

# infinitive of purpose

We can use an **infinitive** to say **why somebody does something**.

*She sat down **to rest**. (NOT ... ~~for rest~~. OR ... ~~for resting~~.)*

*In order to ... and so as to ... are common before **be, know and have**; and before other verbs in a more formal style.*

*I got up early **in order to be** ready to leave at eight.*

*She studied English **in order to have** a better chance of getting a job.*

*I came to Britain **so as to know** more about British culture.*

*In order and so as are normal before **not to**.*

*I spoke quietly **so as not to** frighten her. (NOT ~~I spoke quietly not to ...~~)*

## 1 Write sentences to say why people go to some of the following places. Begin **You go ...**

- 1 a library *You go to a library to borrow books.*
- 2 a bookshop
- 3 a cinema
- 4 a theatre
- 5 a swimming pool
- 6 a gymnasium
- 7 a driving school
- 8 a station
- 9 an airport
- 10 a travel agent's
- 11 a church
- 12 a football stadium
- 13 a bank
- 14 a post office
- 15 a restaurant
- 16 a supermarket
- 17 a garage
- 18 a newsagent



## 2 Write a sentence to say why you are learning English. (To get a better job? To study something else? To travel? To ...?) If you can work with other students, find out why they are learning English.

# interested and interesting etc

**Interested, bored, excited** etc say **how people feel**.  
**Interesting, boring, exciting** etc describe **the people or things** that cause the feelings.

I was very **interested** in the lesson. (NOT ~~I was very interesting~~ ...)  
 His lessons are always **interesting**. (NOT ~~His lessons are ... interested~~.)  
 Do you ever get **bored** at work?  
 My job's pretty **boring**.

## 1 Complete the words.

- |                                       |   |
|---------------------------------------|---|
| 1 I was surpris__ to see Ann there.   | 9 We were shock__ to hear about your brother. |
| 2 It was surpris__ to see her.        | 10 The news was really shock__.               |
| 3 I find this work very tir__.        | 11 His explanations are confus__.             |
| 4 It makes me tir__.                  | 12 Listening to him, I got confus__.          |
| 5 Her exam results were disappoint__. | 13 I get annoy__ when people break promises.  |
| 6 She was pretty disappoint__.        | 14 It's annoy__ when that happens.            |
| 7 She was excit__ about her new job.  |   |
| 8 It was an excit__ new challenge.    |   |

## ▲ 2 Look at the cartoon. Who is boring?



'No really, your husband's right, it is late and we must go.'

## 3 What are the people interested in? Make sentences. Example:

*An astronomer is interested in the stars.*

astronomer	botanist	cook	doctor	explorer	fashion designer
geographer	historian	linguist	mathematician	zoologist	

animals	clothes	food	languages	medicine	numbers	places
plants	the past	the stars	travel			

# -ing forms as subjects, objects etc

We can use **-ing** forms as **subjects, objects** or **complements**.

**Smoking** is bad for you. (subject)

I hate **packing**. (object)

My favourite activity is **reading**. (complement)

An **-ing** form can have its own object.

**Smoking cigarettes** is bad for you.

I hate **packing suitcases**.

My favourite activity is **reading poetry**.

## 1 Complete the sentences with **-ing** forms of the verbs in the box.

answer	climb	drink	forget	hear	learn	lie
pay	say	ski	type	watch		

- 1 \_\_\_\_ too much alcohol is very bad for you.
- 2 I don't like \_\_\_\_ bills.
- 3 He really enjoys \_\_\_\_ his own voice.
- 4 What's wrong with \_\_\_\_ in bed all day?
- 5 Her favourite sports are \_\_\_\_ and \_\_\_\_ mountains.
- 6 \_\_\_\_ languages is hard work.
- 7 I hate \_\_\_\_ goodbye.
- 8 \_\_\_\_ is better than remembering.
- 9 \_\_\_\_ animals can teach you a lot.
- 10 'What's your job?' ' \_\_\_\_ the phone and \_\_\_\_ letters.'

## 2 If you can work with other students, find out what their favourite activities are. They should use **...ing** in their answers.

**That's not writing,  
that's typing.**

*Capote's criticism of Kerouac*

**Writing is nothing more  
than a guided dream.**

*J L Borges*

**Writing is easy; all you  
do is sit staring at a  
blank sheet of paper  
until the drops of blood  
form on your forehead.**

*Gene Fowler*

**First I write one  
sentence: then I write  
another. That's how I  
write. And so I go on.  
But I have a feeling  
writing ought to be like  
running through a field.**

*L Strachey*

**There are three rules  
for writing the novel.  
Unfortunately, no one  
knows what they are.**

*W Somerset Maugham*

**All good writing is  
swimming under water  
and holding your breath.**

*F Scott Fitzgerald*

**Writing a book of poetry  
is like dropping a rose  
petal down the Grand  
Canyon and waiting for  
the echo.**

*Don Marquis*

We can use a **determiner** (e.g. *the, this, my*) or a **possessive 's** before an **-ing form**.

*the rebuilding* of the cathedral      Do you mind *my smoking*?  
 I don't like *his borrowing* my things without asking.  
 What's all *this shouting*?  
*John's leaving* home upset everybody.

Object forms are possible instead of possessives, especially after a verb or preposition. They are less formal.

I don't like *him borrowing* my things without asking.  
 She was upset about *John leaving* home.

### 3 Make these sentences less formal.

- 1 Do you mind my asking you a question?
- 2 I do not appreciate your shouting at me.
- 3 I could not understand Pat's wanting to pay for everybody.
- 4 What is the use of their asking all these questions?
- 5 The delay was caused by Peter's needing to see a doctor.
- 6 I was astonished at your expecting us to give you a room.
- 7 The holiday was ruined by Ann's having to go home early.
- 8 She cannot stand my telling her what to do.

**No** is often used with an **-ing form** to say that something is **not allowed**.

NO SMOKING      NO PARKING      NO WAITING



Ronald Searle

'Sorry sir, no smoking in the museum.'

For more about **-ing forms** after verbs, nouns and adjectives, see pages 199–209.



## preposition + -ing

We use **-ing** forms after prepositions.

You can only live for a few days **without drinking**.

(NOT ... ~~without to drink~~.)

**1 Make ten or more sentences from the table. You can use the same preposition in more than one sentence. Example:**

*Are you interested in coming to Greece with us?*

Are you interested	about	answering that child's questions.
Do you feel	as well as	changing her job, but I don't think she will.
Do you have time to do anything else	at	coming to Greece with us?
He insisted	besides	convincing the police that she was not a burglar.
He passed his exams	for	cooking.
How	in	disturbing you.
I apologise	in spite of	eating.
I like walking	instead of	going out to a restaurant tonight?
I sometimes dream	like	having time to read all my books.
I'm fed up	of	helping me?
I'm not capable	on	looking after the children?
I'm tired	with	moving to Canada.
She succeeded	without	not doing any work.
She talked		paying for everything.
She's keen		playing football.
She's very good		seeing George next week.
Thank you		selling things.
We're excited		staying at home?
We're thinking		swimming and dancing.
Why don't you come out with us		telling me the truth.
You can't live		understanding this – it's too difficult.

**2 Complete this sentence in five or more different ways:**

I couldn't live without \_\_\_\_ ing (\_\_\_\_).

For *after*, *before*, *when*, *while* and *since* + *-ing*, see page 240. For *-ing* after the preposition *to*, see page 198.

# preposition + -ing: special cases

We use **by ...ing** to say **how** – by what **method** or **means** – we do something.  
We use **for ...ing** to give the **purpose** of something – to say what it is used for.  
**On doing something** (formal) means 'when / as soon as you do something'.

You can find out somebody's phone number **by looking** in the directory.

He made his money **by buying** and selling houses.

I've bought some special glue **for mending** broken glass.

'What's that funny knife **for?**' 'Opening letters.'

**On hearing** the fire alarm, go straight to the nearest exit.

**On arriving** at the office, she noticed that her secretary was absent.

## 1 Find the answers in the box; write them with **by ...ing**.

look in a dictionary    oil it    play loud music    rob a bank  
stroke it    switch on the ignition    take an aspirin  
use an extinguisher

- 1 How do you make a cat happy? *By stroking it.*
- 2 How can you annoy your neighbours?
- 3 How can you get money fast?
- 4 How do you stop a door squeaking?
- 5 How do you find out what a word means?
- 6 How can you cure a headache?
- 7 How can you put a fire out?
- 8 How do you start a car?

## 2 Write sentences to say what these things are for. Example:

*A telephone is for talking to people who are a long way away.*



## 3 Write a sentence beginning **On arriving home yesterday, I ...**

## to ...ing

The preposition *to* is followed by an *-ing* form.

**I look forward to your letter / to hearing from you.** (*To* is a preposition used after *look forward* – it can be followed by a noun or an *-ing* form.)

**Compare: I hope to hear from you.** (*To* is part of the infinitive after *hope*, not a preposition – it couldn't be followed by a noun.)

Other expressions followed by *to ...ing*: *be/get used to*, *object to*.

*If you come to England you'll soon get used to driving on the left.*

*I object to people trying to sell me things over the telephone.*

### DO IT YOURSELF

**1 Choose the best explanation of each expression. Check your answers in the key.**

- I look forward to seeing you.  
A It gives me pleasure to think that I will see you.  
B I know I will see you.  
C I hope I will see you.
- I'm used to driving in London.  
A I drive in London regularly.  
B In the past, I drove in London regularly.  
C I have driven in London so often that it seems easy and natural.
- I object to paying good money for badly made products.  
A This often happens to me.  
B I am not pleased when this happens.  
C I try to stop this happening.

**2 Here are some sentences taken from real conversations. Can you put together the beginnings and ends, using *to ...ing*?**

BEGINNINGS	ENDS
Aren't you used ( <i>walk</i> )	back to school.
Starting at half four's no problem –	difficult kids.
I look forward ( <i>receive</i> )	I'm not used ( <i>come</i> ) this way.
I look forward ( <i>see</i> ) you again	I'm used ( <i>get up</i> ) early.
I object ( <i>pay</i> ) for it.	in six months' time.
I'll never get used ( <i>sleep</i> )	It should be free.
I'm not looking forward ( <i>go</i> )	it's hard to be without it.
I'm not sure where to turn.	on the floor.
If you're used ( <i>have</i> ) money,	this far?
Sean's used ( <i>deal</i> ) with	your comments.

## verb + infinitive or -ing form

Some **verbs** are followed by the **infinitives of other verbs**. Example: *want*.  
Some **verbs** are followed by the **-ing forms of other verbs**. Example: *enjoy*.

### DO IT YOURSELF

- 1 Do you know which verbs are followed by infinitives and which are followed by *-ing* forms? Make two lists; then check them in the key.

agree	avoid	can't help	
dare	decide	deny	expect
(can't) face	fail	fancy	
feel like	finish	give up	
happen	hope	imagine	
keep (on)	manage	mean	
mind	miss	offer	postpone
practise	prepare	pretend	
promise	put off	refuse	
risk	seem	spend time	
(can't) stand	suggest	wish	

- 2 Put in the correct forms of the verbs.

- You can't help (*like*) him.
- We decided (*stay*) at home.
- We expect (*hear*) from Ann soon.
- Do you fancy (*go*) out tonight?
- I don't feel like (*cook*).
- When do you finish (*study*)?
- I've given up (*smoke*).
- Imagine (*be*) married to her!
- I managed (*find*) a taxi.
- Would you mind (*pass*) the bread?
- I missed (*see*) the beginning of the film.
- She pretended (*be*) ill.
- Don't put off (*see*) the doctor.
- He spends ages (*talk*) on the phone.
- I want (*see*) the manager.
- Do you enjoy (*watch*) football?



'I don't want to go to their party and have a good time. I don't enjoy having a good time.'

Some verbs are followed by **preposition + ...ing**.

*I'm thinking of changing my job.* (NOT *I'm thinking to change my job.*)

For verbs that can be followed by both infinitives and *-ing* forms, see page 204.

# go ...ing

We often use **go ...ing** to talk about **sporting** and **leisure** activities.

Let's **go climbing** next weekend.      Did you **go dancing** last Saturday?

## 1 What can you do in these places?

1



2



3



4



5



6



7



# need ...ing

*It needs doing* means 'It needs to be done'.

The car **needs washing**. (= ... needs to be washed.)

My shoes **need mending**.

1 Look at the pictures. What needs doing in each one? Use the words in the box.

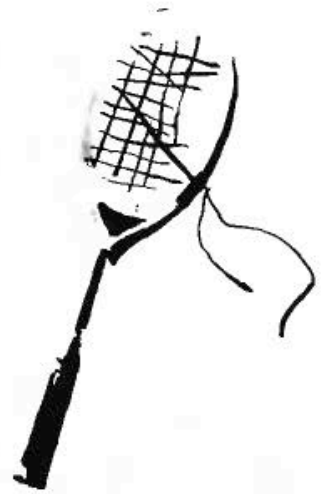
clean	cook	cut	make	mend	paint	re-string
service						



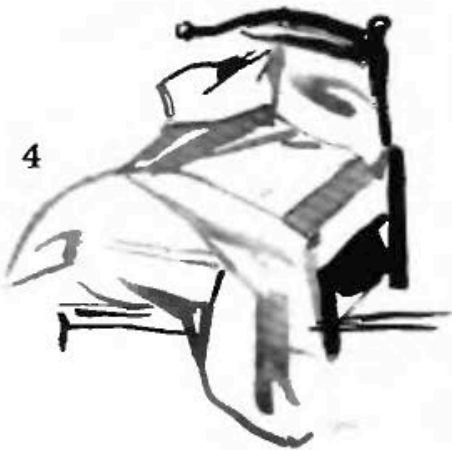
1



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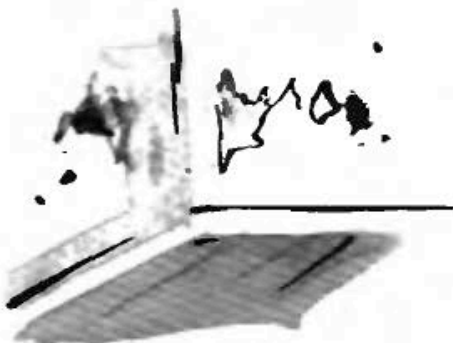
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8



# verb + object + infinitive

Some verbs can be followed by **object + infinitive**. Examples: *want, prefer*.

*He **wants me to wash** his socks. (NOT ~~He wants that I wash~~ his socks.)*  
*I **would prefer you to pay** now.*

Other verbs that can be followed by **object + infinitive**:

advise    allow    ask    can't bear    cause    encourage  
expect    forbid    force    get    help    invite    leave  
mean    need    order    persuade    remind    teach  
tell    warn

**1 Make sentences about Mary, using ... want(s) her to ... Example:**

*Everybody wants her to do something.*

Everybody	Her boss	Her daughter	Her husband
Her mother	Her son	The butcher	The dog
The government	The vicar		

do something	buy her a car	buy him some new clothes	
cook supper	go to church	leave her husband	pay his bill
pay taxes	take him for a walk	work harder	

**2 Change the sentences. Example:**

I told John 'I think you should stop smoking'. (*advise*)  
*I advised John to stop smoking.*

- 1 They said we couldn't look at the house. (*didn't allow*)
- 2 I said to Jake, 'Please be more careful.' (*ask*)
- 3 She said to me, 'Do try the exam.' (*encourage*)
- 4 I think he'll come soon. (*expect*)
- 5 I went away, so he had to solve the problem. (*I left ...*)
- 6 Was it your idea that I should pay? (*Did you mean ...*)
- 7 The captain told the men, 'Attack!' (*order*)
- 8 'Don't forget to buy coffee,' I told Sue. (*remind*)
- 9 She gave me lessons in cooking. (*teach*)
- 10 She mustn't tell anybody. (*I don't want ...*)

**3 Complete one or more of these sentences.**

- 1 My parents want(ed) me to \_\_\_\_\_.
- 2 My parents don't/didn't want me to \_\_\_\_\_.
- 3 I would like my children to \_\_\_\_\_.

## 4 Complete the cartoon caption with the correct structure.



'I'm not asking (you serve) me— just to include me in your conversation.'

**Let** and **make** are followed by **object + infinitive without to**.

Don't **let me forget to** phone Jill.      You **make me laugh**.

Passive structures with **make** have the infinitive with **to**.

He **was made to apologise**.

5 **Let or make?** Make sentences beginning **Her parents let her ... or Her parents made her ...**

- |                        |                          |
|------------------------|--------------------------|
| 1 stay up late         | 6 drink beer             |
| 2 do the washing up    | 7 clean up her room      |
| 3 read what she liked  | 8 go to church           |
| 4 iron her own clothes | 9 have parties           |
| 5 do her homework      | 10 choose her own school |

6 **What did your parents let/make you do when you were small? Write three or more sentences. If possible, find out what other students' parents let/made them do.**

For structures with *see, hear, watch* and *feel*, see page 205.

## **-ing** form and **infinitive** both possible

Some verbs can be followed by both **-ing** forms and **infinitives**. There are often **important differences of meaning**.

### DO IT YOURSELF

Exercises 1–7: check your answers in the key.

- 1 **Remember, forget and regret.** Look at the examples. Which structure is used to talk about *things people did*, and which is used to talk about *things people are/were supposed to do*?

I still **remember buying** my first bicycle.

**Remember to lock** the garage door tonight.

I'll never **forget meeting** the President.

I **forgot to buy** the soap.

I **regret leaving** school at fourteen: it was a big mistake.

We **regret to say** that we are unable to help you.

- 2 **Go on.** Look at the examples. Which structure is used for *a change to a new activity*, and which is used for *continuation of an activity*?

She **went on talking** about her illness for hours.

Then she **went on to talk** about her other problems.

- 3 **Allow and permit.** When do we use an *-ing* form and when do we use an infinitive?

We don't **allow/permit smoking**.

We don't **allow/permit people to smoke**.

- 4 **Stop.** One structure says that an *activity stops*; the other gives the *reason for stopping*. Which is which?

I've **stopped smoking!**

I **stopped** for a few minutes **to rest**.

- 5 **Like, love, hate and prefer.** Both structures can be used except – when?

Do you **like dancing / to dance**?      Would you **like to dance**?

I don't get up on Sundays. I **prefer staying / to stay** in bed.

'Can I give you a lift?' 'No, thanks. I'd **prefer to walk**.'

- 6 **Try** can be used to talk about *trying something difficult*, or about *trying an experiment (to see if something works)*. Which structure(s) is/are used for each meaning?

He **tried sending** her flowers and **writing** her letters, but it had no effect.

I **tried to change / changing** the wheel, but my hands were too cold.

- 7 **See, hear, watch and feel**. These can be followed by *object + infinitive without to* or *object + -ing form*. One is used to talk about an *action going on*, the other about a *completed action*. Which is which?

I **saw** her **pick up** the parcel, **open** it and **take** out a book.

I last **saw** him **walking** down the road towards the shops.

I **heard** her **play** Bach's A Minor concerto on the radio last night.

As we passed his house we **heard** him **practising** the violin.

- 8 **Choose the correct verb forms. (If two answers are possible, put both.)**

- 1 Do you remember (*meet*) her last year?
- 2 Sorry – I forgot (*post*) your letters.
- 3 I regret (*not visit*) her when she was ill.
- 4 We discussed the budget and then went on (*talk*) about sales.
- 5 Do you want to go on (*learn*) English?
- 6 He doesn't allow us (*make*) personal phone calls.
- 7 The hospital only allows (*visit*) at weekends.
- 8 I like (*watch*) TV in the evenings.
- 9 Would you like (*spend*) the weekend with us?
- 10 Thanks – I'd love (*come*).
- 11 If nothing else works, try (*read*) the instructions.
- 12 I'll try (*repair*) your car tomorrow.
- 13 I saw John (*wait*) for a bus as I came home.
- 14 I heard you (*break*) something – what was it?
- 15 I can feel something (*crawl*) up my leg.
- 16 We'll have to stop (*get*) petrol.
- 17 He stopped (*work*) when he was sixty-five.
- 18 I regret (*tell*) you that you have failed your examination.

After some verbs (e.g. *begin, can't bear, continue, intend, propose, start*), both *-ing* forms and infinitives are possible without much difference of meaning.

**I began playing / to play** the piano when I was six.

We must **continue looking / to look** for a new house.

## adjective + infinitive or -ing form

Many **adjectives** can be followed by **infinitives**. This is common when we are talking about **feelings and reactions**.

*She was very **pleased to see me**. I'm **sorry to disturb you**.*

### DO IT YOURSELF

- 1 **Thirteen of the adjectives in the box can be used in the sentence *I was ... to see her*. Which five cannot? Check your answers in the key. Example:**

*I was **afraid** to see her.*

afraid	anxious	certain	fine	glad	happy
intelligent	lazy	likely	lucky	ready	right
shocked	surprised	unusual	well	willing	wrong

Some other adjectives are followed by **preposition + -ing form**.

- ▲ 2 **Choose the right prepositions and make sensible sentences. Example:**

*I'm annoyed **at/about** **having to work tonight**.*

I'm	annoyed	about	studying.
	bad	at	breaking the speed limit.
	bored	of	listening to the children.
	capable	with	going for a long time without sleep.
	excited		seeing my family next weekend.
	fed up		having to work tonight.
	fond		getting up early.
	good		seeing the same faces every day.
	guilty		repairing cars.
	tired		dancing.

- 3 **Write sentences about three things you are good at doing, three things you are bad at doing, and three things you are fed up with doing.**

## noun + infinitive or -ing form

Some **nouns** can be followed by **infinitives**; others can be followed by **preposition + ...ing**.

*You were a fool to agree. She has a terrible fear of being alone.*

### DO IT YOURSELF

**1 Are these nouns normally followed by infinitives or by preposition + ...ing? Make two lists; check your answer in the key.**

decision	difficulty	hope	idea	need	plan
thought	time	wish			

**2 Choose the correct way of completing each sentence.**

- Has she told you about her decision (*to go / of going?*)
- I have difficulty (*to read / in reading*) quickly.
- We have no hope (*to arrive / of arriving*) in time.
- I hate the idea (*to leave / of leaving*) you.
- Is there any need (*to tell / of telling*) Peter?
- She has a plan (*to spend / of spending*) three years studying.
- I won't get married: I dislike the thought (*to lose / of losing*) my freedom.
- It's time (*to go / for going*) home.
- I have no wish (*to meet / of meeting*) him again.

**3 Join the beginnings and ends. Put in prepositions where necessary. Example:**

*Who had the idea of moving to Berlin?*

BEGINNINGS	ENDS
Has he got any hope ( <i>pass</i> )	( <i>buy</i> ) that car.
He made a decision ( <i>start</i> )	( <i>get</i> ) angry.
Does your fear ( <i>fly</i> )	( <i>get</i> ) up!
Lucy has difficulty	( <i>keep</i> ) her temper.
She hated the thought ( <i>die</i> )	( <i>move</i> ) to Berlin?
She was a fool	the exam?
There's no need	( <i>start</i> ) a business.
They have a plan	a new life.
Time	stop you travelling?
Who had the idea	without seeing the world.



# for ... to ... after adjective/noun

After an adjective or a noun, if an **infinitive** needs **its own subject** this is introduced by **for**. Compare:

*Ann will be happy **to help** you.*

*Ann will be happy **for the children to help** you.*

*My idea was **to learn** Russian.*

*My idea was **for her to learn** Russian.*

This structure is common after adjectives and nouns when we are talking about **possibility, necessity, importance** and **frequency**.

## 1 Rewrite these sentences using the structure with **for ... to ...**

**Example:**

She can't come. → *It's impossible for her to come.*

- 1 The meeting needn't start before eight. (*There's no need for the ...*)
- 2 The postman ought to come. (*It's time for ...*)
- 3 He's not usually late. (*It's unusual for ...*)
- 4 I want the children to go to a good school. (*I'm anxious for ...*)
- 5 John shouldn't go to Australia. (*It's a bad idea ...*)
- 6 Sue shouldn't change her job just now. (*It would be a mistake ...*)
- 7 Can Paul come to the meeting? (*Is it possible ...?*)
- 8 The car really should have regular services. (*It's important ...*)
- 9 He normally stays up late on Saturdays. (*It's normal ...*)
- 10 I'd be happy if you took a holiday. (*I'd be happy for ...*)

We can use **for** with the infinitive of *there is* – **for there to be**.

*It's important **for there to be** enough jobs for everybody.*

## 2 Imagine you are planning a new town. Rewrite the following sentences using **for there to be**.

- 1 It's important that there should be public libraries.
- 2 It's vital that there should be a good public transport system.
- 3 It's important that there should be plenty of open spaces.
- 4 It's essential that there should be enough car parks.

**Now write five more sentences about the town using **for there to be**.**

After some adjectives, we can use an **infinitive** to mean 'for people to ...'.

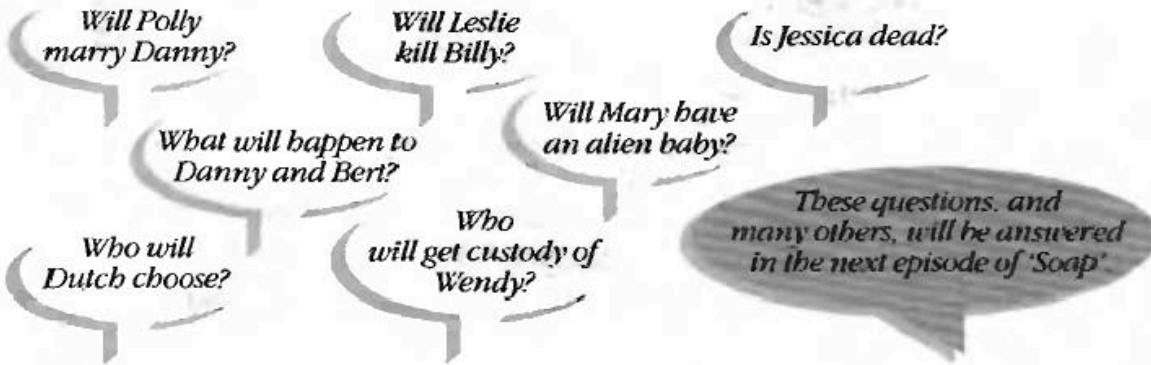
*She's **easy to amuse**. (= She's **easy for people to amuse**.)*  
*Just open the packet, and it's **ready to eat**.*

**3 Make some sentences from the table.**

English	Chinese	is/are	easy	hard	to	please	amuse
small children			difficult	impossible		understand	clean
silver	boiled eggs		nice	(un)pleasant		listen to	watch
lobster	maths		good	interesting		cook	eat
modern music	etc		boring			drink	read
						learn	etc



# questions



From the American TV serial 'Soap'

In questions, we normally put an **auxiliary verb** before the subject. If there is no other auxiliary, we use **do**.

**Have you seen Ann?** (NOT ~~You have seen Ann?~~)

**Why are those men laughing?** (NOT ~~Why those men are laughing?~~)

**When can I pay?** (NOT ~~When I can pay?~~)

**What does 'gaunt' mean?** (NOT ~~What means 'gaunt'?~~)

We **only** put an **auxiliary verb** before the subject, not the whole verb.

**Is your father coming tonight?** (NOT ~~Is coming your father tonight?~~)

**Where are the President and his family staying?**

(NOT ~~Where are staying ...?~~)

We do **not** use **do** with **other auxiliaries** or with **be**.

**Can you tell me the time?** (NOT ~~Do you can ...?~~)

**Are you tired?**

After **do**, we use the **infinitive without to**.

**What does she want?** (NOT ~~What does she wants?~~)

**Did you go out last night?** (NOT ~~Did you went ...?~~ OR ~~Did you to go ...?~~)

## 1 Which is the correct caption for the cartoon?

- 1 Was the train very crowded, dear?
- 2 The train was very crowded, dear?
- 3 Was very crowded the train, dear?



## 2 Read the text, and then write questions for the answers. Example:

Two. → How many children have Joe and Pam got?

In a small village in North Yorkshire, there's a big old farmhouse where three families live together: Alice and George and their three children, Joe and Pam and their two children, and Sue and her baby daughter. The adults divide up the work between them. George does the cooking, Joe and Sue do most of the housework, Pam looks after the shopping and does the repairs, and Alice takes care of the garden. Alice, George and Sue go out to work; Joe works at home designing computer systems, and Pam, who is a painter, looks after the baby during the day. Two of the children go to school in the village, but the three oldest ones go by bus to the secondary school in the nearest town, ten miles away.

The three families get on well, and enjoy their way of life. There are a few difficulties, of course. Their biggest worry at the moment is money – one of the cars needs replacing, and the roof needs some expensive repairs. But this isn't too serious – the bank has agreed to a loan, which they expect to be able to pay back in three years. And they all say they would much rather go on living in their old farmhouse than move to a luxury flat in a big city.

- |                           |                         |
|---------------------------|-------------------------|
| 1 In North Yorkshire.     | 8 At home.              |
| 2 In a big old farmhouse. | 9 Computer systems.     |
| 3 Three.                  | 10 She's a painter.     |
| 4 Sue has.                | 11 Two of them.         |
| 5 The cooking.            | 12 By bus.              |
| 6 The housework.          | 13 In the nearest town. |
| 7 The garden.             | 14 Ten miles.           |

We **do not** use **do** when the **subject** is a question word like **who** or **what**.

**Who opened the window?** (NOT ~~Who did open ...?~~)

**What happened to your arm?** (NOT ~~What did happen ...?~~)

**Which costs more?** (NOT ~~Which does cost more?~~)

But we use **do** if the question word is the **object**.

**Who do you believe – him or me?**

**What did you have for supper?**

**What does 'catalyst' mean?**

## 3 Look at the text again, and write questions for these answers.

- 1 George does.
- 2 Joe and Sue.
- 3 Pam does them.
- 4 Alice.
- 5 Money.
- 6 One of the cars.
- 7 The roof.

## 2 Read the text, and then write questions for the answers. Example:

Two. → *How many children have Joe and Pam got?*

In a small village in North Yorkshire, there's a big old farmhouse where three families live together: Alice and George and their three children, Joe and Pam and their two children, and Sue and her baby daughter. The adults divide up the work between them. George does the cooking, Joe and Sue do most of the housework, Pam looks after the shopping and does the repairs, and Alice takes care of the garden. Alice, George and Sue go out to work; Joe works at home designing computer systems, and Pam, who is a painter, looks after the baby during the day. Two of the children go to school in the village, but the three oldest ones go by bus to the secondary school in the nearest town, ten miles away.

The three families get on well, and enjoy their way of life. There are a few difficulties, of course. Their biggest worry at the moment is money – one of the cars needs replacing, and the roof needs some expensive repairs. But this isn't too serious – the bank has agreed to a loan, which they expect to be able to pay back in three years. And they all say they would much rather go on living in their old farmhouse than move to a luxury flat in a big city.

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***Which costs more?*** (NOT ~~*Which does cost more?*~~)

**But we use *do* if the question word is the object.**

***Who do you believe – him or me?***

***What did you have for supper?***

***What does 'catalyst' mean?***

## 3 Look at the text again, and write questions for these answers.

- 1 George does.
- 2 Joe and Sue.
- 3 Pam does them.
- 4 Alice.
- 5 Money.
- 6 One of the cars.
- 7 The roof.



# what ... like, what time, what sort etc

Note the difference between **how?** and **what ... like?**

We use **how?** to ask about things that **change** – e.g. moods, health, work.

We use **what ... like?** to ask about things that **don't change** – e.g. people's character and appearance. Compare:

**'How's Joe?'** 'He's very well.'

**'What's Joe like?'** 'Tall, good-looking, a bit shy.'

**'How does she seem today?'** 'Much happier.'

**'What does your sister look like?'** 'Short, dark and cheerful-looking.'

## 1 Make questions with **how** or **what ... like**.

- 1 ('your flat?') 'Small but very comfortable.'
- 2 ('your mother?') 'Fine, thanks.'
- 3 ('work going?') 'Not very well at the moment.'
- 4 ('business?') 'Terrible.'
- 5 ('Anne's boyfriend?') 'Not very nice.'
- 6 ('School?') 'Much better now.'

Other common expressions beginning with **what**: **what time**, **what sort of**, **what colour**, **what size**, **what make**. Note the way they are used in sentences.

**What time** does the film start? (NOT USUALLY *At what time ...*)

**What sort of** music do you like?

**What size** are your shoes?      **What size** shoes do you wear?

**What colour** are her eyes?      **What colour eyes** has she got?

**What make** is your car?      **What make of car** did you get?

**Ever** can be used with a question word to express surprise.

**Who ever** gave you that necklace?      **What ever** does she see in him?

## 2 Complete the questions with a suitable expression.

- |                              |                                  |
|------------------------------|----------------------------------|
| 1 ____ jeans do you wear?    | 7 ____ food do you like?         |
| 2 ____ is her hair?          | 8 ____ are your gloves?          |
| 3 ____ books do you read?    | 9 ____ bike is the best?         |
| 4 ____ is your TV?           | 10 ____ did you find that coat?  |
| 5 ____ is the concert?       | 11 ____ told you you could sing? |
| 6 ____ does the train leave? | 12 ____ are you going to do?     |



# negative structures

To make **negative** verb forms, we put **not** after an **auxiliary verb** or **be**.  
If there is no other auxiliary, we use **do**.

We **have not** forgotten.    It **wasn't** raining.    She **can't** swim.  
That **isn't** right.    I **don't** like the soup. (NOT ~~I like not~~ the soup.)

**Do** is followed by the **infinitive without to**.

I **didn't think**. (NOT ~~I didn't to think / thinking / thought~~.)

**Do** is **not** used with **other auxiliary verbs** or (normally) with **be**.

You **mustn't** worry. (NOT ~~You don't must~~ worry.)    Tea **isn't** ready.

**Do** is not used with **infinitives** or **-ing** forms.

It's important **not to worry**. (NOT ~~... to don't worry~~.)

It's nice sitting here and **not working**.

## 1 Correct these sentences by making them negative.

- 1 Marx discovered America. *Marx didn't discover America.*
- 2 Austrians speak Japanese.
- 3 Roses are green.
- 4 Cats can fly.
- 5 Shakespeare was French.
- 6 Fridges run on petrol.
- 7 The sun goes round the earth.
- 8 Telescopes make things smaller.
- 9 There are seventeen players in a rugby team.
- 10 Bananas grow in Scotland.

We do **not** use **do** with other negative words like **never** or **hardly**.

He **never works**. (NOT ~~He does never work~~.)    It **hardly matters**.



'Leave it, Terry. I slept with him, but it didn't mean anything.'

# negative questions

## CONTRACTED (INFORMAL)

*Isn't it ready yet?*

*Why haven't you written to Ann?*

*Can't she swim?*

## UNCONTRACTED (VERY FORMAL)

*Is it not ready yet?*

*Why have you not written to Ann?*

*Can she not swim?*

Note the different position of *n't/not* in contracted and uncontracted structures.

### 1 Write informal negative questions to ask somebody:

- |                                |                                |
|--------------------------------|--------------------------------|
| 1 if she is not cold           | 4 if the shops are not closed  |
| 2 why she is not eating        | 5 if the postman has not come  |
| 3 if she does not speak French | 6 if her mother is not at home |

We often use negative questions to **confirm that something has happened, is true, etc.** The meaning is similar to 'It's true that ..., isn't it?'

*Didn't you go and see Helen yesterday? How is she?*

We can use negative questions to make expressions of opinion less direct.

*Wouldn't it be better to switch the light on?*

(Less direct than *It would be better ...*)

### 2 Use negative questions to confirm the following ideas.

- 1 I think you went to Paris last week. → *Didn't you go ...?*
- 2 I think you speak German.
- 3 That looks like Pamela in the green dress.
- 4 I believe you studied at Cambridge.
- 5 Perhaps this is your coat.
- 6 I think your father is a doctor.
- 7 I thought Tony was going to come with us.
- 8 You'll be in Edinburgh next week, won't you?
- 9 I think you're making a mistake.
- 10 Perhaps it would be better to stop now.

Another use of negative questions is in **polite invitations.**

*Won't you come in?*

*Wouldn't you like something to drink?*

But we do **not** use negative questions to **ask people to do things for us.**

*Can you help me? You couldn't help me, could you?*

BUT NOT *Can't you help me?* (This sounds like a criticism.)

We can also use negative questions to **check that something has not happened, is not true, etc.** The meaning is like 'Is it true that ... not ...?'

*Don't you feel well? Oh dear. Can't they come this evening?*

Negative questions can express **surprise** that **something has not happened, is not happening, etc.** This may sound **critical**.

*Hasn't the postman come yet? Didn't she tell you she was married?  
Can't you read? It says 'closed'. Don't you ever listen to what I say?*

▲ **3 Use negative questions to confirm the following ideas.**

- 1 It looks as if she can't swim. → *Can't she swim?*
- 2 Is it true that she didn't pass the exam?
- 3 I believe you may not have paid for your ticket.
- 4 I think perhaps you didn't lock the door.
- 5 It seems as if you can't understand English. I said 'No'.
- 6 I'm afraid you don't like my cooking.
- 7 Perhaps you didn't get the letter I sent.
- 8 So you didn't enjoy the film?
- 9 Is it true that you and John aren't going to get married?
- 10 It seems that you don't want any more potatoes.

In **answers** to negative questions, '**Yes**' goes with or suggests an **affirmative verb**, and '**No**' goes with or suggests a **negative verb**.

*'Don't you like it?' 'Yes (I do like it).'*      *'Aren't you ready?' 'No (I'm not ready).'*

**4 Add Yes or No to the answers.**

- 1 'Aren't you ready?' 'Yes, I am.'
- 2 'Don't you like this?' 'I don't.'
- 3 'Can't you stop?' 'I can't.'
- 4 'Isn't this nice?' 'It is.'
- 5 'Haven't you paid?' 'I have.'
- 6 'Wasn't she at home?' 'She was.'
- 7 'Aren't you happy?' 'I'm not.'
- 8 'Didn't you get my letter?' 'I didn't.'



'Haven't you brought any vegetables with it?'

# not and no

We use **not** to make a **word, expression or clause negative**.

**Not surprisingly**, we missed the train. (NOT ~~No~~ ~~surprisingly~~ ...)

The students went on strike, but **not** the teachers.

(NOT ... ~~no~~ ~~the teachers~~.)

I can see you tomorrow, but **not** on Thursday.

I have **not** received his answer.

We **don't** usually put **not** with the **subject**. Instead, we use a structure with *it*.

**It wasn't Bill** who phoned, it was Pete. (NOT ~~Not Bill~~ phoned ...)

We use **no** with a **noun or -ing form** to mean 'not any' or 'not a/an' (see page 35).

**No teachers** went on strike. (= There weren't **any** teachers on strike.)

I've got **no Thursdays** free this term. (= ... **not any** Thursdays ...)

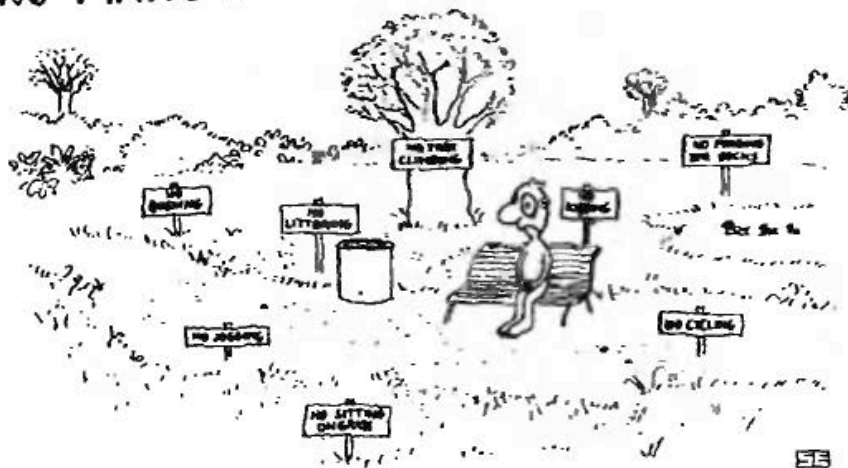
I telephoned, but there was **no** answer. (= ... **not an** answer.)

