

6.1 Complete the following grid, paying particular attention to whether the required word is grammatically positive (+) or negative (-). See the examples provided.

1	efficient (adj +)	<i>efficiency</i>	(noun +)
2	respond (verb +)	<i>irresponsible</i>	(adj -)
3	benefit (noun +)	(adj +)
4	complex (adj +)	(noun +)
5	intellect (noun +)	(adj +)
6	conceive (verb +)	(noun -)
7	deceive (verb +)	(adj +)
8	anxious (adj +)	(noun +)
9	honesty (noun +)	(adj -)
10	explain (verb +)	(noun +)
11	photograph (noun +)	(adj +)
12	attend (verb +)	(adj -)
13	psychology (noun +)	(adj +)
14	invest (verb +)	(noun +)
15	appear (verb +)	(noun -)

6.2 Now complete the following sentences with suitable words from the exercise above.

- A 'cheat' is someone who behaves in a and way.
- There is a popular that all British people are monarchists. This is simply not true!
- Sara refused to provide the police with any for the of such a large sum of money.
- The effects of taking regular exercise are both physical and
- Children often feel a great deal of about their first day at school.
- Although Rita was often in class, she had a virtually memory and got top grades in all her exams.
- The of her arguments left us all in a state of confusion.
- I like to relax with a good detective story – nothing too demanding or
- The of our memories does not necessarily deteriorate with age.

Replace the incorrect prepositions in the following sentences with the correct ones. The first one is shown as an example.

- You can reduce your vulnerability ~~for~~ to stress by taking a nap in the afternoon.
- I play tennis – but just in fun. I'm not very good at it.
- I've no idea why Tony is so angry. He never confides with me.
- Jane's out in the garden mulling through a problem to do with work.
- There's no need to exercise at the point of exhaustion.
- At weekends, I like to immerse myself with the peace and quiet of the countryside.
- Bob's finding it hard to focus his mind in his studies at the moment.
- Dentists fall on the category of high-stress occupations.
- One of the greatest causes of stress at the workplace is the feeling of being undervalued.
- Moving house often has a negative effect for people's mental health.

6 Spelling – That can't be right!

In the following sentences some of the underlined verbs are spelt incorrectly. Correct any mistakes, as in the example.

- I've got a terrible memory, I keep forgetting that girl's name. *forgetting*
- If you believe what they say in the commercials, some of these face creams seem to stop the ageing process completely!
- William is studing modern languages. He hopes to become an interpreter.
- I think the best sport for all-round fitness must be swiming.
- I wish you'd stop biting your nails – it's a really unpleasant habit!
- Come on, let's go to the pub, I'm dieing for a drink!
- I see the police have arrested those men who are supposed to have kidnaped that little boy.
- The crash is a complete mystery. It occurred on a sunny afternoon, with excellent visibility and practically no wind.
- Louise must have left her credit card behind when she payed for the petrol.
- They trued not to laugh at his accent but just couldn't help it.
- Jim and Fay don't seem to be getting on very well these days, they're always argueing about something.
- Excuse me, Professor. Could you repeat the name of that German scientist you refered to earlier?
- When I was a boy, I plaied rugby not football.
- Oh Brian! You really must stop disagreeing with everything I say!
- Although the fire was very small, everyone paniced and rushed out of the cinema, causing complete chaos.

STUDY TIP

Doubling consonants

► Remember that in verbs of more than one syllable the final consonant is (usually) doubled only if the stress is on the syllable before it:

e.g. $\overset{\circ}{\underset{\circ}{\text{r}}}$ ferred but $\overset{\circ}{\underset{\circ}{\text{o}}}$ ffered
 $\overset{\circ}{\underset{\circ}{\text{f}}}$ orgetting but $\overset{\circ}{\underset{\circ}{\text{r}}}$ emembering

Read the texts below. Use the words in the box to form one word that fits in the numbered space in the texts. The exercise begins with an example.

