I. Use the word in brackets to form a word that completes the sentence. In your answers, use capitalisation appropriate to the sentence.

1. You need a _____ of skills to work here. (combine)

2. I'm working on an _____ about working teenagers. (assign)

3. _____, the more you work, the more you get paid. (basic)

4. Unfortunately, your application was _____. (success)

5. Tony's _____ led him to apply for the museum job. (curious)

6. I don't believe that – it's an _____ story! (credible)

7. That was an _____ meal. Well done! (excel)

8. Terry is really _____ about art. (passion)

II. Complete the reported speech sentences with the correct form of the verbs in brackets.

1. My dad congratulated me on _____ (win) the race.

2. Why did he decide _____ (move) to Italy?

3. Karen advised her brother _____ (work) on his English verbs.

4. The children denied _____ (break) the plate.

5. She apologised for _____ (call) so early in the morning.

6. I was accused of _____ (cheat) in the exam.

7. Dan offered _____ (carry) Stella's bag home for her.

8. Did you remind him _____ (take) his sports kit to school?

9. I suggested _____ (go) to the beach, but nobody was interested.

10. They refused _____ (stand) up until the lights were on.

III. Change the sentences from direct speech to reported speech. Use the verbs listed below.

accuse	advise	apologise	congratulate
deny	refuse	remind	suggest

1. 'You ate the last sandwich,' she said to me.

   → She _____.

2. 'Don't forget to bring some fresh water,' he said to her.

   → He _____.

3. 'You shouldn't drink so much coffee,' the doctor told me.

   → The doctor _____.

4. 'I'm really sorry that I got angry,' I said to her.

   → I _____.

5. 'I didn't burn the cakes,' she said.

   → She _____.

6. 'Why don't we go shopping?' he said.

   → He _____.

7. 'You finished the project. Well done!' she said to him.

   → She _____.

8. 'No, I won't come with you to the cinema,' he said to me.

   → He _____.

IV. Rewrite the commands and requests in reported speech. For example:

'Don't touch that button!' she said to him.

→ She told him not to touch that/the button.

1. 'Finish your dinner,' he said to me.

   → _____.

2. 'Please don't do that,' he said to her.

   → _____.

3. 'Don't forget to close the window,' she said to him.

   → _____.

4. 'Work harder,' he said to her.

   → _____.

5. 'Please be careful,' she said to me.

   → _____.

V. Complete the sentences with the word that best fits each gap.

1. I'd like to thank you _____ behalf of everyone here.

2. She reminded me _____ take a shower before I went out.

3. It's the most interesting job in the world, _____ my opinion.

4. It took five days to reach the top _____ the mountain.

5. Congratulations _____ your recent success.

6. I apologised _____ missing the start of the meeting.

7. My boss asked me _____ I could work on Sunday.

8. 'Don't forget to send that email,' she _____ to her secretary.