**NO SMOKING**

## 1 Put in *not* or *no*.

- 1 I like most vegetables, but \_\_\_\_ peppers.
- 2 She was \_\_\_\_ able to understand him.
- 3 They had \_\_\_\_ butter left in the shop.
- 4 They repaired my watch, but \_\_\_\_ properly.
- 5 We've got \_\_\_\_ time to talk now.
- 6 I can come round, but \_\_\_\_ tonight.
- 7 They did \_\_\_\_ want to help.
- 8 'Do you smoke?' '\_\_\_\_ usually.'
- 9 She's a woman with \_\_\_\_ sense of humour.
- 10 'Shall I put some music on?' 'OK, but \_\_\_\_ jazz.'

## NO-MAN'S LAND



## negatives: I don't think etc

We usually use ***I don't think + affirmative verb***, not ***I think + negative verb***.  
The same is true with ***believe, suppose, imagine*** and similar verbs.

- I don't think you know Joe.*** (More usual than ***I think you don't know Joe.***)
- I don't believe she's at home.***
- I don't suppose you can lend me £5?***

### 1 Change the sentences as in the example.

He's not at home. (*I think*) → *I don't think he's at home.*

- 1 You're not right. (*I think*)
- 2 You haven't met my sister. (*I believe*)
- 3 You don't know where Ruth is. (*I suppose*)
- 4 We won't arrive before midnight. (*I imagine*)
- 5 They don't know what they're doing. (*I think*)
- 6 I didn't make myself clear. (*I think*)
- 7 You didn't remember to bring my book back. (*I suppose*)
- 8 I haven't got enough money. (*I believe*)

We use similar structures with ***seem, expect*** and ***want***.

- He doesn't seem to like you.*** (Less formal than ***He seems not to like you.***)
- I don't expect to be back before Monday.*** (Less formal than ***I expect not ...***)
- I never want to see you again.*** (More natural than ***I want never to see ...***)

### 2 Change the sentences as shown.

- 1 I don't think he's well. (*He doesn't seem ...*)
- 2 I probably won't be home late. (*I don't expect ...*)
- 3 I would hate to climb another mountain. (*I never want ...*)
- 4 It's not raining, apparently. (*It doesn't seem ...*)
- 5 I probably won't pass the exam. (*I don't expect ...*)
- 6 He is determined not to get married. (*He never wants ...*)

With ***hope***, we make the following verb negative.

- I hope it doesn't rain.*** (NOT ***I don't hope it rains.***)



# imperatives

We use **imperatives** to tell people what to do, advise them, encourage them etc.

Imperatives look the same as **infinitives without to**.

**Negative imperatives** begin with **do not/don't**.

**Look** in the mirror before you drive off.

**Try** again.

**Have** some more tea.

**Cheer** up.

Please **do not lean** out of the window.

**Don't** worry.

We can use **do** to make **emphatic imperatives**.

**Do sit** down!     **Do stop** making that noise!

## 1 Read the text and put in the verbs from the box.

add    bake    don't use    mix    oil    put in    shape

### POTATO PANCAKE

one pound of boiled potatoes

two tomatoes

butter

tablespoon flour

seasoning

parsley

one small finely chopped onion

Mash the potatoes in butter.

1 any milk. Season. 2 the chopped onion, chopped tomato, flour, and a handful of chopped parsley. 3 well. Lightly 4 a flat baking dish and 5 the potatoes. 6 into a fairly thick circular cake. Brush lightly with melted butter and 7 in a hot oven until brown on top.

*Bruce Beeby: Father in the Kitchen*

- ▲ 2 Can you write a recipe (instructions for cooking something), or instructions for doing something else?



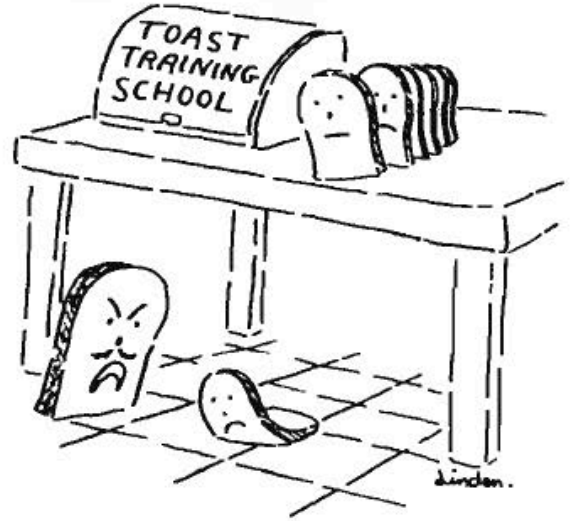


Note the position of **always** and **never**: before imperatives.

**Always try to tell the truth.** (NOT ~~Try always~~ ...)  
**Never do that again.**

**3 Put in always or never.**

- 1 Add salt to potatoes when you cook them.
- 2 Check the tyres before you drive a car.
- 3 Cook chicken when it's frozen.
- 4 Wait more than fifteen minutes for somebody who's late.
- 5 Unplug electrical appliances before repairing them.
- 6 Count your change after buying something.
- 7 Put off till tomorrow what you can do today.
- 8 Say 'I will love you for ever'.
- 9 Pay bills the day you get them.
- 10 Apologise for things that are not your fault.



'No, no, always land buttered side down!'

In imperatives, **do** and **don't** can be used before **be**.

**Do be quiet!**     **Don't be silly.**

**4 Make sentences beginning do be or don't be for the following situations. Use the words and expressions in the box.**

angry	back by midnight	careful	frightened	greedy
jealous	on time	rude	stupid	

- 1 You are a parent; your child is eating too much.
- 2 Your child is going to cycle to school through heavy traffic.
- 3 You are just going to tell somebody that you have damaged their car.
- 4 Your fourteen-year-old child is going out to a party.
- 5 You are going into a room where a nervous old lady is alone in the dark.
- 6 Your ten-year-old child has just told you she is going to leave home.
- 7 You are arranging to meet somebody who is usually late.
- 8 Your child has just told you to shut up.
- 9 Your boyfriend/girlfriend is upset because you went out with somebody else.

**5 Write some advice for people visiting your country. Do this together with other students if possible.**

# let's

We can use **let's** (or *let us* – very formal) + **infinitive without to** to make **suggestions** or give **orders** to a group that **includes the speaker**.

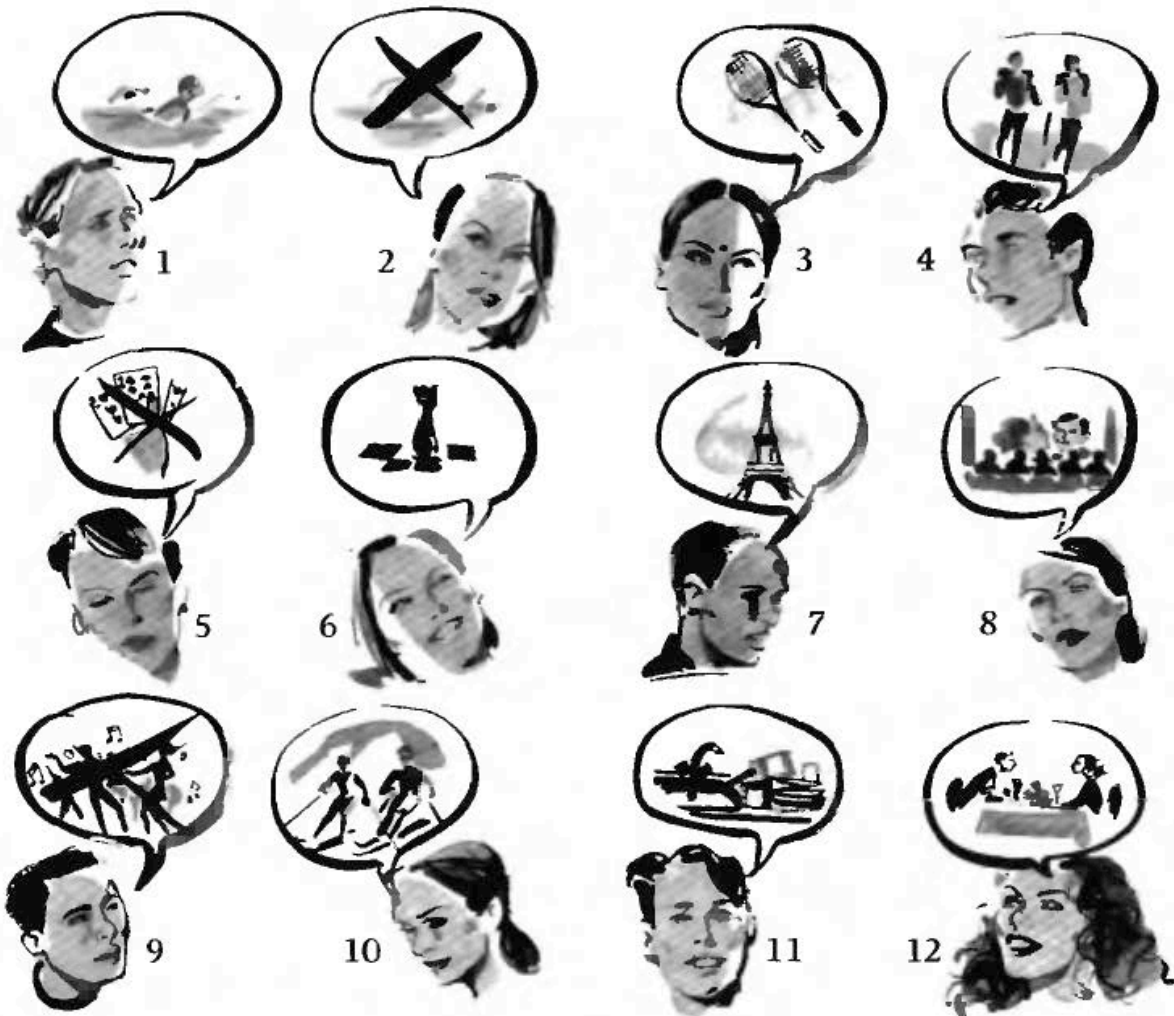
**Let's have a drink.**      **Let's stay in this evening.**

The normal **negative** is **Let's not ...**; *Don't let's ...* is informal; *Let us not* is very formal.

**Let's not tell** Granny what happened.

## 1 Write the suggestions, using *Let's*. Examples:

- 1 *Let's go swimming.*      2 *Let's not go swimming.*



Note also the common expressions **let me see** and **let me think**.

So what time will I get there? **Let me see** – suppose I start at half past six ...

What am I going to wear? **Let me think** – it's too cold for the black dress ...

# exclamations

**Exclamations with *how* and *what* are constructed differently.**

HOW + ADJECTIVE	WHAT (+ ADJECTIVE) + NOUN
<i>How beautiful!</i>	<i>What a surprise!</i>
<i>How strange!</i>	<i>What strange people!</i>

We do not drop articles after *What*.

***What a stupid idea!*** (NOT ~~*What stupid idea!*~~)

## DO IT YOURSELF

- 1 Look at the examples, and write a rule to say where the subject and verb come in an exclamation. Check your answer in the key.**

*How beautiful **she is!*** (NOT ~~*How she is beautiful!*~~)

*How hard **he works!*** (NOT ~~*How he works hard!*~~)

*What a lot of languages **your sister speaks!***

- 2 Change the sentences into exclamations with *how* or *what*.**

- |   |                               |
|---|-------------------------------|
| 1 That's a strange picture.<br><i>What a strange picture!</i> | 6 Those children are noisy.   |
| 2 That's interesting.   | 7 He cooks well.              |
| 3 That's a nuisance.  | 8 We were wrong.              |
| 4 You've got big eyes, grandmother.<br><i>(What big ...!)</i> | 9 He talks a lot of nonsense. |
| 5 That's disgusting.  | 10 She wears funny clothes.   |
|   | 11 She plays badly.           |
|   | 12 I was a fool.              |

**We can use negative questions (see page 214) as exclamations.**

***Isn't she beautiful!*      *Doesn't he work hard!*      *Wasn't it a surprise!***

- 3 Change the sentences from Exercise 2 into exclamations with negative questions. Example:**

*Isn't that a strange picture!*



'How romantic! Breakfast in bed!'

# there is

## THE MOST COMMON STRUCTURES WITH INTRODUCTORY *THERE*

there is/are	there was/were	there will be
there is/are going to be	there has/have been	there had been

Questions: is there, are there etc

Contraction: there's (pronounced /ðəz/, like the beginning of 'the zoo')

We use **there is** to say that **something exists** (or doesn't exist) somewhere.

*It is* is not used in this way.

**There's** a hole in my sock. (NOT ~~**It's**~~ a hole in my sock.)

**There's** snow on the mountains.

**There are** two men at the door.

Once upon a time **there were** three little pigs.

**There will be** rain tonight.

**There has never been** anybody like you.

In an informal style we often use *there's* before a plural noun.

**There's some grapes** in the fridge.

### 1 Put in the correct form of **there is(n't)**.

- \_\_\_\_\_ no water on the moon.
- \_\_\_\_\_ no railways in the 18th century.
- Once upon a time \_\_\_\_\_ a beautiful princess.
- Tomorrow \_\_\_\_\_ snow.
- \_\_\_\_\_ some soup, if you're hungry.
- \_\_\_\_\_ any potatoes?
- \_\_\_\_\_ wars all through history.
- \_\_\_\_\_ many tigers left in the wild.
- \_\_\_\_\_ an accident – can I phone?
- I'm afraid \_\_\_\_\_ time to see Granny.

### 2 Put in **there's** or **it's**.

- \_\_\_\_\_ a cat in your bedroom.
- \_\_\_\_\_ hard to understand him.
- \_\_\_\_\_ cold tonight.
- \_\_\_\_\_ ice on the roads.
- \_\_\_\_\_ nice to see you.
- \_\_\_\_\_ somebody on the phone for you.
- \_\_\_\_\_ a problem with the TV.
- \_\_\_\_\_ too late to go out.
- \_\_\_\_\_ a funny smell in the kitchen.
- 'What's that noise?' '\_\_\_\_\_ the wind.'

**There is** introduces **indefinite** subjects. Compare:

**There's a window** open.

**The window's** open. (NOT ~~**There's the window**~~ open.)

**More complicated structures:**

there may/can/must *etc* be  
 there is certain/sure to be  
 there is no need to ...  
 there seems/appears to be

there is likely to be  
 there is no sense/point/use in ...ing  
 there is something/anything/nothing  
 wrong / the matter with ...

*Infinitive:* there to be

*-ing form:* there being

*Use in tags (see page 226):* There will be enough, **won't there?**

There can also be used with auxiliary *be*.

**There were children playing in the garden.** (= Children **were playing** ...)

**3 Put together the beginnings and ends.**

BEGINNINGS	ENDS
According to the forecast, I can't see how to open the door. I'm looking forward to the party. OK, children, now I don't want there to be That must be Jeff. There are too many people There aren't any tickets now, There's no need to hurry. There's no point in going out There's something the matter with the car -- 'What did the doctor say?' 'Why have we stopped?'	'He says there's nothing wrong with me.' 'There seems to be something lying in the road.' any noise while I'm on the phone. but there may be some tomorrow. if you've got a headache – you won't enjoy it. it won't start. looking for too few jobs in this country. There are sure to be some nice people there. There can't be two people who look like that. There must be a keyhole somewhere. there's likely to be more snow tonight. We've got plenty of time.



'George, is there a mountain near here?'



## dropping sentence-beginnings

In informal speech we often **drop unstressed beginnings** of sentences. This happens mainly with **articles, possessives, personal pronouns, auxiliary verbs** and **be, demonstratives** and introductory **there is**.

*Car's running badly.* (= *The car's ...*)      *Must dash.* (= *I must dash.*)  
*Won't work.* (= *It won't work.*)      *Be four pounds fifty.* (= *That'll be ...*)

### 1 Put back the words that have been dropped and write the complete sentences.

- |                               |                       |
|-------------------------------|-----------------------|
| 1 Wife's on holiday.          | 6 Don't think so.     |
| 2 Couldn't understand a word. | 7 Train's late again. |
| 3 Seen Joe?                   | 8 Know what I mean?   |
| 4 Careful what you say.       | 9 Got a pen?          |
| 5 Nobody at home.             | 10 Lost my glasses.   |

### 2 Make these sentences more informal by dropping words from the beginning.

- 1 I've changed my job.
- 2 She doesn't know what she's doing.
- 3 That'll cost you £10.
- 4 Be careful of the flowers.
- 5 There's no time to waste.
- 6 The bus is coming.
- 7 Do you speak English?
- 8 I haven't been there.
- 9 He thinks he's clever.
- 10 Have you got a light?



We only drop pronouns before stressed words.

**Like your tie. Haven't seen him. Can't swim.**

BUT NOT ~~Have seen him. Can swim.~~ (Affirmative auxiliaries are unstressed.)

We can drop auxiliary verbs before personal pronouns except *I* and *it*.

**You coming? She want something? BUT NOT ~~I late? It raining?~~**



# dropping words after auxiliaries

In informal speech, we often use just an **auxiliary verb instead of repeating a longer expression.**

'Get up!' 'I **am**.' (= 'I am getting up.')

He said he'd write, but he **hasn't**. (= ... he hasn't written.)

If there is no auxiliary to repeat, we use *do*.

She said she would phone, and she **did**.

## 1 Make these conversations more natural by dropping unnecessary expressions after auxiliaries.

- 1 I can't see you today, but I can see you tomorrow.
- 2 I've bought one of those blouses, and Sue has bought one too.
- 3 'You wouldn't have won if I hadn't helped you.' 'Yes, I would have won.'
- 4 'That car needs cleaning.' 'It certainly does need cleaning.'
- 5 'You'd better phone Bill.' 'I have phoned Bill.'
- 6 'The photocopier isn't working.' 'Yes, it is working.'
- 7 She can't swim, but I can swim.
- 8 Phil doesn't want to go, and Celia doesn't want to go either.
- 9 She thinks I don't love her, but I do love her.

## ▲ 2 Read the text. What words have been dropped?

'I came round because I really think the whole thing is too absurd.'

'So do I. I always did (1).'

'You can't have (2) half as much as I did (3). I mean really, when one comes to think of it. And after all these years.'

'Oh, I know. And I dare say if you hadn't (4), I should have (5) myself. I'm sure the last thing I want is to go on like this. Because, really, it's too absurd.'

'And if there's one thing I'm *not*, it's ready to take offence. I never have been (6), and I never shall be (7).'

'Very well, dear. Nobody wants to quarrel less than I do (8).'

'When a thing is over, let it *be* over, is what I always say. I don't want to say any more about anything at all. The only thing I must say is that when you say I said that everybody said that about *your* spoiling that child, it simply isn't what I said. That's all. And I don't want to say another thing about it.'

'Well, certainly I don't (9). There's only one thing I simply can't help saying ...'

*Adapted from a piece by E M Delafield*

## question tags: basic rules

**Question tags** often follow sentences in speech and informal writing. They are used to **check** whether something is true, or to **ask for agreement**.

*You haven't seen Joe, **have you?**      This tea isn't very nice, **is it?***

Negative tags are usually contracted. The contracted tag for *I am* is *aren't I?*  
*Nice day, **isn't it?**      I'm late, **aren't I?***

We most often put **negative tags after affirmative sentences**, and **non-negative tags after negative sentences**. We do not put tags after questions.

+	-	-	+
---	---	---	---

*It's cold, **isn't it?**      It's not warm, **is it?**      BUT NOT ~~is it cold, isn't it?~~*

If the main sentence has an auxiliary verb or *be*, this is used in the tag. If not, *do* is used. *There* can be used as a subject in tags.

*She **can** swim, **can't she?**      You **wouldn't** like a puppy. **would you?**  
 He **gave** you a cheque, **didn't he?**      There's a problem, **isn't there?***

### 1 These are sentences from real conversations. Put in the question tags.

- 1 I'm cooking tonight, \_\_\_\_?
- 2 We're going to Mum's, then, \_\_\_\_?
- 3 Your brothers are not being kind to you today, \_\_\_\_?
- 4 I'm not quite myself, \_\_\_\_?
- 5 They weren't ready, \_\_\_\_?
- 6 She's not a baby now, \_\_\_\_?
- 7 That's the law, \_\_\_\_?
- 8 He's a lovely little boy, \_\_\_\_?
- 9 That fireman can see them, \_\_\_\_, Dave?
- 10 It must be a year now, \_\_\_\_?
- 11 It'll be all right, \_\_\_\_?
- 12 They look like big candles, \_\_\_\_?
- 13 They won't have bulbs, \_\_\_\_?
- 14 There's a light out there, \_\_\_\_?
- 15 Cathy's still got curly hair, \_\_\_\_?
- 16 She doesn't look well, \_\_\_\_?
- 17 They've been really horrible, \_\_\_\_?
- 18 I was first really, \_\_\_\_?



'It's always poor you, isn't it, Albert?

Drawing by C Barsotti © 1995  
 The New Yorker Magazine, Inc.

## question tags: advanced points

We use **they** to refer to **nobody**, **somebody** and **everybody** (and **no one** etc).  
 We use **non-negative tags** after **never**, **no**, **nobody**, **hardly**, **scarcely**, **little**.  
 We use **it** in question tags to refer to **nothing**.

*Nobody* phoned, **did they?**     *It's hardly* rained all summer, **has it?**  
*She never* smiles, **does she?** (NOT ... **doesn't she?**)  
*It's no* good, **is it?**     *Nothing* can happen, **can it?**

### ▲ 1 Put in suitable tags.

- |                                  |  |
|----------------------------------|--|
| 1 Everybody's here, aren't ____? | 6 She hardly spoke, ____?                |
| 2 You're never happy, ____?      | 7 Somebody's forgotten their coat, ____? |
| 3 There's no milk, ____?         | 8 There's scarcely enough time, ____?    |
| 4 Nothing matters, ____?         | 9 You never wrote, ____?                 |
| 5 Nobody likes her, do ____?     |  |

**Informal questions/requests** often use **negative sentence + question tag**.  
 After imperatives, we can use **won't you?** to invite people to do things, and **will/would/can/can't/could you?** (informal) to **tell** or **ask** people to do things.  
 After a **negative imperative** we use **will you?** After **Let's** we use **shall we?**

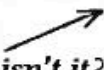
*You can't* lend me £5, **can you?**     *Do sit down,* **won't you?**  
*Give me a hand,* **will you?**     *Shut up,* **can't you?**  
*Don't forget,* **will you?**     *Let's have a party,* **shall we?**

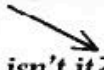
### ▲ 2 Put together the sentences and tags.

Do have some more tea	Don't drive too fast	Let's start again
Pass me the newspaper	You couldn't tell me the time	

could you?	shall we?	will you?	won't you?	would you?
------------	-----------	-----------	------------	------------

If a tag is a **real question**, it is pronounced with a **rising intonation**.  
 If the tag only **asks for agreement**, it is pronounced with a **falling intonation**.

*The meeting's at four o'clock,* **isn't it?** 

*Nice day,* **isn't it?** 

# short answers and attention signals

In conversation, we often give **short answers** using **pronoun + auxiliary verb**.

- 'Can he swim?' 'Yes, **he can**.'
- 'Has the rain stopped?' 'No, **it hasn't**.'
- 'Don't forget to phone.' '**I won't**.'
- 'She likes cakes.' '**She certainly does**.'

## 1 Write short answers for these sentences.

- |                           |                                 |
|---------------------------|---------------------------------|
| 1 'Are you ready?'        | 6 'Have you seen Les?'          |
| 2 'Do you speak English?' | 7 'Can you understand him?'     |
| 3 'It's too hot.'         | 8 'He plays well.'              |
| 4 'Don't be late.'        | 9 'She sounded tired.'          |
| 5 'Send me a postcard.'   | 10 'Say hello to Linda for me.' |

**Interrogative** short answers using **auxiliary verb + pronoun** (like question tags) can express **attention, interest** or **surprise**.

- 'It was a terrible party.' '**Was it?**' 'Yes, ...'
- 'We had a lovely holiday.' '**Did you?**' 'Yes, we went ...'
- 'I've got a headache.' '**Have you, dear?** I'll get you an aspirin.'
- 'John likes that girl next door.' 'Oh, **does he?**'
- 'I don't understand.' 'Oh, **don't you?** I'm sorry.'

Negative replies to affirmative sentences can express emphatic agreement.

- 'It was a lovely concert.' 'Yes, **wasn't it!** I did enjoy it.'
- 'She's lost a lot of weight.' 'Yes, **hasn't she?**'

## ▲ 2 Rewrite this as a conversation, putting in interrogative short answers. Example:

'It was a lovely wedding.' 'Was it?' 'Yes. Though ...'

It was a lovely wedding. Though I didn't think much of Maggie's dress. That colour doesn't suit her at all. Anyway, I don't really go for church weddings. The service went on for ages. And I was sitting right at the back, so I couldn't hear the vicar. The music was nice, though. They played that hymn about sheep. Lovely. I must say I didn't enjoy the reception much. The food wasn't very good. And the bride's father made such a stupid speech. And I got one of my headaches. Champagne always gives me a headache. And I was sitting next to that Mrs Foster from down the road. I can't stand that woman. She's always criticising. Anyway, I must go. Nice to talk to you. It really was a lovely wedding.

# I (don't) think so etc

We often use *so* in answers, instead of a *that*-clause. This is common after *be afraid, hope, suppose, think*.

'Did you lose?' *I'm afraid so.*

'Do you think we'll have good weather?' *Yes, I hope so.*

(NOT *'Yes, I hope.'*)

'Are you ready?' *I suppose so.* (unwilling agreement)

'Is Alex here?' *I think so.* (NOT *'I think it.'* OR *'I think.'*)

**1 Here are some exchanges taken from recorded conversations. See if you can guess which of the following expressions was used in each exchange: *I'm afraid so, I hope so, I suppose so* or *I think so*.**

- 1 'Is it working?' 'Yes, \_\_\_\_.'
- 2 'Dead, aren't they?' '\_\_\_\_.'
- 3 'Do we want it?' 'Not sure. \_\_\_\_.'
- 4 'Is that when she said it?' '\_\_\_\_.'
- 5 'It should be warmer in April.' '\_\_\_\_.'
- 6 'Did he know who you were?' 'Oh, yes. \_\_\_\_.'
- 7 'When is it? Tomorrow?' 'Yes, \_\_\_\_.'
- 8 'You're mean, aren't you?' '\_\_\_\_.'
- 9 'It should be quite easy, though.' '\_\_\_\_.'
- 10 'I could borrow one of your dresses, couldn't I?' '\_\_\_\_.'

Negatives are: *I'm afraid not, I hope not, I suppose not* and (usually) *I don't think so*.

**2 Complete the negative answers.**

- 1 'Did you find out?' '(*afraid*).'
- 2 'Will you be home late?' 'No, (*think*).'
- 3 'We're not having lunch too early, are we?' '(*hope*).'
- 4 'It's not a good idea, is it?' 'No, (*suppose*).'
- 5 'Do they serve tea here?' '(*afraid*).'
- 6 'I think she's got a new boyfriend?' '(*hope*).'
- 7 'We won't be in time for the train.' '(*suppose*).'
- 8 'Is this where she lives?' '(*think*).'

## so am I etc

**So am I** means 'I am too': *so does he* means 'he does too'; and so on.  
**Neither/Nor am I** means 'I'm not either', and so on.

*She's from Scotland, and so am I.*      *I was tired, and so were the others.*  
*'I've lost their address.'* **'So have I.'**      *I like dancing, and so does he.*  
*I can't swim, and neither can Bill.*      *'She didn't understand.'* **'Nor did I.'**

### 1 Complete the sentences with *so am I* etc or *neither/nor am I* etc.

- 1 He's tall, and \_\_\_\_ his sister.
- 2 'I haven't paid.' '\_\_\_\_ I.'
- 3 Penguins can't fly, and \_\_\_\_ ostriches.
- 4 'I love this music.' '\_\_\_\_ I.'
- 5 'I lost my passport.' '\_\_\_\_ Nicola.'
- 6 I don't like her, and \_\_\_\_ my friends.
- 7 The food was bad, and \_\_\_\_ the wine.
- 8 Sue won't be there, and \_\_\_\_ her mother.
- 9 'Pete looks ill.' '\_\_\_\_ you.'
- 10 'I wasn't surprised.' '\_\_\_\_ I.'

### 2 If possible, work with another student and find five or more things that you have got in common. Write sentences. Example:

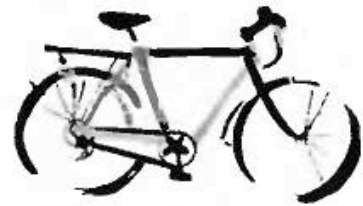
*She likes tennis, and so do I.*

### 3 Look at the pictures, and make sentences about pairs of things using *so is* etc or *neither/nor is* etc. Examples:

*The bike has got two wheels, and so has the motorbike.*  
*The Sphinx is not alive, and neither is the pyramid.*







## it: preparatory subject and object

When the subject of a sentence is an infinitive or a clause, we generally use **it** as a **preparatory subject**, and put the **infinitive or clause later**.

*It's nice to talk to you. (More natural than **To talk to you is nice.**)*

*It was surprising that she didn't come back.*

Note also the structure **It looks as if/though...**

*It looks as if she's going to win.*

*It looks as though we'll miss the train.*

### 1 Rewrite these sentences with **It ...** to make them more natural.

- 1 To book early is important. *It is important to book early.*
- 2 To hear her talk like that annoys me.
- 3 To get from here to York takes four hours.
- 4 To get upset about small things is silly.
- 5 To get up in the morning is nice, but to stay in bed is nicer.
- 6 To watch him makes me tired.
- 7 To hear her complaining upsets me.
- 8 To say no to people is hard.

### 2 Put the sentences together using **It ...**

- 1 He wasn't there. This surprised me.  
*It surprised me that he wasn't there.*
- 2 She's got some money saved. This is a good thing.
- 3 He's got long hair. This doesn't bother me.
- 4 John never talked to her. This worried her.
- 5 She should be told immediately.  
This is essential.
- 6 He didn't remember my name.  
This was strange.
- 7 He can't come. This is a pity.
- 8 The children should get to bed early.  
This is important.
- 9 Wolves attack people. This is not true.
- 10 She stole money. This shocked me.



'Can't I plead with you, Helen? It isn't my wish that our marriage should end like this.'

### 3 Put the beginnings and ends together.

BEGINNINGS	ENDS
It doesn't interest me	as if we're going to have trouble with Ann again.
It looks	how many unhappy marriages there are.
It seems	if we have to ask her to leave.
It will be a pity	that everybody should have a chance to speak.
It's exciting	that he forgot to buy the tickets.
It's important	that we'll be a little late.
It's probable	what you think.
It's surprising	when a baby starts talking.

We can also use **it** as a **preparatory subject** for an **-ing form**.

This is especially common in the structures **it's worth ...** and **it's no use ...**

**It's worth visiting the Lake District.**      **It's no use trying to explain.**

### 4 Write five or more sentences about places in your country, beginning **It's (not) worth visiting ..., because ...**

We can also use **it** as a **preparatory object**.

**I find it difficult to talk to you.**

### 5 Put the beginnings and ends together.

BEGINNINGS	ENDS
He made it difficult	a problem to walk.
His bad leg made it	that she hadn't written.
I thought it strange	what he wanted.
He made it clear	to hear her stories.
I find it interesting	to like him.

**When it is not necessary to change, it is necessary not to change.**

*Lucius Cary*

**It's easy to see the faults in people I know; it's hardest to see the good, especially when the good isn't there.**

*Will Cuppy*

**It is impossible to enjoy idling thoroughly unless one has plenty of work to do.**

*Jerome K Jerome*

**It was such a lovely day I thought it was a pity to get up.**

*W Somerset Maugham*

**Anybody who has ever struggled with poverty knows how extremely expensive it is to be poor.**

*James Baldwin*

## emphasis with **it**, **what** etc

We can **emphasise** a part of a sentence by using the structure **It is/was ... that**. Compare:

*The secretary sent Jake the photos yesterday.*

**It was the secretary** that/who sent Jake the photos yesterday.

(not the boss)

**It was Jake** that the secretary sent the photos to yesterday. (not Bill)

**It was the photos** that the secretary sent Jake yesterday.

(not the drawings)

**It was yesterday** that the secretary sent Jake the photos. (not last week)

### ▲ 1 Change these sentences to emphasise each part in turn.

- 1 The baby put marmalade on Dad's trousers this morning.
- 2 Maria gave her old bicycle to Pat last week.
- 3 Carl broke the kitchen window with a ladder today.
- 4 Mark met Cathy in Germany in 1992.

### ▲ 2 Change these sentences as shown.

- |  |   |
|--|---|
| 1 I don't want tea, I want coffee.<br><i>It's not tea I want, it's coffee.</i> | 6 Bob isn't getting married, Clive is.            |
| 2 I don't love you, I love Peter.  | 7 I didn't see Judy, I saw Jill.                  |
| 3 Carol isn't the boss, Sandra is.   | 8 He's not studying maths, he's studying physics. |
| 4 I don't hate the music, I hate the words.                                    | 9 Max isn't crazy, you are.                       |
| 5 I didn't lose my glasses, I lost my keys.                                    | 10 You don't need a nail, you need a screw.       |

Note the use of pronouns in this structure in formal and informal styles.

#### FORMAL

It is **I who am** responsible.

It is **you who are** in the wrong.

#### INFORMAL

It's **me that's** responsible.

It's **you that's** in the wrong.



'It's not the fighting I hate, it's the washing-up!'

Another way of emphasising is to use a structure with **what** (= 'the thing(s) that'). Compare:

*The wind* keeps me awake.      **What** keeps me awake **is the wind**.  
 I need *a change*.                      **A change** is **what** I need.

We can use **all (that)** (meaning 'the only thing that') in the same way as **what**.

**All** I need is a home somewhere.      **All** I did was touch him.

▲ **3 Change the sentences so as to emphasise the words in italics.**

- 1 He wants *a motorbike*.  
    *What he wants is a motorbike.*
- 2 I need *a drink*.
- 3 I like *her sense of humour*.
- 4 I hate *his jealousy*.
- 5 *Cycling* keeps me fit.
- 6 *The travelling* makes the job interesting.
- 7 I only want *five minutes' rest*. (*All I want is ...*)
- 8 I found *something very strange*.
- 9 *The weather* stopped us.
- 10 I don't understand *why she stays with him*.

**4 Complete these sentences.**

- 1 All I need is \_\_\_\_\_.
- 2 What I really like is \_\_\_\_\_.
- 3 What I really hate is \_\_\_\_\_.
- 4 What I want to know is \_\_\_\_\_.



# conjunctions

**Conjunctions join** clauses into sentences.

Examples: **but, because, while, if.**

*She was poor **but** she was honest.*

*I went to bed **because** I was tired.*

*Can you watch the kids **while** I'm out?*

*I'll do it **if** I can.*

## DO IT YOURSELF

- 1 Six of these words cannot be used as conjunctions. (For example, they could not come just before the clause ... *she went home.*) Which six? Check your answers in the key.**

after	all	although	and	as	at	because
before	by	if	or	since	so	that
under	unless	until	when	whether	with	

**One conjunction is enough to join two clauses – we do not normally use two.**

***Although** she was tired, she went to work.*

*She was tired, **but** she went to work.*

**BUT NOT** ~~*Although she was tired, but she went to work.*~~

***As** you know, I work very hard.*

*You know **that** I work very hard.*

**BUT NOT** ~~*As you know, that I work very hard.*~~

- 2 Put the beginnings and ends together.**

BEGINNINGS	ENDS
Although he was very bad-tempered,	after you have a meal.
Always brush your teeth	and I'll hit you.
Always wash your hands	before you have a meal.
As Liz told you,	but everybody liked him.
Because I knew her family,	he had lots of friends.
Talk to me like that again	I did what I could for her.
Don't do that again	her mother left for Berlin last Friday.
He had a terrible temper,	or I'll hit you.
Liz explained to you	so I tried to help her.
I was sorry for her,	that her mother went back home last week.
If you do that again,	unless you stop that.
There'll be trouble	you'll be sorry.



# conjunctions and clauses: position

Some conjunctions and their clauses can go either **first** or **last** in a sentence.

*If you need help, come and see me.*

*Come and see me if you need help.*

We often use a comma (,) when the conjunction and its clause are first in the sentence.

## 1 Write the sentences with the clauses *in italics* first, when this is possible.

- 1 I'll come round to your place *after I've finished work*.
- 2 Let's have a weekend in the country *when the weather gets better*.
- 3 You ought to see Paula *before you go back to Canada*.
- 4 I enjoyed the lecture, *although I didn't understand everything*.
- 5 Your train leaves in half an hour, *so you'd better hurry*.
- 6 We won't know what's happening *until Sean phones*.
- 7 I'm going to buy some new jeans, *as we're going out tonight*.
- 8 Somebody broke into the house *while they were asleep*.
- 9 He hasn't looked at another woman *since he met Julie*.
- 10 I'm quite sure *that she's telling the truth*.
- 11 I'd like to know *whether my photos are ready*.
- 12 He didn't understand the policeman *because he was deaf*.

Note the order of events with **before** and **after**.

*He worked as a salesman before he got married.*

**Before he got married, he worked as a salesman.**

(Both sentences say that he worked as a salesman first.)

*She went to China after she finished school.*

**After she finished school, she went to China.**

(Both sentences say that she finished school first.)

## 2 Underline or write down the verb for the thing that happened first.

- 1 He did military service before he went to university.
- 2 I phoned Sarah after I spoke to Bill.
- 3 Before the rain stopped, he went out shopping.
- 4 After she gave up her job at the bank, she left her husband.
- 5 I felt really depressed before you turned up.
- 6 Things were quite different after Susie left.

# using conjunctions

**Do you know** how to use these conjunctions: **so that** (purpose or result), **as long as / provided**, **while** (contrast), **until**, **as if/though**?

- Let's start now, **so that** we're sure to have enough time.  
She spoke very quietly, **so that** nobody could hear a word.  
You can go out **as long as** (OR **provided**) you tell us where you're going.  
The summers here are wet, **while** the winters are very dry.  
I'll look after the kids **until** you get back.  
I feel **as if** (OR **as though**) I'm getting a cold.

In a formal style, *whereas* can be used in the same way as *while*.

Sound travels at 330 metres per second, **whereas** light travels at 300,000 kilometres per second.

## 1 Put in suitable conjunctions.

- 1 You can have my bike \_\_\_\_ you bring it back tomorrow.
- 2 I'm staying here \_\_\_\_ I get my money back.
- 3 It was very dark in the passage. \_\_\_\_ I couldn't see where I was going.
- 4 Joe was short and dark, \_\_\_\_ his sister was the exact opposite.
- 5 You look \_\_\_\_ you've seen a ghost.
- 6 He won't get any money \_\_\_\_ he finishes the work properly.
- 7 It looks \_\_\_\_ it's going to rain.
- 8 You can cancel the ticket \_\_\_\_ you tell the airline 48 hours in advance.
- 9 I'm going to the bank now, \_\_\_\_ I'll have enough money for shopping.
- 10 \_\_\_\_ I think his novels are good, his poetry isn't up to much.

## 2 Join the beginnings and ends with **so that** or **as long as**.

BEGINNINGS	ENDS
He went to Switzerland	he could learn French.
I don't mind you singing	it doesn't rain.
We moved the piano	that's OK with you.
We took some blankets	there would be room for the Christmas tree.
We'll come back this afternoon	we would be warm enough.
We'll play tennis	you do it quietly.