All at sea

Just after sunrise, Jack looked out of the porthole again. If anything, the sea was looking even (0) *choppier*... than it had been the night before. The wind had (1) and was now accompanied by (2) rain. Jack's heart sank. He felt (3) after yet another (4) night spent tying things down and praying the yacht wouldn't sink under the relentless battering of the wind and the waves. With the radio broken, he had no chance of signalling for help and all he had for company was mile upon (5) mile of mountainous seas between him and the (6) of port. He realised he was in a (7) situation.

- 0 CHOPPY
- 1 INTENSE
- 2 TORRENT
- 3 DREAD
- 4 SLEEP
- 5 END
- 6 SAFE
- 7 DESPAIR

6.2 Here is a quick checklist of the main areas of difficulty:

- silent letter combinations – *know, comb, wrong, castle*, etc.
- doubling consonants to maintain correct pronunciation – *taped* (past of *tape*) vs *tapped* (past of *tap*), *cuter* (from *cute*) vs *cutter* (from *cut*), etc.
- doubling consonant on stressed final syllable before a suffix:

o o	o o o	o o	o o o
<i>differ</i>	<i>differing</i>	<i>defer</i>	<i>deferring</i>
o o o	o o o o	o o	o o o
<i>benefit</i>	<i>benefited</i>	<i>admit</i>	<i>admitted</i>
- doubling final 'l' after no more than one vowel – *travel* > *travelled*, *control* > *controller*, vs *reveal* > *revealed*
- dropping final 'e' before suffixes starting with a vowel – *write* > *writing* (but *age* > *aging* or *ageing*), *create* > *creating*, *collapse* > *collapsible*, *collaborate* > *collaboration*
- final 'y' changes to 'i' only if preceded by a consonant and followed by a suffix not beginning with 'i' – *try* > *tried* vs *trying*
- negative prefixes before specific letters – *im + p* (*impolite*), *il + l* (*illogical*), *ir + r* (*irresponsible*)
- differences between GB and US English – *colour* vs *color*, *traveller* vs *traveler*
- individual oddities!

6.2 Now check the following sentences. Correct any spelling mistakes you find.

- 1 They stoped the car to ask the way.
- 2 The police are patrolling this area more and more.
- 3 We are studing the fall of the Roman Empire at the moment.
- 4 It is debateable whether the death penalty is an effective deterrent.
- 5 I keep forgetting where I've left my keys.
- 6 I remember we stayed in a lovely guesthouse near the centre of town.
- 7 Jane seems much happyer now that she's living on her own.
- 8 Unfortunately, Frank panicked and crashed the car.
- 9 The college provides residential accomodation for all its students.
- 10 It's doutful whether they'll get beyond the semi-finals.

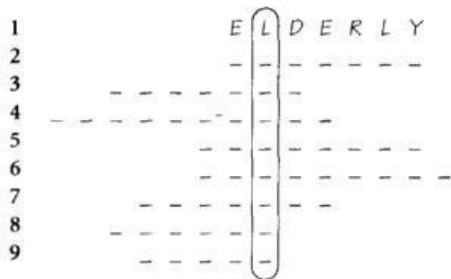
Use the correct form of the word *use* in each sentence.

- 31 Haven't you got another dictionary? This one's absolutely !
- 32 The computer disks got wet so they were no longer
- 33 Before buying a car, it's a good idea to have it checked by a mechanic.



- 34 I think your time could be more spent than reading comics all day.
- 35 of the photocopier are kindly requested to report any breakdowns to the secretary.

Fill in the missing words in the grid below to reveal another hidden word associated with age. Look at the example given.



- 1 Word used to describe old people.
- 2 Young child who is learning or has just learned to walk.
- 3 Physical strength to do something over long periods of time.
- 4 No longer young but not yet old.
- 5 Someone aged between 13 and 19.
- 6 If you are aged between 70 and 79 you are in your
- 7 A child with special gifts or great ability.
- 8 A very young child.
- 9 If you are 32, you are in your thirties.

