

4. Complete these tips. Use the correct form of the verbs in parentheses.

 LATER

 NOW

Some Tips for stopping (stop) Procrastination

- If you have a large project to work on, break it into small tasks. Finish _____ (do) one small task before _____ (start) the next.
- Choose _____ (do) the hardest task first. You'll get it out of the way, and you'll feel better about yourself.
- Promise _____ (spend) at least 15 minutes on task even if you don't really feel like _____ (do) it. You'll be surprised. You can get a lot done in 15 minutes—and you'll often keep _____ (work) even longer.
- Stop _____ (take) short breaks—but no more than 10 minutes.
- Arrange _____ (give) yourself a reward when you succeed in _____ (finish) a task. Do something you enjoy _____. (do)
- Consider _____ (join) a support group for procrastinators.

5. Read Eva's journal entry. There are eight mistakes in the use of the gerund and infinitive. Find and correct them.

For months I was thinking about to go to a support group for procrastinators, but I kept putting it off! Last night I finally decided going, and I'm glad I did. I'm not alone! There were a lot of people there with the same problem as me. I expected being bored, but it was really quite interesting—and helpful. I even knew some of the other students there. I remembered to meet a few of them at a school party last year. I really enjoyed to talk to Todd, and before I left I promised coming again.

I have a math test tomorrow, so I really should stop to write now and start studying. See, I've already learned something from to be this group! I have to stop making excuses and start my work! Now!



6. Complete the following sentences, using appropriate gerund or infinitive forms.

1. I would suggest (**fill**) _____ out the form immediately and (**make**) _____ a copy for your records.
2. Did you remember (**turn**) _____ off the stove, (**close**) _____ the windows, and (**lock**) _____ the door before you left?
3. It's obvious from her e-mails that she really loves (**experience**) _____ the culture. (**meet**) _____ new people, and just (**be**) _____ there.
4. They prohibit (**take**) _____ photographs or (**use**) _____ a recorder.
5. I really wouldn't mind (**take**) _____ them out to dinner or (**show**) _____ them around if you'd like me to.
6. He promised (**take**) _____ the report home, (**read**) _____ it carefully, and (**respond**) _____ to any questions by the next.



7. Complete each sentence with a gerund or an infinitive. Explain the meaning of each sentence.

1. I'll never forget (**travel**) _____ abroad for the first time.
2. When I feel stressed out, I remember (**put**) _____ things in perspective.
3. You need to stop (**try**) _____ to do everything at once.
4. If I forget (**send**) _____ a card for a friend's birthday, I try to remember (**call**) _____.
5. We forgot (**buy**) _____ flowers, so we stopped (**pick up**) _____ some on the way to the party.
6. I remember (**celebrate**) _____ holidays with my family when I was young.

8. Fill the gaps with the verb in brackets in the appropriate form.

- I can't stand _____ in queues. (wait)
- I wouldn't like _____ in his shoes. (be)
- Jim loves _____ in Thailand. (work)
- I hate _____ the shopping on Saturday. (do)
- Blast! I forgot _____ milk. (buy)
- In the end we decided _____ in. (stay)
- I need _____ some information about Portugal. (find)
- My parents like _____ for long walks at the weekend. (go)
- Tony gave up _____ years ago. (smoke)
- I wanted _____ and see Troy but no one else was interested. (go)
- Mrs. Leith offered _____ us to the airport. (take)
- Clare refused _____ clean up after the party. (help)
- I tried _____ him to come but it was no use. (persuade)
- Do you mind not _____? (smoke)
- Everybody really enjoyed _____ the cha-cha-cha. (dance)
- Lionel admitted _____ my chocolate mousse. (eat)



9. Fill in the gaps with the gerund form of these verbs: watch, help, cook, work and read. And infinitives

- We like _____ dinner for our family.
- I hate _____ horror movies alone.
- She enjoys _____ with children.
- My brother doesn't mind _____ me.
- We finished _____ the book as homework.