**3 Rewrite these sentences, beginning *While* ...**

- 1 It was sunny, but there was a cold wind.  
*While it was sunny, there was a cold wind.*
- 2 She's very clever, but she's got no common sense at all.
- 3 I know how you feel, but I think you're making a mistake.
- 4 The job's well paid, but it's deadly boring.
- 5 I'm interested in economics, but I wouldn't want to work in a bank.
- 6 The hotel was nice, but it was a long way from the beach.

**4 Write sentences about the pictures, beginning *He/She/It looks as if* ... Use expressions from the box to help you.**

been painting	going swimming	going to rain	got a cold
had bad news	had good news	lost something	seen a ghost



Compare ***because*** and ***because of***, and ***(al)though*** and ***in spite of***.

*She lost her job because she was ill.*  
*She lost her job because of her illness.*

***Although/Though it was raining***, we went out for a walk.  
***In spite of the rain***, we went out for a walk.

# conjunctions with **-ing** forms

**Some conjunctions** can introduce **clauses** made with **-ing** forms. This is common with **after, before, when, while** and **since**.

*After talking to you I felt better.*

*Look in the mirror **before driving off**.*

## 1 Put in a suitable conjunction.

- 1 I usually have a snack \_\_\_\_ going to bed.
- 2 He had a heart attack \_\_\_\_ watching a video.
- 3 \_\_\_\_ spending all that money on CDs I'd better not buy anything else.
- 4 Use damp string \_\_\_\_ tying up parcels: when it dries it shrinks and gets tight.
- 5 How many jobs have you had \_\_\_\_ leaving school?
- 6 We went for a walk \_\_\_\_ leaving for the airport.
- 7 Put this on \_\_\_\_ shaving and you'll smell wonderful.
- 8 I haven't heard anything from her \_\_\_\_ getting that letter last month.
- 9 I often listen to music \_\_\_\_ working.
- 10 Always wear goggles \_\_\_\_ working with metal.

## 2 Put the sentences together, using conjunction + ...ing.

BEGINNINGS	ENDS
Don't go swimming	before ( <i>talk</i> ) to Eric.
Have a rest every hour or so	before ( <i>go</i> ) on stage.
He has been terribly depressed	he began to feel ill.
I had a word with Janet	immediately after ( <i>eat</i> ).
I often solve problems in my head	since ( <i>fail</i> ) the exam.
She always gets nervous	we haven't even had time to unpack.
Since ( <i>come</i> ) back from America	when ( <i>drive</i> ) long distances.
A few days after ( <i>return</i> ) from holiday	while ( <i>run</i> ).

**A few conjunctions** (e.g. **until, when, if**) can be used with past participles.

*Leave in oven **until cooked**.*

***When questioned**, he denied everything.*

*I can usually remember names and faces **if given** enough time.*

## -ing clauses without conjunctions

It is possible to have **-ing** and **-ed** clauses without conjunctions. These are usually rather formal, and are most common in written English.

**Having failed to persuade John, I tried his brother.**

(= As I had failed ...)

**Used economically, a tin will last for weeks.**

(= If it is used economically ...)

**Putting down my newspaper, I went over to the phone.**

**It rained for two weeks on end, completely ruining our holiday.**

### ▲ 1 Rewrite the sentences, using **-ing** or **-ed** clauses without conjunctions.

- 1 As he had left school at twelve, he had no qualifications.
- 2 It tastes delicious if it is fried in butter and sprinkled with lemon juice.
- 3 She walked over to her desk and picked up a paper.
- 4 The water came into the houses, and flooded the downstairs rooms.
- 5 As I knew his tastes, I took him a large box of expensive chocolates.
- 6 He put on his coat and went out.
- 7 A lorry broke down in Bond Street, and caused a massive traffic jam.
- 8 As I didn't want to frighten her, I phoned before I went round.
- 9 If it is sent first class, it should arrive tomorrow.
- 10 At 3 a.m. Simon came in, and woke everybody in the house.

### ▲ 2 Complete the text with words from the box.

dreaming	getting	sacrificing	staring	thinking
thrown				

Then they quarrelled, and Micky, 1 his head was getting too hot for his tongue, went out to the dunes and stood in the wind 2 at the sea. Why was he tied to this weak and fretful man? For three years since the end of the war he had looked after Charlie, 3 him out of hospital and into a nursing home, then to houses in the country, 4 a lot of his own desire to have a good time before he returned to Canada, in order to get his brother back to health. Micky's money would not last for ever; soon he would have to go, and then what would happen?

But when he returned with cooler head, the problem carelessly 5 off, he was kind to his brother. They sat in eased silence before the fire, the dog 6 at their feet, and to Charlie there returned the calm of the world.

V S Pritchett: *The Two Brothers*

# both ... and; neither ... nor

These expressions can **join nouns, verbs or other kinds of expression.**

*She plays **both** tennis **and** badminton.*

*He **both** sings **and** dances.*

*That's **neither** interesting **nor** true.*

***Neither** Sue **nor** Ann was there.*

*The place **both** depressed me **and** made me want to go home.*

## 1 Join the sentences with **both ... and** or **neither ... nor**.

- 1 He repairs cars. He repairs motorbikes. (*He repairs both ...*)
- 2 He doesn't speak English. He doesn't speak French.
- 3 I don't like her. I don't dislike her.
- 4 I admire him. I distrust him.
- 5 Paul is on holiday. Sally is on holiday.
- 6 The secretary did not have the file. The accountant did not have the file.
- 7 The play was funny. The play was shocking.
- 8 He collects paintings. He collects jewellery.
- 9 You're not right. You're not wrong.
- 10 She didn't look at me. She didn't say anything.

## 2 Write sentences using **both ... and** or **neither ... nor**. Example:

*Neither Julius Caesar nor Cinderella had a TV.*



Queen Victoria



Dickens



Helen of Troy



Kennedy



Sitting Bull



Cinderella



Shakespeare



Julius Caesar

## 3 Make sentences about yourself and another person, using **both ... and** or **neither ... nor**.



## leaving out **that**

We often **leave out** the conjunction **that** in an informal style. This happens mostly **after very common verbs and adjectives**.

*She **knew** (that) I was right. I'm **glad** (that) you're better.*

### 1 Put the beginnings and ends together.

BEGINNINGS	ENDS
Did you know	he didn't say hello to you.
He suggested	I phoned you?
I believe	I wouldn't forget your birthday.
I expect	she wasn't angry with me.
I heard	there were mice in the cellar?
I thought	this is your coat.
I was surprised	we might like to go skiing with him.
I'm glad	we've had this talk.
It's funny	you love me.
Tell me	you'd get lost.
Were you surprised	you'd got a new job.
You knew	you've seen this already.

We can also leave out *that*, in an informal style, after **so, such, now, provided**.

*Come in quietly **so** (that) she doesn't hear you.*

### ▲ 2 Put in the right conjunction, with **that** if the sentence is formal, and without **that** if it is informal.

- 1 He may use the firm's car \_\_\_\_ he pays for all petrol used.
- 2 I left the bedroom door open \_\_\_\_ I'd hear the phone.
- 3 \_\_\_\_ she's sixteen she thinks she can do what she likes.
- 4 It was \_\_\_\_ a serious operation \_\_\_\_ she was not expected to live.
- 5 Closed-circuit television was installed \_\_\_\_ everybody would be able to watch the performance.
- 6 You can go out \_\_\_\_ you're back in time to give me a hand with the cooking.
- 7 \_\_\_\_ the new managers have taken over we expect the company to become profitable in the very near future.

## tenses after conjunctions

If the exact time is shown once in a sentence, this may be enough. So tenses are **simplified** after many conjunctions.

For example, we often use **present tenses** instead of **will ...**

*This discovery will mean **that** we **spend** less on food.*

*I will be delighted **if** he **wins**.*

We use a **present perfect** (instead of a future perfect) to express **completion**.

*I'll tell you **when** I've **finished**.*

### 1 Complete these sentences using **will** once and a present tense once.

- 1 You (*find*) hamburgers wherever you (*go*).
- 2 When I (*have*) time, I (*write*) to her.
- 3 (*you stay*) here until the plane (*take*) off?
- 4 It (*be*) interesting to see whether he (*recognise*) you.
- 5 I (*go*) where you (*go*).
- 6 He (*give*) £5 to anybody who (*find*) his pen.
- 7 One day the government (*ask*) people what they (*want*).
- 8 You (*find*) all the shops (*be*) closed tomorrow.
- 9 Whether I (*win*) or not, I (*have*) a good time.
- 10 As soon as I (*arrive*) I (*phone*) you.



'I'll call you back in twenty minutes when the restaurant is crowded.'

After conjunctions, we often use **simple past tenses** instead of **would**.

*He would never do anything **that made** her unhappy.*

*It would be nice **if she asked before** she **borrowed** things.*

▲ **2 Complete these sentences, using would ... once in each.**

- 1 In a perfect world, you (*be able*) to say exactly what you (*think*).
- 2 I (*always try*) to help anybody who (*be*) in trouble, whether I (*know*) them or not.
- 3 He (*never do*) anything that (*go*) against his conscience.
- 4 It (*be*) nice if everybody (*have*) what they (*want*).
- 5 I (*hit*) anybody who (*talk*) to me like that.
- 6 In your position, I (*tell*) the boss what I (*think*).
- 7 I (*be*) happier if I (*can*) live where I (*like*).
- 8 I knew he (*not give*) me what I (*ask*) for.
- 9 If we lived in London, it (*mean*) that we (*spend*) less time travelling.

We sometimes use **simple tenses** instead of **perfect** or **progressive**.

*I **hadn't understood** **what she said**.*

*He's **working**. But at the same time **as he works**, he's **exercising**.*

▲ **3 Complete these sentences.**

- 1 I (*be*) sorry that I (*not help*) her when she (*need*) it. (*simple past twice, past perfect once*)
- 2 It (*be*) a good time while it (*last*). (*simple past and present perfect*)
- 3 I (*usually like*) the people I (*work*) with. (*simple past and present perfect*)
- 4 For the previous thirty years, he (*do*) no more than he (*need*) to. (*simple past and past perfect*)
- 5 Usually when she (*talk*) to you she (*think*) about something else. (*simple present and present progressive*)

▲ **4 Complete these sentences in any way you like.**

- 1 I would never \_\_\_\_ a person who \_\_\_\_.
- 2 It would be nice if \_\_\_\_.
- 3 In a perfect world, you would be able to \_\_\_\_ when \_\_\_\_.
- 4 I would be happier if \_\_\_\_ what \_\_\_\_.



'Nobody calls me stupid. Meet me outside when the big hand and the little hand are on the 12.'

# indirect speech: why things change

- 1 Look at the text, and write down all the words and expressions that are different in Bill's and Peter's sentences.**

BILL (on Saturday evening): 'I don't like this party. I want to go home now.'

PETER (on Sunday morning): 'Bill said that he didn't like the party, and he wanted to go home right away.'

## DO IT YOURSELF

- 2 Which do you think is the best explanation for the differences? Check your answer in the key.**

- 1 After verbs like *said*, you change tenses and pronouns in English.
- 2 The time, place and speakers are different.
- 3 If the main verb is past, the other verbs have to be past too.

- 3 Read the dialogue. Imagine that Bill talks to a friend the next day and tells him about the conversation, using indirect speech structures ('I said/told her that ...; so she asked if ...'). Write down ten or more words in the conversation that would have to be changed in Bill's report.**

BILL: You're looking good today.

ANN: Oh, thanks, Bill. You are sweet.

BILL: OK. If you sit down I'll get you a drink.

ANN: There's nowhere to sit.

BILL: Yes, there is. Over there in the corner.

ANN: I don't want to sit there. It's too dark. I'll sit here.

BILL: You can't. These seats are taken.

ANN: No, they aren't.

BILL: Really, Ann. Why do you always have to argue? They're taken.

ANN: Excuse me. Are these seats taken?

JOE: Well, this one is, but the other one's free.

ANN: OK. I'll sit here, then. Thanks.

JOE: You're welcome. What's your name?

BILL: Hey, what about me?

ANN: Ann. What's yours?

JOE: I'm Joe Parsons. Can I get you a drink?

ANN: That's very kind. Can I have a bitter lemon?

BILL: I'm getting her a drink.

JOE: No, you're not, mate. I am.

BILL: I don't believe this. Ann, what are you playing at?

ANN: Really, Bill, I don't know what's wrong with you today. I'll see you around, OK?

## indirect speech: 'here' and 'now'

Some words may be changed in indirect speech, because **the original speaker's 'here' and 'now' are not the same** as the reporter's.

### DO IT YOURSELF

- 1 **The following sentence was said in England in November 1994:**  
 'I've been in this part of the world since March this year.'  
**Does the first or second 'this' have to be changed if the sentence is reported:**

- a in England a week later?      c in Holland a week later?  
 b in England a year later?      d in Holland a year later?

**Check your answer in the key.**

- 2 **Match the direct and indirect speech expressions. Example:**

*here – there*

#### DIRECT SPEECH:

here    last week    next week    now    this    this morning  
 today    tomorrow    tonight    yesterday

#### INDIRECT SPEECH:

that day    that morning    that night    that/the/last  
 the day before    the next day    the next week / the week after  
 the week before    then / that day / right away    there

- 3 **Imagine these sentences were reported in another place a month later. Put in the 'here' and 'now' words.**

- 1 'I'll see you tomorrow.' She said she'd see me *the next day*.
- 2 'I'll phone you this evening.' He said he'd phone \_\_\_\_.
- 3 'Do you like it here?' She asked if I liked it \_\_\_\_.
- 4 'My uncle died last week.' He told me his uncle had died \_\_\_\_.
- 5 'This meat tastes funny.' She said \_\_\_\_ meat tasted funny.
- 6 'I'm leaving now.' He told us he was leaving \_\_\_\_.
- 7 'I overslept this morning.' She told him she'd overslept \_\_\_\_.
- 8 'The train leaves at 11.00 tonight.' I was told the train left at 11.00 \_\_\_\_.
- 9 'Pete phoned me yesterday.' He said Pete had phoned him \_\_\_\_.
- 10 'My brother's arriving here today.' She said her brother was arriving \_\_\_\_.

# indirect speech: tenses

After reporting expressions like **he said, I asked, she thought**, tenses are usually **different** from those in the original words (because the reporter's time is different from the original speaker's time). Verbs become **more past**.

ORIGINAL WORDS  
(DIRECT SPEECH)

You **look** nice.

I **can't** swim.

I'm **learning** French.

**Has** he **forgotten**?

John **phoned**.

**Will** you marry me?

REPORTED WORDS

(INDIRECT SPEECH)

I told her she **looked** nice.

(NOT ~~I told her she looks nice.~~)

He pretended he **couldn't** swim.

She said she **was learning** French.

I wondered if he **had forgotten**.

She told me that John **had phoned**.

I asked him if he **would** marry me.

(NOT ... ~~if he will marry me.~~)

## DO IT YOURSELF

1 Complete the table. Check your answers in the key.

DIRECT SPEECH	INDIRECT SPEECH
simple present _____	_____
present perfect	past progressive
simple past _____	_____
_____	would ...

2 Complete the reported sentences with the correct tenses.

- 'I'm tired.' She said she \_\_\_\_\_ tired.
- 'You play very well.' He told me I \_\_\_\_\_ very well.
- 'Can you help us?' They asked if I \_\_\_\_\_ help them.
- 'We're leaving.' They told us they \_\_\_\_\_.
- 'She hasn't brushed her hair.' I noticed that she \_\_\_\_\_ her hair.
- 'John's had an accident.' Pam rang to say that John \_\_\_\_\_ an accident.
- 'I left school at fifteen.' Her letter said that she \_\_\_\_\_ school at fifteen.
- 'She won't say anything.' I knew she \_\_\_\_\_ anything.
- 'Nobody will know.' I thought nobody \_\_\_\_\_.
- 'This letter has been opened.' I could see that the letter \_\_\_\_\_.



### 3 Put in the right tenses.

I've never met anybody like you before.

What do you do for a living?

I'm moving around all the time.

Why do you want to take me to America?

We're meant for each other, and nobody is going to stand in our way.

I had a really funny evening yesterday, Mary. I got talking to this boy in the pub, very nice-looking he was, and I could see he (1 *fancy*) me. He said he (2 *never meet*) anybody like me before, and he felt I (3 *have*) a very unusual kind of beauty. Oh, yes? I said. Then he asked me if I (4 *want*) a lift home, so I said no, I (5 *be*) hungry, so we went out for a curry.

I asked him what he (6 *do*) for a living, and he said he (7 *do*) some undercover work for the CIA at the moment. He said he (8 *can not*) give me his address because he (9 *move*) around all the time. So I asked him why he (10 *think*) I (11 *want*) his address. Then he asked if he (12 *can*) have my phone number. He said he (13 *call*) me today to fix for me to go to America with him. So I asked him why he (14 *want*) to take me to America, and he said he (15 *think*) he (16 *fall*) in love with me. I knew he (17 *lie*), but it was kind of fun. Anyway, I told him I (18 *have*) got a boyfriend already, but he said that (19 *not matter*). We (20 *be*) meant for each other, he said, and nobody (21 *go*) to stand in our way, because our lives (22 *be*) written in the stars.

Then he borrowed £20 from me to pay the bill because he said he (23 *leave*) his wallet at home, and he went off to the toilet, and I never saw him again.

Do you want a lift home?

I'm doing some undercover work for the CIA.

I'll call you tomorrow.

I think I'm falling in love with you.

**Tenses don't change after present or future reporting verbs, because there is no important change of time.**

*He says he **doesn't** want to play any more. ('I **don't** want ...')*

*I'll tell her your idea **is** great.*

Tenses do not usually change after present perfect reporting verbs, either.

*The government **has announced** that taxes **will be** raised.*

## indirect speech: present situations

**Situations that have not changed:** if the original speaker was talking about a present or future situation that is still present or future when the words are reported, the tenses may not change after a past reporting verb.

### DIRECT SPEECH

The earth **is** round.  
 'How old **are** you?' 'What?'  
 Where **does** she **work**?  
 It **will** be windy tomorrow.

### INDIRECT SPEECH

He proved that the earth **is/was** round.  
 'I asked how old you **are/were**.'  
 I've often wondered where she **works/worked**.  
 They said it **will/would** be windy tomorrow.

### 1 Imagine these sentences were reported soon after they were said: change them to indirect speech in two different ways.

- 1 What day is it? *I asked what day it is.* *I asked what day it was.*
- 2 What's the dark-haired child's name? *(I asked)*
- 3 I'm utterly fed up! *(Are you deaf? I said)*
- 4 It's raining. *(I told you)*
- 5 You'll get your money. *(I said)*
- 6 The weather is changing. *(This article I was reading said)*
- 7 The repairs will cost £5,000. *(Al told me)*
- 8 Is Jane coming to see us? *(I asked)*
- 9 You're going to the north. *(Pat told me that)*
- 10 You won't pass your exam. *(I bet George £5 yesterday that)*
- 11 He hasn't got much sense of humour. *(See – I told you)*
- 12 They're getting married next week. *(Sue rang this morning, and she said)*

**We do not keep the original speaker's tenses if we do not agree with what he/she said, or if we want to show that the ideas do not come from us.**

*They were certain that the gods **lived** in the sky.*  
*Did you hear that? She said she **was** fourteen!*  
*He announced that profits **were** higher than forecast.*  
*I didn't know she **was** ill.*



'Ed Roxey! I didn't know you were dead!'

# indirect speech: questions

**Indirect questions** normally have the **subject before the verb**.

*He wanted to know when **I could start**.* (NOT ... *when ~~could I start~~*.)

*I asked where **the president and his wife were staying**.*

**Do** is **not used** in indirect questions, and question marks are not used.

*I wondered how **they felt**.* (NOT ... *how ~~did they feel?~~*)

The same structure is used to report the answers to questions.

*I **knew how they felt**.*

*Nobody told me **why I had to sign the paper**.*

## 1 Turn these into indirect questions, beginning *I asked*.

- 1 What's Peter's address?
- 2 When's the new manager coming?
- 3 How does she know my name?
- 4 Why are all the windows open?
- 5 How many books does he want?
- 6 Where do they keep the money?
- 7 What time is the meeting?
- 8 When does the last train leave?
- 9 How does the photocopier work?
- 10 How often does Ann go shopping?

**Yes/no questions** are reported with *if* or *whether*.

*The driver asked **if/whether I wanted the town centre**.*

We prefer **whether** before **or**, especially in a formal style.

*I enquired **whether she was coming by road or by air**.*

## 2 Turn these into indirect questions, beginning *I wondered*.

- 1 Do they like me?
- 2 Will I be ready in time?
- 3 Is there any food in the house?
- 4 Is service included or not?
- 5 Can I pay by cheque?
- 6 Does my hair look funny?
- 7 Has the postman been?
- 8 Do they speak English?
- 9 Am I doing the right thing?
- 10 Is the meeting on Tuesday or Wednesday?

# indirect speech: infinitives

We use **infinitives** to report sentences about future actions – for example **promises, agreements, orders, offers, advice, suggestions, requests.**

*He promised **to write**.*

*She agreed **to wait** for me.*

*I told Andrew **to be** careful.*

*Ann has offered **to baby-sit** tonight.*

*I advise you **to think** again.*

*She asked us **not to be** late.*

The structure **question word + infinitive** is common.

*He asked her **how to make** a white sauce.*

*Don't tell me **what to do**.*

## 1 Change the sentences as shown.

- 1 I won't tell anybody. (*He promised*)  
*He promised not to tell anybody.*
- 2 I'll cook supper. (*She offered*)
- 3 Leave early. (*He advised me*)
- 4 Please close the door. (*She asked me*)
- 5 I'll stop smoking. (*She promised*)
- 6 Why don't I do the shopping? (*He offered*)
- 7 You ought to tell the police. (*She advised me*)
- 8 Wait outside. (*I told her*)
- 9 OK, I'll pay half. (*He agreed*)
- 10 Park round the corner. (*She told me*)
- 11 How do I find the house? (*I asked him*)
- 12 Phone me before nine. (*She told me when*)
- 13 Say you're ill. (*I told him what*)
- 14 We'll pay for the tickets. (*We offered*)



'I told him to choose his weapons and be here at six.'

This structure is **not** used after **suggest** or **say**.

*He **suggested trying** somewhere else. (NOT He suggested **to try** ...)*

*The policeman **said I musn't** park there. (NOT ... **said me not to park** ...)*

# tell and say

**Tell** and **say** are similar, but there are **differences**. Look at the examples and try to see what they are.

*I told the assistant that I wanted size 8. (NOT ~~I told that I wanted size 8.~~)*

*I said that I wanted size 8.*

*I said to the assistant that I wanted size 8. (NOT ~~I said the assistant that ...~~)*

*I said to her 'What are you doing?' (NOT ~~I told her 'What are you doing?'~~)*

*I said 'hello'. (NOT ~~I told him hello.~~)*

*I told him to hurry up. (NOT ~~I said him to hurry up.~~)*

## DO IT YOURSELF

### 1 Choose the correct forms of the rules. Check them in the key.

- 1 After (*say/tell*), we normally say **who** is spoken to. We do not put 'to' before the object.
- 2 After (*say/tell*), we don't have to say **who** is spoken to. If we do, we put 'to' before the object.
- 3 (*Say/Tell*) means 'inform' or 'instruct'. It can't introduce questions.
- 4 (*Say/Tell*) can't normally be used before an infinitive.

### 2 Put in the correct forms of *say* or *tell*.

- 1 I \_\_\_\_ that I wasn't ready.
- 2 \_\_\_\_ me what you need.
- 3 Have you \_\_\_\_ the doctor about it?
- 4 Did you \_\_\_\_ something to me?
- 5 He doesn't \_\_\_\_ me anything.
- 6 Mary \_\_\_\_ her mother she was going to the office.
- 7 Why didn't she \_\_\_\_ goodbye?
- 8 \_\_\_\_ him to be quiet.
- 9 Who \_\_\_\_ that?
- 10 \_\_\_\_ that you won't forget me.



'I did say something, but that was yesterday.'

**Tell** can be used without a personal object in a few expressions like *tell a lie*, *tell the truth*, *tell a story*, *tell the time*.



# indirect speech: special cases

**Past** tenses are changed to **past perfect** tenses after past reporting verbs, but only if this is necessary in order to make the time relations clear. Compare:

## DIRECT SPEECH

I **saw** Penny a couple of days ago.

Dinosaurs **were** around for 250 million years.

## INDIRECT SPEECH

In his letter, he said he'd **seen** Penny a couple of days before.

This guy on TV said dinosaurs **were** around for 250 million years.

### ▲ 1 Change these to indirect speech.

- 1 I saw him once before in London. (*I knew*)
- 2 Shakespeare didn't speak French. (*The professor said*)
- 3 He died two years ago. (*When I got there, I found out*)
- 4 Three thousand years ago there were tigers in England. (*It said on this TV programme*)
- 5 Somebody threw a bomb at the Prime Minister. (*It said on this morning's news*)
- 6 The ancient Romans suffered from lead poisoning. (*I read in a magazine*)

**Usually unchanged** after past reporting verbs: **past perfect, had better, would, could, should, ought, might, must.**

## DIRECT SPEECH

I **hadn't seen** him before.

You'd **better** go.

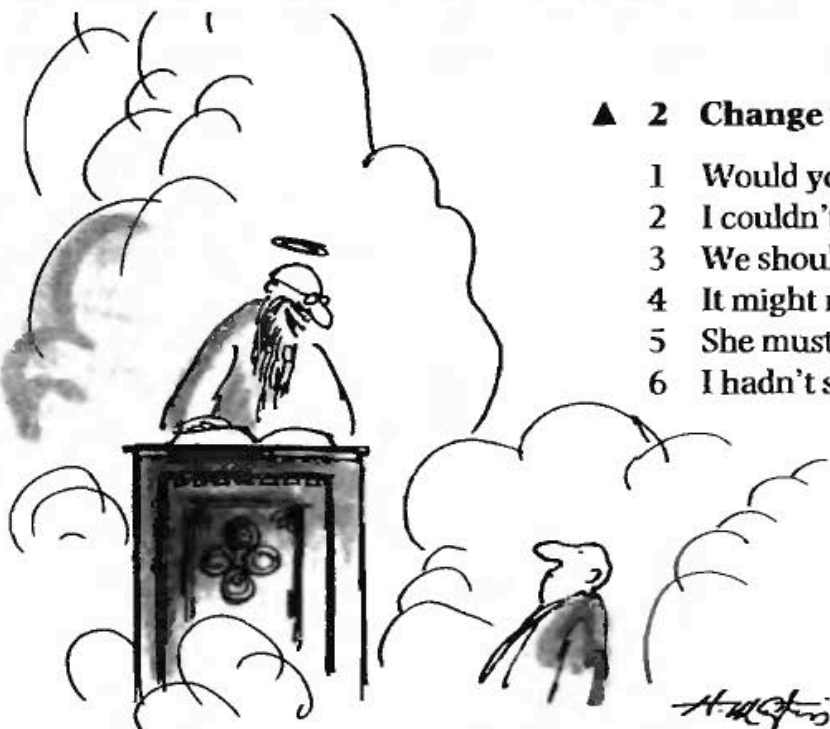
## INDIRECT SPEECH

She said she **hadn't seen** him before.

He said I'd **better** go.

### ▲ 2 Change these to indirect speech.

- 1 Would you like a drink? (*She asked me*)
- 2 I couldn't help it. (*I said*)
- 3 We should be home about six. (*They thought*)
- 4 It might rain. (*The forecast said*)
- 5 She must be joking. (*Everybody said*)
- 6 I hadn't seen the notice. (*I explained*)



'I thought you'd like to know that the day after you died you won a \$22.5 million lottery.'



# révision of indirect speech

## 1 Change these sentences to indirect speech (reported some time later).

- 1 He's ill. (*She thought*)
- 2 I'll be back tomorrow. (*He said*)
- 3 I don't like this music. (*She said*)
- 4 Where's the bus station? (*She asked me*)
- 5 Have you finished? (*I asked him*)
- 6 Nobody loves me. (*I felt*)
- 7 Do you want tea or coffee? (*He asked her*)
- 8 I'll clean the flat. (*She offered*)
- 9 When is the car going to be ready? (*I asked*)
- 10 What am I doing here? (*I wondered*)
- 11 The earth is not flat. (*He proved*)
- 12 These figures can't be right. (*I knew*)
- 13 Her cat understands everything she says. (*She thought*)
- 14 What does the boss want? (*I asked*)
- 15 Did Mary phone back? (*I wondered*)
- 16 Did dinosaurs lay eggs? (*I wondered*)
- 17 You ought to see the doctor. (*He advised me*)
- 18 Would you like a drink? (*She asked him*)

## 2 Choose the correct forms of the cartoon captions.

'Don't ask me – I thought they  
(are / were / would be) yours.'



'Well, now, Swinnerton, no doubt you're wondering (why did I send / why I sent / why I did send) for you.'

## if: ordinary tense-use

**If** can be used with **the same tenses as most conjunctions**.

*If you **didn't** do much maths at school, you'**ll** find economics difficult.*

*If that **was** Mary, why **didn't** she **stop** and say hello?*

*Oil **floats** if you **pour** it on water.*

An *if*-clause can come at the beginning or end of a sentence. When it comes first, it is often separated by a comma (,).

### 1 Join the beginnings and ends, putting in *if*.

BEGINNINGS	ENDS
anybody asks you what you're doing,	I'll take it back to the shop.
How can you make decisions	you're not feeling up to it.
I buy three kilos,	say you're with me.
I don't get up till nine,	that'll do for a few weeks.
I can't fix the video,	I never get anything done.
I'll go with you	we can catch the early train.
The shops are easy to get to	you want to learn a musical
We don't have to go out	instrument.
you're ready before eight,	you don't know what's going
You have to practise	on?
	you like.
	you park near the station.

Note the difference between **if** and **when**.

**If**: something may happen. **When**: something definitely happens.

### 2 *If* or *when*?

- 1 \_\_\_\_ I become President
- 2 \_\_\_\_ it gets dark
- 3 \_\_\_\_ the film finishes
- 4 \_\_\_\_ she passes her exam
- 5 \_\_\_\_ it doesn't rain tomorrow
- 6 \_\_\_\_ I wake up tomorrow
- 7 \_\_\_\_ you change your mind
- 8 \_\_\_\_ his parents die
- 9 \_\_\_\_ the bus stops



- 10 'But are you absolutely sure you saw him take something, because \_\_\_\_ you're wrong ...'

In an **if-clause**, we normally use a **present tense** to talk about the **future**.  
(This happens after most conjunctions – see page 244.)

**If I have enough time tomorrow, I'll come and see you.**

(NOT ~~if I will have ...~~)

**I'll give her your love if I see her.** (NOT ... ~~if I will see her.~~)

**If it's fine tomorrow, I'm going to paint the windows.**

For cases when we use *will* after *if*, see page 137.

### 3 Choose the correct tenses (present or will ...).

- 1 If you (*say*) that again, I (*scream*).
- 2 I (*be*) surprised if she (*manage*) to sell that car.
- 3 If the boys (*come*) to supper, I (*cook*) chicken breasts.
- 4 I (*need*) some money if we (*go*) out tonight.
- 5 I (*miss*) you if we (*move*) to Wales.
- 6 If you (*wash*) up, I (*dry*).
- 7 Ann (*be*) sorry if Helen (*not come*).
- 8 If you (*get*) lonely, I hope you (*phone*) me – any time.
- 9 If you (*look*) in the top drawer, you (*find*) your passport.
- 10 It (*be*) funny if Norman (*get*) the job.

### 4 Complete these sentences any way you like.

- 1 I'll be surprised if \_\_\_\_\_.
- 2 I'll be very happy if \_\_\_\_\_.
- 3 I'll be sorry if \_\_\_\_\_.

### ▲ 5 Here are a fortune-teller's predictions for a race. Who does she think will win?

Jake will come first if Howard comes third.  
 If Howard comes third, Pete will come second.  
 Pete won't come second if Jake comes first.  
 Howard will come first if Pete comes third.  
 Pete will not come third if Jake comes second.  
 If Jake comes third, Pete will come first.  
 Howard will come second if Jake comes third.

We sometimes use **if ... then** to emphasise that one thing depends on another. (Note that we do **not** use **if ... so** in this way.)

**If she can't come to us, then we'll have to go and see her.**

(NOT ... ~~so we'll have to go and see her.~~)

## if: special tense-use

With *if*, we can use **would** and **past** tenses to 'distance' our language from reality, when we talk about present or future **unreal situations**.

MAIN CLAUSE: WOULD ... ('D)	IF- CLAUSE: PAST TENSE
<i>I would tell you her name</i> (NOT <del><i>I will tell you her name</i></del> )	<i>if I knew it.</i> (NOT <del><i>if I would know it.</i></del> )
<i>She'd be perfectly happy</i>	<i>if she had a car.</i>
<i>What would you do</i>	<i>if you lost your job?</i>

After *I* and *we*, *should* is possible instead of *would*. (*Would* is more common.)  
The *if*-clause can come first in the sentence.

***If I knew her name, I should tell you.***

This structure can make a suggestion sound less definite (and so more polite).

***It would be nice if you helped me a bit with the housework.***

***Would you mind if I came round about seven tomorrow?***

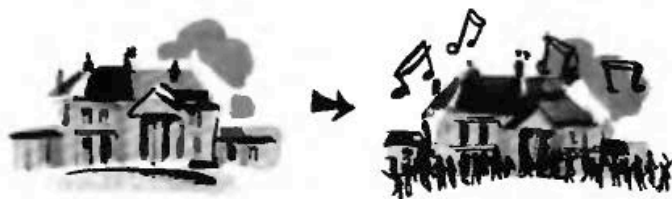
### 1 Put in the correct verb forms.

- 1 The kitchen (*look*) better if we (*have*) red curtains.
- 2 I (*be*) sorry if we (*not see*) her again.
- 3 It (*be*) a pity if Andy (*not get*) the job.
- 4 If I (*know*) his address, I (*go*) round and see him.
- 5 What (*you do*) if you (*win*) the lottery?
- 6 It (*be*) quicker if you (*use*) a computer.
- 7 If you (*not be*) so busy, I (*show*) you how to play.
- 8 If we (*have*) some eggs, I (*make*) you a cake.
- 9 If you really (*love*) me, you (*buy*) me those diamonds.
- 10 I'm sure Moira (*help*) you if you (*ask*) her.
- 11 If it (*not be*) so cold, I (*tidy*) up the garden.
- 12 If I (*have*) the keys, I (*show*) you the cellar.
- 13 If I (*have*) children like hers, I (*send*) them to boarding school.
- 14 Where (*you go*) if you (*need*) to buy a picture frame?
- 15 (*you mind*) if I (*go*) first?
- 16 If all of us (*come*), (*you have*) room in your car?
- 17 It (*be*) nice if you (*spend*) some time with the children.
- 18 I (*not do*) this if I (*not have*) to.

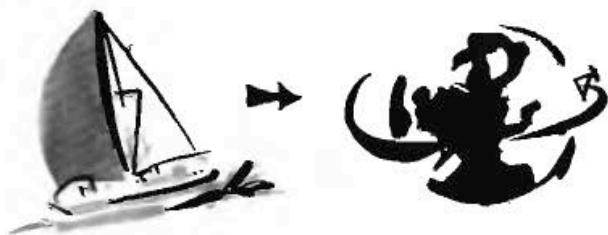
2 What would you do if ...? Here are some people's answers. Can you write the sentences? Example:



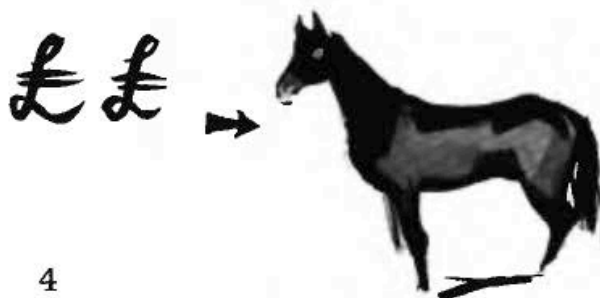
1 If I spoke Chinese, I would go to China.



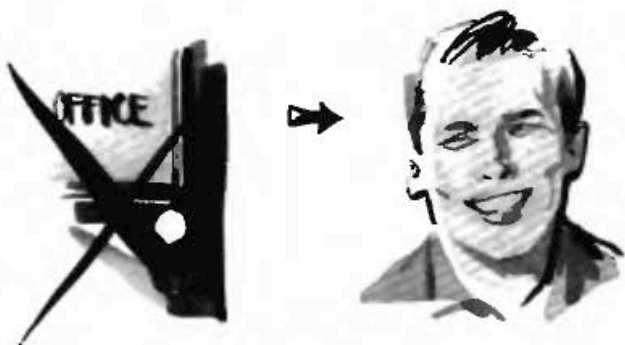
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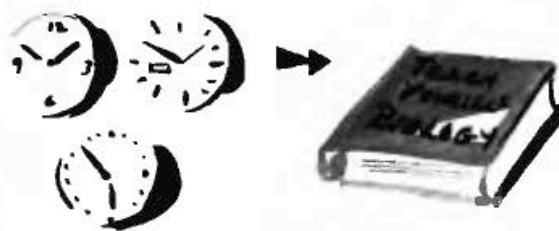
3



4



5



6

3 If you can work with other students, do drawings like the ones in Exercise 2, and see if they can write the sentences.

As well as *would*, we can use **could** (= 'would be able to') and **might** (= 'would perhaps').

*I could lend you my car if you wanted.*

*He might change his mind if we talked to him.*

4 Complete these sentences using **could** or **might**.

- 1 If it wasn't raining, we (*play*) tennis.
- 2 If she asked me politely, I (*feel*) like helping her.
- 3 If he wasn't so bad-tempered, I (*go*) out with him.
- 4 If I had more money, I (*get*) a small flat.
- 5 If you spoke more slowly, I (*understand*) you better.
- 6 If you cooked it in butter, it (*taste*) better.

## if I go and if I went: the difference

The difference between, for example, *if I go ... I will* and *if I went ... I would* or between *if I speak ...* and *if I spoke ...*, is **not** a difference of **time**. They can both refer to the present or future.

The **past tense** (and *would*) usually suggests that the situation is **less probable**, or **less definite**, or **impossible**, or **imaginary**. Compare:

*If I **become** President, I'll ...* (said by a candidate in an election)

*If I **became** President, I'd ...* (said by a schoolgirl)

*If I **win** this race, I'll ...* (said by the fastest runner)

*If I **won** this race, I'd ...* (said by the slowest runner)

***Is** it all right if I **invite** John to supper?* (direct request)

***Would** it **be** all right if I **invited** John to supper?* (polite request)

### 1 Choose the correct verb forms.

- 1 If she (*comes/came*) late again, she'll lose her job.
- 2 I'll let you know if I (*find/found*) out what's happening.
- 3 If we (*live/lived*) in a town, life would be easier.
- 4 I'm sure he wouldn't mind if we (*arrive/arrived*) early.
- 5 (*We'll/We'd*) phone you if we have time.
- 6 If I won the lottery, I (*will/would*) give you half the money.
- 7 It (*will/would*) be a pity if she married Fred.
- 8 If I'm free on Saturday, I (*will/would*) go to the mountains.
- 9 She (*will/would*) have a nervous breakdown if she goes on like this.
- 10 I know I'll feel better if I (*stop/stopped*) smoking.

### 2 Choose the most sensible verb form.

- 1 If I (*live/lived*) to be 70 ...
- 2 If I (*live/lived*) to be 150 ...
- 3 If I (*am/were*) better looking ...
- 4 If I (*wake/woke*) up early tomorrow ...
- 5 If Scotland (*declares/declared*) war on Switzerland ...
- 6 If we (*have/had*) the same government in five years' time ...
- 7 If everybody (*gives/gave*) ten per cent of their income to charity ...
- 8 If everybody (*thinks/thought*) like me ...
- 9 If there (*is/was*) nothing good on TV tonight ...
- 10 If my English (*is/was*) better next year ...
- 11 If the government (*bans/banned*) cars from city centres next year ...
- 12 If I (*have/had*) bad dreams tonight ...