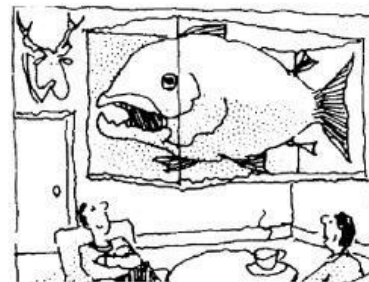
Read the texts below. Use the words in the box to form one word that fits in the numbered space in the texts. The exercise begins with an example (0).

From what we had read in the (0) *advertisement*, it promised to be the holiday of a lifetime – not only a quality hotel in a top (1) resort, but also (2) cheap with it! We should have known it was too good to be true! We arrived at the airport to discover we only had (3) tickets and there was no guarantee we would be flying. Luckily, two places became free at the last minute and we took off. The flight lasted at least (4) as long as it should have and by the time we arrived, we were both feeling rather (5), probably because of the dubious in-flight meal we had had. We were met by our guide, who seemed (6) incompetent and understood very little of what we said to him. Instead of the hotel we had seen in the photograph back home, he took us to a squalid little guesthouse much (7) away from the resort than we were expecting. We wanted to explain that there had been a dreadful mistake but it was (8) trying to complain – nobody could understand us!

- 0 ADVERTISE
- 1 SEA
- 2 SURPRISE
- 3 STAND
- 4 TWO
- 5 POOR
- 6 LANGUAGE
- 7 FAR
- 8 USE

Complete the following sentences to make a more dramatic version of the sentence printed above it. The first one has been done for you.

- 1 You mustn't press this red button under any circumstances.
Under no circumstances must you press this red button.
- 2 She'd only just stubbed out one cigarette when she lit another.
Hardly
- 3 We didn't see a soul all day.
Not
- 4 As soon as I put the phone down, it rang again!
No sooner
- 5 He spoke so quietly that I didn't hear a thing he said.
So
- 6 They didn't win a game all season.
Not
- 7 Life is like that.
Such
- 8 She didn't realise who he was until she'd been speaking to him for ten minutes.
Only after
- 9 Kate not only spilled wine on the carpet but she also broke six glasses.
Not only
- 10 I'd never seen such a gigantic fish before!
Never !



4.1 Opposites – prefixes

Find the opposites for the following words using the prefixes in the box. The first one has been done for you.

	dis-	il-	im-	in-	ir-	mis-	non-	un-
1	formal							<i>informal</i>
2	mobile						
3	rational						
4	comfortable						
5	smoker						
6	relevant						
7	reliable						
8	respect						
9	soluble						
10	behave						
11	logical						
12	comfort						
13	spell						
14	polite						
15	legible						
16	resident						

Re-write the following sentences so that they mean the same as the sentences before them. An example is given.

- 1 We couldn't have a picnic because it started raining.
If it *hadn't started* raining, we could have had a picnic.
- 2 Jane doesn't live anywhere near London so she didn't apply for that job in the City.
Jane would
- 3 I only found out because Louis mentioned it to me in passing.
If Louis
- 4 Ronald is in prison because a detective recognised him from an identikit picture.
If a detective
- 5 Harry beat me at tennis – but only because he's such a terrible cheat!
Harry wouldn't
- 6 You left the map in the car – that's why we're lost!
If you
- 7 We know nothing about engines, so we weren't able to fix the car when it broke down.
We might
- 8 I didn't prepare anything special because I didn't know they were coming.
I'd

Read the texts below. Use the words in the boxes to form one word that fits in the same numbered spaces in the texts. The exercise begins with an example (0).

Afraid of giving

Just as women are afraid of receiving, so men are afraid of giving. To extend himself in giving to others means to risk (0) *failure*, correction and disapproval. These consequences are most (1) because deep inside his unconscious he holds an (2) belief that he is not good enough. This belief was formed and reinforced in (3) every time he thought he was expected to do better. When his (4) went unnoticed or were (5), deep in his unconscious he began forming the belief that he was not good enough. A man is particularly vulnerable to this belief. It generates within him the fear of failing. He wants to give but is afraid he will fail, so he doesn't try. If his biggest fear is (6), he is naturally going to avoid any (7) risks.