10. Use the verbs in brackets to fill the gaps.

1. We arranged _____ under the station clock at half nine. (**meet**)
2. I always try to avoid _____ him whenever I can. (**see**)
3. I long _____ in Scotland again. (**be**)
4. My Mum demanded _____ the manager. (**see**)
5. My brother denied _____ my chocolate mousse. Maybe his hamster ate it. (**eat**)
6. I tried _____ but I just couldn't. (**understand**)
7. In the end I gave up _____ to persuade her. (**try**)
8. Charlie was pretending _____ a chicken. (**be**)
9. They chose _____ in a cheap hotel but spend more money on meals. (**stay**)
10. We like Galicia so much that we keep _____ back there. (**go**)
11. He deserves _____ severely punished. (**be**)
12. When we visit my aunt, they expect me _____ on my best behaviour. (**be**)
13. I didn't mean _____ her feelings. I'm really sorry. (**hurt**)
14. I always put off _____ my homework until the last possible moment. (**do**)
15. He goes on _____ me the same thing over and over again. (**tell**)
16. I can't stand _____ in the queue at the baker's. (**wait**)
17. The firemen managed _____ the fire pretty quickly. (**put out**)
18. I never risk _____ through that part of town. (**go**)
19. Clare offered _____ me to the airport, which was very kind of her. (**take**)
20. Dad threatened _____ my pocket money if I didn't do my homework. (**stop**)



REVIEW UNIT 29

I. Complete these sixteen sentences to score your knowledge of GERUNDS and INFINITIVES.

1. My friend really enjoys ____ books and magazines.

- to read
- reading
- to reads

2. ____ enough sleep is very important for good health.

- Getting
- Get
- Is getting

3. ____ is not allowed inside the building. You should go outside.

- Smoke
- Smokes
- Smoking

4. I love ____ a cup of tea in the early afternoon.

- to drink
- drink
- to drinking

5. Thomas usually ____ TV after he gets home from school.

- watches
- to watch
- watching

6. ____ I really dislike ... on holidays and weekends.

- working
- to work
- work

7. ____ along the beach is great way to relax.

- Walk
- Walking
- Walks

8. **A:** Do you like ____ Italian food?
B: Yes, I do.

- eat
- to eating
- to eat

9. I think that ____ a second language is fun.

- learn
- learning
- to learning

10. Steven dislikes ___, so he usually takes a bus to work.

- to drive
- diving
- drives

11. I like ___, but unfortunately I'm not very good at it.

- to cook
- cook
- cooks

12. ____ at this beach is not allowed after sunset.

- To swimming
- Swim
- Swimming

13. Jennifer wants ___ her friend in San Francisco next week.

- a. to visit
- b. visits
- c. visiting

14. I ___ one or two cups of coffee every morning.

- a. to drink
- b. drinking
- c. drink

15. **A:** Do you ___ every day?

B: No, I don't.

- a. exercising
- b. exercise
- c. to exercise

16. ___ is a great exercise, but you should remember to wear a helmet.

- a. cycles
- b. cycle
- c. cycling

II. Choose the best option.

1. finish

- a. Gerund
- b. to + infinitive
- c. Both possibilities are correct.

2. like

- a. Gerund
- b. to + infinitive
- c. Both possibilities are correct.

3. hope

- a. Gerund
- b. to + infinitive
- c. Both possibilities are correct.

4. feel like

- a. Gerund
- b. to + infinitive
- c. Both possibilities are correct.

5. seem

- a. Gerund
- b. to + infinitive
- c. Both possibilities are correct.

6. forget

- a. Gerund
- b. to + infinitive
- c. Both possibilities are correct.

7. start

- a. Gerund
- b. to + infinitive
- c. Both possibilities are correct.

8. manage

- a. Gerund
- b. to + infinitive
- c. Both possibilities are correct.

9. agree

- a. Gerund
- b. to + infinitive
- c. Both possibilities are correct.

10. avoid

- a. Gerund
- b. to + infinitive
- c. Both possibilities are correct.