# if I were

After *if*, we often use **were** instead of **was**. In a formal style, *were* is considered more correct.

*If I were rich, I would spend all my time travelling.*

## 1 Put the beginnings and ends together, using *if ... were*. Example:

*If he were a better dancer, her feet wouldn't hurt.*

BEGINNINGS	ENDS
he / a better dancer	her feet wouldn't hurt.
I / a rabbit	I wouldn't be working.
I / forty years younger	I'd be quite pretty.
I / Moroccan	I'd give everybody ten weeks' holiday.
I / the manager	I'd go dancing all night.
it / not so cold	I'd go for a walk.
it / Sunday	I'd live in a hole.
my nose / shorter	I'd speak Arabic.
people / more sensible	life in the office would be easier.
she / better-tempered	there wouldn't be any wars.

We often use the structure *I should(n't) ... if I were you* to give advice.

*I shouldn't worry if I were you.*

*If I were you, I'd get that car serviced.*

## 2 Write some sentences beginning *If I were you ...* to: other students / your teacher / your mother / your father / your child / the President / the Pope / ...



'Look, I should sit down if I were you. Have you got a drink? Now it's nothing to worry about, really it isn't ...'

## if: unreal past situations

With *if*, we use **would have ...** and **past perfect** tenses to 'distance' our language from reality, when we talk about **unreal situations** in the past.

MAIN CLAUSE: WOULD HAVE + PAST PARTICIPLE	IF-CLAUSE: PAST PERFECT TENSE
<i>I <b>would have been</b> in bad trouble</i> <i>You <b>would have passed</b> your exam</i>	<i>if Jane <b>hadn't helped</b> me.</i> <i>if you <b>had worked</b> harder.</i> (NOT <i>If you <b>would have worked</b> ...</i> )

The *if*-clause can come first.

*If Jane hadn't helped me, I would have been in bad trouble.*

### 1 Put in the correct verb forms.

- 1 If I (*know*) you were coming, I (*invite*) some friends in.
- 2 He (*go*) to university if his father (*not be*) ill.
- 3 If you (*say*) you weren't hungry, I (*not cook*) such a big meal.
- 4 The team (*win*) if Jones (*play*) better.
- 5 If they (*not cut*) off the electricity, I (*finish*) my work.
- 6 If Bell (*not invent*) the telephone, somebody else (*do*) it.
- 7 If you (*not spend*) so much time making up, we (*not be*) late.
- 8 The burglars (*not get*) in if you (*remember*) to lock the door.
- 9 If he (*not be*) a film star, he (*not become*) President.
- 10 If she (*have*) more sense, she (*sell*) her car years ago.
- 11 If he (*not spend*) so much on his holiday, he (*have*) enough to pay for the house repairs.
- 12 You (*not catch*) cold if you (*take*) your coat.
- 13 You (*win*) if you (*run*) a bit faster.
- 14 We (*get*) better tickets if we (*book*) earlier.
- 15 It (*be*) better if you (*ask*) me for help.
- 16 'If Cleopatra's nose (*be*) shorter, the whole history of the world (*be*) different.' (*Pascal*)

Instead of *would have ...*, we can use **could have ...** (= 'would have been able to') and **might have ...** (= 'would perhaps have ...').

*If he'd run a bit faster, he **could have won**.*

*If I hadn't been so tired, I **might have realised** what was happening.*

## 2 Write sentence chains with *if* to show how things could have been different. Example:

- 1 *If he hadn't worked so hard, he wouldn't have passed his exams. If he hadn't passed his exams, he wouldn't have gone to university. If he hadn't gone to university, ...*
  - 1 He worked hard → passed exams → went to university → studied languages → learnt Chinese → went to China → went climbing in Tibet → tried to climb Everest → disappeared in a snowstorm
  - 2 He bought a bicycle → went for ride in country → fell off → woke up in hospital → met beautiful nurse → wrote bestselling novel about her → got rich → married beautiful nurse and had three charming children → lived happily ever after *If he hadn't bought a bicycle, ...*
  - 3 Mary's mother went out that evening → Mary cooked for herself → got interested in cooking → opened very successful restaurant → had Prime Minister as customer → PM ordered mussels → mussels poisoned PM → PM died → Mary went to prison for life
- 3 If you can work with other students, make a sentence chain for them.

This structure is sometimes used to talk about **present and future situations** which are **no longer possible** because of the way things have turned out.

*If my mother had been alive, **she would have been eighty next year.***

*(OR If my mother were alive, she would be ...)*

*If my mother hadn't knocked my father off his bicycle thirty years ago, **I wouldn't have been here now.*** (OR ... *I wouldn't be here now.*)



'Just think, I'd have been an old man by now if I'd ever grown up.'

# unless

**Unless** means 'if not', in the sense of 'except if'.

Come tonight **unless** I phone.

(= ... **if** I don't phone / ... **except if** I phone.)

I'll take the job **unless** the pay is too low.

Note that after *unless* we use a present tense to talk about the future.

## 1 Join the beginnings and ends together, using *unless* instead of *if not*. Example:

*I'll be back tomorrow unless there's a strike.*

BEGINNINGS	ENDS
I'll be back tomorrow	if he doesn't start working.
He'll get thrown out of school	if I don't phone to say I can't come.
I always watch TV in the evenings	if I don't go out.
Let's have dinner out	if it doesn't rain.
I'll see you at ten	if the children don't want it.
I'll tell you a good joke	if there isn't a change of government.
Things will go on getting worse	if there isn't a strike.
We're going to have a picnic	– if you're not too tired.
You can have the last sausage	if you don't know the code.
You can't open the door	– if you haven't heard it before.

**Unless** is **only** used to mean 'except if'.

*My wife will be upset if I don't get back tomorrow.*

(NOT *My wife will be upset unless I get back tomorrow*. 'If not' doesn't mean 'except if' here.)

## 2 Which of these sentences can be rewritten with *unless*?

- I'll be surprised if he doesn't have an accident soon.
- It will be better if we don't tell her anything.
- You can have the car tonight if Harriet doesn't need it.
- I'll tell you if I can't come.
- I'm going to dig the garden this afternoon if it doesn't rain.
- She'd look nicer if she didn't wear so much make-up.

## in case

We use *in case* to talk about **precautions** – things we do to be **ready for what might happen**. After *in case* we use a **present tense** to talk about the future.

*I've bought a chicken **in case your mother stays to lunch**.*

*I wrote down her address **in case I forgot it**.*

We can use *should ...* after *in case* – this gives the idea of 'by chance'.

*Should* is common in sentences about the past.

*I've bought a chicken **in case your mother should stay to lunch**.*

*I wrote down her address **in case I should forget it**.*

### 1 A woman is packing to go on holiday in Austria. Make sentences:

#### SHE'S PACKING:

a German phrase book    a pack of cards    a racket  
a thick sweater    a swimsuit    aspirins    binoculars  
her address book    some books    walking boots

#### IN CASE:

she decides to send postcards    she has time to read  
she meets people who play bridge    she wants to go walking  
the hotel has a heated pool    the hotel staff don't speak English  
the sun gives her a headache    the weather is cold  
there is a tennis court    she wants to go bird-watching

### *In case* is not the same as *if*. Compare:

*I'll buy a bottle of wine (now) **in case** Roger comes (later).*

*I'll buy a bottle of wine (later) **if** Roger comes (and if he doesn't come I won't).*

### 2 *If* or *in case*?

- 1 I'm taking my umbrella with me \_\_\_\_ it rains.
- 2 I'll open the umbrella \_\_\_\_ it rains.
- 3 People phone the fire brigade \_\_\_\_ their houses catch fire.
- 4 People insure their houses \_\_\_\_ they catch fire.
- 5 We have a burglar alarm \_\_\_\_ somebody tries to break in.
- 6 The burglar alarm will go off \_\_\_\_ somebody tries to break in.
- 7 I'll let you know \_\_\_\_ I need help.
- 8 I'll take the mobile phone \_\_\_\_ I need to phone you.

# it's time, would rather: structures

**Infinitives** are possible after **it's time** and **would rather** (= 'would prefer').

**Would rather** is followed by an infinitive **without to**.

**It's time to buy** a new car.      **It's time for him to go** to bed.  
*She doesn't want to go out. **She'd rather stay** at home.*

## 1 Put the expressions together to make conversations. Example:

'It's time to go out.' 'I'd rather stay at home.'

### IT'S TIME TO

go out.      clean the car.      cook supper.      get a new fridge.  
 get your hair cut.      go home.      invite the Harrises.  
 plan our trip to Scotland.      see the dentist.  
 start work on the garden.

### I'D RATHER

stay at home.      go on using the old one for a bit.  
 have something cold.      invite the Johnsons.      keep it long.  
 not clean it today.      go to Wales.      see her next year.  
 start next week.      stay here for a bit longer.



'I'm afraid we've done all we can do. Now it's time to play golf.'



'I often say, Mrs Dent, I'd rather have your little Christopher in my class than all the bright, clever ones!'



In clauses after **it's time** and **would rather**, a past tense has a **present or future** meaning.

**It's time he went to bed.**      **It's time you washed those trousers.**  
 'Shall I open a window?' **I'd rather you didn't.**  
 Don't come today. **We'd rather you came tomorrow.**

**2 Write sentences using *It's time you/he/etc.***

- 1 You ought to clean that car.  
*It's time you cleaned that car.*
- 2 She should get her hair cut.
- 3 We ought to have a holiday.
- 4 You need to cut the grass.
- 5 You should wash that sweater.
- 6 You ought to stop smoking.
- 7 He ought to grow up.
- 8 We ought to paint the kitchen.
- 9 He needs a new car.
- 10 That team hasn't won a match for ages.

**3 Rewrite the *second* sentence in each conversation, starting with *I'd rather we/you/etc.***

- 1 'You'd better phone Judy.' 'No, you phone her.'  
*I'd rather you phoned her.*
- 2 'Let's talk things over.' 'No, let's talk tomorrow.'
- 3 'Shall I come at nine?' 'Ten would be better.'
- 4 'I'll phone Sue.' 'No, don't.'
- 5 'Can she work with you?' 'Why doesn't she work with Maggie?'
- 6 'I'll cook tomorrow.' 'Tonight would be better.'
- 7 'Ask that policeman.' 'You ask him.'
- 8 'Mark wants to go out.' 'I'd prefer him to stay in.'
- 9 'Can they use our sheets?' 'It would be more convenient if they brought their own.'
- 10 'The government wants to cut taxes.' 'It would be better if they did something about the homeless.'

**4 Write a sentence beginning *It's time the government did something for/about ...***

**5 The government is planning to build ten new motorways. Write a sentence beginning *I'd rather they spent the money on ...***

# wish, if only: structures

**Wish** and **if only** can be used with **would** and **past tenses** (like *if* – see page 258).

These structures express **regrets**, and wishes for **unlikely** or **impossible** things.

*If only* is more emphatic.

**Past tenses** are used to talk about the **present**.

*I wish I was better looking.*

*I wish I spoke French.*

*Don't you wish you could fly?*

*If only I knew more people!*

*Were* can be used instead of *was*, especially in a formal style.

*He wishes he were better looking.*

## 1 Write sentences beginning *I wish ...* or *If only ...*

1 He smokes.

*I wish he didn't smoke.*

2 I don't speak Russian.

3 I haven't got a car.

4 I'm not hard-working.

5 I'm bad at sport.

6 I don't like dancing.

7 It rains all the time.

8 She works on Sundays.

9 I can't eat eggs.

10 The radio doesn't work.

We use **would ...** to talk about things that we **would like people (not) to do**. This often expresses dissatisfaction or annoyance: it can sound **critical**.

*I wish you would go home.*

*If only the postman would come!*

We can use this structure to talk about things as well as people.

*I wish this damned car would start.*

*If only it would stop raining!*

## 2 Write sentences beginning *I wish ... would ...*

*I wish ... would ...*

1 Somebody won't stop talking.

*I wish he would stop talking.*

2 It's not snowing.

3 The phone keeps ringing.

4 The baby won't stop crying.

5 The kettle won't boil.

6 The traffic lights won't go green.

7 Your mother hasn't written.

8 Pat hasn't found a job.

9 The exam results haven't come.

10 Spring hasn't come.

## 3 Write some sentences beginning:

**beginning:**

*I wish I had ...*

*If only I could ...*

*I wish I spoke ...*

*I wish I knew ...*

*If only I was ...*

*I wish I wasn't ...*

We use a **past perfect** tense to express **regrets about the past**.

*I wish you **hadn't said** that.*

*Now she wishes she **had gone** to university.*

*If only she **hadn't told** the police, everything would be all right.*

**4 Put the beginnings and ends together, using *I wish* + past perfect.**

**Example:**

*I wish I'd been nicer to my sister when we were kids.*

BEGINNINGS	ENDS
(be) nicer to my sister	a better school.
(choose)	a different career.
(do) more travelling	harder at university.
(go) to	last night.
(go) to bed earlier	my teeth.
(not get married)	the truth.
(not tell) him	when I had the chance.
(save) money	when I was eighteen.
(study)	when I was earning a good salary.
(take better care of)	when we were kids.

I WISH I WAS EIGHTEEN AGAIN (1978) (wm) Sonny Throckmorton (P)George Burns.

I WISH I WERE ALADDIN (1935) (wm) Mack Gordon – Harry Revel (I)Film: *Two For Tonight*, by Bing Crosby. (P)Bing Crosby.

I WISH I WERE IN LOVE AGAIN (1937) (w) Lorenz Hart (m) Richard Rogers (I)Musical: *Babes In Arms*, by Grace McDonald and Rolly Pickert. (R)1948 Film: *Words And Music*, by Judy Garland and Mickey Rooney.

I WISH I WERE TWINS (SO I COULD LOVE YOU TWICE AS MUCH) (1934) (w) Frank Loesser – Eddie De Lange (m) Joseph Meyer (P)Fats Waller

I WISH IT WOULD RAIN (1968) (wm) Barrett Strong – Roger Penzabene – Norman Whitefield (P)The Temptations. (CR) Gladys Knight and The Pips.

I WISH IT WOULD RAIN DOWN (1990) (wm) Phil Collins (P)Phil Collins.

I WISH THAT WE WERE MARRIED (1962) (wm) Marion Weiss – Edna Lewis (P) Ronnie and the Hi-Lites.

# relative **who**, **which** and **that**

We often join sentences by putting **who** or **which** ('relative pronouns') in place of *he*, *she*, *it* or *they*. We use **who** for **people** and **which** for **things**.

*I've got a friend. He collects stamps.* → *I've got a friend **who** collects stamps.*  
(NOT ... ~~**who-he**~~ collects stamps.)  
*There's a problem. It worries me.* → *There's a problem **which** worries me.*

## 1 Join the sentences with **who** or **which**.

BEGINNINGS	ENDS
Do you know a shop?	He lives next door.
I know somebody.	He stole my car.
I want some plates.	He/She deals with exports.
I was at school with the man.	It isn't working.
I'd like to speak to the person.	It needs to be eaten.
She's got friendly with a boy.	It sells good coffee.
The police haven't found the man.	They last for years.
There's some cheese in the fridge.	She could mend that chair.
We've got some light bulbs.	They can go in the microwave.
This is the switch.	He is driving that taxi.

We often use **that** instead of **which**, and instead of **who** in an informal style.

*There's a problem **that** you don't understand.*  
*I know some people **that** could help you. (informal)*

## 2 Rewrite four or more of the sentences from Exercise 1 using **that**.

In place of *him*, *her*, *it* and *them* (objects), we can use **who(m)**, **which** or **that**. *Who* is very informal as an object; *whom* is more formal.

*Where's that nurse? I saw her last time.* → *Where's that nurse **who(m)/that** I saw last time? (NOT ... ~~**who(m)**~~ I saw ~~**her**~~ last time.)*  
*These are problems. You don't have them.* → *These are problems **which/that** you don't have. (NOT ... ~~**which**~~ you don't have ~~**them**~~.)*

**3 Do you know the English words for nationalities and languages? Complete the sentences; use a dictionary to help you.**

- 1 The people who live in \_\_\_\_ speak Greek.
- 2 The language that people speak in Hungary is called \_\_\_\_.
- 3 The language \_\_\_\_ people speak in China is called \_\_\_\_.
- 4 The people who live in \_\_\_\_ speak Italian.
- 5 The \_\_\_\_ live in \_\_\_\_ Turkish.
- 6 The language \_\_\_\_ Algeria is called Arabic.
- 7 The language \_\_\_\_ Scots Gaelic.
- 8 The people \_\_\_\_ Holland \_\_\_\_.
- 9 The language \_\_\_\_ Irish.
- 10 The people \_\_\_\_ Portugal \_\_\_\_.
- 11 \_\_\_\_ Welsh.
- 12 \_\_\_\_ Japan \_\_\_\_.

**4 Write five more sentences like the ones in Exercise 3.**

We normally use **that**, not **which**, after **all**, **everything**, **nothing**, **the only ...** and **superlatives**. We do **not** use **what** in these cases.

*I've told you **all that** I know. (NOT ... ~~all-what~~ I know.)*

***The only thing that** matters to me is your happiness.*

**5 Join the beginnings and ends.**

BEGINNINGS	ENDS
All the poetry	that happened.
At school I learnt nothing	that he wrote was destroyed in a fire.
I've told you everything	that she said made any difference.
Nothing	that was ever made.
It's the best western film	that I could get.
The most useful thing	that was useful to me.
This is the only hire car	that you can do is leave now.
You can have everything	that you want.

After words for **time** and **place**, we can use **when** and **where** as relatives.

*I'll never forget **the day when** I first met you. (= ... the day **on which** ...)*

*Do you know **a shop where** I can find sandals? (= ... a shop **at which** ...)*

## leaving out **relative pronouns**

We can **leave out object** pronouns *who(m)*, *which* and *that*.

*Where's that nurse I saw last time?*  
*These are problems you don't have.*

### DO IT YOURSELF

**1 In which three sentences do you feel the relative pronoun can be left out?**

- 1 The job **that** he got wasn't very interesting.
- 2 A woman **who(m)** my sister knows has just bought the house next door.
- 3 The doctor **who** treated me didn't know what he was doing.
- 4 I'm sorry for people **who** haven't got a sense of humour.
- 5 Have you got anything **that** will clean this carpet?
- 6 Have you got a typewriter **that** I can use?

**Which rule is correct? Check your answer in the key.**

We can leave out a relative pronoun:

- 1 when it refers to a person.
- 2 when it refers to a thing.
- 3 when it is the subject in its clause.
- 4 when it is the object in its clause. —

**▲ 2 Is the relative pronoun the subject or object in these clauses?**

- 1 That's the woman who lives next door.
- 2 Our doctor is a person whom I really respect.
- 3 He had a simple idea which changed the world.
- 4 I've lost that nice ring which Bill gave me.
- 5 It's a book that everybody talks about and nobody reads.
- 6 Once there were three rabbits that lived near a river.
- 7 That's the man who I wanted to see.
- 8 An orphan is a child who hasn't got any parents.
- 9 He keeps telling you things which you already know.
- 10 They never thanked me for the money that I sent them.

**▲ 3 Look again at Exercise 2. Take the sentences in which the relative pronoun is the object, and rewrite them without *who(m)/which/that*.**



▲ 4 Make each pair of sentences into one sentence without using *who(m)/which/that*.

- 1 You asked me to get you a paper. Here's the paper. (*Here's ...*)
- 2 You recommended a film. We went to see the film, but we didn't think much of it. (*We went ...*)
- 3 My sister bought a new car last month. The car has broken down four times already. (*The car ...*)
- 4 You didn't recognise an actor on television last night. The actor was Kiefer Sutherland. (*The actor ...*)
- 5 Jane had some friends at school. Only a very few of the friends went on to university. (*Only ...*)
- 6 My father had an operation for his heart problem. The operation was only a partial success. (*The operation ...*)
- 7 Mark wrote an essay while we were on holiday. The essay has won a prize in the school competition. (*The essay ...*)
- 8 My daughter brings friends home. Some of the friends look as though they never wash. (*Some of ...*)



'It's really very simple, Miss Everhart. Now you just move the cursor across the screen to the area of the world you wish to destroy.'

**Women have their faults  
Men have only two:  
Everything they say,  
Everything they do.**

*Traditional*

**Everything I like is either illegal,  
immoral or fattening.**

*Traditional*

For relative clauses ending in prepositions (e.g. *That's the girl I told you about*), see page 290.

# what = 'the thing that' etc

We can use **what** to mean 'the thing(s) that' or 'the stuff that'.  
*What* is like a **noun + relative pronoun** together.

**What** she said made me angry.      I gave him **what** he needed.

We don't use *what* after *all*, *everything* or *nothing* (see page 271).  
**Everything that** I have is yours. (NOT ~~Everything what~~ ...)

## 1 Join the beginnings and ends using *what*. Examples:

*I'll pay for what I broke.*      *What I need is a drink.*

BEGINNINGS	ENDS
I'll pay for	happened to poor Harry?
I need	I broke.
Did you read about	I don't eat.
He just teaches you	I expected.
I want to know	I meant.
The dog can have	is a drink.
The holiday wasn't at all	made me very happy.
They hadn't got	she asked for.
You misunderstood – that isn't	is where's my car gone?
you said	you already know.



'I've already met the tall, dark man. What I'd like to know is, where is he now?'

## relative **whose**

We can join sentences by putting **whose** in place of **his**, **her** or **its**. This structure is rather formal.

*I saw a girl. Her beauty took my breath away. → I saw a girl **whose** beauty took my breath away.*

*He went to a meeting. He didn't understand its purpose. → He went to a meeting **whose** purpose he didn't understand.*

### ▲ 1 Make sentences with **whose**.

- 1 A good builder is *one whose houses don't fall down*.
- 2 A good parent is one whose \_\_\_\_\_.
- 3 A good gardener \_\_\_\_\_.
- 4 A good doctor \_\_\_\_\_.
- 5 A good writer \_\_\_\_\_.
- 6 A good teacher \_\_\_\_\_.
- 7 A good tourist guide \_\_\_\_\_.
- 8 A good cook \_\_\_\_\_.

### ▲ 2 In the Alpine village of Fernalm, everybody is related to everybody else. Can you sort out the four sentences, putting in **whose** where necessary, so as to make everything clear? Example:

1 Anton, whose brother Fritz ...

- 1
  - Anton.
  - sister Anneliese also helps out in the sports shop
  - brother Fritz helps him run the sports shop
  - lives with Marika
- 2
  - girlfriend Heidrun is an instructor at the ski school
  - Anneliese has a younger brother Max
  - wife Paula works in the restaurant run by Anton's other brother Toni
- 3
  - daughter Liesl runs the pizzeria
  - wife Monika works part-time for the baker down the road, Karsten
  - The person in charge of the ski school at the moment is Klaus
- 4
  - wife Christiane was national ice-dancing champion in her younger days
  - Monika also helps in the bar, the 'Happy Skier', which is run by Erwin
  - uncle Erich runs a hotel, in partnership with Klaus's brother Paul

# non-identifying relative clauses

Some relative clauses **identify** – they say **which** person or thing, or **what kind of person or thing**, you are talking about. Others **do not identify**.

## DO IT YOURSELF

**1 Look at the following pairs of sentences. Which relative clauses identify – the ones in the 'a' sentences or those in the 'b' sentences? Check your answers in the key.**

- 1 a The woman **who/that does my hair** has just had a baby.  
b Dorothy, **who does my hair**, has just had a baby.
- 2 a She married a man (**that/who/whom**) **she met on a bus**.  
b She married a nice architect from Belfast, **whom she met on a bus**.
- 3 a Have you got a book **that's really easy to read**?  
b I lent him *The Old Man and the Sea*, **which is really easy to read**.
- 4 a What did you think of the wine (**that**) **we drank last night**?  
b I poured him a glass of wine, **which he drank at once**.

## DO IT YOURSELF

**2 Look at Exercise 1 again and answer the questions. Check your answers in the key.**

- 1 Without the relative clauses, which make more sense – the 'a' sentences or the 'b' sentences?
- 2 Non-identifying relative clauses (in the 'b' sentences) have commas (,). Why do you think this is?
- 3 In which kind of clause can we use *that* instead of *who(m)* or *which*?
- 4 In which kind of clause can we leave out a relative pronoun when it is the object?
- 5 Do you think non-identifying clauses are more common in a formal or an informal style?

**▲ 3 Change *who/whom/which* to *that*, or leave it out, if possible.**

- 1 This is Peter Taylor, who works with my sister.
- 2 People who don't answer letters annoy me.
- 3 What happened to the oranges which I bought yesterday?
- 4 This room, which isn't used any more, belonged to our eldest son.
- 5 My Uncle Sebastian, who has always been a bit of a traveller, has just gone off to Thailand.
- 6 We live in a village called Netherwold, which has 150 inhabitants.
- 7 I like a film which has a beginning, a middle and an end – in that order.
- 8 I've had a card from Sally, who used to live next door.

- 9 Do you remember those people who we met in Corfu?
- 10 We had some good advice from Mr Blenkinsop, whom we consulted about investments.
- 11 She took twelve aspirins, which is six times the normal dose.
- 12 He published a book called *Asleep in the Bath*, which nobody ever read.

Note the use of **which** to refer to a whole clause. Compare:

*The dentist pulled out **the teeth which/that** were causing the trouble.*

(‘Which/that’ just refers to ‘the teeth’.)

***The dentist had to pull out two of my teeth, which** was a real pity.*

(‘Which’ refers to the whole clause before: ‘The dentist ... teeth’.)

Note that *what* cannot be used in this way.

*He got the job, **which** surprised us all.* (NOT ... ~~**what** surprised us all.~~)

#### ▲ 4 Put in **which** or **what**.

- 1 She cycles to work every day, \_\_\_\_ keeps her healthy.
- 2 I very much liked \_\_\_\_ you said at the meeting.
- 3 They gave me \_\_\_\_ I asked for.
- 4 The lights suddenly went out, \_\_\_\_ frightened Granny terribly.
- 5 This is \_\_\_\_ I need.
- 6 Everybody arrived late, \_\_\_\_ didn’t surprise me in the least.
- 7 The door was locked, \_\_\_\_ was a nuisance.
- 8 He wouldn’t tell me \_\_\_\_ I wanted to know.
- 9 She let me borrow one of her dresses, \_\_\_\_ was very kind of her.
- 10 We’re going to have to repair the roof, \_\_\_\_ will cost a fortune.

AUGUST 5 1950

The women’s Channel swim record was broken today by an American woman, who cut an hour off the time set 24 years ago. Florence Chadwick had

September 9 1971

GEOFFREY JACKSON, the 56-year-old British Ambassador to Uruguay, who has been held captive for eight months by the left-wing Tupamaros guerrillas, was released tonight.

January 16 1979

**THE SHAH** of Iran fled from his capital today, driven into exile by supporters of Ayatollah Khomeini, who has masterminded the downfall of the ‘Peacock Throne’ from his own exile in Paris.

JANUARY 25 1971

PRESIDENT MILTON OBOTE of Uganda, who has been attending the Commonwealth conference in Singapore, has been overthrown by his army commander, General Idi Amin, who accused Obote of

December 8 1980

JOHN LENNON, who as one of the Beatles helped shape the music and philosophies of a generation, was shot dead late tonight outside the Dakota Building, his home in New York.

# reduced relative clauses

We sometimes **leave out who/which/that + is/are/was/were.**

*Do you know that man **standing near the door?***

( = ... **who is standing** ...)

*The man **accused of the killing** said that he was at the cinema at the time.*

( = The man **who was accused** ...)

*Letters **posted before twelve noon** will usually be delivered by the next day.*

## ▲ 1 Change the sentences as shown in the examples.

Paper that is made from rice is sometimes used for stationery.

*Paper made from rice is sometimes used for stationery.*

- 1 Who's that good-looking man who is talking to Alison?
- 2 Luggage that is left unattended will be taken away by police.
- 3 Left-handed children who are forced to write with their right hands often develop psychological problems.
- 4 The nurse who is looking after my aunt is very kind to her.
- 5 All the rubbish that is floating in the sea is a real danger to health.
- 6 Ham which is made in the traditional way costs more, but tastes better.
- 7 Women tourists who are wearing trousers are not allowed in the temple.
- 8 James thought that the man who was with his girlfriend was her brother.
- 9 The man who was bitten by my neighbour's dog was her husband's boss.

## ▲ 2 Join the sentences without using **who/which/that**. Example:

There was a man. The man was seen running from the burning building.

*There was a man seen running from the burning building.*

- 1 I keep having a dream in which there's a woman. The woman is standing with her back to me.
- 2 James says he heard a shot. The shot was fired in the street.
- 3 Are those your trousers? The trousers are hanging over the balcony.
- 4 They live in a beautiful old house. The house was built 300 years ago.
- 5 The Navajo are famous for beautiful jewellery. The jewellery is made of silver and turquoise.
- 6 Passengers are asked to keep behind the yellow line. The passengers are standing on Platform 2.
- 7 Pauline has a very strange old painting of a woman. The woman is holding a small dog.



# relatives: revision

## 1 Put in *which*, *what* or *that*.

- 1 He spoke very fast, \_\_\_\_\_ made it hard to understand him.
- 2 Thanks, but that's not \_\_\_\_\_ I wanted.
- 3 I'll tell you something \_\_\_\_\_ will surprise you.
- 4 I did \_\_\_\_\_ I could.
- 5 I did everything \_\_\_\_\_ I could.
- 6 She kept falling over, \_\_\_\_\_ made everybody laugh.
- 7 He's a university professor, \_\_\_\_\_ is hard to believe.
- 8 You can have anything \_\_\_\_\_ you want.
- 9 Her sense of humour – that's \_\_\_\_\_ attracts people to her.
- 10 He said nothing \_\_\_\_\_ made sense.

## ▲ 2 (a) Put in *nothing at all*, or (b) if that is not possible, put in *that*, or (c) if that is not possible, put in *who(m)* or *which*.

- 1 This is Ann Hargreaves, \_\_\_\_\_ runs the bookshop.
- 2 Have you heard about the problems \_\_\_\_\_ Joe's having at work?
- 3 Never buy yourself anything \_\_\_\_\_ eats.
- 4 I don't like people \_\_\_\_\_ can't laugh at themselves.
- 5 We took the M4 motorway, \_\_\_\_\_ goes straight to Bristol.
- 6 I'll never forget the first film \_\_\_\_\_ I saw.
- 7 Harry Potter, \_\_\_\_\_ writes detective stories, lives in our street.
- 8 I think this is the best holiday \_\_\_\_\_ we've ever had.
- 9 I'm looking for something \_\_\_\_\_ will clean leather.
- 10 We planted some birch trees, \_\_\_\_\_ grow tall very quickly.

## — 3 Put the quotations together.

<p>'I'll discuss it with you,' she said, in a voice</p> <p>A politician is a statesman</p> <p>Any man who hates dogs and babies</p> <p>Anyone who has been to an English public school</p> <p>Consultants are people who</p> <p>No man can lose</p> <p>Nothing that is worth knowing</p>	<p>borrow your watch and tell you what time it is, then walk off with your watch.</p> <p><i>Robert Townsend</i></p> <p>can be taught. <i>Oscar Wilde</i></p> <p>can't be all bad. <i>L Rosten on W C Fields</i></p> <p>that could have been used to defrost her refrigerator. <i>Rex Stout</i></p> <p>what he never had. <i>Izaak Walton</i></p> <p>who approaches every question with an open mouth. <i>Adlai Stevenson</i></p> <p>will feel comparatively at home in prison.</p> <p><i>Evelyn Waugh</i></p>
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## reading relative clauses

**Relative clauses can make sentences more difficult to read.**

A 36-year-old teacher **who was arrested in Cardiff after trying to set fire to a school** is said to have seriously injured two policemen.

The financial problems **which some of the company's branches have been facing over the last eighteen months** are mainly caused by increased foreign competition.

### DO IT YOURSELF

**1 Why do the relative clauses make the above sentences harder to read? Check your answer in the key.**

- 1 They separate the subject from the object.
- 2 They separate the subject from the verb.
- 3 They separate the verb from the object.

**When relative pronouns are left out, this can make reading difficult.**

The woman Barbara was out shopping with **that Tuesday afternoon** was her stepmother. (= The woman **that** Barbara was out shopping with ...)

**▲ 2 Make these sentences easier to read by adding who(m)/which/that.**

- 1 The earrings he gave her for Christmas must have cost at least £500.
- 2 The fax he got that morning was addressed to someone else.
- 3 The sofa we bought last year is falling to pieces already.
- 4 The people he had hoped to introduce Lee to were not there.
- 5 The flat the terrorists hid the guns in was owned by an MP.
- 6 The song she could not remember the name of was *Rambling Boy*.

**Relative clauses can put together nouns and verbs that do not belong together.**

The hair of the young woman sitting next to me on **the park bench** was purple. (It was not the park bench that was purple.)

The picture that I put in **Helen's room** needs cleaning. (It's not the room that needs cleaning.)

▲ 3 Read the sentences and answer the questions.

- 1 The rosebush Sue gave to my little sister is growing beautifully.  
(Who or what is growing?)
- 2 The two tall men we saw with Duncan and Jack were their nephews.  
(Who are the uncles and who are the nephews?)
- 3 The man my mother was working for before she met my father was very intelligent, but also very disorganised. (Who was disorganised?)
- 4 A woman who lives near my sister has just won the national lottery.  
(Has my sister won the lottery?)
- 5 The newspaper which first made contact with the kidnappers telephoned the police immediately. (Who telephoned?)
- 6 Police called to a house in Aston, Hampshire, after neighbours reported cries for help found 18-year-old J... E... stuck in a cat-flap after being locked out of his home. (Who found him?)

▲ 4 Here are the ends of some sentences. Find the beginnings in the box.

- 1 Spain taught me things about myself I had never suspected.
- 2 my wedding was bought in a little shop in Bath.
- 3 my parents' home was the nicest place I've ever lived in.
- 4 the airport in Memphis was going to Italy to collect a tiger for a zoo.
- 5 my little cousin Pam had crazy plans for an expedition to the North Pole.

A very ordinary-looking woman I got talking to at  
 A man I met by chance on a business trip to  
 Some Polish people I was introduced to by  
 The dress my sister wore to  
 The little flat that I rented just after I left

▲ 5 Can you write some beginnings for these endings?

- 1 \_\_\_\_ my brother had rain coming through the roof.
- 2 \_\_\_\_ the green armchair is Emma's boyfriend.
- 3 \_\_\_\_ me doesn't work.

**Reduced relative clauses** (see page 278) can be hard to read. Some examples:

*Most of the people arrested had been in trouble before.*

(= ... **the people who were arrested** ...)

*Three quarters of those questioned wanted more money.*

(= ... **those who were questioned** ...)

*Three children found sleeping in Abbey Park late last night were taken to a foster home by social workers.*

(= ... **children who were found** ...)

*A lot of the buildings designed by architects don't take young children.*

# whoever, no matter who etc

We can use **whoever** to mean 'it doesn't matter who', 'anybody who' or 'the person who'.

**Whoever** told you that was lying.

**Whoever** comes to the door, tell them I'm out.

I'm not opening the door, **whoever** you are.

*Whatever, whichever, whenever, wherever* and *however* are used in similar ways. Present tenses are used to talk about the future after these words.

**Whatever** you do, I'll always love you. (NOT ~~Whatever you'll do~~ ...)

**Whichever** of them you marry, you'll have problems.

I try to see Vicky **whenever** I go to London.

**Wherever** he goes, he'll find friends.

**However** much he eats, he never gets fat.

## 1 Put in **whoever, whatever** etc.

- 1 \_\_\_\_ you marry, make sure he can cook.
- 2 Keep calm, \_\_\_\_ happens.
- 3 You'll be very welcome, \_\_\_\_ day you come.
- 4 The people in Canada were friendly \_\_\_\_ we went.
- 5 You can stay with us \_\_\_\_ you like.
- 6 \_\_\_\_ many times you say that, I won't believe you.
- 7 I'll marry \_\_\_\_ I like.
- 8 \_\_\_\_ you explain it to her, she's still going to be angry.
- 9 It's certain to be a good game, \_\_\_\_ wins.
- 10 \_\_\_\_ I try to talk to her she goes out of the room.



'Well, wherever he is, he's just dug up two dozen snowdrops!'

▲ 2 Rewrite the following sentences using **whoever**, **whatever** etc.

**Example:**

I don't know who directed this film, but it's not much good.

*Whoever directed this film, it's not much good.*

- 1 Send it to the person who pays the bills.
- 2 The thing that is in that box is making a very funny noise.
- 3 People always want more, it doesn't matter how rich they are.
- 4 It doesn't matter how you travel, it'll take you at least three days.
- 5 You can say what you like, I don't think he's the right man for you.
- 6 Use which room you like, but make sure you clean it up afterwards.
- 7 It doesn't matter what problems you have, you can always come to me for advice.
- 8 The person who phoned just now was very polite.
- 9 Any time I see you I feel nervous.
- 10 It doesn't matter what you do: I'll love you.

We can use **no matter who/what/when** etc in the same way as **whoever** etc.

**No matter who comes to the door, tell them I'm out.**

3 Put in **no matter who/what/etc.**

- 1 \_\_\_ you do, I'll always believe in you.
- 2 \_\_\_ he goes, he'll find friends.
- 3 \_\_\_ hard he tries, he always gets everything wrong.
- 4 \_\_\_ you say, I know I'm right.
- 5 \_\_\_ we go away, Paul won't be able to come with us.
- 6 \_\_\_ many times I tell them, they forget.

**Whether ... or ...** can be used to mean 'It doesn't matter whether ... or ...'.

**Whether we go by bus or train, it'll take at least six hours.**

**I'm staying whether you like it or not.**

4 Put the sentences together.

Whether he's lying	or an expert,	it's a wonderful story.
Whether we tell her now	or cross-country,	she's not going to be pleased.
Whether you're a beginner	or dislike her,	the equipment costs a lot.
Whether you ski downhill	or later,	you have to admire her.
Whether you like her	or telling the truth,	you'll learn something from the course.



# prepositions with verbs, nouns etc

**1 Test yourself. See if you know what preposition is needed with each of these words. (Write '-' if no preposition is used.)**

- 1 Don't **approach** \_\_\_\_ the dog.
- 2 I **arrived** \_\_\_\_ the station at six.
- 3 If you don't know, **ask** \_\_\_\_ John.
- 4 She's very **good** \_\_\_\_ languages.
- 5 **Congratulations** \_\_\_\_ your success.
- 6 The bus **crashed** \_\_\_\_ a tree.
- 7 It all **depends** \_\_\_\_ the weather.
- 8 I'd like **details** \_\_\_\_ your courses.
- 9 Let's **discuss** \_\_\_\_ your plans.
- 10 I **divided** the cake \_\_\_\_ three parts.
- 11 Why is she **dressed** \_\_\_\_ black?
- 12 Nobody **entered** \_\_\_\_ the room.
- 13 This is an **example** \_\_\_\_ his work.
- 14 There is no **increase** \_\_\_\_ prices.
- 15 I'm **interested** \_\_\_\_ most sports.
- 16 He was very **kind** \_\_\_\_ her.
- 17 The soup **lacks** \_\_\_\_ salt.
- 18 I'm **looking** \_\_\_\_ a place to live.
- 19 He has to **look** \_\_\_\_ his mother.
- 20 My sister is **married** \_\_\_\_ a builder.
- 21 She **married** \_\_\_\_ him last year.
- 22 He wasn't very **nice** \_\_\_\_ me.
- 23 Have you **paid** \_\_\_\_ the drinks?
- 24 We need **proof** \_\_\_\_ his story.
- 25 What's the **reason** \_\_\_\_ the change?
- 26 You **remind** me \_\_\_\_ your brother.
- 27 Who's **responsible** \_\_\_\_ security?
- 28 I didn't **take part** \_\_\_\_ the meeting.
- 29 Could you **translate** this \_\_\_\_ Greek?
- 30 That's just **typical** \_\_\_\_ you.
- 31 I'm reading a novel \_\_\_\_ **Dickens**.
- 32 \_\_\_\_ **my opinion** you're wrong.
- 33 Who's the man \_\_\_\_ **the picture**?
- 34 I love walking \_\_\_\_ **the rain**.
- 35 Don't talk \_\_\_\_ that silly **voice**.
- 36 The answer's \_\_\_\_ **page 29**.