- 0 FAIL
- 1 PAIN
- 2 CORRECT
- 3 CHILD
- 4 ACCOMPLISH
- 5 APPRECIATE
- 6 ADEQUATE
- 7 NECESSARY

Cross-cultural misunderstandings

Many visitors to Britain find the natives' (8) frequently rather strange and occasionally totally (9) One of the most common complaints is that we are cold and (10) In fact, all we are trying to do is to 'mind our own business' and not to interfere in other people's. This may also make us appear (11) in foreign visitors. We are also seen as far too (12) , forever going round saying 'Sorry' and 'I beg your pardon'. Again, our main concern is to avoid any degree of (13) On the other hand, foreign visitors often appear (unintentionally) (14) to the British. What to a Spaniard is a wholly (15) click of the fingers to attract attention is highly insulting to a British barworker and practically guarantees a drink-free evening!

- 8 BEHAVE
- 9 COMPREHEND
- 10 FRIEND
- 11 INTEREST
- 12 APOLOGY
- 13 EMBARRASS
- 14 POLITE
- 15 OFFEND

Rewrite the following sentences to make them more emphatic. Look at the underlined words and any other words given in brackets to help you. See the example in number one.

- 1 We'd never seen such a huge wolf.
Never had we seen such a huge wolf.
- 2 I'd really like to try bungee-jumping. (The thing ...)
- 3 The greatest cause of accidents is inexperience not recklessness.
- 4 There wasn't a fire escape anywhere in the entire hotel!
- 5 Visitors must not approach the cages under any circumstances.
- 6 Most young people need a sense of danger in their lives. (What ...)
- 7 We didn't see a living soul for over two months!
- 8 They weren't rescued until three days after the accident. (It ...)
- 9 She'd no sooner left hospital than she went sky-diving again!
- 10 I really love the rush of adrenalin I get when I go skiing.

Complete the following sentences with phrasal verbs from the box below. Use the right tense or structure. The first one is shown as an example.

break out	bring out	cut off
get over	put down to	put out

- Quick action by the police prevented fighting from *breaking out* between rival groups of fans after the football match.
- Sports commentators have her poor performance lack of training.
- The magazine article the more unpleasant side to the actor's personality.
- The gas supply was for about four hours as they had to repair some leaking pipes.

Complete the following sentences with the correct prepositions. The first one has been done as an example.

- Exercising without first warming up can lead *to* injury.
- John takes a very irresponsible attitude his own safety – he never wears a crash helmet.
- We sat there speculating how the accident might have happened.
- There were so many people queuing a go on the 'Wall of Death' that we decided to try the 'Ghost Train'.
- Fiona's twisted ankle prevented her going skating.
- Many people seem to enjoy exposing themselves risk.
- You need to be able to devote a lot of time practice if you want to become a top athlete.
- Walking in the snow for over six hours led frostbite in Carl's toes.
- We spent loads of money new equipment for our camping holiday.
- At weekends, our husbands *indulge* war games. They're like big kids really.

Complete the following sentences by putting the correct preposition in the space provided. The first one has been done for you.

- Moral and social responsibility should be integrated *into* every child's schooling.
- It's impossible to attend a task properly if you're worrying something else.
- Kelly has great confidence her children's abilities.
- It's a good idea to make notes what you're reading if you want to remember it.
- Unfortunately, many university courses do not provide students the basic study skills they really need.

- Jack took early retirement as he was losing his grip the job.
- Apparently, an interest in reading in later life is closely related how much your parents read to you as a child.
- Ron usually primes himself plenty of black coffee before starting the night shift.
- I find it very hard to commit historical dates memory.
- Lack of sleep can seriously interfere your ability to think rationally.

Rewrite the following sentences as conditionals. The first one is shown as an example.

