s* (-'s) to show possession:

Rachel's car *my sister's friends* *the cat's tail*

See Unit 81 and Appendix 5.

article

A/an and *the* are articles. Articles are a type of determiner.

See Units 71–78.

auxiliary verb

We use auxiliary verbs together with other verbs:

we are going *the plane has landed* *I can't help* *do you know*

In these examples, *going*, *landed*, *help* and *know* are the main verbs. *Are*, *has*, *can* and *do* are auxiliary verbs.

See Units 51–52.

clause

A clause is a whole sentence or a part of a sentence. There is always a verb in a clause. Examples of clauses:

I'm tired. (one clause, one sentence)

I'm tired and I want to go home. (two clauses, one sentence)

I was tired when I got home. (two clauses, one sentence)

Although I was tired, I went out, which wasn't a good idea. (three clauses, one sentence)

Some clauses begin with a participle (*talking/standing/injured/stolen* etc.):

Who were those people standing outside your office?

See Units 68 and 92–97.

comparative and superlative

Adjectives and adverbs have comparative and superlative forms.

The comparative form is *-er* or *more* ... :

old → older *important → more important*

The superlative form is *-est* or *most* ... :

old → oldest *important → most important*

See Units 105–108.

conjunction

A conjunction is a word that joins clauses. For example, in the following sentences *but* and *if* are conjunctions:

We were hungry, but there was nothing to eat.

If she gets the job, she'll be really happy.

Other conjunctions are *and*, *so*, *or*, *when*, *because*, *although* and *that*.

See Units 25, 38–40 and 113–120.

contraction see **short form**

continuous

Continuous verb forms are *be* + *-ing*. For example:

<i>I am working</i>	present continuous
<i>I was working</i>	past continuous
<i>I have been working</i>	present perfect continuous
<i>I had been working</i>	past perfect continuous
<i>I will be working</i>	continuous infinitive (= future continuous)
<i>I might be working</i>	continuous infinitive
<i>I might have been working</i>	perfect continuous infinitive
<i>I pretended to be working</i>	<i>to</i> + continuous infinitive

See Units 1, 3–4, 6, 9–12, 16, 19, 24 and 54.

countable and uncountable see **noun**

determiner

These words are determiners:

a, an, the (articles)
my, your, his, her, its, our, their (possessives)

We use a determiner with a noun:

the airport *your new car* *my best friend*

The following words are determiners too (used with a noun), but they can also be pronouns (used without a noun):

this, that, these, those
some, any, no, all
many, much, few, little
both, either, neither, each

For example:

I like this jacket. (determiner)
I like this. (pronoun)

See Units 71–78 and 85–91.

direct speech and reported speech

When we use direct speech, we use the words of the speaker. For example:

Paul went home early. He said 'I'm not feeling good.'

When we use reported (or indirect) speech, we change *I'm not* to *he wasn't*:

Paul went home early. He said he wasn't feeling good.

See Units 47–48.

future

To talk about the future, we use present tenses (*I leave, I'm leaving* etc.), *will* or *(be) going to*.

See Units 19–25 and Appendix 3.

infinitive

The infinitive form of a verb is the form without any extra ending (the form you will find when you look in a dictionary). Sometimes this is called 'the base form'. So *understand*, *dance* and *stay* are infinitive forms:

He doesn't understand.

Let's dance.

We can't stay here.

The infinitive is often used with *to*:

It's hard to understand.

I'm not going to dance.

We don't want to stay here.

irregular verb see regular and irregular verbs

modal verb

The following are modal verbs:

can *could* *will* *would* *shall* *should* *may* *might* *must* *ought*

These verbs are followed by the infinitive (*can see*, *should go*, *must work* etc.).

See Units 21–41.

negative

The negative form is verb + *not*: *I'm not*, *he did not* (*didn't*), *they cannot* (*can't*) etc.

noun

A noun is a word for somebody or something. In the sentence

My friend plays tennis most weekends.

friend, *tennis* and *weekends* are nouns.

A noun can be countable (*friend/banana/weekend*) or uncountable (*tennis/water/electricity*).

A countable noun can be singular (*friend/banana/weekend*) or plural (*friends/bananas/weekends*).

See Units 69–71.

object see subject and object

participle see present participle and past participle

passive see active and passive

past see tense

past participle

The past participle of regular verbs ends in *-ed* (*cleaned, danced, played* etc.).

Irregular verbs have different endings, for example *lost, broken, done*.

We use the past participle for perfect forms (*have cleaned, had done* etc.) and passive forms (*is cleaned, was broken* etc.).

See also Units 7, 42, 97 and Appendix 1

perfect

Perfect verb forms are *have + past participle*. For example:

<i>she has gone</i>	present perfect
<i>she had gone</i>	past perfect
<i>she must have gone</i>	perfect infinitive
<i>she will have gone</i>	perfect infinitive (= future perfect)
<i>she would like to have gone</i>	to + perfect infinitive

Perfect forms can also be **continuous**: *I have been waiting / I had been waiting / I must have been waiting* etc.

See Units 7–16, 24, 27–29, 33, 36, 40, 43, 45, 53–54 and 58.

phrasal verb

A phrasal verb is a verb + *in/out/on/off/up/down/away/back* etc. These words are sometimes called particles (a type of adverb). For example:

get on take off come back break down keep up

Sometimes phrasal verbs are used for movement and direction:

Go away and don't come back!

I took my shoes off.