## DO IT YOURSELF

**2 Look at the examples and complete the rule for the use of *at*, *in* and *on* to talk about time. Check your answers in the key.**

*in 1976*     *in June*  
*in the morning*     *at 4.15*  
*at lunchtime*     *on Sunday*  
*on Monday afternoon*  
*at Christmas*     *at the weekend*

### Rule

\_\_\_\_ + clock time  
 \_\_\_\_ + part of a day  
 \_\_\_\_ + part of a particular day  
 \_\_\_\_ + particular day  
 \_\_\_\_ + weekend, public holiday  
 \_\_\_\_ + longer period

**3 Only one of these expressions has a preposition. Which one?**

- 1 I'll see you \_\_\_\_ next Monday.
- 2 I'm not free \_\_\_\_ this Thursday.
- 3 Tell me \_\_\_\_ what time it starts.
- 4 The exam's \_\_\_\_ my birthday.
- 5 Let's meet \_\_\_\_ one weekend.
- 6 I train \_\_\_\_ every day.
- 7 She phoned \_\_\_\_ this evening.

**4 Put in *at*, *in*, *on* or - .**

- 1 \_\_\_\_ Easter
- 2 \_\_\_\_ Tuesday
- 3 \_\_\_\_ 1994
- 4 \_\_\_\_ the evening
- 5 \_\_\_\_ Friday evening
- 6 \_\_\_\_ May
- 7 \_\_\_\_ next Wednesday
- 8 I don't know \_\_\_\_ what time
- 9 \_\_\_\_ supper time
- 10 \_\_\_\_ this Sunday
- 11 \_\_\_\_ that afternoon
- 12 \_\_\_\_ Sunday afternoon



# at/in and to

## DO IT YOURSELF

- 1 Look at the examples, and complete the rule with words from the box. Check your answers in the key.

I met her **at** a concert.

Let's go **to** a concert.

He's **in** London.

I sent it **to** London yesterday.

### Rule

At and in are used for \_\_\_\_\_. To is used for \_\_\_\_\_.

distance	experience	intentions	movement
position	time		

If we say **what we do** in a place **before** we say **where we go**, we use **at/in** with the place. Compare:

Let's **go to Marcel's** for coffee.

Let's go and **have coffee at Marcel's**. (NOT ... ~~to~~ Marcel's.)

- 2 Do you know which of these verbs can be followed by **at + person**?

ask	call	laugh	look	phone	point	shoot
smile	speak	talk	walk	wave	write	

You can **shout at or to** somebody; you can **throw something at or to** somebody. Do you know the difference?

- 3 Put in the correct preposition.

- I've spent the day \_\_\_\_ York.
- Why don't you take Joe \_\_\_\_ the cinema?
- Your key's \_\_\_\_ the reception desk.
- We usually meet \_\_\_\_ the pub.
- They're delivering the furniture \_\_\_\_ my flat on Tuesday.
- What's the easiest way to get \_\_\_\_ Bristol?
- Stop shouting \_\_\_\_ me.
- Throw the keys down \_\_\_\_ me and I'll let myself in.
- Let's throw snowballs \_\_\_\_ Mrs Anderson.
- Can you shout \_\_\_\_ Paul and tell him it's supper time?
- When you smile \_\_\_\_ me like that I'll do anything for you.
- Promise you'll write \_\_\_\_ me every day.
- I went \_\_\_\_ Canada to see my father.
- I went to see my father \_\_\_\_ Canada.

# by and until

## DO IT YOURSELF

- 1 Look at the examples, and put together the best explanations of how to use **by** and **until**. Check your answers in the key.

'Can you repair my watch if I leave it **until** Saturday?'

'No, but we can do it **by** next Tuesday.'

You can have the car **until** this evening.

But you must bring it back **by** six o'clock at the latest.

<b>By</b> is used	1 to say that a situation will continue up to a certain moment.
<b>Until</b> is used	2 to say that something will happen around a certain time.
	3 to say that something will happen at or before a certain moment.

In an informal style we often use **till** instead of **until**.

- 2 Complete the sentences with **by** or **until**.

- 'Can I stay \_\_\_\_ the weekend?'
- 'Yes, but you'll have to leave \_\_\_\_ Monday midday at the latest.'
- This form must be returned \_\_\_\_ April 17.
- We'll just have to wait \_\_\_\_ he's ready to see us.
- The books have got to go back to the library \_\_\_\_ Tuesday.
- Do you think you can finish the painting \_\_\_\_ Easter?
- 'Can I borrow your raincoat?' '\_\_\_\_ when?'
- You ought to use this meat \_\_\_\_ tomorrow.
- There won't be any trees left \_\_\_\_ the year 2050.
- She went on screaming \_\_\_\_ somebody came.

Before a **verb**, we can use **by the time**. (For **until** before a verb, see p. 238.)

*He'll be gone **by the time** we get home.*



'And returned by one o'clock.  
I go to lunch then.'

# for and during

## DO IT YOURSELF

- 1 Look at the examples. Which word tells you *how long* and which word tells you *when*? Check your answers in the key.

*My father was in hospital **for** six weeks **during** the summer.*

(NOT ... ~~**during**~~ six weeks ...)

*It rained **during** the night **for** two or three hours.*

- 2 Put in *for* or *during*.

- 1 Drinks will be served \_\_\_\_\_ the interval.
- 2 I'll come and see you \_\_\_\_\_ a few minutes \_\_\_\_\_ the afternoon.
- 3 They met \_\_\_\_\_ the war.
- 4 He said nothing \_\_\_\_\_ a long time.
- 5 I woke up several times \_\_\_\_\_ the night.
- 6 She studied in America \_\_\_\_\_ two years.

# opposite and in front of

OPPO ◀ SITE ◀ IN ◀ FRONT ◀ OF

## DO IT YOURSELF

- 1 Look at the picture. Which is *opposite* the house – the bus stop or the car? Which is *in front of* the house? Check your answers in the key.



- 2 Put in *opposite* or *in front of*.

- 1 There's a supermarket \_\_\_\_\_ my house.
- 2 \_\_\_\_\_ me in the queue there was a very strange-looking woman.
- 3 I can't see the TV if you stand \_\_\_\_\_ it.
- 4 The lifts are directly \_\_\_\_\_ the reception desk.
- 5 Somebody's parked \_\_\_\_\_ my garage door, and I can't get my car out.
- 6 She sat down \_\_\_\_\_ me and started talking to me.

# between and among

## DO IT YOURSELF

- 1 Look at the examples and complete the rules. Check these in the key.

*She was standing **between** Alice and Mary.*

*Our house is **between** the woods, the river and the village.*

*His house is hidden **among** the trees.*

*We were in a little valley **between** high mountains.*

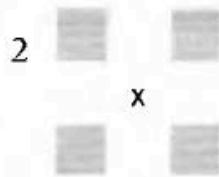
### RULES

We say \_\_\_\_ a group, crowd or mass of things that are not seen separately.

We say \_\_\_\_ two or more clearly separate people or things.

We say \_\_\_\_ things on two sides.

- 2 Look at the diagrams. Is X *between* or *among* the other things?



- 3 Put in *between* or *among*.

- 1 I saw something \_\_\_\_ the wheels of the car.
- 2 She was standing \_\_\_\_ a crowd of children.
- 3 We'll come and see you some time \_\_\_\_ Christmas and Easter.
- 4 I found the letter hidden away \_\_\_\_ some old photographs.
- 5 This is just one problem \_\_\_\_ many.
- 6 Switzerland lies \_\_\_\_ France, Germany, Austria and Italy.
- 7 I couldn't see Lily \_\_\_\_ the visitors.
- 8 The ball hit him directly \_\_\_\_ the eyes.
- 9 The lift got stuck \_\_\_\_ two floors of the hotel.
- 10 She stood there \_\_\_\_ piles of suitcases looking for a taxi.

# prepositions at the end of questions

**Prepositions often come at the end of questions.**

*With whom ...? For what ...?* etc are unusual and very formal.

We usually prefer *Who ... with? What ... for?* etc.

## 1 Write questions for these answers, using 'Who ...?' or 'What ...?'

**Example:**

'I went with my sister.' 'Who did you go with?'

- |                                   |                                    |
|-----------------------------------|------------------------------------|
| 1 'I'm thinking about my exams.'  | 6 'She hit him with her shoe.'     |
| 2 'I bought it from Janice.'      | 7 'My father works for Shell Oil.' |
| 3 'She sent it to the police.'    | 8 'I made it for you.'             |
| 4 'I'll carry it in a paper bag.' | 9 'The book's about Egypt.'        |
| 5 'You can eat it with a spoon.'  | 10 'I was talking to Patrick.'     |

## 2 Write questions for these answers, using 'Who ...?' or 'What ...?'

**Example:**

'Soup.' (start) 'What are we starting with?'

- |                              |                                    |
|------------------------------|------------------------------------|
| 1 'A bus.' (wait)            | 6 'A strange bird.' (look)         |
| 2 'The future.' (worried)    | 7 'My keys.' (look)                |
| 3 'Films.' (talking)         | 8 'Travel and music.' (interested) |
| 4 'The manager.' (speak)     | 9 'My mother.' (write)             |
| 5 'Universal Export.' (work) | 10 'Life.' (think)                 |

## 3 Make questions with some of these words and expressions, using 'What ... you ...?' or 'Who ... you ...?'. Example:

*What/Who are you looking at? OR ... looking for?*

looking	waiting	listening	play tennis	country
letter	get it	have lunch	buy that car	in love
change your job	studying English			

Note the common structure **Where ... to/from?**

**Where should I send it to?**

**'Where do you come from? / Where are you from?' 'Canada.'**

# prepositions in relative clauses

In relative clauses (after *who*, *whom*, *which*, *that*), **verb + preposition** combinations usually **stay together**. This means that prepositions can be separated from their relative pronoun objects.

	OBJECT		VERB + PREPOSITION
<i>something</i>	( <i>that</i> )	<i>you can</i>	<b>write with</b>
<i>the girl</i>	( <i>whom</i> )	<i>I was</i>	<b>talking about</b>
<i>the music</i>	( <i>which</i> )	<i>we</i>	<b>listened to</b>

Prepositions can also go before their objects, but this is usually very formal.

*something* **with which** you write      *the girl* **about whom** I was talking  
*the music* **to which** she listened

## 1 Join the beginnings and ends to make sensible sentences.

BEGINNINGS	ENDS
A cup is	something that a child plays with.
A picture is	something that water comes out of.
A tap is	something that you can look at.
A toy is	something that you can look through.
A vase is	something that you drink out of.
A window is	something that you put flowers in.

## 2 Put the words in order. Which description goes with which picture?

- 1 bite you with things that
- 2 in something you sleep that
- 3 on you that something put things
- 4 valuables in you that put something
- 5 teeth with you that thing a your clean
- 6 on a thing hang that clothes you
- 7 with liquid dishes you wash that
- 8 can a fire start with you that something



D

E

F

G

H



**3 Make up similar descriptions for six or more of these things.**

a key	a purse	a chair	a fridge	soap
furniture polish	olive oil	a knife	a razor	a gun
a notebook	a cooker	money		

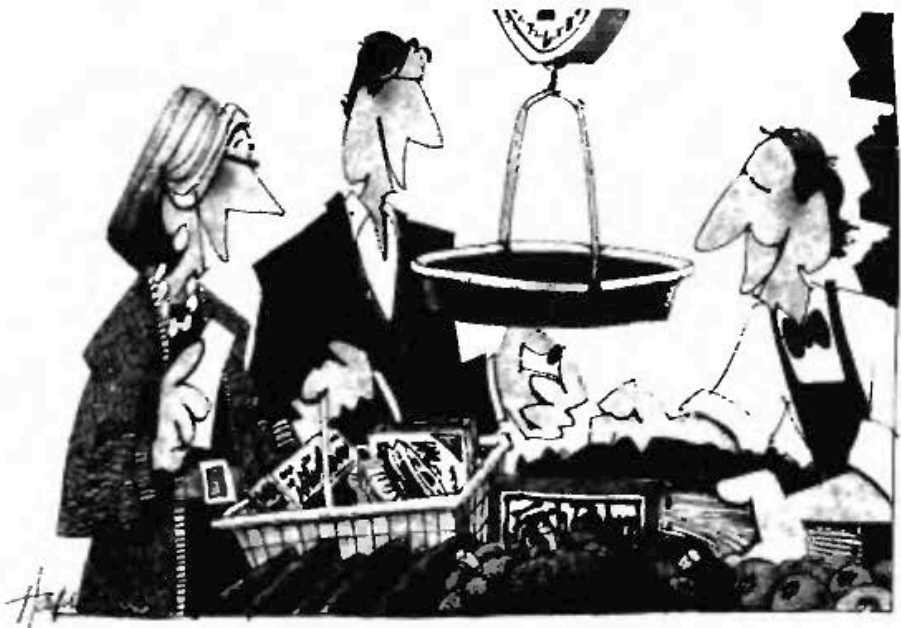
**4 Make these expressions less formal.**

- 1 the people with whom we went on holiday  
*the people we ... OR the people that we ...*
- 2 a man with whom I sometimes play chess  
*a man I ... OR a man that I ...*
- 3 somebody for whom I have great respect
- 4 the girl to whom I was writing
- 5 the problem about which I was worried
- 6 a car for which I paid too much

**5 Look at the table, and then write some descriptions ending in prepositions. Examples:**

*John is the man that Bill plays chess with.  
Sue is the woman Ron is married to.*

NAME	PLAYS CHESS WITH	IS MARRIED TO	WORKS WITH
Bill	John	Alice	Anne
Ron	Anne	Sue	Mary
Peter	Alice	Anne	Sue
Sally	Mary	John	Alice



'We're planning a small dinner party. Do you have any vegetables no one's heard of yet?'

# prepositions in passive clauses

In passive structures, **verb + preposition** groups stay together. Compare:

ACTIVE: The doctors **operated on** her yesterday morning.

PASSIVE: She was **operated on** yesterday morning.

**1 Take words from each box to complete the sentences. More than one answer may be possible.**

heard	looked	operated	paid	played	sat	slept
spoken	talked					

about	at	for	from	in	of	on	to	with
-------	----	-----	------	----	----	----	----	------

- 1 She was taken into hospital today, and she's going to be \_\_\_\_ tomorrow.
- 2 I don't like being \_\_\_\_ behind my back.
- 3 The new secretary's working very badly. He'll have to be \_\_\_\_.
- 4 I don't think he came home last night. His bed hasn't been \_\_\_\_.
- 5 That antique chair's not really meant to be \_\_\_\_.
- 6 It's not really our house yet. It hasn't been \_\_\_\_.
- 7 He left for America in 1980, and he hasn't been \_\_\_\_ since.
- 8 The cat loves being \_\_\_\_.
- 9 He's so shy: it even upsets him to be \_\_\_\_.

**2 Make three or more questions from the following table.**

Who was	America      Australia the novel <i>Anna Karenina</i> <i>Hamlet</i> <i>Happy Birthday to You</i> penicillin      radio      television electricity the film <i>The Birds</i> the Eiffel Tower      the Taj Mahal the Mona Lisa ('La Gioconda')	built composed directed discovered invented painted written	by?
---------	---	---	-----

**3 If you are in a class, write more questions like the ones in Exercise 2 and ask other students.**

# preposition after adjective + infinitive

Prepositions come after infinitives in structures like:

*She's easy to work with. He's interesting to talk to.*

## 1 Change the sentences. Example:

It's easy to work with Jane. → *Jane's easy to work with.*

- 1 It's nice to talk to her.
- 2 It's difficult to live with him.
- 3 It's impossible to argue with my brother.
- 4 It's not very pleasant to travel in those old trains.
- 5 It's not easy to drive on ice.
- 6 It was difficult to swim across the river.
- 7 It's hard to get to her village.
- 8 It's very easy to get on with him.
- 9 It's difficult to paint with water-colours.
- 10 It's interesting to work with her.

## 2 Join beginnings, middles and ends to make six or more sentences.

BEGINNINGS	MIDDLES	ENDS
A broken cup is	boring	to listen to.
A broken fork is	comfortable	to sit on.
A cushion is	difficult	to eat with.
A small hard chair is	hard	to talk about.
A warm bath is	interesting	to drink out of.
Baby animals are	nice	to listen to.
Classical music is	uncomfortable	to talk to.
Family problems can be		to lie in.
Lectures are often		to play with.
People who travel a lot can be		to sit on.

## 3 Using this structure, what can you say about the following?

a very small spoon    shoes that are too small  
a hard bed    a noisy hotel room    a broken pencil

# numbers

**A hundred, a thousand** etc are less formal than **one hundred** etc. Compare:

*I'll let you have it for **a hundred** pounds.*

*We are prepared to sell the item for a sum of **one hundred** pounds.*

We use **one hundred** etc when we wish to sound precise.

*It costs exactly **one hundred** dollars.*

We use **one**, not **a**, just before another number or inside a larger number.

1,300: **one thousand, three hundred** (NOT ~~a thousand, three hundred~~)

£1.70: **one pound seventy**

**six thousand, one hundred and eleven** (NOT ~~six thousand, a hundred ...~~)

## 1 Write the figures in words.

- 1 We drove about 100 miles.
- 2 He wants £1,450 for the car.
- 3 'What's the population of your village?' 'Oh, 1,000. I suppose.'
- 4 3,144
- 5 \$1.85
- 6 (*on a cheque*): Pay G S Hallam £1,000 only

**Dozen, hundred, thousand** and **million** have **no -s** after a number, few or several.

*three **dozen** bottles* (NOT ~~three dozens (of) bottles~~)

*a few **hundred** times*

*six **thousand** miles*

*several **million** pounds*

In other cases we use *dozens (of)*, *hundreds (of)* etc.

*We've got **dozens of** bottles.*

*He's done it **hundreds of** times.*

*She made **millions** in the property market.*

## 2 Put in **dozen(s) (of)**, **hundred(s) (of)**, **thousand(s) (of)** or **million(s) (of)**.

- 1 He had to sign his name five \_\_\_\_ times. (*hundred*)
- 2 We export 40 \_\_\_\_ tons a year. (*million*)
- 3 I just need to borrow a few \_\_\_\_ pounds. (*hundred*)
- 4 I've told you \_\_\_\_ times. (*million*)
- 5 \_\_\_\_ refugees are flooding into the country. (*thousand*)
- 6 Could I have two \_\_\_\_ eggs? (*dozen*)

**3 Do you know how to spell ordinal numbers? Write these in words.**

1st *first*    2nd    3rd    4th    5th    6th    7th    8th  
 9th    10th    12th    16th    20th    21st    30th  
 100th    1000th

**We use ordinal numbers to say the names of Kings, Queens and popes.**

*Henry the Eighth    Elizabeth the Second    Pius the Twelfth*



'I'm afraid you've got the wrong number. This is Louis XV.'

**WRITING DATES:** 30 March 1995; 10 June 1980

**SAYING DATES:** *the thirtieth of March / March the thirtieth, nineteen ninety-five*  
*the tenth of June / June the tenth, nineteen eighty*

**4 Change these from written to spoken or from spoken to written form.**

- |  |                   |
|--|-------------------|
| 1 the tenth of April, nineteen ninety-six      | 4 16 May 1970     |
| 2 September the seventeenth, nineteen eleven   | 5 12 March 1993   |
| 3 the sixteenth of June, nineteen seventy-nine | 6 14 January 1986 |

**Telephone numbers are usually said one number at a time.**

3174522: *three one seven four five two two (OR ... double two)*

20645: *two oh (OR zero) six four five*

**5 Write the following all in words:**

- 1 your telephone number
- 2 your date of birth
- 3 the approximate population of your home village/town and your country

# contractions

Contractions like *she's*, *isn't* represent the pronunciation of informal speech. They are common and correct in **informal writing**, but unusual in formal writing.

AFFIRMATIVE CONTRACTIONS: PRONOUN + 'M, 'RE, 'S, 'VE, 'D, 'LL	NEGATIVE CONTRACTIONS: AUXILIARY VERB / BE + N'T	
I am → I'm	are not → aren't	shall not → shan't
we are → we're	is not → isn't	would not → wouldn't
she is → she's	have not → haven't	should not → shouldn't
he has → he's	has not → hasn't	cannot → can't
I have → I've	had not → hadn't	could not → couldn't
you had → you'd	do not → don't	might not → mightn't
you would → you'd	does not → doesn't	must not → mustn't
they will → they'll	did not → didn't	ought not → oughtn't
	will not → won't	need not → needn't

With *be*, two negative forms are common: *you're not* or *you aren't*, *she's not* or *she isn't* etc. With other verbs, the forms with *n't* are more common.

**Am not** is contracted to **aren't** only in questions.

*I'm late. aren't I?* BUT *I'm not ready.* (NOT ~~*I aren't ready.*~~)

The contraction **'s** (= *is* or *has*) can be written after pronouns, nouns, question words, *there* and *here*.

**It's** late. **Your father's** gone home. **How's** everything?

**There's** the phone. **Here's** your money.

The contractions **'re**, **'ve**, **'d** and **'ll** are normally only written after pronouns.

## 1 Rewrite these sentences using contractions.

- |                              |                             |
|------------------------------|-----------------------------|
| 1 I am tired.                | 10 My car has broken down.  |
| 2 She is French.             | 11 You need not worry.      |
| 3 She has forgotten.         | 12 I cannot swim.           |
| 4 They have finished.        | 13 The door will not close. |
| 5 I thought you had left.    | 14 It does not matter.      |
| 6 We will tell you tomorrow. | 15 I have not forgotten.    |
| 7 I wish he would stop.      | 16 I am not sorry.          |
| 8 How is your mother?        | 17 Why are you not in bed?  |
| 9 Nobody is perfect.         | 18 Do you not like this?    |



**Affirmative** contractions are **not usually stressed**. When an affirmative auxiliary verb is stressed (for example at the end of a sentence) we don't use a contraction. Compare:

'**You're** late.' 'Yes, **we are**.' (NOT '~~Yes, we're.~~')  
'**He's** forgotten.' 'I think **he has**.' (NOT '~~I think he's.~~')  
'It **isn't** true.' 'No, it **isn't**.'

Negative contractions can be stressed, and are possible in any position.

'It **isn't** true.' 'No, it **isn't**.'

**2 Rewrite the sentences only if contractions are possible.**

- 1 Can you tell me where she is staying?
- 2 'Remember to take your medicine.' 'Yes, I will.'
- 3 Do you know where she is?
- 4 'Have you paid?' 'No, I have not.'
- 5 'It is not true.'
- 6 'On the contrary, it is true.'
- 7 'Would you like another cup?' 'Yes, I would.'
- 8 I do not believe they are fresh.
- 9 Telephone if you cannot come.
- 10 'Can you help me?' 'No, I cannot just at the moment.'

**3 Complete the poem by putting in the contracted forms of the verbs in the box.**

cannot	he has	he would	I will	that is	there is
we have	you have				

Mother, 1 a strange man  
Waiting at the door  
With a familiar sort of face  
You feel 2 seen before.

Says his name is Jesus  
Can we spare a couple of bob\*  
Says 3 been made redundant  
And now 4 find a job.

Yes I think he is a foreigner  
Egyptian or a Jew  
Oh aye, and that reminds me  
5 like some water too.

Well shall I give him what he wants  
Or send him on his way?  
OK 6 give him 5p  
Say 7 all 8 got today.

From Roger McGough: *Three Rusty Nails*

\* a couple of bob (shillings): a little money



## grammar: useful words

It will be easier to use this book if you know the words in the boxes. If you don't know them, we suggest you read the explanations and do the exercises.

noun    singular    plural    countable    uncountable

**Nouns** are mostly **names of things**, e.g. *cat, idea, money, oil, reason, strength*.

**Singular nouns:** *cat, idea, reason*; **plural nouns:** *cats, ideas, reasons*.

**Countable nouns** (e.g. *cat*) can be singular or plural; **uncountable nouns** (e.g. *oil, happiness*) are only singular, and cannot come after *a/an*.

adjective    comparative    superlative

**Adjectives describe things**, e.g. *old, big, strange, ready, famous, impossible*.

**Comparative adjectives:** *older, more famous*.

**Superlative adjectives:** *oldest, most famous*.

determiner    article    possessive    demonstrative

**Determiners** go before (adjectives and) nouns. They include **articles** (*a, the*), **possessives** (e.g. *my, your*), **demonstratives** (e.g. *this, that*) and **quantifiers** (e.g. *some, any, few, much, several, enough*).

**1 Look at the expressions in the box and write down:**

- 1 all the **nouns**, and say whether they are **uncountable, singular countable** or **plural**
- 2 all the **adjectives**, and say whether they are **ordinary, comparative** or **superlative**
- 3 all the **determiners**, and say whether they are **articles, possessives, demonstratives** or **quantifiers**.

a few small potatoes	some cold soup	this stupid suggestion
my best suit	a more interesting book	the cheapest petrol
his older brother	those high buildings	our worst problem
many younger people	these new rules	no dry wood

pronoun    personal    possessive    reflexive    relative

**Pronouns** replace nouns. They include **personal pronouns** (e.g. *I, she, us, you*), **possessive pronouns** (e.g. *mine, yours*), **reflexive pronouns** (e.g. *myself, oneself*) and **relative pronouns** (e.g. *who, whose, which, that*).

- 2 Write down (a) three more personal pronouns; (b) three more possessive pronouns; (c) three more reflexive pronouns.**

verb    auxiliary verb    modal auxiliary verb  
tense    future    present    past    simple    progressive    perfect

**Verbs** mostly refer to **actions, events** or **situations**, e.g. *run, turn, stop, seem*.

The **auxiliary verbs** *be, have* and *do* are used with other verbs to make tenses, questions, negatives and passives.

**Modal auxiliary verbs** are a small group of verbs (*can, may, must* etc – see page 106) which add meanings like possibility or obligation.

**Tenses** are forms of verbs which show **time relations**. There are **future, present** and **past** tenses. These can be **simple** (e.g. *will work, works, worked*), **progressive** (e.g. *will be working, is working, was working*) or **perfect** (e.g. *will have worked, has worked, had worked*).

- 3 Read these sentences and write down the verbs.**

She lost her temper.	It never rains there.	Open the door.
This fish tastes funny.	Our team won.	I got a letter from Dave.

- 4 Look at these verbs, and say whether they are *future, present or past* and whether they are *simple, progressive or perfect*. Which are the auxiliary verbs?**

- 1 will rain
- 2 is working
- 3 had forgotten
- 4 sits
- 5 came
- 6 will be seeing
- 7 was running
- 8 will have finished
- 9 has stopped
- 10 did not answer

conditional	-ing form	infinitive	perfect infinitive
past participle	imperative	active	passive

**Conditionals:** forms made with *would*. e.g. *I **would like** a drink.*

**-ing forms:** *smoking, waiting* etc

**Infinitives:** *I want **to go**: We must **stop*** etc

**Perfect infinitives:** *She must **have arrived*** etc

**Past participles:** *stolen, gone* etc

**Imperatives:** *Please **sit** down: **Go** away* etc

**Active verbs:** *Anne **invited** George: We **make** cars* etc

**Passive verbs:** *George **was invited** by Anne: Cars **are made** in our factory* etc

**5 Find a conditional, an -ing form, an infinitive, a perfect infinitive, a past participle, an imperative and an active and passive verb in this text, and write them down.**

I smoke too much, and I would certainly stop smoking if I could, but when my friends talk about it I just say, 'Shut up and leave me alone'. I don't actually think I'll stop unless I'm ordered to by a doctor. I suppose I should never have started.

preposition	adverb	adverb particle
-------------	--------	-----------------

**Prepositions** help nouns and pronouns to fit into sentences. e.g. *She **ran down** the road: I hate the idea **of** death: I'm glad **about** your new job.*

**Adverbs** say more about verbs, adjectives or other parts of a sentence. e.g. *We **really** tried: I **often** see her: **terribly** cold: **right** down the road: I start **today**.*

**Adverb particles** are small adverbs that follow verbs: they look like prepositions, but are not (see page 184). e.g. *Sit **down**: Let's go **on**.*

**6 Find the prepositions and adverbs and write them down. What sort of word is *out* in *walked out*? Can you write down five more prepositions and five more adverbs?**

Rob usually sits at the back with Ann, but yesterday he suddenly decided to sit at the front by Karen for a change. Ann got terribly upset and started shouting at Rob as loud as she could, so then Rob got upset and walked out in a temper.

subject    object    direct/indirect    complement

The **subject** usually comes before the verb, and most often says who or what **does something**. e.g. *My father drives fast cars*; *She sings well*.

The **(direct) object** usually comes after the verb; it often says who or what **something happens to**. e.g. *My father drives fast cars*; *I broke a cup*.

Some verbs have two objects: the **indirect object** says who something is given to, done for etc. e.g. *She sent the manager a dozen roses*.

## 7 Write down the subjects, direct objects and indirect objects from these sentences.

- |                             |                                     |
|-----------------------------|-------------------------------------|
| 1 Jake writes songs.        | 4 What sort of books do you like?   |
| 2 I gave Monica my address. | 5 Write me a postcard when you have |
| 3 Can you tell me the time? | time.                               |

After *be*, *seem* and some other verbs, we can describe the subject with a noun or adjective **complement**. e.g. *He's a doctor*; *She seems nervous*.

## 8 What are the complements in these sentences?

- |                   |                                |
|-------------------|--------------------------------|
| 1 You're pretty.  | 3 Are you a student?           |
| 2 He looks tired. | 4 When I saw him I felt sorry. |

sentence    clause    main/subordinate clause    relative clause  
 indirect speech    conjunction    tag    affirmative  
 interrogative    negative

A **sentence** begins with a capital letter and ends with a full stop, a question mark or an exclamation mark.

Some sentences have more than one **clause** (e.g. [*I'll phone*] [*when I get home*]).

**Subordinate clauses** are introduced by conjunctions (e.g. **when** *I get home*).

Some **conjunctions**: *if*, *when*, *because*, *while*, *after*, *although*.

**Main clauses** (e.g. *I'll phone*) do not need conjunctions.

**Affirmative** verbs/sentences make statements (e.g. *You're late*).

**Interrogative** verbs/sentences ask questions (e.g. *Am I late?*).

**Negative** verbs/sentences are made with *not* (e.g. *I'm not late*).

**9 Write down the conjunctions and subordinate clauses from these sentences. Which sentences have interrogative main clauses? Which have affirmative main clauses? Which have negative main clauses?**

- 1 She talks all the time while I'm trying to work.
- 2 I don't mind if you stay out late.
- 3 Did you tell Alice where you were staying?
- 4 When I get back I'll explain everything.
- 5 Before you went out, did you switch the lights off?
- 6 Although it was snowing, it wasn't very cold.

**Relative clauses** are introduced by relative pronouns, e.g. *This is the switch which turns on the heating.*

In **indirect speech**, we use subordinate clauses to report things that are said or thought, e.g. *She said that I was wrong: I wondered if they were lost.*

**Tags** are short **auxiliary + pronoun** expressions that are added to sentences, e.g. *It's getting warmer, isn't it?*

consonant	vowel	(un)contracted	stressed)	intonation
expression	formal	informal	emphatic	

**Consonants:** *b, c, f, g, h* etc. **Vowels:** *a, e, i, o, u.*

**Uncontracted forms:** *I will, is not* etc. **Contractions** **Contracted forms:** *I'll, isn't* etc.

**Stress:** pronouncing one part of a word, or one word, more strongly than others. In *better*, we stress *bett*; in *return*, we stress *turn*; in *It's late*, we stress *late*.

**Intonation:** the 'musical' movement of the voice up and down. Questions often end with a rising intonation.

**Expression:** a group of words that belong together, e.g. *out of work: on Monday.*

**Informal** language is used, for example, in friendly conversations: **formal** language, for example, in business letters. *We've got a suggestion* is informal: *We have a suggestion* is formal.

**Emphatic:** expressing something strongly. *We had no money at all* is more emphatic than *We didn't have any money.*



## Answers to exercises

**17** 1 (**a** and **an**) 1 an 2 a 3 an 4 a 5 a 6 an 7 a 8 a 9 a 10 an  
11 an 12 a 13 a 14 an 15 a 16 a 17 an 18 a

1 (**alan** and **one**) 1 One 2 a 3 an 4 one/an 5 a 6 one 7 a 8 a 9 one

**18-19** 1 2 is a doctor 3 is a teacher 4 is a scientist 5 is a musician  
6 is a painter / an artist 7 is a photographer 8 is a secretary 9 is a builder  
10 is a hairdresser 11 is an electrician 12 is a butcher 13 is a mechanic  
14 is a cook 15 is a gardener 16 is a (lorry/truck) driver

2 A curtain is a thing that you put across a window.  
A dictionary is a thing used for finding the meanings of words.  
A dentist is a person who helps people to keep their teeth healthy.  
A lawyer is a person who helps people with legal problems.  
A mechanic is a person who services and repairs cars.  
A tap is a thing that water comes out of.  
A teacher is a person who helps people to learn things.  
A telephone is a thing used for talking to people who are far away.

**20** 1 (*Examples of possible answers*)  
1's got a long nose / a small mouth. 7's got a short beard / a round face.  
2's got a round face / a nice smile. 8's got a big mouth / a loud voice.  
3's got a long neck / a small beard. 9's got a big moustache / a long nose.  
4's got an oval face / a long nose. 10's got a small mouth / an oval face.  
5's got a small nose / a big mouth. 11's got a small moustache / a nice smile.  
6's got a long beard / a bad temper. 12's got a long beard / a square face.

**21** 1 1 the 2 the 3 a 4 a 5 the: the 6 the: the 7 the: the 8 a: a: the: the  
9 the 10 the  
2 1 the 2 the 3 an 4 the 5 a 6 the 7 the 8 A 9 a 10 the 11 the  
12 the

**22-23** 1 1 - 2 - 3 - 4 - 5 - 6 the 7 the 8 the 9 the 10 -

3 1 the wheel 2 the novel 3 the computer 4 The violin 5 the ballpoint pen  
6 The fax machine 7 the whale 8 The X-ray machine

**24-25** 1 1 to town: on foot / by bus; by bus / by car 2 at work; to bed 3 to school  
4 at Christmas / at Easter / in summer; at home 5 in the evening; at night  
6 at university; in hospital

2 'He's from Texas.'

3 (*Examples of possible answers*)  
B We met the King at dinner in Oxford Prison.  
C Paul went home by car.  
D Anna goes to college in Sydney by bus.  
E All of us met at Boston Airport.  
F It's easy to get to Oxford station on foot.  
G Anna flew to the Hague from Ottawa Airport.  
H All of us went to Oxford Town Hall on foot.  
I Anna flew a plane from Stirling to Lake Huron.  
J I saw Paul at dinner in Stirling yesterday.  
K The King has just come home from Sydney.  
L Can you go by train from the Alps to the North Sea?

- M All of us are going to try and climb Everest.  
 N I travel from home to work by bike.  
 O It's easy to get from Ottawa to Boston by train.  
 P The King was in prison in Cardiff.

## 26-27

- 1 1 a: a: the 2 a: the 3 -: -: - 4 an: a: the 5 an: a 6 an: the 7 -: -  
 8 -: a 9 -: a: - 10 -: -: -: - 11 -: the 12 - 13 -: a: a 14 a: the  
 15 a: the: the 16 -: a 17 the: the 18 a: a 19 a: the 20 a: a 21 a: an: the  
 22 a: an 23 -: -
- 2 1 -: a (B) 2 the (D) 3 -: -: -: -: - (C) 4 the: a: an: -: a (A)

## 28-29

- 1 **DIY** This belongs to **me**. This is **my** coat. This is **mine**.  
 This belongs to **you**. This is **your** money. This is **yours**.  
 This belongs to **him**. This is **his** car. This is **his**.  
 This belongs to **her**. This is **her** office. This is **hers**.  
 This belongs to **us**. This is **our** house. This is **ours**.  
 This belongs to **them**. This is **their** dog. This is **theirs**.  
**Who** does this belong to? **Whose** bike is this? **Whose** is this bike?
- 2 1 yours: hers 2 Whose: ours 3 your: Its 4 his: her 5 their 6 our: theirs  
 7 my: mine
- 3 2 that unemployed brother of hers 8 a beautiful cousin of hers  
 3 another good friend of mine 9 this wonderful news of yours  
 4 a brilliant idea of mine 10 that lazy son of ours  
 5 these stupid plans of his 11 those impossible children of theirs  
 6 those old books of yours 12 these silly cats of ours  
 7 some distant relations of his
- 4 1 his jacket/raincoat 2 her foot mouth 3 its foot tail mouth 4 their coats  
 5 my raincoat jacket 6 your mouth
- 5 'No, he's not ours! ...'

## 30

- 2 **DIY** **With this/these:** happening now: just about to start: here: near  
**With that/those:** finished: said before: over there: distant: unwanted
- 3 1 this 2 that 3 these 4 that 5 those 6 this 7 this 8 that 9 that  
 10 That 11 that 12 that 13 this: that
- 4 this

## 31

- 1 1 which 2 What 3 Which 4 Which (or What) 5 What 6 Which 7 What  
 8 Which 9 Which 10 Which 11 What

## 32-33

- 1 1 refuses 2 doubt 3 hardly 4 never 5 seldom 6 without
- 2 1 any: some 2 some 3 anything 4 any 5 some 6 somebody
- 3 1 anybody 2 some 3 some 4 any 5 anything 6 somebody 7 any
- 4 1 any 2 something 3 anything 4 something anything 5 Some  
 6 something 7 any 8 any 9 any 10 some: some 11 anything 12 any  
 13 some any 14 anything 15 anyone someone 16 any 17 any 18 some
- 5 "... anywhere with anybody at any time ..."

## 34

- 1 1 any 2 - 3 some 4 -: - 5 - 6 some 7 - 8 some 9 some 10 -  
 11 - 12 any 13 some 14 -
- 2 some children

**35** 1 1 no 2 Nobody 3 No 4 none 5 No 6 None 7 no 8 nobody 9 None  
10 no; no; no

2 (Examples of possible answers)

- 2 Nobody in my family speaks French. 7 There's nothing good on at the cinema.  
3 Nobody speaks seventy-six languages. 8 I had no money.  
4 There's nothing to eat at home. 9 I had nothing to say.  
5 I'm afraid I've got no coffee. 10 None of them.  
6 There's nobody at home just now.

**36** 1 1 Any 2 No 3 anything 4 nothing 5 can't hear 6 any 7 nobody  
8 anybody

2 (Examples of possible answers)

- 1 any garage; any supermarket; any post office; any sports shop; any bookshop  
2 any English teacher; any lawyer; any accountant; any photographer; any farmer

**37** 1 A There's no place for women in the church.  
B I suppose you've brought me here to tell me you haven't got any money.  
C It's your birthday? Cook anything you want for supper.  
D I'm sorry, he's not seeing anybody/anyone today.