- Eric was with us so we didn't get lost.
If *Eric hadn't been with us*, we would have got lost.
- We got soaking wet on Sunday and now we've all got colds.
If
- I'm afraid I don't know so I can't tell you.
If
- Because the train was 10 minutes late I managed to catch it.
I
- The weather could be bad on Saturday, in which case we'll have to cancel the barbecue.
We
- I'm living in Italy because I got married to an Italian.
I
- Sorry I didn't phone you but I lost the bit of paper with your number on it.
I
- We don't get on very well because she's so aggressive.
If
- There's the possibility of a train strike on Monday so I might not be able to come.
If
- We've got a broken window because you and your friends were playing football in the back yard!
We
- They're so reserved that I speak to them very infrequently.
I
- I missed the end of the film so I don't know who the murderer was.
If
- Jimmie's father might buy him a new bike; it depends on him passing his exams.
If
- As we'd already seen the film we didn't go to the cinema.
We
- Zoe tripped and fell just as she was about to win the race.
Zoe

Complete the sentences to express your thoughts for each of the following situations. Look at the example given.

- Your dream is to be able to surf.
I wish I could surf!
- Your colleague keeps interrupting you when you're speaking.
I'd rather you
- It's ten to nine and your sister has to be at the station by nine!
Come on, it's time you
- You lost your temper at work this morning and now you're sorry.
I wish I
- Your brother is pretending not to have seen his old girlfriend.
Why are you acting as though
- You think your friend might lose his job and he should think about this possibility.
But suppose you
- A friend has rather stupidly given your phone number to an insurance agent.
I'd rather you
- Someone who's rather wealthy is always complaining about having no money.
Oh, stop talking as if you
- You're depressed because you have to go back to work tomorrow.
If only I
- A passenger on a boat stopped you from falling overboard by holding on to your belt!
If he
- The cold, cloudy British weather is getting you down.
I really wish
- You dream of being rich and travelling round the world in your own plane.
If I

Idioms and metaphors

Complete the following sentences to make a suitable common idiom or metaphor connected with the weather.

- I'm really sorry I won't be able to see you this week but I'm absolutely *snowed* under with work.
- 'What's the capital of Peru?'
'Sorry, I haven't got the idea!'
- Jane and Steve have what you might call a relationship – they're always arguing and then making up again!
- Julie is amazingly cheerful, she always greets everyone with a smile.
- The decision to build the new motorway through the forest was met by of protest from local residents.
- Tom has been Maria with presents to make up for forgetting their wedding anniversary last month.

- One of the TV cameramen was hit in the leg when they were caught in a of bullets outside the gang's hideout.
- The boss's manner turned decidedly after I told her I was looking for a new job.
- I got home to find everyone in of tears over the terrible news.
- 'Is Nick pleased about his new job?'
'Pleased? He's on nine!'

Complete the sentences using the linking words in the box below. The first one has been done as an example.

while/whereas on the other hand	although but	in contrast yet
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- Mick likes playing tennis, *but* only if he wins!
- Dogs are loving and loyal, cats are very independent.
- Hugo claims to be a strict vegetarian and he regularly eats chicken!
- Cars produce a great deal of pollution. Bicycles, are totally environmentally friendly.
- Checkers is a relatively easy game to master, learning to play chess takes a very long time.
- Ms Ross will be able to see you tomorrow not before 11am.
- Some people regard television as no more than 'chewing gum for the eyes', many others appreciate its educative value.
- Jo likes living in the country, she does miss the convenience of living in town.

Using the verbs in the box below, complete the sentences to make more formal equivalents of the sentences provided. An example is given.

address to	pay for	accompany	receive	notify
pay	grant	accompany	require	allow

- If you break anything, you'll have to pay for it.
All breakages (*will*) *have to be paid for*.
- You might have to show some sort of ID.
Proof of identity may
- You can't pay by cheque unless you've got a guarantee card.
All cheques must
- You mustn't use a flash inside the cathedral.
Flash photography
- You should tell the manager if you've got anything to complain about.
All complaints
- They'll tell you before the end of the month if you've got the job or not.
The successful applicant
- You've got to pay for everything within ten working days.
Full payment