But often they have a special meaning. For example:

My brother and I don't get on very well. (= we don't have a good relationship)

There are a few problems I need to sort out. (= I need to solve)

Sometimes there is a preposition after a phrasal verb:

I don't get on with my brother.

Here, *get on* is a phrasal verb and *with* is a preposition.

See Units 137–145.

plural see **singular** and **plural**

preposition

Some examples of prepositions:

at, in, on, to, of, for, with, by, from, during

Prepositions are usually followed by a noun or pronoun:

I don't like going out at night.

They live in a small village.

What's the name of this street?

This is for you.

Sometimes (for example, in questions), there is a preposition at the end of a sentence:

What are you looking for?

See Units 121–136.

present see **tense**

present participle

The present participle ends in *-ing* (*going, dancing, thinking* etc.).

We use the present participle for continuous forms of the verb (*I'm going, they were dancing* etc.).

We also use participles in sentences like:

Joe hurt his knee playing football.

See Units 68 and 97.

pronoun

These words are pronouns:

I/me, you, he/him, she/her, we/us, they/them, it (personal pronouns)
mine/yours/his/hers/ours/theirs (possessive pronouns)
myself/yourself/themselves etc. (reflexive pronouns)

Other pronouns include:

someone/nobody/everything etc.
this/that/these/those

See Units 82–91. See also **relative pronouns** and **determiners**.

question tag

A question tag is a 'mini-question' that we sometimes put on the end of a sentence:

You haven't seen Kate, have you?

There was a lot of traffic, wasn't there?

See also Unit 52.

regular and irregular verbs

The past simple and past participle of regular verbs are the same and end in *-ed*. For example:

I worked (past simple)

I have worked (past participle used with *have*)

Tom painted the room. (past simple)

The room will be painted. (past participle used in the passive)

The past simple and past participle of irregular verbs are sometimes the same and sometimes different.

But they do not end in *-ed*. For example:

I lost (past simple)

I have lost (past participle with *have*)

Somebody stole my phone. (past simple)

My phone was stolen. (past participle used in the passive)

See Appendix 1.

relative clause

A relative clause gives information about something or somebody. Relative clauses often begin with relative pronouns (*who, whom, whose, which, that*):

An architect is a person who designs buildings.

Grace works for a company that makes furniture.

See Units 92–96.

relative pronoun see **relative clause**

sentence

A sentence has one or more **clauses**.

My phone rang. (one clause)

My phone rang, so I answered it. (two clauses)

If my phone rings, can you answer it for me, please? (two clauses)

A sentence begins with a capital letter (A, B, C etc.) and ends with a full stop (.).

short form (or contraction)

In spoken English, we usually say *I'm / you've / didn't* etc. These are short forms or contractions. The full forms are *I am / you have / did not*.

When we write short forms, we use an apostrophe (') for the missing letters.

See Appendix 5.

singular and plural

A singular form is used for one person or thing. For example: *flower, school, child*.

A plural form is used for more than one person or thing. For example: *flowers, schools, children*.

Verbs sometimes have different forms for singular and plural. For example:

*Where **does she** live?* (singular)

*Where **do they** live?* (plural)

See Units 71 and 79.

subject and object

In the following sentences, *Tom* is the subject:

Tom is eating an apple.

Tom saw Helen.

Tom plays football.

After the subject, there is a verb (*is eating, saw, plays*) and an object (*an apple, Helen, football*).

The object is what he's eating, who he saw, what he plays.

The subject normally goes before the verb (*Tom is eating*), and the object goes after the verb (*eating an apple*). In questions, the verb usually goes before the subject – see Unit 49A.

Some verbs (for example *give, show, buy*) can have two objects. For example:

Helen bought her mother a present.

Her mother is the indirect object (= the receiver) and *a present* is the direct object (what Helen bought).

See Units 42, 44A, 46B, 49, 55, 93, 94B, 95B and 137C.

subjunctive

The subjunctive has the same form as the infinitive: *do, be, eat, play* etc. You can use the subjunctive after *insist, recommend, suggest* etc. You can also use *should*:

I insisted that he apologise.

I insisted that he should apologise.

See Unit 34.

superlative see **comparative**

syllable

A syllable is a part of a word. For example, the word *remember* has three syllables: re-mem-ber.

tense

A tense is a verb form that shows time. English verbs have two main tenses, present and past.

Present and past tenses can be simple or continuous. For example:

present

I walk (present simple)

I am walking (present continuous)

past

I walked (past simple)

I was walking (past continuous)

All of these can also be perfect (with *have*):

I have walked (present perfect simple)

I have been walking (present perfect continuous)

I had walked (past perfect simple)

I had been walking (past perfect continuous)

See Units 1–18 and Appendix 2.

uncountable see **noun**

verb

A verb is a word for an action (*go, eat, work*), a happening (*rain, find, die*) or a state (*be, know, want*).

In the sentence

Tom is hungry and wants something to eat.

is, wants and eat are all verbs.

Verbs have four or five different forms. For example:

infinitive (or base form)	+ s	+ ing (present participle)	past simple	past participle
<i>work</i>	<i>works</i>	<i>working</i>	<i>worked</i>	<i>worked</i>
<i>buy</i>	<i>buys</i>	<i>buying</i>	<i>bought</i>	<i>bought</i>
<i>eat</i>	<i>eats</i>	<i>eating</i>	<i>ate</i>	<i>eaten</i>

word order

Word order is the way words go together in a sentence. For example, we say:

a modern building (not *a building modern*)

I don't know where she is. (not *I don't know where is she*)

She always walks to work. (not *She walks always*)

See Units 49–50, 99, 109–110 and 137.