**38** 1 1 All 2 everything 3 everything 4 everything 5 all 6 everything  
7 everything 8 everything 9 all

2 1 All 2 everybody 3 All 4 all; everybody 5 everybody 6 all

**39** 1 a whole family all the islands the whole road system the whole of South Africa  
all the children the whole country all the traffic the whole of Asia a whole week  
all the vegetables the whole political party all the students all the luggage  
all the meat all the MPs a whole class

**40-41** 2 1 very much / so much 2 as many 3 too much 4 very much / so much  
5 very much / so much 6 as many / so many 7 so many / too many 8 as many

3 1 little 2 little 3 few 4 few 5 little 6 little 7 few; few 8 few

4 1 little 2 a little 3 Few 4 a few 5 a few 6 a little; a little 7 little 8 few  
1 It is not much use ... 3 Only a few teenagers ...  
7 Nadia didn't drink much coffee, or any alcohol / ... and she didn't drink (any)  
alcohol.  
8 Unfortunately, he hadn't got / didn't have many friends.

**42** 1 1 the least; the fewest 2 Fewer (or Less); less 3 fewer (or less); less 4 less; less  
5 the least 6 the fewest

2 (Examples of possible answers)

- 1 less confident 2 the least optimistic 3 less fluently 4 less prosperous  
5 less politely 6 the least dangerous

**43** 1 1 others 2 other 3 others 4 others 5 other 6 other 7 others 8 others  
9 other 10 other

2 more clothes more friends another child another three pages / three more pages  
another hour another mile more sleep more job possibilities  
another few days / a few more days another hundred pounds more money  
more time more freedom more holidays another problem  
another twenty miles / twenty more miles

**44-45** 1 **DIY** Enough normally comes after an adjective or adverb, and before a noun.

2 2 enough money; enough time 3 big enough 4 enough friends 5 old enough  
6 enough champagne 7 hard enough 8 clever enough: enough confidence

3 (Examples of possible answers)

2 There were too many people for one car. 3 She was too busy.  
4 It is too expensive. 5 There's too much traffic. 6 I wrote too slowly.  
7 There's too much noise in here. 8 No, he's talking/speaking too quickly.

4 (Examples of possible answers)

2 not enough people 3 not enough water 4 too much water  
5 too much work 6 too many cats 7 not enough food 8 too much food

5 2 old enough to take 3 too quietly for me to hear

4 clean enough for people to swim in 5 well enough to decide  
6 too muddy for them to see 7 too tired to understand 8 well enough to listen  
9 too fast for the police to catch

46-47

1 1 of 2 of 3 - 4 - 5 - 6 of 7 of 8 - 9 of 10 of 11 - 12 -  
13 - 14 -

2 1 Most people 2 Most of the people 3 most of the people 4 Most people  
5 most people 6 Most of the people 7 most people 8 Most of the people

3 ... enough disorder: ... A little less noise ...

48-49

1 1 me 2 me 3 he: him 4 Me 5 me: him 6 he: her 7 him  
8 me/him/her 9 me 10 her

2 1 Anne has (got) the same car as I have. 6 We're not. We aren't as old as them.  
2 They have been here longer than we have. 7 He had a bigger meal than me.  
3 I am much taller than he is. 8 I'm not as quick as her.  
4 'He is going to Mexico.' 'So am I.' 9 'We're from York.' 'Me too.'  
5 'Who said that?' 'She did.' 10 'Who wants a drink?' 'Me.'

3 1 She 2 it 3 It's 4 it/her 5 it 6 Who 7 It 8 it 9 who 10 it

50-51

1 1 herself 2 himself 3 itself 4 ourselves 5 him 6 yourself 7 herself; her  
8 you/us/her/him 9 me

2 1 ourselves 2 herself 3 himself 4 themselves 5 myself 6 itself

3 1 each other 2 themselves 3 each other 4 yourselves 5 each other  
6 ourselves

4 1 ourselves 2 him 3 each other 4 myself 5 her 6 me/him/her/us them  
7 myself 8 each other 9 itself 10 themselves 11 yourself 12 you: them

52-53

1 (Examples of possible sentences)

1 One needs / You need a passport to get into the US.  
2 One needs / You need a ticket to travel by train.  
3 Can one/you fly directly from Gdansk to Prague?  
4 One has / You have to be good at maths to be a physicist.  
5 One needs / You need a warm climate to grow oranges.  
6 One/You can't get a driving licence until one is / you're seventeen.  
7 One/You can't eat soup with a fork.  
8 One has / You have to get up early to see animals in the forest.

2 1 They 2 they 3 they 4 They 5 You 6 you 7 your 8 you 9 you  
10 they 11 you 12 them

- 3 1 they 2 their 3 their 4 they; them 5 them 6 her 7 theirs 8 they  
9 them 10 her

- 54 1 2 red woollen one / big grey leather one 3 unsweetened 4 tall ones  
5 new ones 6 long sunny one 7 Chinese 8 solid practical ones 9 sharp one  
10 big grey leather one

- 2 1 One 2 one 3 Mine 4 some 5 one 6 any 7 hers 8 some

- 55 1 '... We love you because you're ours, like the car.'  
'You sold my what to who?'  
'Could you tell me if my glasses are ready yet?'  
'Have you seen a lady without me?'  
'Yes, of course it's important enough to disturb him.'  
'Have you any "Do It Herself" books?'

- 56 1 **uncountable:** dust; flour; happiness; knowledge; love; milk; meat; music; oil; rain;  
snow

**countable:** book; cup; flower; mountain; piano; river; song; table; wall

- 2 1 a glass 2 glass 3 wood 4 a wood 5 pity 6 a pity 7 Time 8 times  
9 beers 10 Beer 11 experience 12 an experience 13 a chicken 14 chicken

- 57 1 accommodation – flat baggage – suitcase bread – loaf furniture – table  
information – fact money – banknote publicity – advertisement  
traffic – cars travel – journey work – job

- 2 a flash of lightning; a stroke of luck; a clap of thunder

- 3 'A word of advice, Arthur ...' '... Our baggage has been sent ...'

- 58 1 **DIY** 1 By adding -s. 2 By changing -y to -ies. 3 By adding -s. 4 s, z, sh, ch, x  
5 echoes, heroes, potatoes, tomatoes.

- 2 addresses boxes brushes computers desks faces guys lists losses  
messes patches peaches plays poppies replies toys trees videos  
witches worries

- 59 1 1 crisis – crises; means 2 aircraft; sheep 3 dozen; thousand 4 shelf; wolf  
5 mouse; tooth 6 mathematics; news 7 police; scissors

- 60–61 1 1a school has 1b school have 2a club have 2b club has 3a staff do  
3b staff does 4a class is 4b class are 5a orchestra are 5b orchestra is

- 2 '... Shall I tell them ...'

- 3 1 have 2 have 3 is 4 is 5 have; are 6 is 7 are 8 has 9 are  
10 has 11 is 12 are 13 are 14 has 15 was 16 were 17 Is 18 have

- 62 1 (*Examples of possible answers*)

Ann and Pat's car our dog's nose most people's health Jonathan's education  
those women's legs Katie's fear of heights Simon and Jill's car doctors' ideas

- 2 1 ✓ 2 Are you Al's daughter? 3 ✓ 4 Here's Barry's address. 5 ✓ 6 ✓  
7 ✓ 8 ✓ 9 It's a crazy idea of Alice's. 10 Where is that brother of Carol's?

- 63 1 1g; 2b; 3h; 4a; 5j; 6c; 7e; 8i; 9d; 10f

- 2 1 a music shop 2 a Birmingham man 3 a picture frame 4 mint tea  
5 the station clock 6 a space rocket 7 a biscuit factory 8 soap powder

- 3 antique shop / bicycle shop bicycle race bus station cowboy film kitchen door  
grape juice road map newspaper publisher



**64** 1 1 a chocolate cake 3 a kitchen cupboard 4 a matchbox 5 toothpaste  
7 the kitchen door 8 a wine bottle 9 a train timetable 11 garden chairs

**65** 1 1 a bus station 2 a toy shop 3 the teacher's office 4 computer disks  
5 my mother's chair 6 car papers 7 Tom's plan 8 a telephone box  
9 the dog's toy 10 a horse race 11 vegetable soup 12 China's history  
13 a cowboy film 14 street lamps 15 the firm's office 16 a bath towel  
17 that cat's tail 18 a teacher trainer 19 the paper's editor 20 a glass factory

2 '... Mother's Day card ...'

**66-67** 1 Angela's leg the highest branches of the trees the lock of my suitcase  
your dog's leg the bank's branch in Paris the floor of your office  
the leg of the table my family's name the town's atmosphere  
our company's best sales manager the police force's main problem  
next week's timetable last night's party today's news

2 1 Helen's story: the story of the French revolution  
2 the bed of the stream: the patient's bed  
3 a/the policy of full employment: the company's policy  
4 my favourite author's style: the style of the 1930s  
5 the place of language education: women's place  
6 the ideas of modern physics: my son's ideas  
7 the club's rules: the rules of football  
8 the committee's views: a/the view of the lake  
9 the cat's head: the head of the queue  
10 the arm of the chair: John's arm

3 'Fear? He doesn't know the meaning of the word.'  
'Let's go. I've got somebody else's car parked outside.'  
'Right, Mr Wilson. I have here the results of your tests.'

**68-69** 1 1 calm 2 calmly/clearly/slowly/softly/unhappily 3 cheaply 4 beautifully  
5 terrible 6 softly 7 cheap 8 slow 9 calmly 10 beautiful 11 soft  
12 clear 13 terribly 14 slowly 15 unhappy 16 clearly

2 1 amazingly 2 sure 3 real 4 truly 5 gently 6 amazing 7 wonderfully  
8 gentle 9 slightly 10 really 11 kindly 12 badly 13 wonderful: awful  
14 cleverly 15 surprisingly 16 unbelievably

**70** 1 **adjectives:** cowardly: deadly: friendly: likely: lively: lonely: lovely: silly: ugly  
**both adjectives and adverbs:** daily: weekly: monthly: yearly: early: fast: hard: late:  
loud; well

2 2 daily/weekly/monthly/yearly/lively/lovely/silly  
3 lively/lovely/silly/ugly/fast/loud  
4 fast/loud  
5 daily/weekly/monthly/yearly/early/late  
6 cowardly/friendly/hard/lovely/silly  
7 cowardly/friendly/hard/lively/lonely/lovely/silly/ugly  
8 likely  
9 lovely  
10 friendly/lonely/lovely  
11 early/fast/late  
12 hard  
13 deadly  
14 deadly/fast/hard/lively/lonely/lovely/silly  
15 lonely/hard/lovely  
16 yearly/daily/friendly/weekly/monthly/early/late/loud



- 71** 1 2 hot breezy weather  
3 untidy red hair  
4 The man was young and bearded.  
5 The sea was cold and rough.  
6 The church was old and ugly.
- 7 a quiet tense woman  
8 yellow and grey sand  
9 The badges were red and blue.  
10 a narrow brown room

- 72** 1 1 the blind 2 the young 3 the poor 4 the young: the old 5 the rich  
6 the living 7 the poor: the rich 8 the dead: the living 9 the blind

- 73** 1 1 a beautiful little Belgian city  
2 a local jazz club  
3 an excellent cold dinner  
4 modern industrial buildings  
5 a red silk evening dress  
6 narrow colourless eyes  
7 a flat gold frame  
8 lovely old furniture
- 9 Swiss drawing ink  
10 a short leather jacket  
11 little brick squares  
12 French ski boots  
13 a blue woollen tie  
14 grey cotton trousers  
15 black nylon swimming trunks

- 74-75** 1 (*Examples of possible answers*)  
I am always in trouble.  
My mother is never depressed.  
Most people are usually friendly.

- 5 1 You are usually here ...  
2 Her mum always cooks ...  
3 We usually book ...  
4 They probably think ...  
5 You should always look ...  
6 She is probably going to stay ...  
7 Chocolate cakes are definitely the best.  
8 I will probably be able ...  
9 I have never had ...  
10 We never saw sweets ...  
11 I definitely remember ...  
12 Do you usually read ...  
13 I can usually manage ...
- 14 She has never done that before.  
15 Something is definitely burning.  
16 She has always been nervous.  
17 I never feel cold ...  
18 They were always against me.  
19 We are definitely going to win.  
20 February is usually the worst.  
21 It is sometimes very difficult.  
22 I always buy them ...  
23 I have often tried ...  
24 They are always fighting.  
25 She often saw ...  
26 You are probably right.

- 76** 1 2 I'm only doing this ...  
3 She even gets up ...  
4 He even wears a suit ...  
5 She only ate ...  
6 I can only play ...
- 7 He can't even write ...  
8 They even make you pay ...  
9 I was only thinking ...  
10 You can even ski ...

- 2 (*Examples of possible answers*)  
I work every day, even on Sundays. Only my mother really understands me.  
They do everything together. They even brush their teeth together.  
Hello! It's only me! Even the cat thinks you're stupid.  
She likes all animals, even rats. Only the clock broke the silence.  
Only his wife knew that he was ill. Even his children hated him.  
You can borrow it, but only for a few minutes.

- 77** 1 1 I work best at night.  
2 I paid the bill at once.  
3 He always moves very slowly in the morning.  
4 She speaks Japanese fluently.  
5 I think we'd better open the parcel now.  
6 She was crying quietly in her room.  
7 We talked about it briefly at lunchtime.

- 8 I'm going to break the eggs carefully into the bowl.
- 9 Ann works at the village shop on Saturdays.
- 10 I can't explain my feelings clearly.
- 11 The team played brilliantly yesterday.
- 12 I always worked very hard at school.
- 13 She practises the piano here every evening.
- 14 I don't think she plays tennis very well.
- 15 He read every word slowly.
- 16 Put the butter in the fridge at once.

**78**

- 1 Are you still in the same job?
- 2 He's seventeen, but he's already married.
- 3 Has Susan arrived yet? (or ... already arrived?)
- 4 I've already finished!
- 5 9 a.m., and it's still dark!
- 6 4 p.m., and it's already dark!
- 7 Have you had breakfast yet? (or ... already had breakfast?)
- 8 Look – it's still raining.
- 9 Our old car still runs OK.
- 10 Is the rice cooked yet? (or ... already cooked?)
- 11 She's already gone to bed.
- 12 Is she still in that little flat?
- 13 Why are you still in bed? (or Why are you already ... ?)
- 14 I'm already bored with my new job.
- 15 It's not time to stop yet.
- 16 Have you written that letter yet? (or ... already written ... ?)

**79**

- 1 **DIY** To make the comparative and superlative of one-syllable adjectives ending in *-e*, you add *-r*, *-st*.  
To make the comparative and superlative of other one-syllable adjectives, you add *-er*, *-est*.  
To make the comparative and superlative of two-syllable adjectives ending in *-y*, you change *y* to *i* and add *-er*, *-est*.  
To make the comparative and superlative of other two-syllable adjectives, you put *more* and *most* in front.  
To make the comparative and superlative of longer adjectives, you put *more* and *most* in front.
- 2 **DIY** Before *-er* and *-est*, we double the last letter of adjectives that end in one vowel + one consonant.
- 3 more/most boring cheaper/cheapest finer/finest fuller/fullest funnier/funniest  
more/most handsome harder/hardest more/most honest more/most interesting  
lazier/laziest lighter/lightest more/most nervous sadder/saddest safer/safest  
sillier/silliest sorrier/sorriest more/most stupid more/most uncomfortable  
more/most useful more/most violent wetter/wettest

**80**

- 1 (Examples of possible answers)
- 2 It was the best. 3 She lived farther/further away than the others.
- 4 The cold got worse. 5 The worst. 6 Her older/elder sister; his older/elder brother; her oldest/eldest sister. 7 Further tests. 8 The one that needs (the) least water.
- 9 The Blacks have more money than the Browns. The Browns have less money than the Blacks. 10 The park is farther/further away than the post office.

**81**

- 1 1 faster 2 more beautifully 3 (the) hardest 4 earlier 5 the most sensitively  
6 more peacefully 7 the latest 8 the most fluently
- 3 1 more slowly 2 faster 3 earlier 4 harder

**1** *(Examples of possible answers)*

- The Great Pyramid is very much older than the Taj Mahal.  
 The Amazon is far longer than the Thames.  
 North America is a little larger than South America.  
 A dog is a bit bigger than a cat.  
 A computer is a lot faster than a typewriter.  
 Asia is even bigger than Africa.  
 A parrot sings no better than a cat.  
 Are you any more intelligent than your boss?

**1** *(Examples of possible answers)*

- 1 Is this box stronger than that one? Is this box the strongest you've got?
- 2 Alistair is taller than anyone else in the class. Alistair is the tallest in the class.
- 3 The state of Alaska is bigger than the other states in the US. The state of Alaska is the biggest in the US.
- 4 This wine is more expensive than that one. This wine is the most expensive in the world.
- 5 Al's party was better than Pat's party. Al's party was the best I've ever been to.

**2** *(Examples of possible answers)*

- |   |  |
|---|--|
| Car Y is more expensive than car X.         | Car X is more comfortable than the other two cars. |
| Car Z is the most expensive of the three.   |  |
| Car Y is more economical than car Z.        | Car X is much better off-road than car Y.          |
| Car X is the most economical of all.        | Car Z is the best of all off-road.                 |
| Car Y is safer than car X.                  | Car Z has more luggage space than car X.           |
| Car Z is the safest of the three.           | Car Y has the most luggage space of the three.     |
| Car X is the most comfortable of the three. |  |

**1** *(Examples of possible answers)*

- 1 faster and faster    2 taller and taller    3 hotter and hotter
- 4 more and more difficult/complicated or harder and harder    5 fatter and fatter
- 6 more and more depressed/unhappy    7 more and more expensive

**2** *(Examples of possible answers)*

- 1 My mother's driving is getting more and more dangerous ...
- 2 ... he's getting better and better.
- 3 ... police officers are getting younger and younger.
- 4 My temper is getting worse and worse.
- 5 It's getting harder and harder to find time ...
- 6 Professional tennis is getting more and more boring.
- 7 Restaurants are getting more and more expensive.
- 8 Her holidays are getting longer and longer.

**3**

- 1 the faster ... the more ...    2 the longer ... the more ...    3 the older ... the darker ...
- 4 the more ... the angrier ...    5 the more ... the more ... the less ...
- 6 the more ... the less ...    7 the more ... the more ...    8 the warmer ... the more ...

**4**

- 1 The more ice cream he eats, the fatter he gets; and the fatter he gets, the more ice cream he eats.
- 2 The more he reads, the more he forgets; and the more he forgets, the more he reads.
- 3 The more she ignores him, the more he loves her; and the more he loves her, the more she ignores him.
- 4 The more shoes she buys, the more shoes she wants; and the more shoes she wants, the more shoes she buys.
- 5 The more money we spend, the more friends we have; and the more friends we have, the more money we spend.
- 6 The more I sleep, the more tired I am; and the more tired I am, the more I sleep.

- 1 (*Examples of possible answers*)  
 2 in the Army 3 of the books I own 4 in the class 5 in Europe  
 6 in my family 7 of the four men 8 of the girls in her school 9 in the office  
 10 of the paintings in the gallery 11 in Rome 12 in the school
- 2 (*Examples of possible answers*)  
 1 Florence is the ... 2 Wolves are ... 3 I think Stoppard is the ... 4 Bill is the ...  
 5 The streets are ... 6 Working in the country is the ... 7 I feel

- 1 1 as; as 2 than 3 that 4 than 5 than 6 as 7 as 8 that 9 than  
 10 that 11 as 12 as
- 2 '... a better place than we found it!'

- 1 (*Examples of possible answers*)  
 Jake didn't go to the same university as Susie.  
 Susie went to the same school as Jake.  
 Susie is not as tall as Jake.  
 Susie doesn't weigh as much as Jake.  
 Jake does/has the same job as Susie.  
 Jake isn't as old as Susie.  
 Susie was born in the same town as Jake.  
 Susie earns twice as much money as Jake.  
 Jake doesn't work for the same firm as Susie.  
 Susie doesn't have as many weeks' holiday as Jake.  
 Jake lives in the same street as Susie.  
 Susie has the same number of children as Jake.  
 Jake speaks French as well as Susie, but he doesn't speak German as well as her.  
 Jake doesn't read as much as Susie.
- 2 as black as night as cold as ice as flat as a pancake as good as gold  
 as green as grass as hard as iron as old as the hills as pretty as a picture  
 as quiet as the grave as red as a beetroot as thin as a rake as warm as toast  
 as white as a sheet

- 1 1 as 2 like 3 as 4 as 5 like 6 like 7 as 8 like 9 like 10 As
- 2 2 as a secretary / union representative 3 as an office 4 like a person  
 5 As you know 6 as a union representative 7 like cardboard 8 as he writes  
 9 like her mother 10 as a dessert

- 1 1 so 2 such 3 so 4 such 5 such 6 so 7 so 8 such
- 2 (*Examples of possible answers*)  
 1 It was such cold weather ... 5 Their house is so nice ...  
 2 The weather was so hot ... 6 And they've got such a beautiful garden!  
 3 It was such a boring book ... 7 He has such a pleasant voice ...  
 4 The film was so good 8 I don't know why her voice is so loud.
- 3 (*Examples of possible answers*)  
 1 so dark 2 such bad 3 such a fast 4 so heavy 5 such a boring  
 6 so difficult/hard 7 such a nice 8 so tired 9 I wish my feet weren't so big.  
 10 I wish I hadn't got such a funny nose.

- 1 1 very fast 2 too fast 3 too hot 4 very hot  
 5 too tall 6 very tall 7 too expensive 8 very expensive  
 9 very small 10 too small 11 very slow 12 too slow

- 1 1 very much 2 very 3 very 4 very 5 very 6 very much 7 very  
 8 very much 9 very much 10 very much 11 very much 12 very  
 13 very much 14 very 15 very

- 1 1 is being 2 am 3 is being 4 are being 5 am 6 are being 7 was being  
8 is

- 1 I do agree with you. I do need a job.  
I do apologise for disturbing you. Peter did enjoy your party.  
I do feel ill/tired. She does look ill/tired.  
I do hate cooking / eggs and bacon. You do talk a lot.  
I do like cooking / eggs and bacon. I do wonder if he's really happy.
- 2 'You don't love me.' 'I do love you.'  
I may not be educated, but I do know something about life.  
I'll be ready in a minute, but I do have to make a phone call.  
I'm not sure she'll be there, but if you do see her give her my love.  
It's a small house. Mind you, it does have a nice big kitchen.  
My wife does the housework, but I do iron my own trousers.  
Although she didn't say much, she did give me her phone number.  
She doesn't really like sport. She does play a bit of tennis sometimes.  
I made her go to the doctor's, and she *did* have a broken finger.  
There's nobody at home. They did say eight o'clock, didn't they?
- 3 Scottish people don't speak Japanese, but they do speak English.  
In England it doesn't snow a lot, but it does rain a lot.  
Banks don't sell beer, but they do lend money.  
Cats don't eat potatoes, but they do eat mice.  
Napoleon didn't fight against China, but he did fight against England.

- 1 **DIY** 1 do 2 make 3 do 4 do
- 3 ... to make decisions ...
- 4 2 doing 3 doing 4 making a photocopy 5 make his/the bed  
6 made a mistake 7 make a cake 8 making a fire 9 do her hair  
10 do 140 mph 11 done the washing up 12 to make a phone call

- 1 1 (You can) have a shower 2 ... have a swim 3 ... have dinner  
4 ... have a game of cards 5 ... have a game of tennis 6 ... have a drink  
7 ... have a rest 8 ... have tea 9 ... have a shave
- 2 (*Examples of possible answers*)  
1 She's going to have a baby. 2 They're going to have a fight.  
3 The patient is going to have an operation.  
4 This person is going to have a nervous breakdown.  
5 The person is going to have an accident.

- 1 1 I've got ... 2 Has your sister got ... / Does your sister have ...  
3 I haven't got ... / I don't have ... 4 The school does not have ...  
5 Did you have good teachers ... 6 She didn't have ...
- 2 (*Examples of possible answers*)  
1 If you're bald, you haven't got any hair.  
2 If you're penniless, you haven't got any money.  
3 If you're childless, you haven't got any children.  
4 If you're unemployed, you haven't got a job.  
5 If you're toothless, you haven't got any teeth.  
6 If you're lonely, you haven't got any friends.  
7 If you're starving, you haven't got any food.  
8 If you're an orphan, you haven't got any parents.  
9 If you're unmarried, you haven't got a wife or husband.



- 3 1 Have you got; I've got; I've got; I haven't got 2 have you got  
3 have got; It's got 4 I've got 5 have you got; I've got 6 Have I got; you've got  
7 has got; he's got; he's got

4 (Examples of possible answers)

The man in the first advertisement has got a Porsche.

The woman in the second advertisement has got brown hair / blue eyes / a good sense of humour.

The woman in the third advertisement has got a nice smile / her own apartment.

The man in the fourth advertisement has got a suntan / a nice home / a yacht.

105

- 1 2 We have our knives sharpened ...  
3 ... to have the roof repaired ...  
4 ... have my jacket cleaned. ... have my raincoat reproofed.  
5 ... have the car serviced ... have the oil changed.  
6 ... had her jewellery valued ...  
7 ... have your tennis racket re-strung  
8 ... have the kitchen redecorated ...  
9 ... have some more electric sockets put in

106-107

- 1 **DIY** 1 Infinitive without *to*. The exception is *ought*. 2 It doesn't have *-s*.  
3 They are made without *do*.
- 2 1 play 2 to be 3 to do 4 go 5 finish 6 to get 7 make 8 pass
- 3 1 Can I stay here? 2 Must you go? 3 Will he understand? 4 Shall we drive?  
5 Could she do it? 6 Would you like to?
- 4 1 to be able to 2 been able to 3 been allowed to 4 to have to 5 had to  
6 be able to 7 have to 8 to have to 9 been able to
- 6 be able to

108-109

- 1 2 You must be crazy. 3 That can't be Janet ... 4 She must think I'm stupid.  
5 I must look silly ... 6 ... they must make a lot of money.  
7 He can't be a teacher ... 8 ... That must be an interesting job.  
9 You can't be serious. You must be joking. 10 He must have another woman ...
- 2 (Examples of possible answers)
- |  |                                 |
|--|---------------------------------|
| 2 He must be in Scotland.                    | 6 It may/might be a cat.        |
| 3 He may be Spanish.                         | 7 This person may be an artist. |
| 4 She must be unhappy. / She can't be happy. | 8 She must be married.          |
| 5 She might be in love. / She must be happy. | 9 It may be going to rain.      |
|  | 10 What can it be?              |

110-111

- 1 1 should 2 must 3 should 4 must 5 must 6 should 7 must 8 must  
9 should 10 should
- 3 2 Should I move to London? 8 Should I go to the police?  
3 What should I call my/the baby? 9 Should I take a taxi?  
4 Where should I put my/this bicycle? 10 Should I take a holiday?  
5 When should I pay my tax bill? 11 How long should I wait?  
6 Should I invite my mother? 12 What should I do at the weekend?  
7 How should I cook this a/the/this crab?

112

- 1 1 must 2 has to 3 must 4 must 5 has to 6 have (got) to 7 have (got) to  
8 must 9 must 10 have to

113

- 1 1 must not 2 do not have to 3 must not 4 must not 5 do not have to  
6 must not 7 don't have to 8 don't have to 9 mustn't 10 don't have to



## 2 (Examples of possible answers)

- In rugby football, you must not pass the ball forwards.  
 In tennis, you do not need to hit the ball before it bounces.  
 In tennis, you must not hit the ball after its second bounce.  
 In chess, you must not touch a piece if you aren't going to move it.  
 In boxing, you must not hit your opponent below the belt.  
 In athletics, you must not start before the gun.  
 In hockey, you must not lift your stick above your shoulder.  
 In hockey, you do not need to hit the ball before it bounces.  
 In baseball, you must not throw the bat.  
 In football, you must not touch the ball with your hands.  
 In bridge, you must not look at other people's cards.

## 114-115

- 1 1 can 2 will be able to 3 can 4 can 5 will be able to 6 could  
 7 will be able to 8 can 9 could 10 will be able to 11 can 12 can  
 13 will be able to 14 could 15 can
- 2 1 could 2 managed to 3 managed to 4 couldn't 5 managed to  
 6 could; could 7 managed to 8 managed to 9 could 10 managed to
- 3 1 can smell 2 could see 3 can/could see 4 can hear 5 can taste  
 6 could feel; couldn't see 7 can see 8 can hear

## 116-117

- 1 2 Could I use your phone? 7 Could I speak to Jane, if she's there?  
 3 May I stop work early today? 8 Can I have a beer?  
 4 You can take my bike if you want to. 9 Can students use this library?  
 5 Can children go into pubs? 10 Could I pay you tomorrow?  
 6 You can't come into my room.
- 2 1 Can I take your coat?  
 2 Can/Could you start cooking supper now, please?  
 3 Can/Could you translate this for me?  
 4 I wonder if you could translate ... ? / Could you possibly translate ... ?  
 5 You could watch a video if ...  
 6 You can spend ... / Can you spend ... ? / Could you spend ... ?  
 7 I can feed the horses, ...  
 8 Could you possibly lend me £5? / I wonder if you could lend me £5.  
 9 Can/Could you tell me when it's time to go?  
 10 Could you (possibly) tell me ... / I wonder if you could tell me ...
- 3 'Miss Ellis, could you come in here and pass me my coffee?'

## 118-119

- 1 I'll wash up if you'll dry.  
 I'm tired. I think I'll go to bed now.  
 If you see Ann, would you tell her I got her letter?  
 She won't tell us what's wrong.  
 The cat won't eat.  
 The phone's ringing. I'll answer it.  
 This video won't play.  
 'Who's going to get the tickets?' 'I will.'  
 Will you deliver the furniture to this address, please?  
 Will you let me know when you're ready to leave?  
 Will you stop shouting?  
 Would you put the meat in the oven at 5.30?

2 (Examples of possible answers)

- |                                    |                                    |
|------------------------------------|------------------------------------|
| 1 I promise I'll write.            | 7 I promise I'll go to lectures.   |
| 2 I promise I won't smoke.         | 8 I promise I won't fight.         |
| 3 I promise I'll go to church.     | 9 I promise I'll do exercises.     |
| 4 I promise I won't stay out late. | 10 I promise I'll get up early.    |
| 5 I promise I won't drink.         | 11 I promise I'll wash my clothes. |
| 6 I promise I'll study hard.       | 12 I promise I'll think of you.    |

120

- 1 1 will keep 2 would make 3 will play 4 will talk 5 will listen  
6 would take 7 will drive 8 will fall 9 will ring; will be 10 will tell
- 2 After you have bought something, you will find it somewhere else cheaper.  
If anything can go wrong, it will.  
If there are two good TV shows, they will both be on at the same time.  
If you explain so clearly that nobody can misunderstand, somebody will.  
If you throw something away, you'll need it the next day.  
No matter how much you do, you'll never do enough.  
The one who snores will fall asleep first.  
The other queue will always move faster.

121

- 1 (Examples of possible answers)
- |   |  |
|---|--|
| 3 Shall we stay in this country or go abroad? | 8 Shall we stay in one place or travel around? |
| 4 When shall we go?                           | 9 Shall we take Granny?                        |
| 5 How long shall we go for?                   | 10 Shall we go with the Jacksons?              |
| 6 Shall we fly, go by train or drive?         | 11 What shall we do with the dogs?             |
| 7 Shall we stay in a hotel or camp?           |  |

122-123

- 1 2 could/might have killed 8 should have taken  
3 would have phoned 9 could/might have died  
4 could/might/would have gone 10 could/should have hit  
5 should have been 11 might/should/could have told  
6 should/could have put 12 might/should/could have washed  
7 should/could have asked
- 2 1 may have gone 2 should/may have finished 3 can't have forgotten  
4 must have rained 5 must have been 6 may have been 7 can't have spent  
8 may have found 9 must have had 10 may/must have gone
- 3 1 can't have 2 may not have 3 must have 4 had to  
5 may not have / can't have 6 may not have

124-125

- 1 1 I can't sing. 4 Could you tell me the time?  
2 I would like to be able to travel more. 5 I had to work ...  
3 He should work harder.
- 2 1 might 2 may/might 3 can't 4 may 5 may not 6 can't 7 must  
8 should 9 have to 10 don't have to 11 can / will be able to  
12 will be able to 13 managed to 14 could / was able to 15 can 16 will stop  
17 may not 18 can't 19 had to do 20 must have left
- 4 'Can this be the same man ...?' '... you could live for another twenty minutes.'  
'... I'll take them.' '... it may not be a joke.'  
'... he might be Prime Minister ...' '... I wonder who it can be from.'

126

- 1 1 needn't laugh 2 needn't get 3 needn't write 4 needn't come  
5 needn't worry 6 needn't think 7 needn't ring 8 needn't take  
9 needn't phone/ring 10 needn't try

- 2 1 didn't need to water 2 needn't have cooked 3 needn't have done  
4 needn't have bought 5 didn't need to fill up 6 needn't have worried  
7 didn't need to go 8 didn't need to wait 9 needn't have studied

127

- 1 1 ... You'd better start ... 6 We'd better invite ...  
2 ... I'd better get ... 7 I'd better do ...  
3 You'd better open ... 8 You'd better not tell ...  
4 ... she'd better not forget ... 9 ... You'd better have ...  
5 We'd better give ... 10 You'd better not let ...
- 2 (Examples of possible answers)
- |                                      |   |
|--------------------------------------|---|
| 1 You'd better see the doctor.       | 7 You'd better learn some Chinese and Japanese. |
| 2 You'd better go to bed.            | 8 You'd better take a sleeping pill.            |
| 3 You'd better put a sweater on.     | 9 You'd better start studying.                  |
| 4 You'd better go for a walk.        | 10 You'd better stop.                           |
| 5 You'd better take a day off.       | 11 You'd better ring the police.                |
| 6 You'd better tell me all about it. |   |

128

- 1 1 used to live 2 used to stand 3 used to look after 4 used to play  
5 used to take 6 used to look at 7 used to go 8 used to buy 9 used to keep  
10 used to have
- 2 (Examples of possible answers)
- |   |  |
|---|--|
| 1 People used to travel by horse.           | 6 People used to believe in ghosts and devils. |
| 2 People used to cook with/on wood fires.   | 7 People didn't use to be able to vote.        |
| 3 People didn't use to live so long.        | 8 People used to think the earth was flat.     |
| 4 People used to fight with spears.         | 9 People used to have bigger families.         |
| 5 People used to hunt with bows and arrows. | 10 Children used to work.                      |

129

- 1 Aspirins are supposed to cure headaches.  
Catholics are supposed to go to church on Sundays.  
You were supposed to come and see me yesterday.  
It's supposed to have instructions with it, but I can't find them.  
Wasn't my computer magazine supposed to come today?  
What am I supposed to do with all this chicken salad?  
You're not supposed to go into the shower with shoes on.  
You're not supposed to smoke in food shops.  
You're supposed to be good at geography – where the hell are we?  
I think you're supposed to pay at the cash desk on the way out.
- 2 2 It's supposed to be a cat. 6 It's supposed to be a tiger.  
3 It's supposed to be a plane. 7 It's supposed to be the sun.  
4 It's supposed to be a horse. 8 It's supposed to be a flower.  
5 It's supposed to be a bus.

130–131

- 1 Buy the cat food here. It'll be cheaper.  
Don't give her your keys. She'll only lose them.  
Get John to have a look at the TV. He'll fix it.  
'He'll grow up one day.' 'I hope you're right.'  
He'll need somebody to help him.  
'How's June?' 'She'll be OK.'  
I must get back to work, otherwise I'll get the sack.  
If he doesn't stop drinking, he'll be dead in five years.  
If we give a shout, she'll come and help.  
If you put lemon in it, he'll drink it.  
Knowing his luck, if he plays golf he'll get hit on the nose with a ball.



- 2 1 get 2 am 3 will find 4 will keep 5 stops 6 bring 7 will take  
8 will make 9 will be 10 get

**138**

- 1 (*Examples of possible answers*)  
 1 What time will you be getting up? 6 Will you be having lunch out?  
 2 What will you be wearing? 7 What time will you be coming back?  
 3 How will you be travelling to work? 8 Where will you be sleeping?  
 4 How soon will you be leaving? 9 How will you be paying?  
 5 Will you be taking the car? 10 When will you be going back home?
- 2 ... I'll be teaching you English literature ...

**139**

- 1 I won't have finished the report by Monday, and it's needed for Monday morning.  
 In a couple of years the children will have left home and we'll be able to get a smaller house.  
 On our next wedding anniversary we will have been married for twenty-five years.  
 When I get home tonight I will have been driving for fourteen hours non-stop.  
 When I retire I will have been working for forty years.

- 2 (*Examples of possible answers*)  
 1 After ten days she will have written 100 pages; after a month she will have written 300 pages; after a year she will have written 3,650 pages; after ten years she will have written 36,500 pages.  
 2 She will have finished her first book in/after a month. A year from now she will have written twelve books.  
 3 She will have been writing for ten years.  
 4 She will have made £12 million.

**140**

- 1 (*Examples of possible answers*)  
 After arriving at Star City Airport, the president is to inspect a guard of honour.  
 At 09.00, he is to have a working breakfast with President Jensen.  
 From 11.00 to 13.00, he is to tour Star City and meet the mayor and civic leaders.  
 At 13.00 he is to have lunch with Foreign Minister Svendsen and guests.  
 At 14.00 he is to visit inner city schools; then he is to open a new eye hospital.  
 At 16.00 he is to meet business leaders; then he is free until 20.00, when he is to attend a State Dinner as the guest of President and Mrs Jensen.
- 2 (*Examples of possible answers*)  
 You're to do your piano practice.  
 You're not to give chocolate to the cat.  
 You're to go to bed at nine o'clock.  
 You're to learn how to use the washing machine.  
 You're not to leave dirty socks on the floor.  
 You're not to leave empty crisp-packets lying around.  
 You're not to make hour-long phone calls.  
 You're to make your own bed.  
 You're not to open the door to strangers.  
 You're to write your Christmas thank-you letters.

**141**

- 1 Carola and I hardly noticed each other that first evening. Two weeks later we would be married.  
 He was to regret that conversation for many years to come.  
 I was going to ring you yesterday, but I forgot.  
 She was leaving in two hours, and she still hadn't started packing.  
 So this was the school where I would spend the next five years. I didn't like it.  
 The letter that was to change my life arrived one Friday morning.



- 2 1 was going to say 2 was marrying 3 was going to be 4 were to lose  
5 were to find 6 would return: would stand: would make

142-143

- 1 **DIY simple present:** permanent: habit: always: usually  
**present progressive:** temporary; just around now: just at this moment: these days but not for very long
- 3 1 read; make 2 am making 3 do you speak 4 are doing 5 plays  
6 is playing 7 is she playing 8 Does she play 9 plays 10 is playing  
11 is cooking 12 shop; cooks 13 doesn't work 14 isn't working
- 4 '... He collects dust.' 'So how's everything going?'

144-145

- 1 A woman is sitting in a railway carriage when she notices that the man opposite her is holding an orange in his hand and looking out of the window. Suddenly the man opens the window, throws out the orange and closes the window again. 'Excuse me,' the woman asks, 'but why did you do that?' The man takes another orange out of his bag and starts opening the window. 'Because we are going through the mountains. Oranges keep the elephants away.' 'But there are no elephants in these mountains,' says the woman. 'You see?' says the man. 'It works.'
- 3 The police station.
- 6 *(Example of possible answer)*  
You fill a saucepan with water and put it on the cooker. When it boils you put the egg in. You leave it for four and a half minutes and then you take it out.

146

- 1 *(Examples of possible answers)*  
Milk is getting much more expensive. Newspapers are getting more expensive. Haircuts are getting cheaper.
- 2 *(Examples of possible answers)*
- |   |  |
|---|--|
| The world's population is growing.            | The political situation is getting worse.                            |
| I'm getting older.                            | Children are getting taller.   |
| My English is getting much better.            | Cities are getting dirtier.  |
| Prices are going up.                          | It is becoming more difficult to provide medical care for everybody. |
| The days are getting shorter.                 | Teenagers are getting more violent.                                  |
| Pollution is getting worse.                   | Unemployment is becoming very serious.                               |
| Roads are getting busier.                     | Sprinters are getting faster.  |
| Trains are getting dirtier.                   | Men are living longer.   |
| Cars are getting faster and more comfortable. | Women are living longer too.   |
| Air travel is getting cheaper.                | Older people are becoming more isolated.                             |
| People are destroying the world's forests.    | People's holidays are getting longer.                                |
| Wildlife is disappearing.                     |  |

- 3 '... How's your English getting on?' 'That funny noise is getting louder.'

147

- 1 **DIY** 1 By adding -s. 2 You add -s. 3 You change -y to -ies. 4 s, x, ch, sh  
5 do, go
- 2 boxes; brushes; buys; completes; cries; defends; denies; destroys; excites; expects; fries; guesses; looks; prays; reaches; receives; rushes; spends; wants; watches.
- 3 1 does; teaches 2 happens 3 takes; washes 4 gets; sings 5 hates  
6 starts; does 7 loves; hates 8 makes 9 comes; waits

148

- 1 1 belongs  
2 believe/realise/suppose  
3 Do ... hate/like/love/prefer/remember/understand  
4 owns



- 5 hates/likes/needs/prefers/wants
- 6 need/want
- 7 believe/realise/suppose; like/love/need/remember/understand/want
- 8 forget/remember
- 9 believes/hates/likes/loves/needs/remembers/understands/wants; believe/hate/etc.
- 10 matter
- 11 prefer/want
- 12 remember
- 13 contains

- 2 1 am having 2 has 3 is appearing 4 appears 5 are you looking 6 looks  
7 see 8 am seeing 9 think 10 are you thinking 11 am feeling / feel 12 feel

**149**

- 1 Dad is always teasing me about my clothes.  
He's always arguing or fighting.  
He's always giving people small presents.  
Her best friend is always dropping in to criticise the way she lives her life.  
I hate those cartoons where Tom is always chasing Jerry.  
Jamie is always having colds and chest problems.  
My wife's always buying new products.  
She's always criticising her family.  
She's always saying she wishes she was prettier.  
Someone is always giving a party in one of the houses.  
That old bitch is always making up stories about people.

- 2 **DIY** Criticism.

**150**

- 1 1 don't eat 2 is coming 3 goes 4 play 5 's sitting 6 happens 7 drinks  
8 She's wearing 9 are you looking 10 'm staying 11 usually stay 12 runs  
13 are you doing 14 gets 15 fly
- 2 1d; 2c; 3f; 4e; 5j; 6a; 7b; 8g; 9i; 10h
- 3 1 think 2 know; mean 3 is always complaining 4 always start  
5 is melting; take; break 6 am thinking 7 believe; is changing 8 don't see  
9 are you looking 10 understand

**151**

- 1 (*Examples of possible answers*)
- |                                   |   |
|-----------------------------------|---|
| 1 The Foreign Minister is dead.   | 7 All the plates, knives etc are clean. |
| 2 Lucy has got a new baby.        | 8 She has a new job with the BBC.       |
| 3 Your coat is torn.              | 9 We still don't know where he is.      |
| 4 My leg is broken.               | 10 It's quiet.                          |
| 5 He can't find his address book. | 11 I don't remember your name.          |
| 6 Is tea ready?                   | 12 She speaks French.                   |
- 2 '... His temperature has gone down.'  
He's dead.

**152-153**

- 1 1 Polly and Simon have just got married.  
2 The firm has lost £30 million this year.  
3 United have won the cup again.  
4 My poor old father has gone into hospital again.  
5 Somebody has just crashed into our garden gate.  
6 Lucy has had a baby girl.  
7 A parachutist has just landed on the roof.  
8 Some people have bought the house next door.

- 2 Ana Gomez, of Peru, has set a new record for the marathon. She covered the 42 km in just over 2 hours and 16 minutes.  
 Novelist Maria Santiago has married actor Tony Delaney. They met while working on the screenplay for the film *Sun in the Morning*.  
 Peter has just offered me a new job! He said I was just the person he needed.  
 Police have found missing schoolgirl Karen Allen. She was at a friend's house in Birmingham.  
 The World Cup team have arrived home. Five thousand fans were at the airport.  
 Three climbers have died in the Alps. They fell just before reaching the summit of Mont Blanc (4.807 m).  
 Two prisoners have escaped from Caernarvon high security prison. They stole dustmen's uniforms and walked out through the main gate.

**154-156**

- 1 **finished time:** a long time ago; before I was born; in 1991; just after I got up; last year; when I was nine  
**unfinished time:** in my life; lately; this year; today
- 2 1 haven't seen 2 've never seen 3 've done 4 left 5 did you get  
 6 haven't finished 7 've often wondered 8 caught 9 read 10 Have you seen
- 3 1 were 2 haven't read 3 Have you visited 4 lived 5 didn't discover: knew  
 6 have discovered 7 gave 8 have you been 9 have never enjoyed  
 10 Did you hear
- 5 'Oh yes! I've met ...' 'When did you last feed ...?'

**156-157**

- 1 1 Yes. 2 No. 3 No. 4 Yes. 5 Yes. 6 No.
- 2 2 ... She has had bad luck all her life.  
 3 I wanted to be a doctor until I was fifteen.  
 4 He has been unemployed ever since he left school.  
 5 How long have you lived in this town?  
 6 I didn't work very hard when I was at university.  
 7 ... but he has been fine since then.  
 8 I have had trouble sleeping all this week.  
 9 I had trouble sleeping all last week.  
 10 I have learnt a lot in this job.  
 11 I did not learn much in that job.  
 12 My boyfriend and I have known each other for ages.  
 13 He lived in Durban for a year before he got married.  
 14 I spent three days in hospital last month.
- 3 1 have played 2 has had 3 ran 4 have you drunk 5 came 6 wrote  
 7 has written 8 cooked: have cooked 9 have made 10 have just lost
- 5 I've spent ...

**158-159**

- 1 1 has been raining 2 have been learning 3 has been playing  
 4 have ... been living 5 has been walking 6 have been working  
 7 has been crying 8 has been playing 9 Have ... been waiting (*cartoon B*)  
 10 've been waiting (*cartoon A*)
- 2 Aren't you hungry?' 'No, I've been eating all day.'  
 'Is it true that Philip's been arrested?' 'Yes, he's been stealing things from shops.'  
 'Janet seems very cheerful.' 'She's been skiing with Roger for the last week.'  
 'She's very dirty.' 'She's been cleaning the cellar.'  
 'Why are my books all over the floor?' 'Helen's been looking at them.'  
 'Why's your hair wet?' 'I've been swimming.'  
 'You all look very miserable.' 'Yes, we've been telling each other our life stories.'

'You look tired.' 'I've been gardening all afternoon.'  
 'You're very late.' 'I've been talking to Henry, and he just goes on and on.'  
 'Your hair's all white.' 'Yes. I've been painting the ceiling.'

3 (Examples of possible answers)

- |                                 |                               |
|---------------------------------|-------------------------------|
| 1 It's been raining.            | 4 They've been running.       |
| 2 She's been playing tennis.    | 5 She's been writing letters. |
| 3 He's been playing the guitar. | 6 He's/They've been fighting. |

160

- 1 1 has been standing 2 has stood 3 has been gardening; has planted  
 4 has gone 5 has been seeing 6 have you been waiting 7 have waited  
 8 has farmed 9 has only been farming 10 have been learning 11 have learnt  
 12 has done 13 have been doing 14 have cleaned 15 have been washing

161

- 1 **DIY** *since* + starting point; *for* + period. (We use *since* if we say when something started; we use *for* if we say how long it has lasted.)

- 3 1 for 2 since 3 for 4 for 5 since 6 for 7 for

- 4 1 Jake has been running / has run a small business for five years.  
 2 Andy has been living / has lived in Dublin for a year / since last year.  
 3 Helen has been playing / has played the piano for two years.  
 4 Rob has had a Mercedes for five years.  
 5 Jan has been living / has lived with Pete since 1994.  
 6 Sammy has been learning Turkish for four years.

162

- |                                |                       |
|--------------------------------|-----------------------|
| 1 1 has been (snowing): got up | 4 has been: got       |
| 2 have been: lost              | 5 went: haven't heard |
| 3 took up: has had             | 6 has been: had       |

2 (Examples of possible answers)

He looks much younger since he shaved off his beard.  
 It's nearly three years since he had a job.  
 It's only a week since I met her, but it seems like years.  
 It's too long since we last had a proper talk.  
 She's a lot happier since she stopped going out with Pete.  
 Things are better since we got our own flat.

163

- 1 **DIY** Rule 3 is true.

- 2 1 came 2 didn't like 3 've been lying 4 've never been 5 's been raining  
 6 didn't come 7 ('ve) paid 8 got 9 have left 10 's/has moved 11 died  
 12 's been 13 was 14 's gone 15 've been 16 for 17 's always been  
 18 's left 19 wasn't 20 haven't trusted 21 broke 22 said 23 was  
 24 hasn't been 25 have taken

164-165

- 1 1 was having: went 2 was lying 3 were all talking  
 4 was coming: was shopping 5 met: was travelling 6 was talking: walked: stole  
 7 came: stopped 8 looked: saw: were flying 9 woke: was pouring  
 10 broke: was playing 11 went: was: was crying 12 told: was having

2 (Examples of possible answers)

While she was watching TV the ceiling fell in.  
 While he was talking to a friend somebody stole his wallet.  
 He took her photo while she was playing tennis.

- 3 1 were throwing 2 were dancing 3 was/were not dancing 4 was grinning  
 5 was holding 6 came 7 ordered 8 asked

166-167

- 1 **DIY** Rule 3 gives the best explanation.

- 2 1 was sorry: had not been  
2 came: had forgotten  
3 had seen: knew  
4 had not checked: broke  
5 had lent  
6 had invited: had not invited  
7 found: had hidden  
8 had never heard  
9 came: had been  
10 had already started: arrived
- 3 1 went 2 had not been 3 arrived 4 spent 5 had had 6 saw  
7 had shared 8 had lost 9 had not seen 10 called 11 looked 12 turned  
13 realised 14 had 15 saw 16 went 17 explained 18 had got  
19 was not 20 felt 21 had not passed 22 had said 23 had arrived  
24 had 25 thought 26 had 27 got 28 began 29 had happened
- 4 After he had tried on six pairs of shoes he decided he liked the first ones best.  
After Mary had done all the shopping she took a short walk round the park.  
When I had washed and dried the last plate Paul came in and offered to help.  
When Mark had looked through all the drawers in his room he started going through  
the cupboards downstairs.  
When he had finished eating lunch he went to the café in the square for a cup of coffee.
- 5 When/After I had written to my boyfriend, I watched television ...  
When/After everybody had had a chance to say what they thought, we ...  
When/After I had posted the letter I felt ...  
After she had stopped trying to lose weight she looked ...  
When/After he had bought presents for everyone in his family he bought ...

## 168-169

- 2 **DIY** Simple past perfect: diagram B: past perfect progressive: diagram C.
- 3 1 had been repairing 2 had been working 3 had been lying 4 had been driving
- 4 2 Kate, because she had been (doing some) gardening.  
3 Stephanie, because she had been playing tennis.  
4 John, because he had been practising (his) karate.  
5 Pam, because she had been (horse-)riding.  
6 Philip, because he had been painting (the ceiling in his room).  
7 Roger, because he had been swimming.
- 5 Mr Lucas said he had been watching TV, but actually he had been stealing cars.  
Mrs Allen said she had been talking on the phone, but actually she had been making a  
bomb.  
Mr Nash said he had been washing clothes, but actually he had been forging £5 notes.  
Alice said she had been playing cards, but actually she had been selling drugs.  
Pete said he had been studying chemistry, but actually he had been fighting.  
Aunt Jane said she had been writing letters, but actually she had been planning a bank  
robbery.  
Miss Fry said she had been washing her hair, but actually she had been out dancing  
with her sister's boyfriend.  
Rob said he had been painting his flat, but actually he had been playing roulette.

## 170

- 1 1 ... I've seen this film  
2 ... you've sung that song ...  
3 ... I've felt happy  
4 ... you've made ...  
5 ... I've ever seen her cry  
6 ... you've drunk ...  
7 ... all the family has been together ...  
8 ... I've eaten this year  
9 ... the first thing you've said to me ...  
10 ... the first clothes I've bought  
myself ...
- 2 It was the first time he had worn uniform.  
It was the first time he had had to make his own bed.  
It was the first time he had cleaned his own boots.  
It was the first time he had fired a gun.  
It was the first time he had walked more than a mile.

- 171** 1 1 How many days did you intend to stay?  
 2 I was hoping you could lend me £10.  
 3 I was wondering if you had two single rooms.  
 4 Were you looking for anything special?  
 5 Could you give me a hand?  
 6 I'm looking forward to seeing you again.  
 7 I was thinking I would borrow your bike ...  
 8 We could ask Peter to help us.  
 9 I was wondering if I could ask you a small favour.  
 10 I thought it would be a good idea to invite Simon.

- 172-175** 1 1 has crashed; hit; had put 2 turned; went; had forgotten  
 3 have been doing; have cleaned 4 was lying; rang  
 5 started; had not been/gone 6 have been playing 7 got; was watching  
 8 haven't seen 9 have you been learning 10 has changed; came  
 11 have you seen; 've seen 12 have never seen 13 got  
 14 have often wondered; got 15 Have you read 16 have just discovered  
 17 Did you hear 18 has been 19 was talking; started; broke 20 had done  
 21 has been standing 22 has stood 23 have spent / have been spending; got  
 24 was; studied 25 had finished; sat 26 met; had been working  
 27 have never learnt 28 Have you finished 29 lived; was 30 has had
- 2 1 got 2 got 3 was 4 were 5 got 6 had already started 7 fell  
 8 were sitting 9 hit 10 turned 11 was sitting 12 waited/was waiting  
 13 was carrying 14 asked 15 told 16 disappeared 17 opened 18 saw  
 19 had approached 20 saw 21 took 22 shot 23 has seen  
 24 (have) fought 25 has/had been 26 were 27 began 28 was
- 3 A Look, Mary, I must go; I started leaving my husband an hour ago.  
 B How long have you had this fear of heights, Mr Winthrop?  
 C You booked us a holiday abroad during the summer. Could you tell us, please, where we went?  
 D I've found another bit of metal, Maureen.  
 E Good Lord, Fenton, I had no idea you had died.  
 F First time you've done this job, is it?  
 G Perhaps I could help you choose, sir – what, exactly, have you done?  
 H He has nothing to do. All his batteries have run down.

- 176-177** 1 were left: simple past were stranded: simple past  
 had been ... locked in: past perfect were given: simple past
- 2 1 is spoken 2 was built 3 will be opened 4 is being interviewed  
 5 was being followed 6 Have you been invited 7 had been stolen 8 are made  
 9 are asked 10 is being mended 11 was burnt down 12 has just been found
- 3 1 Hamlet was written by Shakespeare. 10 Manchester were beaten 3 – 0 by  
 2 She has been arrested for shoplifting. Liverpool yesterday.  
 3 Your car is being repaired now. 11 Paper was invented by the Chinese.  
 4 Spanish is spoken in Chile. 12 Hops are needed to make beer.  
 5 Has Peter been asked? 13 Stamps aren't sold in bookshops.  
 6 This ring was made by my mother. 14 Your application is still being  
 7 This car is driven by electricity. considered by the directors.  
 8 You will be told where to go.  
 9 She was knocked down by a drunken motorist.
- 4 ... you're being replaced ...



178-179

- 1 DIY** It would be difficult to rewrite the text sensibly with active verbs.  
The best rules are 2 and 3.
- 2** 1b 2b 3a 4a 5b
- 3** 1a: 2b: 3a: 4b: 5a: 6b: 7a: 8a: 9b
- 4 DIY** 2 We were shocked that nobody was prepared to take him to hospital.  
3 I was annoyed that Mary wanted to tell everybody what to do.  
4 I wasn't pleased that George rang me up at three in the morning to tell me he was in love again.  
5 I was confused by the fact that he looked completely different from the last time I had met him.

A passive can make it easier to move a **very heavy subject** to the end of a sentence.

180

- 1** 2 We were brought papers to sign. 7 We are taught French by Mrs Lee.  
3 Henry was given a clock ... 8 I have been lent a car for a week.  
4 The children were read stories. 9 We were promised a full explanation.  
5 I am owed £5,000. 10 I was told a lot of lies by the secretary.  
6 I have been offered a new job.
- 2** 1 had been told 2 had been given 3 was shown 4 was given 5 was given  
6 had never been taught 7 was sent 8 was offered 9 was promised  
10 wasn't being paid

181

- 1** (*Examples of possible answers*)  
Bills are being prepared/paid. Money is being changed/paid/taken.  
Coffee is being made/ordered/prepared/served. New guests are being welcomed.  
Drinks are being ordered/served. Reservations are being made/taken.  
Food is being ordered/prepared/served. Rooms are being cleaned/prepared.  
Luggage is being brought down. Tables are being laid.
- 2** (*Examples of possible answers*)  
The houseboats have been turned into floating restaurants.  
A new car park has been built.  
New schools have been built.  
The opera house has been rebuilt.  
The old fire station has been turned into a theatre.  
A ring road has been built.  
The station has been modernised.  
Some streets have been widened.  
The town centre has been turned into a pedestrian precinct.  
A statue of you has been put up in the park.  
The Super Cinema has been turned into a supermarket.  
Your house has been turned into a museum.

182

- 1** 1 It is thought that the government will fail.  
2 Mr Evans was appointed secretary.  
3 She was called a witch by the villagers.  
4 It was believed that fresh air was bad for sick people.  
5 There are said to be wolves in the mountains.  
6 The man holding the hostages is thought to be heavily armed.  
7 He is said to be in an agitated state.  
8 She was considered strange (by everybody).  
9 The rate of inflation is expected to rise.  
10 He is said to be somewhere in Germany.



- 11 Harris was seen to leave the plane in Ontario.
- 12 She is thought to have died in a plane crash.
- 13 The earth was believed to be the centre of the universe.
- 14 There is thought to be oil under Windsor Castle.
- 15 I was made to give them details of my bank accounts.

**183**

- 1 1 Could you send the bill to me? 6 Read me the letter, will you?
- 2 I've bought you a present. 7 She teaches French to adults.
- 3 Leave some potatoes for me. 8 I took Mrs Samuels the report.
- 4 I lent £5 to Bill yesterday. 9 Would you get a beer for me?
- 5 Show your picture to Granny. 10 We owe the bank £20,000.

**184-185**

- 1 blow up – explode break up – disintegrate get up – rise give up – abandon  
go away – leave go into – enter look for – seek put off – postpone send back –  
return talk about – discuss think over – consider turn up – arrive
- 2 **DIY** Rules 1, 4 and 6 are correct.
- 3 1 We talked about it. 2 I put it off. 3 Could you look after them?  
4 We broke it off. 5 Can you clean it up? 6 She put it on. 7 I'm looking for it.  
8 I wrote it down. 9 I sent it back. 10 I stood on it.
- 4 1 away 2 on paper 3 not working 4 quieter 5 into pieces  
6 to various people 7 further 8 higher 9 working 10 louder

**186-187**

- 1 **DIY** get + direct object: receive, obtain, fetch, buy ...  
get + adjective: become  
get + adverb particle/preposition: move, change position
- 2 get across – cross get better – improve get bigger – increase, grow  
get off – alight from, leave (public transport) get on – board (public transport)  
get out of – leave get over – recover from get smaller – decrease, shrink  
get to – reach get up – rise (from bed)
- 3 1 getting better 2 got into 3 Get on; get off 4 Get out 5 get wet 6 get cold  
7 get old 8 get really hungry 9 getting tired/sleepy 10 gets dark
- 4 'Shall we go swimming?' 'OK. I'll just go and get changed.'  
'What time do the animals get fed?' 'Eight o'clock.'  
Every time he goes walking in the country he gets lost.  
His glasses got broken in the fight.  
I was talking to her on the phone but we got cut off.  
I'm going to get undressed and go to bed.  
If you leave your bag there, it'll get stolen.  
That child takes an hour to get dressed in the morning.  
They're going to get married next April.

**188**

- 1 1 to be working 2 be repaired 3 to go 4 to have seen 5 be having  
6 to listen 7 to be chosen 8 not to be 9 have told 10 to be interrupted
- 2 (Examples of possible answers)  
2 She seems to be drinking. 6 She seems to be talking on the phone.  
3 She must be driving. 7 She could be brushing her hair.  
4 She may be playing tennis. 8 She may be reading.  
5 She could be washing.

- 1** 1 I'm glad to have met you. 5 I'm happy to have had a chance ...  
 2 I was sorry to have disturbed him. 6 I was disappointed to have missed ...  
 3 I expect to have passed ... 7 She seems to have got lost.  
 4 You seem to have made ... 8 She was pleased to have found ...
- 2** 2 I would like to have seen his face  
 when ... 5 It was to have been the happiest ...  
 3 He meant to have finished all his  
 work ... 6 She meant to have said goodbye ...  
 4 We were to have spent a week skiing. 7 I would like to have lived ...  
 8 He was to have played ...

- 1** 2 You should eat enough. 10 You needn't apologise.  
 3 I might go sailing ... 11 They have decided to open ...  
 4 She expects to get married ... 12 I promise to pay you ...  
 5 I agreed to help her. 13 I didn't manage to find ...  
 6 We must make ... 14 I would rather go ...  
 7 He seems to be ill. 15 She refused to see ...  
 8 I wish I could change ... 16 I've learnt to play chess.  
 9 I hope to come ...

- 1** (*Examples of possible answers*)  
 'Ann really upset Granny.' 'I'm sure she didn't mean to.'  
 'Are you enjoying your new job?' 'Well, I'm starting to.'  
 'Can I see you home?' 'If you'd like to.'  
 'Can you mend this by Tuesday?' 'I'll try to, but I can't promise.'  
 'Did you get my coat from the cleaner's?' 'Sorry, I forgot to.'  
 'Do you collect stamps?' 'No, but I used to.'  
 'Do you think he knows what he's doing?' 'He seems to.'  
 'Do you want to come out with us tonight?' 'I'd like to, but I'm working late.'  
 'Does she think she'll win?' 'Yes, she expects to.'  
 'How would you and Sue like to spend the weekend with us?' 'We'd love to.'  
 'I think you ought to see the police about the people next door.' 'I intend to. They can't  
 go on keeping the whole street awake every night.'  
 'Shall we go swimming?' 'I don't really want to – it's too cold.'  
 'Should we book seats in advance?' 'We don't need to – there's always plenty of room.'  
 We'd like to move to a bigger house but we can't afford to.

- 1** (*Examples of possible answers*)  
 2 You go to a bookshop to buy books. 3 ... to see a film. 4 ... to see a play.  
 5 ... to swim. 6 ... to exercise. 7 ... to learn to drive. 8 ... to catch a train.  
 9 ... to catch a plane. 10 ... to book a holiday. 11 ... to pray.  
 12 ... to watch a football match. 13 ... to get money. 14 ... to buy stamps.  
 15 ... to have a meal. 16 ... to buy food. 17 ... to get petrol.  
 18 ... to buy a newspaper.

- 1** 1 surprised 2 surprising 3 tiring 4 tired 5 disappointing 6 disappointed  
 7 excited 8 exciting 9 shocked 10 shocking 11 confusing 12 confused  
 13 annoyed 14 annoying
- 2** The visitors are boring (and the host is bored).
- 3** A botanist is interested in plants. A historian is interested in the past.  
 A cook is interested in food. A linguist is interested in languages.  
 A doctor is interested in medicine. A mathematician is interested in  
 numbers.  
 An explorer is interested in travel. A zoologist is interested in animals.  
 A fashion designer is interested in clothes.  
 A geographer is interested in places.

194-195

1 1 Drinking 2 paying 3 hearing 4 lying 5 skiing; climbing 6 Learning  
7 saying 8 Forgetting 9 Watching 10 Answering; typing

3 1 Do you mind me asking ... ? 5 ... by Peter needing to see ...  
2 I don't appreciate you shouting ... 6 I was astonished at you expecting ...  
3 I couldn't understand Pat wanting ... 7 ... by Ann having to go ...  
4 What's the use of them asking ... ? 8 She can't stand me telling her ...

196

1 (*Examples of possible answers*)

Do you feel like helping me?

Do you have time to do anything else besides looking after the children?

He insisted on paying for everything.

He passed his exams in spite of not doing any work.

How about going out to a restaurant tonight?

I apologise for disturbing you.

I like walking as well as playing football.

I sometimes dream of having time to read all my books.

I'm fed up of/with selling things.

I'm not capable of understanding this – it's too difficult.

I'm tired of answering that child's questions.

She succeeded in convincing the police that she was not a burglar.

She talked about/of changing her job, but I don't think she will.

She's keen on cooking.

She's very good at swimming and dancing.

Thank you for telling me the truth.

We're excited about moving to Canada.

We're thinking of seeing George next week.

Why don't you come out with us instead of staying at home?

You can't live without eating.

197

1 2 By playing loud music. 6 By taking an aspirin.  
3 By robbing a bank. 7 By using an extinguisher.  
4 By oiling it. 8 By switching on the ignition.  
5 By looking in a dictionary.

2 (*Examples of possible answers*)

A paperclip is for holding papers together.

Money is for buying things.

Soap is for washing.

A knife is for cutting things.

A saucepan is for cooking.

A bag is for carrying things.

A pen is for writing.

A hairbrush is for brushing hair.

198

1 **DIY** 1A 2C 3B

2 Aren't you used to walking this far?

Starting at half four's no problem – I'm used to getting up early.

I look forward to receiving your comments.

I look forward to seeing you again in six months' time.

I object to paying for it. It should be free.

I'll never get used to sleeping on the floor.

I'm not looking forward to going back to school.

I'm not sure where to turn. I'm not used to coming this way.

If you're used to having money, it's hard to be without it.

Sean's used to dealing with difficult kids.

199

1 **DIY verb + infinitive:** agree; dare; decide; expect; fail; happen; hope; manage; mean; offer; prepare; pretend; promise; refuse; seem; wish  
**verb + -ing form:** avoid; can't help; deny; (can't) face; fancy; feel like; finish; give up; imagine; keep (on); mind; miss; postpone; practise; put off; risk; spend time; (can't) stand; suggest

- 2 1 liking 2 to stay 3 to hear 4 going 5 cooking 6 studying 7 smoking  
8 being 9 to find 10 passing 11 seeing 12 to be 13 seeing 14 talking  
15 to see 16 watching

- 200** 1 1 You can go fishing 2 ... go riding 3 ... go sailing 4 ... go shopping  
5 ... go skating 6 ... go swimming 7 ... go skiing

- 201** 1 1 The shoes need cleaning. 5 The chicken needs cooking.  
2 The window needs mending. 6 The car needs servicing.  
3 The racket needs re-stringing. 7 The wall needs painting.  
4 The bed needs making. 8 The man's hair needs cutting.

- 202-203** 1 (*Examples of possible answers*)  
Her boss wants her to work harder. Her son wants her to buy him some new clothes.  
Her daughter wants her to buy her a car. The butcher wants her to pay his bill.  
Her husband wants her to cook supper. The dog wants her to take him for a walk.  
Her mother wants her to leave her husband. The government wants her to pay taxes.  
The vicar wants her to go to church.
- 2 1 They didn't allow us to look at the house. 6 Did you mean me to pay?  
2 I asked Jake to be more careful. 7 The captain ordered the men to attack.  
3 She encouraged me to try the exam. 8 I reminded Sue to buy coffee.  
4 I expect him to come soon. 9 She taught me to cook.  
5 I left him to solve the problem. 10 I don't want her to tell anybody.
- 4 'I'm not asking you to serve me ...'
- 5 1 Her parents let her stay up late.  
2 Her parents made her do the washing up.  
3 Her parents let her read what she liked.  
4 Her parents made her iron her own clothes.  
5 Her parents made her do her homework.  
6 Her parents let her drink beer.  
7 Her parents made her clean up her room.  
8 Her parents made her go to church.  
9 Her parents let her have parties.  
10 Her parents let her choose her own school.

- 204-205** 1 **DIY** Things people did: *remember ...ing*. Things people have/had to do: *remember + infinitive*.
- 2 **DIY** Change: *go on + infinitive*. Continuation: *go on ...ing*.
- 3 **DIY** Infinitive after object; *-ing* form if there is no object.
- 4 **DIY** Activity stops: *-ing* form. Reason for stopping: infinitive.
- 5 **DIY** Only infinitive after *would like, would prefer* etc.
- 6 **DIY** Both structures for things that are difficult: *try ...ing* for experiments.
- 7 **DIY** Action going on: object + *-ing* form. Completed action: object + infinitive without *to*.
- 8 1 meeting 2 to post 3 not visiting 4 to talk 5 learning 6 to make  
7 visiting 8 watching / to watch 9 to spend 10 to come 11 reading  
12 to repair / repairing 13 waiting 14 break 15 crawling 16 to get  
17 working 18 to tell

- 206** 1 **DIY** The five which cannot are *fine, intelligent, lazy, unusual, well*.

- 2 (*Examples of possible answers*)  
 I'm bad at getting up early.  
 I'm bored with seeing the same faces every day.  
 I'm capable of going for a long time without sleep.  
 I'm excited about seeing my family next weekend.  
 I'm fed up with (or of) studying.  
 I'm fond of dancing.  
 I'm good at repairing cars.  
 I'm guilty of breaking the speed limit.  
 I'm tired of listening to the children.

207

- 1 **DIY Followed by infinitive:** decision, need, plan, time, wish  
**Followed by preposition + ...ing:** difficulty, hope, idea, thought
- 2 1 to go 2 in reading 3 of arriving 4 of leaving 5 to tell 6 to spend  
 7 of losing 8 to go 9 to meet
- 3 Has he got any hope of passing the exam?  
 He made a decision to start a new life.  
 Does your fear of flying stop you travelling?  
 Lucy has difficulty in keeping her temper.  
 She hated the thought of dying without seeing the world.  
 She was a fool to buy that car.  
 There's no need to get angry.  
 They have a plan to start a business.  
 Time to get up!

208-209

- 1 1 There's no need for the meeting to start before eight.  
 2 It's time for the postman to come.  
 3 It's unusual for him to be late.  
 4 I'm anxious for the children to go to a good school.  
 5 It's a bad idea for John to go to Australia.  
 6 It would be a mistake for Sue to change her job just now.  
 7 Is it possible for Paul to come to the meeting?  
 8 It's important for the car to have regular services.  
 9 It's normal for him to stay up late on Saturdays.  
 10 I'd be happy for you to take a holiday.
- 2 1 It's important for there to be public libraries.  
 2 It's vital for there to be a good public transport system.  
 3 It's important for there to be plenty of open spaces.  
 4 It's essential for there to be enough car parks.
- 3 (*Examples of possible answers*)  
 English is easy to understand. Boiled eggs are good to eat.  
 Chinese is hard to learn. Lobster is hard to eat.  
 Small children are interesting to watch. Some modern music is boring to listen to.  
 Silver is hard to clean.

210-211

- 1 Was the train very crowded, dear?



## 2 (Examples of possible answers)

- 1 Where is the small village?
- 2 Where do the three families live?
- 3 How many children have Alice and George got?
- 4 Who has got a baby daughter?
- 5 What does George do?
- 6 What do Joe and Sue do?
- 7 What does Alice take care of?
- 8 Where does Joe work?

- 9 What does Joe design?
- 10 What does Pam do? / What is Pam's job?
- 11 How many of the children go to school in the village?
- 12 How do the other children go to school?
- 13 Where is the secondary school?
- 14 How far away is it?

## 3 (Examples of possible answers)

- 1 Who does the cooking?
- 2 Who does the housework?
- 3 Who does the repairs?
- 4 Who takes care of the garden?

- 5 What is their biggest worry?
- 6 What needs replacing?
- 7 What needs repairing?

212

- 1 'What's your flat like?'
- 2 'How's your mother?'
- 3 'How's work going?'

- 4 'How's business?'
- 5 'What's Anne's boyfriend like?'
- 6 'How's school?'

## 2 (Examples of possible answers)

- 1 What size 2 What colour 3 What sort of 4 What make 5 What time
- 6 What time 7 What sort of 8 What size 9 What make of 10 Where ever
- 11 Who ever 12 What ever

213

- 1 2 Austrians don't speak Japanese.
- 3 Roses aren't green.
- 4 Cats can't fly.
- 5 Shakespeare wasn't French.
- 6 Fridges don't run on petrol.

- 7 The sun doesn't go round the earth.
- 8 Telescopes don't make things smaller.
- 9 There aren't seventeen players in a rugby team.
- 10 Bananas don't grow in Scotland.

214-215

- 1 1 Aren't you cold?
- 2 Why aren't you eating?
- 3 Don't you speak French?
- 2 Don't you speak German?
- 3 Isn't that Pamela ... ?
- 4 Didn't you study ... ?
- 5 Isn't this your coat?
- 6 Isn't your father a doctor?

- 4 Aren't the shops closed?
- 5 Hasn't the postman come?
- 6 Isn't your mother at home?
- 7 Wasn't Tony going to come ... ?
- 8 Won't you be in Edinburgh next week?
- 9 Aren't you making a mistake?
- 10 Wouldn't it be better to stop now?

- 3 2 Didn't she pass the exam?
- 3 Haven't you paid for your ticket?
- 4 Didn't you lock the door?
- 5 Can't you understand English? ...
- 6 Don't you like my cooking?

- 7 Didn't you get the letter I sent?
- 8 Didn't you enjoy the film?
- 9 Aren't you and John going to get married?
- 10 Don't you want any more potatoes?

- 4 2 No. I don't. 3 No. I can't. 4 Yes, it is. 5 Yes, I have. 6 Yes, she was.
- 7 No. I'm not. 8 No, I didn't.

216

- 1 1 not 2 not 3 no 4 not 5 no 6 not 7 not 8 Not 9 no 10 not no

217

- 1 1 I don't think you're right.
- 2 I don't believe you've met my sister.
- 3 I don't suppose you know where Ruth is.
- 4 I don't imagine we'll arrive before midnight.

- 5 I don't think they know what they're doing.
- 6 I don't think I made myself clear.
- 7 I don't suppose you remembered to bring my book back.
- 8 I don't believe I've got enough money.



- 2 1 He doesn't seem to be well. 4 It doesn't seem to be raining.  
 2 I don't expect to be home late. 5 I don't expect to pass the exam.  
 3 I never want to climb another mountain. 6 He never wants to get married.

## 218–219

- 1 1 Don't use 2 Add 3 Mix 4 oil 5 put in 6 Shape 7 bake  
 3 1 Always add salt ... 6 Always count your change ...  
 2 Always check the tyres ... 7 Never/Always put off ...  
 3 Never cook chicken ... 8 Never/Always say ...  
 4 Never wait more ... 9 Always/Never pay ...  
 5 Always unplug ... 10 Never apologise ...  
 4 (Examples of possible answers)  
 1 Don't be (so) greedy. 6 Don't be (so) stupid.  
 2 Do be careful. 7 Do be on time.  
 3 Don't be angry. 8 Don't be (so) rude.  
 4 Do be back by midnight. 9 Don't be (so) jealous.  
 5 Don't be frightened.

## 220

- 1 (Examples of possible answers)  
 3 Let's play tennis. 4 Let's go for a walk. 5 Let's not play cards.  
 6 Let's play chess. 7 Let's go to Paris. 8 Let's go and see a film.  
 9 Let's not go dancing. 10 Let's go skiing. 11 Let's do the washing up.  
 12 Let's go to a restaurant.

## 221

- 1 **DIY** The subject and verb come at the end of the exclamation.  
 2 2 How interesting! 7 How well he cooks!  
 3 What a nuisance! 8 How wrong we were!  
 4 What big eyes you've got. 9 What a lot of nonsense he talks!  
 grandmother! 10 What funny clothes she wears!  
 5 How disgusting! 11 How badly she plays!  
 6 How noisy those children are! 12 What a fool I was!  
 3 2 Isn't that interesting! 8 Weren't we wrong!  
 3 Isn't that a nuisance! 9 Doesn't he talk a lot of nonsense!  
 4 Haven't you got big eyes, grandmother! 10 Doesn't she wear funny clothes!  
 5 Isn't that disgusting! 11 Doesn't she play badly!  
 6 Aren't those children noisy! 12 Wasn't I a fool!  
 7 Doesn't he cook well!

## 222–223

- 1 1 There is 2 There were 3 there was 4 there will be 5 There's  
 6 Are there 7 There have been 8 There are not 9 There's been 10 there isn't  
 2 1 There's 2 It's 3 It's 4 There's 5 It's 6 There's 7 There's 8 It's  
 9 There's 10 It's  
 3 According to the forecast, there's likely to be more snow tonight.  
 I can't see how to open the door. There must be a keyhole somewhere.  
 I'm looking forward to the party. There are sure to be some nice people there.  
 OK, children, now I don't want there to be any noise while I'm on the phone.  
 That must be Jeff. There can't be two people who look like that.  
 There are too many people looking for too few jobs in this country.  
 There aren't any tickets now, but there may be some tomorrow.  
 There's no need to hurry. We've got plenty of time.  
 There's no point in going out if you've got a headache – you won't enjoy it.  
 There's something the matter with the car – it won't start.  
 'What did the doctor say?' 'He says there's nothing wrong with me.'  
 'Why have we stopped?' 'There seems to be something lying in the road.'

**224**

- 1** 1 My wife's on holiday. 2 I couldn't ... 3 Have you seen Joe? 4 Be careful ...  
5 There's nobody ... 6 I don't think so. 7 The train's late again.  
8 Do you know ...? 9 Have you got ...? 10 I've lost ...
- 2** 1 Changed my job. 2 Doesn't know ... 3 Cost you £10. 4 Careful of ...  
5 No time ... 6 Bus is coming. 7 Speak English? 8 Haven't been there.  
9 Thinks he's clever. 10 Got a light?

**225**

- 1** 1 ... but I can tomorrow. 6 ... Yes, it is.  
2 ... and Sue has too. 7 ... but I can.  
3 ... Yes, I would (have). 8 ... and Celia doesn't either.  
4 ... It certainly does. 9 ... but I do.  
5 ... I have.
- 2** (*Examples of possible answers*)
- |  |                                      |
|--|--------------------------------------|
| 1 think the whole thing is too absurd / think so | 5 come round                         |
| 2 thought that/so                                | 6 ready to take offence              |
| 3 think that/so                                  | 7 ready to take offence              |
| 4 come round                                     | 8 want to quarrel                    |
|  | 9 want to say another thing about it |

**226**

- 1** 1 aren't I 2 aren't we 3 are they 4 am I 5 were they 6 is she 7 isn't it  
8 isn't he 9 can't he 10 mustn't it 11 won't it 12 don't they 13 will they  
14 isn't there 15 hasn't she 16 does she 17 haven't they 18 wasn't I

**227**

- 1** 1 they 2 are you 3 is there 4 does it 5 they 6 did she 7 haven't they  
8 is there 9 did you
- 2** Do have some more tea, won't you?  
Don't drive too fast, will you?  
Let's start again, shall we?
- Pass me the newspaper, could/will/would you?  
You couldn't tell me the time, could you?

**228**

- 1** (*Examples of possible answers*)
- |                             |                                 |
|-----------------------------|---------------------------------|
| 1 Yes, I am. / No, I'm not. | 6 Yes, I have. / No, I haven't. |
| 2 Yes, I do. / No, I don't. | 7 No, I can't. / Yes, I can.    |
| 3 It certainly is.          | 8 He certainly does.            |
| 4 I won't.                  | 9 Yes, she did.                 |
| 5 I will.                   | 10 I will.                      |
- 2** (*Example of possible answer*)
- 'It was a lovely wedding.'  
'Was it?'  
'Yes. Though I didn't think much of Maggie's dress.'  
'Didn't you?'  
'No, that colour doesn't suit her at all.'  
'Doesn't it?'  
'No, it doesn't. Anyway, I don't really go for church weddings.'  
'Don't you?'  
'No. And the service went on for ages.'  
'Did it really?'  
'Yes. And I was sitting right at the back, so I couldn't hear the vicar.'  
'Couldn't you?'  
'No. The music was nice, though.'  
'Was it?'  
'Yes. They played that hymn about sheep. Lovely. I must say I didn't enjoy the reception much.'  
'Didn't you?'  
'No. The food wasn't very good.'

- 'Oh, dear. Wasn't it?'
- 'No. And the bride's father made such a stupid speech.'
- 'Did he, dear?'
- 'Yes. And I got one of my headaches.'
- 'Did you? I am sorry.'
- 'Yes. Champagne always gives me a headache.'
- 'Does it?'
- 'Yes, it really does. And I was sitting next to that Mrs Foster from down the road. I can't stand that woman.'
- 'Can't you?'
- 'No, she's always criticising.'
- 'Is she really?'
- 'Yes. Anyway, I must go.'
- 'Oh, must you?'
- 'Yes. Nice to talk to you. It really was a lovely wedding.'

**229**

- 1 (These are the sentences that the people said, but other answers are possible.)  
 1 I think so 2 I'm afraid so 3 I suppose so 4 I think so 5 I hope so  
 6 I think so 7 I think so 8 I'm afraid so 9 I hope so 10 I suppose so
- 2 1 I'm afraid not 2 I don't think so 3 I hope not 4 I suppose not  
 5 I'm afraid not 6 I hope not 7 I suppose not 8 I don't think so

**230-231**

- 1 1 so is 2 Neither/Nor have 3 neither/nor can 4 So do 5 So did  
 6 neither/nor do 7 so was 8 neither/nor will 9 So do 10 Neither/Nor was

3 (Examples of possible answers)

The cat is black, and so is the handbag.  
 The car doesn't cost much, and nor does  
 the motorbike.  
 The car is green, and so is the frog.

The parrot isn't green, and neither is the  
 butterfly.  
 The shoes are white, and so is the fish.

**232-233**

- 1 2 It annoys me to hear her talk like that. 6 It makes me tired to watch him.  
 3 It takes four hours to get ... 7 It upsets me to hear her complaining.  
 4 It's silly to get upset ... 8 It's hard to say no to people.  
 5 It's nice to get up in the morning, but  
 it's nicer to stay in bed.
- 2 2 It's a good thing that she's got some money saved.  
 3 It doesn't bother me that he's got long hair.  
 4 It worried her that John never talked to her.  
 5 It is essential that she should be told immediately.  
 6 It was strange that he didn't remember my name.  
 7 It's a pity that he can't come.  
 8 It is important that the children should get to bed early.  
 9 It is not true that wolves attack people.  
 10 It shocked me that she stole money.
- 3 (Examples of possible answers)  
 It doesn't interest me what you think.  
 It looks as if we're going to have trouble with Ann again.  
 It seems that he forgot to buy the tickets.  
 It will be a pity if we have to ask her to leave.  
 It's exciting when a baby starts talking.  
 It's important that everybody should have a chance to speak.  
 It's probable that we'll be a little late.  
 It's surprising how many unhappy marriages there are.



237

- 1 1 After I've finished work, I'll come round to your place.  
 2 When the weather gets better, let's have a weekend in the country.  
 3 Before you go back to Canada, you ought to see Paula.  
 4 Although I didn't understand everything, I enjoyed the lecture.  
 6 Until Sean phones, we won't know what's happening.  
 7 As we're going out tonight, I'm going to buy some new jeans.  
 8 While they were asleep, somebody broke into the house.  
 9 Since he met Julie, he hasn't looked at another woman.  
 12 Because he was deaf, he didn't understand the policeman.

**The order cannot be changed in 5, 10, or 11.**

- 2 1 did 2 spoke 3 went 4 gave up 5 felt 6 left

238–239

- 1 1 as long as / provided 2 until 3 so that 4 while 5 as if / as though  
 6 until 7 as if / as though 8 as long as / provided 9 so that 10 While
- 2 He went to Switzerland so that he could learn French.  
 I don't mind you singing as long as you do it quietly.  
 We moved the piano so that there would be room for the Christmas tree.  
 We took some blankets so that we would be warm enough.  
 We'll come back this afternoon as long as that's OK with you.  
 We'll play tennis as long as it doesn't rain.
- 3 2 While she's very clever, she's got no common sense at all.  
 3 While I know how you feel, I think you're making a mistake.  
 4 While the job's well paid, it's deadly boring.  
 5 While I'm interested in economics, I wouldn't want to work in a bank.  
 6 While the hotel was nice, it was a long way from the beach.
- 4 1 She looks as if she's going swimming. 5 She looks as if she's had bad news.  
 2 He looks as if he's lost something. 6 He looks as if he's seen a ghost.  
 3 She looks as if she's been painting. 7 It looks as if it's going to rain.  
 4 He looks as if he's got a cold. 8 He looks as if he's had good news.

240

- 1 1 before 2 while 3 After 4 when 5 since 6 before 7 after 8 since  
 9 while 10 when/while
- 2 Don't go swimming immediately after eating.  
 Have a rest every hour or so when driving long distances.  
 He has been terribly depressed since failing the exam.  
 I had a word with Janet before talking to Eric.  
 I often solve problems in my head while running.  
 She always gets nervous before going on stage.  
 Since coming back from America we haven't even had time to unpack.  
 A few days after returning from holiday he began to feel ill.

241

- 1 1 Having left school at twelve, he had ... 7 A lorry broke down in High Street,  
 2 It tastes delicious fried in butter ... causing a ...  
 3 Walking over to her desk, she picked ... 8 Not wanting to frighten her, I phoned ...  
 4 The water came into the houses, 9 Sent first class, it should ...  
 flooding the ... 10 At 3 a.m. Simon came in, waking  
 5 Knowing his tastes, I took ... everybody ...  
 6 Putting on his coat, he went out.
- 2 1 thinking 2 staring 3 getting 4 sacrificing 5 thrown 6 dreaming



- 242** 1 1 He repairs both cars and motorbikes.  
 2 He speaks neither English nor French.  
 3 I neither like nor dislike her.  
 4 I both admire (him) and distrust him.  
 5 Both Paul and Sally are on holiday.  
 6 Neither the secretary nor the accountant had the file.  
 7 The play was both funny and shocking.  
 8 He collects both paintings and jewellery.  
 9 You're neither right nor wrong.  
 10 She neither looked at me nor said anything.

- 243** 1 Did you know there were mice in the cellar? I thought you'd get lost.  
 He suggested we might like to go skiing with him. I was surprised she wasn't angry with me.  
 I believe this is your coat. I'm glad we've had this talk.  
 I expect you've seen this already. It's funny he didn't say hello to you.  
 I heard you'd got a new job. Tell me you love me.  
 Were you surprised I phoned you?  
 You knew I wouldn't forget your birthday.
- 2 1 provided that 2 so 3 Now 4 such ... that 5 so that 6 provided  
 7 Now that

- 244-245** 1 1 will find; go 2 have; will write 3 Will you stay; takes 4 will be; recognises  
 5 will go; go 6 will give; finds 7 will ask; want 8 will find; are  
 9 win; will have 10 arrive; will phone

- 2 1 would be able; thought 6 would tell; thought  
 2 would always; was; knew 7 would be; could; liked  
 3 would never do; went 8 would not give; asked  
 4 would be; had; wanted 9 would mean; spent  
 5 would hit; talked
- 3 1 was; had not helped; needed 4 had done; needed  
 2 has been; lasted 5 talks; is thinking  
 3 have usually liked; worked

- 246** 2 **DIY** 2 is the best explanation.

- 3 You're; today; Oh, thanks; You are; OK; you (sit); I'll (get) you; (There)'s;  
 Yes (there) is; there; I don't (want); (It)'s; I'll (sit); here; you can't; these;  
 are (taken); etc.

- 247** 1 **DIY** a neither has to be changed c the first 'this' has to be changed  
 b the second 'this' has to be changed d both have to be changed

- 2 last week – the week before next week – the next week/the week after  
 now – then/that day/right away this – that/the/last this morning – that morning  
 today – that day tomorrow – the next day tonight – that night  
 yesterday – the day before

- 3 2 that evening 3 there 4 the week before 5 the 6 right away/then  
 7 that morning 8 that night 9 the day before 10 that day

- 248-249** 1 **DIY**

DIRECT SPEECH	INDIRECT SPEECH
simple present	simple past
present progressive	past progressive
present perfect	past perfect
simple past	past perfect
will ...	would ...



- 2 1 was 2 played 3 could 4 were leaving 5 hadn't brushed 6 had had  
7 had left 8 wouldn't say 9 would know 10 had been opened
- 3 1 fancied 2 had never met 3 had 4 wanted 5 was 6 did 7 was doing  
8 could not 9 moved / was moving 10 thought 11 wanted 12 could  
13 would call 14 wanted 15 thought 16 was falling 17 was lying  
18 had 19 didn't matter 20 were 21 was going 22 were 23 had left

**250**

- 1 2 I asked what the dark-haired child's name is/was.  
3 Are you deaf? I said I'm/I was utterly fed up.  
4 I told you it's/it was raining.  
5 I said you'll/you'd get your money.  
6 This article ... said the weather is/was changing.  
7 Al told me the repairs will/would cost £5,000.  
8 I asked if Jane is/was coming to see us.  
9 Pat told me that you're/you were going to the north.  
10 I bet ... that you won't/wouldn't pass your exam.  
11 See – I told you he hasn't/hadn't got much sense of humour.  
12 Sue ... said they're/they were getting married next week.

**251**

- 1 1 I asked what Peter's address was. 6 ... where they kept the money.  
2 ... when the new manager was coming. 7 ... what time the meeting was.  
3 ... how she knew my name. 8 ... when the last train left.  
4 ... why all the windows were open. 9 ... how the photocopier worked.  
5 ... how many books he wanted. 10 ... how often Ann went shopping.
- 2 1 I wondered if they liked me. 6 ... if/whether my hair looked funny.  
2 ... if/whether I would be ready in time. 7 ... if/whether the postman had been.  
3 ... if/whether there was any food in 8 ... if/whether they spoke English.  
the house. 9 ... if/whether I was doing the right thing.  
4 ... whether/if service was included or not. 10 ... whether/if the meeting was on  
5 ... if/whether I could pay by cheque. Tuesday or Wednesday.

**252**

- 1 2 She offered to cook supper. 9 He agreed to pay half.  
3 He advised me to leave early. 10 She told me to park round the corner.  
4 She asked me to close the door. 11 I asked him how to find the house.  
5 She promised to stop smoking. 12 She told me when to phone.  
6 He offered to do the shopping. 13 I told him what to say.  
7 She advised me to tell the police. 14 We offered to pay for the tickets.  
8 I told her to wait outside.

**253**

- 1 **DIY** 1 After **tell**, we normally say **who** is spoken to. We do not put 'to' before the object.  
2 After **say**, we don't have to say **who** is spoken to. If we do, we put 'to' before the object.  
3 **Tell** means 'inform' or 'instruct'. It can't introduce questions.  
4 **Say** can't normally be used before an infinitive.
- 2 1 said 2 Tell 3 told 4 say 5 tell 6 told 7 say 8 tell 9 said 10 Say

**254**

- 1 1 I knew (that) I had seen him once before in London.  
2 The professor said (that) Shakespeare didn't speak French.  
3 When I got there, I found out (that) he had died two years before.  
4 It said on this TV programme that three thousand years ago there were tigers in England.  
5 It said on this morning's news that somebody had thrown a bomb at the Prime Minister.  
6 I read in a magazine that the ancient Romans suffered from lead poisoning.

- 2
- 1 She asked me if I would like a drink.
  - 2 I said (that) I couldn't help it.
  - 3 They thought (that) they should be home about six.
  - 4 The forecast said (that) it might rain.
  - 5 Everybody said (that) she must be joking.
  - 6 I explained that I hadn't seen the notice.

255

- 1
- 1 She thought (that) he was ill.
  - 2 He said (that) he would be back the next day.
  - 3 She said (that) she didn't like the music.
  - 4 She asked me where the bus station was.
  - 5 I asked him if/whether he had finished.
  - 6 I felt (that) nobody loved me.
  - 7 He asked her whether/if she wanted tea or coffee.
  - 8 She offered to clean the flat.
  - 9 I asked when the car was going to be ready.
  - 10 I wondered what I was doing there.
  - 11 He proved that the earth is/was not flat.
  - 12 I knew (that) those figures couldn't be right.
  - 13 She thought (that) her cat understood everything she said.
  - 14 I asked what the boss wanted.
  - 15 I wondered if/whether Mary had phoned back.
  - 16 I wondered if/whether dinosaurs laid eggs.
  - 17 He advised me to see the doctor.
  - 18 She asked him if/whether he would like a drink.

- 2
- '... I thought they were yours.'
- '... no doubt you're wondering why I sent for you.'

256-257

- 1
- If anybody asks you what you're doing, say you're with me.  
 How can you make decisions if you don't know what's going on?  
 If I buy three kilos, that'll do for a few weeks.  
 If I don't get up till nine, I never get anything done.  
 If I can't fix the video, I'll take it back to the shop.  
 I'll go with you if you like.  
 The shops are easy to get to if you park near the station.  
 We don't have to go out if you're not feeling up to it.  
 If you're ready before eight, we can catch the early train.  
 You have to practise if you want to learn a musical instrument.

- 2
- 1 if 2 when 3 when 4 if 5 if 6 when 7 if 8 when 9 when 10 if

- 3
- 1 say; will scream 2 will be; manages 3 come; will cook 4 will need; go  
 5 will miss; move 6 wash; will dry 7 will be; doesn't come 8 get; will phone  
 9 look; will find 10 will be; gets

- 5
- Pete.

258-259

- 1
- |                        |                               |
|------------------------|-------------------------------|
| 1 would look; had      | 10 would help; asked          |
| 2 would be; didn't see | 11 was/were not; would tidy   |
| 3 would be; didn't get | 12 had; would show            |
| 4 knew; would go       | 13 had; would send            |
| 5 would you do; won    | 14 would you go; needed       |
| 6 would be; used       | 15 Would you mind; went       |
| 7 were not; would show | 16 came; would you have       |
| 8 had; would make      | 17 would be; spent            |
| 9 loved; would buy     | 18 would not do; did not have |

**2** *(Examples of possible answers)*

2 If I had a big house, I would invite lots of people.

3 If I had a yacht, I would go round the world.

4 If I had plenty of money, I would buy a horse.

5 If I didn't have a job, I'd be happier.

6 If I had more time, I'd study biology.

**4** 1 could/might play 2 might feel 3 might go 4 could/might get

5 could/might understand 6 might taste

**260****1** 1 comes 2 find 3 lived 4 arrived 5 We'll 6 would 7 would 8 will  
9 will 10 stop**2** *(The most probable answers)*

1 live 2 lived 3 were 4 wake 5 declared 6 have 7 gave 8 thought

9 is 10 is 11 banned 12 have

**261****1** If I were a rabbit, I'd live in a hole.

If I were forty years younger, I'd go dancing all night.

If I were Moroccan, I'd speak Arabic.

If I were the manager, I'd give everybody ten weeks' holiday.

If it weren't so cold, I'd go for a walk.

If it were Sunday, I wouldn't be working.

If my nose were shorter, I'd be quite pretty.

If people were more sensible, there wouldn't be any wars.

If she were better-tempered, life in the office would be easier.

**262-263**

- |          |                                     |                                     |
|----------|-------------------------------------|-------------------------------------|
| <b>1</b> | 1 had known: would have invited     | 9 hadn't been: wouldn't have become |
|          | 2 would have gone: hadn't been      | 10 had had: would have sold         |
|          | 3 had said: wouldn't have cooked    | 11 hadn't spent: would have had     |
|          | 4 would have won: had played        | 12 wouldn't have caught: had taken  |
|          | 5 hadn't cut: would have finished   | 13 would have won: had run          |
|          | 6 hadn't invented: would have done  | 14 would have got: had booked       |
|          | 7 hadn't spent: wouldn't have been  | 15 would have been: had asked       |
|          | 8 wouldn't have got: had remembered | 16 had been: would have been        |

- 2** 1 If he hadn't worked so hard, he wouldn't have passed his exams.  
If he hadn't passed his exams, he wouldn't have gone to university.  
If he hadn't gone to university, he wouldn't have studied languages.  
If he hadn't studied languages, he wouldn't have learnt Chinese.  
If he hadn't learnt Chinese, he wouldn't have gone to China.  
If he hadn't gone to China, he wouldn't have gone climbing in Tibet.  
If he hadn't gone climbing in Tibet, he wouldn't have tried to climb Everest.  
If he hadn't tried to climb Everest, he wouldn't have disappeared ...
- 2 If he hadn't bought a bicycle, he wouldn't have gone for a ride in the country.  
If he hadn't gone for a ride in the country, he wouldn't have fallen off.  
If he hadn't fallen off, he wouldn't have woken up in hospital.  
If he hadn't woken up in hospital, he wouldn't have met a beautiful nurse.  
If he hadn't met the beautiful nurse, he wouldn't have written a bestselling novel about her.  
If he hadn't written the bestselling novel, he wouldn't have got rich.  
If he hadn't got rich, he wouldn't have married the nurse and had three charming children.  
If he hadn't married the nurse and had the three children, he wouldn't have lived happily ever after.

- 3 If Mary's mother hadn't gone out that evening, Mary wouldn't have cooked for herself.  
 If she hadn't cooked for herself, she wouldn't have got interested in cooking.  
 If she hadn't got interested in cooking, she wouldn't have opened a very successful restaurant.  
 If she hadn't opened the restaurant, she wouldn't have had the Prime Minister as a customer.  
 If she hadn't had the PM as a customer, he wouldn't have ordered mussels.  
 If he hadn't ordered mussels, the mussels wouldn't have poisoned him.  
 If the mussels hadn't poisoned him, he wouldn't have died.  
 If he hadn't died, Mary wouldn't have gone to prison for life.

**264**

- 1 He'll get thrown out of school unless he starts working.  
 I always watch TV in the evenings unless I go out.  
 Let's have dinner out – unless you're too tired.  
 I'll see you at ten unless I phone to say I can't come.  
 I'll tell you a good joke – unless you've heard it before.  
 Things will go on getting worse unless there's a change of government.  
 We're going to have a picnic unless it rains.  
 You can have the last sausage unless the children want it.  
 You can't open the door unless you know the code.
- 2 3 You can have the car tonight unless Harriet needs it.  
 5 I'm going to dig the garden this afternoon unless it rains.

**265**

- 1 She's packing a German phrase book in case the hotel staff don't speak English.  
 She's packing a pack of cards in case she meets people who play bridge.  
 She's packing a racket in case there is a tennis court.  
 She's packing a thick sweater in case the weather is cold.  
 She's packing a swimsuit in case the hotel has a heated pool.  
 She's packing aspirins in case the sun gives her a headache.  
 She's packing binoculars in case she wants to go bird-watching.  
 She's packing her address book in case she decides to send postcards.  
 She's packing some books in case she has time to read.  
 She's packing walking boots in case she wants to go walking.
- 2 1 in case 2 if 3 if 4 in case 5 in case 6 if 7 if 8 in case

**266–267**

- 1 'It's time to clean the car.' 'I'd rather not clean it today.'  
 'It's time to cook supper.' 'I'd rather have something cold.'  
 'It's time to get a new fridge.' 'I'd rather go on using the old one ...'  
 'It's time to get your hair cut.' 'I'd rather keep it long.'  
 'It's time to go home.' 'I'd rather stay here for a bit longer.'  
 'It's time to invite the Harrises.' 'I'd rather invite the Johnsons.'  
 'It's time to plan our trip to Scotland.' 'I'd rather go to Wales.'  
 'It's time to see the dentist.' 'I'd rather see her next year.'  
 'It's time to start work on the garden.' 'I'd rather start next week.'
- 2 2 It's time she got her hair cut. 7 It's time he grew up.  
 3 It's time we had a holiday. 8 It's time we painted the kitchen.  
 4 It's time you cut the grass. 9 It's time he got/bought a new car.  
 5 It's time you washed that sweater. 10 It's time that team won a match.  
 6 It's time you stopped smoking.
- 3 2 No, I'd rather we talked tomorrow. 7 I'd rather you asked him.  
 3 I'd rather you came at ten. 8 I'd rather he stayed in.  
 4 I'd rather you didn't. 9 I'd rather they brought their own.  
 5 I'd rather she worked with Maggie. 10 I'd rather they did something about  
 6 I'd rather you cooked tonight. the homeless.



**268-269**

- 1**
- 2 I wish I spoke Russian.
  - 3 I wish I had a car.
  - 4 I wish I was/were hard-working.
  - 5 I wish I was/were good at sport.
  - 6 I wish I liked dancing.
- 2**
- 2 I wish it would snow.
  - 3 I wish the phone wouldn't keep ringing.
  - 4 I wish the baby would stop crying.
  - 5 I wish the kettle would boil.
- 4**
- I wish I'd chosen a different career.  
I wish I'd done more travelling when I had the chance.  
I wish I'd gone to a better school.  
I wish I'd gone to bed earlier last night.  
I wish I hadn't got married when I was eighteen.
- 7 I wish it didn't rain all the time.
  - 8 I wish she didn't work on Sundays.
  - 9 I wish I could eat eggs.
  - 10 I wish the radio worked.
- 6 I wish the traffic lights would go green.
  - 7 I wish your mother would write.
  - 8 I wish Pat would find a job.
  - 9 I wish the exam results would come.
  - 10 I wish spring would come.
- I wish I hadn't told him the truth.  
I wish I'd saved money when I was earning a good salary.  
I wish I'd studied harder at university.  
I wish I'd taken better care of my teeth.

**270-271**

- 1** (*Examples of possible answers*)  
Do you know a shop which sells good coffee?  
I know somebody who could mend that chair.  
I want some plates which can go in the microwave.  
I was at school with the man who is driving that taxi.  
I'd like to speak to the person who deals with exports.  
She's got friendly with a boy who lives next door.  
The police haven't found the man who stole my car.  
There's some cheese in the fridge which needs to be eaten.  
We've got some light bulbs which last for years.  
This is the switch which isn't working.
- 3**
- 1 The people who live in Greece speak Greek.
  - 2 The language that people speak in Hungary is called Hungarian.
  - 3 The language that people speak in China is called Chinese.
  - 4 The people who live in Italy speak Italian.
  - 5 The people who live in Turkey speak Turkish.
  - 6 The language that people speak in Algeria is called Arabic.
  - 7 The language that (some) people speak in Scotland is called Scots Gaelic.
  - 8 The people who live in Holland speak Dutch.
  - 9 The language that (some) people speak in Ireland is called Irish.
  - 10 The people who live in Portugal speak Portuguese.
  - 11 The language that (some) people speak in Wales is called Welsh.
  - 12 The language that people speak in Japan is called Japanese.
- 5**
- All the poetry that he wrote was destroyed in a fire.  
At school I learnt nothing that was useful to me.  
I've told you everything that happened.  
Nothing that she said made any difference.  
It's the best western film that was ever made.  
The most useful thing that you can do is leave now.  
This is the only hire car that I could get.  
You can have everything that you want.

**272-273**

- 1** **DIY** The relative pronoun can be left out in sentences 1, 2 and 6.  
Rule 4 is correct.
- 2** 1 S 2 O 3 S 4 O 5 O 6 S 7 O 8 S 9 O 10 O

- 3 2 Our doctor is a person I really respect.  
 4 I've lost that nice ring Bill gave me.  
 5 It's a book everybody talks about and nobody reads.  
 7 That's the man I wanted to see.  
 9 He keeps telling you things you already know.  
 10 They never thanked me for the money I sent them.
- 4 1 Here's the paper you asked me to get you.  
 2 We went to see the film you recommended, but we didn't think much of it.  
 3 The car my sister bought last month has broken down four times already.  
 4 The actor you didn't recognise on television last night was Kiefer Sutherland.  
 5 Only a very few of the friends Jane had at school went on to university.  
 6 The operation my father had for his heart problem was only a partial success.  
 7 The essay Mark wrote while we were on holiday has won a prize in the school competition.  
 8 Some of the friends my daughter brings home look as though they never wash.

274

- 1 Did you read about what happened to poor Harry?  
 He just teaches you what you already know.  
 What I want to know is where's my car gone?  
 The dog can have what I don't eat.  
 The holiday wasn't at all what I expected.  
 They hadn't got what she asked for.  
 You misunderstood – that isn't what I meant.  
 What you said made me very happy.

275

- 1 (*Examples of possible answers*)  
 2 A good parent is one whose children are happy.  
 3 A good gardener is one whose plants are healthy.  
 4 A good doctor is one whose patients get better.  
 5 A good writer is one whose books are successful.  
 6 A good teacher is one whose students learn things.  
 7 A good tourist guide is one whose tourists see interesting places.  
 8 A good cook is one whose food tastes nice.
- 2 1 Anton, whose brother Fritz helps him run the sports shop, lives with Marika, whose sister Anneliese also helps out in the sports shop.  
 2 Anneliese has a younger brother Max, whose wife Paula works in the restaurant run by Anton's other brother Toni, whose girlfriend Heidrun is an instructor at the ski school.  
 3 The person in charge of the ski school at the moment is Klaus, whose wife Monika works part-time for the baker down the road, Karsten, whose daughter Liesl runs the pizzeria.  
 4 Monika also helps in the bar, the 'Happy Skier', which is run by Erwin, whose uncle Erich runs a hotel, in partnership with Klaus's brother Paul, whose wife Christiane was national ice-dancing champion in her younger days.

276–277

- 1 **DIY** The ones in the 'a' sentences.
- 2 **DIY** 1 The 'b' sentences.  
 2 To show that they are not an essential part of the sentences – they can be separated.  
 3 Identifying clauses (the ones in the 'a' sentences).  
 4 Identifying clauses.  
 5 In a formal style.



- 3 1 No change possible.  
 2 People that don't answer letters annoy me.  
 3 What happened to the oranges I bought yesterday?  
 4 No change possible.  
 5 No change possible.  
 6 No change possible.
- 7 I like a film that has ...  
 8 No change possible.  
 9 Do you remember those people we met in Corfu?  
 10 No change possible.  
 11 No change possible.  
 12 No change possible.
- 4 1 which 2 what 3 what 4 which 5 what 6 which 7 which 8 what  
 9 which 10 which

**278**

- 1 1 Who's that good-looking man talking to Alison?  
 2 Luggage left unattended will be taken away by police.  
 3 Left-handed children forced to write with their right hands often develop psychological problems.  
 4 The nurse looking after my aunt is very kind to her.  
 5 All the rubbish floating in the sea is a real danger to health.  
 6 Ham made in the traditional way costs more, but tastes better.  
 7 Women tourists wearing trousers are not allowed in the temple.  
 8 James thought that the man with his girlfriend was her brother.  
 9 The man bitten by my neighbour's dog was her husband's boss.
- 2 1 I keep having a dream in which there's a woman standing with her back to me.  
 2 James said he heard a shot fired in the street.  
 3 Are those your trousers hanging over the balcony?  
 4 They live in a beautiful old house built 300 years ago.  
 5 The Navajo are famous for beautiful jewellery made of silver and turquoise.  
 6 Passengers standing on Platform 2 are asked to keep behind the yellow line.  
 7 Pauline has a very strange old painting of a woman holding a small dog.

**279**

- 1 1 which 2 what 3 that 4 what 5 that 6 which 7 which 8 that  
 9 what 10 that
- 2 1 who 2 - 3 that 4 that (*informal*) or who 5 which 6 - 7 who 8 -  
 9 that 10 which
- 3 'I'll discuss it with you,' she said, in a voice that could have been used ...  
 A politician is a statesman who approaches every question ...  
 Any man who hates dogs and babies can't be all bad.  
 Anyone who has been to an English public school will feel ...  
 Consultants are people who borrow your watch ...  
 No man can lose what he never had.  
 Nothing that is worth knowing can be taught.

**280-281**

- 1 **DIY** 2
- 2 1 The earrings which/that he gave her for Christmas ...  
 2 The fax which/that he got that morning ...  
 3 The sofa which/that we bought last year ...  
 4 The people whom/that he had hoped to introduce Lee to ...  
 5 The flat which/that the terrorists hid the guns in ...  
 6 The song which/that she could not remember the name of ...
- 3 1 The rosebush.  
 2 The tall men are the nephews; Duncan and Jack are the uncles.  
 3 The man my mother was working for.  
 4 No.  
 5 (People from) the newspaper.  
 6 Police.

- 4 1 A man I met ... 2 The dress ... 3 The little flat ... 4 A very ordinary-looking woman ... 5 Some Polish people ...

282-283

- 1 1 Whoever 2 whatever 3 whatever/whichever 4 wherever 5 whenever  
6 However 7 whoever 8 However/Whenever 9 whoever 10 Whenever
- 2 1 Send it to whoever pays the bills.  
2 Whatever is in that box is making ...  
3 People always want more, however rich they are.  
4 However you travel, it'll take ...  
5 Whatever you say, I don't think ...  
6 Whichever room you use, make sure ...  
7 Whatever problems you have, you can always come ...  
8 Whoever phoned just now was very polite.  
9 Whenever I see you I feel nervous.  
10 Whatever you do, I'll love you.
- 3 1 No matter what 2 No matter where 3 No matter how 4 No matter what  
5 No matter when 6 No matter how
- 4 Whether he's lying or telling the truth, it's a wonderful story.  
Whether we tell her now or later, she's not going to be pleased.  
Whether you're a beginner or an expert, you'll learn something ...  
Whether you ski downhill or cross-country, the equipment costs a lot.  
Whether you like her or dislike her, you have to admire her.

284

- 1 1 - 2 at 3 - 4 at 5 on 6 into 7 on 8 of 9 - 10 into 11 in  
12 - 13 of 14 in 15 in 16 to 17 - 18 for 19 after 20 to 21 -  
22 to 23 for 24 of 25 for 26 of 27 for 28 in 29 into 30 of  
31 by 32 In 33 in 34 in 35 in 36 on

2 **DIY**

**Rule**

at + clock time  
in + part of a day  
on + part of a particular day  
on + particular day  
at + weekend, public holiday  
in + longer period

- 3 4 on
- 4 1 at 2 on 3 in 4 in 5 on 6 in 7 - 8 -(or at) 9 at 10 - 11 -  
12 on

285

- 1 **DIY** *At* and *in* are used for **position**.  
*To* is used for **movement**.
- 2 laugh: look: point: shoot: smile: wave  
*Shouting at* and *throwing at* are aggressive.
- 3 1 in 2 to 3 at 4 at/in 5 to 6 to 7 at 8 to 9 at 10 to 11 at  
12 to 13 to 14 in

286

- 1 **DIY** *By* is used: 3 to say that **something will happen at or before** a certain moment.  
*Until* is used: 1 to say that **a situation will continue up to** a certain moment.
- 2 1 until 2 by 3 by 4 until 5 by 6 by 7 Until 8 by 9 by 10 until

**287** 1 (*for* and *during*) **DIY** *For* tells you **how long**. *During* tells you **when**.

2 1 during 2 for; during 3 during 4 for 5 during 6 for

1 (*opposite* and *in front of*) **DIY** The **bus stop** is **opposite** the house; the **car** is **in front of** the house.

2 1 opposite 2 In front of 3 in front of 4 opposite 5 in front of 6 opposite

**288** 1 **DIY** We say **among** a group, crowd or mass of things that are not seen separately. We say **between** two or more clearly separate people or things. We say **between** things on two sides.

2 1 between 2 between 3 between 4 among

3 1 between 2 among 3 between 4 among 5 among 6 between  
7 among 8 between 9 between 10 among

**289** 1 1 'What are you thinking about?' 6 'What did she hit him with?'  
2 'Who did you buy it from?' 7 'Who does your father work for?'  
3 'Who did she send it to?' 8 'Who did you make it for?'  
4 'What will you carry it in?' 9 'What's the book about?'  
5 'What can I eat it with?' 10 'Who were you talking to?'

2 (*Examples of possible answers*)

1 'What are you waiting for?'	6 'What are you looking at?'
2 'What are you worried about?'	7 'What are you looking for?'
3 'What were you talking about?'	8 'What are you interested in?'
4 'Who were you speaking to?'	9 'Who are you writing to?'
5 'Who do you work for?'	10 'What are you thinking about?'

3 (*Examples of possible answers*)

What is she waiting for?	Who did you have lunch with?
What were you listening to?	Who did you buy that car from?
Who do you usually play tennis with?	Who is Anne in love with?
What country do you come from?	What did you change your job for?
Who is that letter from?	What are you studying English for?
Who did you get it from?	

**290–291** 1 A cup is something that you drink out of.  
A picture is something that you can look at.  
A tap is something that water comes out of.  
A toy is something that a child plays with.  
A vase is something that you put flowers in.  
A window is something that you can look through.

2 1 things that you bite with (B) 6 a thing that you hang clothes on (D)  
2 something that you sleep in (C) 7 liquid that you wash dishes with (H)  
3 something that you put things on (E) 8 something that you can start a fire  
4 something that you put valuables in (G) with (A)  
5 a thing that you clean your teeth with (F)

4 3 somebody (that) I have great respect for 5 the problem (that) I was worried about  
4 the girl (that) I was writing to 6 a car (that) I paid too much for

5 John is the man (that) Bill plays chess with / Sally is married to.  
Anne is the woman (that) Ron plays chess with / Peter is married to / Bill works with.  
Alice is the woman (that) Peter plays chess with / Bill is married to / Sally works with.  
Mary is the woman (that) Sally plays chess with / Ron works with.  
Sue is the woman (that) Ron is married to / Peter works with.

Bill is the man (that) John plays chess with / Alice is married to / Anne works with.  
 Ron is the man (that) Anne plays chess with / Sue is married to / Mary works with.  
 Peter is the man (that) Alice plays chess with / Anne is married to / Sue works with.  
 Sally is the woman (that) Mary plays chess with / John is married to / Alice works with.

292

- 1 1 operated on 2 talked/spoken about 3 spoken/talked to 4 slept in  
 5 sat on/in 6 paid for 7 heard of/from 8 played with or spoken/talked to  
 9 looked at or spoken/talked to

2 (Examples of possible answers)

Who was America/Australia/penicillin/electricity discovered by?  
 Who was the novel *Anna Karenina* / *Hamlet* / *Happy Birthday to You* written by?  
 Who was radio/television invented by?  
 Who was the film *The Birds* directed by?  
 Who was the Eiffel Tower / the Taj Mahal built by?  
 Who was the Mona Lisa painted by?

293

- 1 1 She's nice to talk to. 6 The river was difficult to swim across.  
 2 He's difficult to live with. 7 Her village is hard to get to.  
 3 My brother's impossible to argue with. 8 He's very easy to get on with.  
 4 Those old trains aren't very pleasant to travel in. 9 Water-colours are difficult to paint with.  
 5 Ice isn't easy to drive on. 10 She's interesting to work with.

2 (Examples of possible answers)

A broken cup is hard to drink out of.  
 A broken fork is difficult to eat with.  
 A cushion is comfortable to sit on.  
 A small hard chair is uncomfortable to sit on.  
 A warm bath is nice to lie in.  
 Baby animals are nice to play with.  
 Classical music is interesting to listen to.  
 Family problems can be difficult to talk about.  
 Lectures are often hard to listen to.  
 People who travel a lot can be interesting to talk to.

3 (Examples of possible answers)

A very small spoon is hard to eat with.  
 Shoes that are too small are uncomfortable to walk in.  
 A hard bed is uncomfortable to lie on.  
 A noisy hotel room is difficult to sleep in.  
 A broken pencil is hard to write with.

294-295

- 1 1 a hundred 2 one thousand, four hundred and fifty pounds 3 a thousand  
 4 three thousand, one hundred and forty-four 5 one dollar (and) eighty-five (cents)  
 6 one thousand pounds
- 2 1 hundred 2 million 3 hundred 4 millions of 5 Thousands of 6 dozen
- 3 second; third; fourth; fifth; sixth; seventh; eighth; ninth; tenth; twelfth; sixteenth;  
 twentieth; twenty-first; thirtieth; hundredth; thousandth
- 4 1 10 April 1996  
 2 17 September 1911  
 3 16 June 1979  
 4 the sixteenth of May / May the sixteenth, nineteen seventy  
 5 the twelfth of March / March the twelfth, nineteen ninety-three  
 6 the fourteenth of January / January the fourteenth, nineteen eighty-six

296–298

- 1 1 I'm tired.  
2 She's French.  
3 She's forgotten.  
4 They've finished.  
5 I thought you'd left.  
6 We'll tell you tomorrow.  
7 I wish he'd stop.  
8 How's your mother?  
9 Nobody's perfect.
- 2 1 ... where she's staying.  
4 ... No, I haven't.  
5 It isn't true. / It's not true.
- 10 My car's broken down.  
11 You needn't worry.  
12 I can't swim.  
13 The door won't close.  
14 It doesn't matter.  
15 I haven't forgotten.  
16 I'm not sorry.  
17 Why aren't you in bed?  
18 Don't you like this?
- 8 I don't believe they're fresh.  
9 ... if you can't come.  
10 ... No, I can't ...

**Contraction not possible in 2, 3, 6 and 7.**

- 3 1 there's 2 you've 3 he's 4 can't 5 he'd 6 I'll 7 that's 8 we've

298–302

- 1 **nouns: uncountable** soup, petrol, wood; **singular countable** suggestion, suit, book, brother, problem; **plural countable** potatoes, buildings, people, rules  
**adjectives: ordinary** small, cold, stupid, high, new, dry; **comparative** more interesting, older, younger; **superlative** best, cheapest, worst  
**determiners: articles** a, the; **possessives** my, his, our; **demonstratives** this, those, these; **quantifiers** (a) few, some, many, no
- 2 **other personal pronouns:** me, he, him, her, we, they, them  
**other possessive pronouns:** his, hers, ours, theirs  
**other reflexive pronouns:** yourself, himself, herself, ourselves, yourselves, themselves
- 3 lost, rains, open, tastes, won, got
- 4 1 future simple (*aux.* will)  
2 present progressive (*aux.* is)  
3 past perfect (*aux.* had)  
4 simple present  
5 simple past
- 6 6 future progressive (*aux.* will be)  
7 past progressive (*aux.* was)  
8 future perfect (*aux.* will have)  
9 present perfect (*aux.* has)  
10 simple past (*aux.* did)
- 5 **conditional** would ... stop **-ing form** smoking **infinitive** stop  
**perfect infinitive** have started **past participle** ordered, started  
**imperative** shut (up), leave **active verb** smoke, would ... stop, could, talk, say, shut (up), leave, don't ... think, 'll stop, suppose; should ... have started  
**passive verb** 'm ordered
- 6 **prepositions:** at, with, by, for, in  
**adverbs:** usually, yesterday, suddenly, terribly, loud  
*Out* is an adverb particle.
- 7 1 **subject** Jake **direct object** songs  
2 **subject** I **direct object** my address **indirect object** Monica  
3 **subject** you **direct object** the time **indirect object** me  
4 **subject** you **direct object** what sort of books  
5 **subject** you **direct object** a postcard, time **indirect object** me
- 8 1 pretty 2 tired 3 a student 4 sorry
- 9 **conjunctions:** 1 while 2 if 3 where 4 when 5 before 6 although  
**subordinate clauses:** 1 while I'm trying ... 2 if you stay ... 3 where you were staying 4 When I get back 5 Before you went out 6 Although it was snowing  
**interrogative main clauses:** 3, 5 **affirmative main clauses:** 1, 4  
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