

## 6.2 What a waste of time!

- 4 34 Listen to the conversation. Complete the statements with the expressions they use.

- 1 They should leave in about ten minutes \_\_\_\_\_ be late to the meeting.
- 2 They'll go via East Street \_\_\_\_\_ the road works in the town centre.
- 3 Part of East Street is closed \_\_\_\_\_ traffic building up in the area.
- 4 They may not have left for the meeting early enough \_\_\_\_\_ be on time.
- 5 One of them will text Raymond \_\_\_\_\_ he knows they may be delayed.

- 5 Rewrite the words in *italics* using the word in brackets.

- 1 Sally starts projects at the last possible minute *because she wants to feel the adrenaline rush.* (to) *to feel the adrenaline rush*
- 2 Liam started on his presentation weeks before the conference *because he didn't want to work under pressure.* (avoid)
- 3 I often break tasks into smaller parts *because it makes work seem more manageable.* (order)
- 4 Piet is trying to work more quickly *because he doesn't want to miss his deadline.* (so that)
- 5 Rafa started the work earlier than necessary *because he wanted to avoid a last-minute rush.* (to)
- 6 Helena switches off her phone when she's writing *because she needs to concentrate.* (in order that)
- 7 I'd like to change some of my work habits *because I want to work more efficiently.* (so that)
- 8 I used to avoid responsibility *because I didn't want to make mistakes.* (so as)

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### Grammar summary | UNIT 6

#### EXERCISES

- 1 Complete the sentences with these expressions.

so as in order not in order to is for  
to prevent so that to avoid for

- 1 I check email only twice a day \_\_\_\_\_ myself from wasting too much time dealing with it.
- 2 Jaime saves time by starting work at 7.30 a.m. \_\_\_\_\_ the morning rush hour.
- 3 I'm trying to get more organized \_\_\_\_\_ work more efficiently.
- 4 I'd like to meet you next week \_\_\_\_\_ we can discuss our deadlines.
- 5 We decided to extend the deadline \_\_\_\_\_ to take the pressure off the team.
- 6 This notebook \_\_\_\_\_ recording the names of the people who attend the workshop.
- 7 The time management software I use \_\_\_\_\_ work has helped me a lot.
- 8 \_\_\_\_\_ to waste time on social networking, I never use social media when I'm at work.

#### 2 Match the two parts of the sentences.

- 1 Please let me know your schedule so that
  - 2 This meeting room is for
  - 3 Please be on time so as not to
  - 4 To keep the meeting brief,
  - 5 Please turn off your phone in order to
  - 6 Order your lunch before the session to avoid
- 
- a marketing department meetings only.
  - b please stay on topic.
  - c we can plan the meeting.
  - d wasting time during the break.
  - e minimize interruptions.
  - f delay the start of the meeting.

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3 Choose the best position (a or b) for the words in bold.

1 I / in order to

- (a) \_\_\_\_\_ work more efficiently  
(b) \_\_\_\_\_ answer email only twice a day.

2 Mike / so that he

- (a) \_\_\_\_\_ works late on Friday nights  
(b) \_\_\_\_\_ can take the weekend off.

3 We / so as not to disturb

- (a) \_\_\_\_\_ other customers,  
(b) \_\_\_\_\_ would kindly request that you switch off your mobile.

4 I / in order not to

- (a) \_\_\_\_\_ forget appointments  
(b) \_\_\_\_\_ set an alarm on my phone.

5 Dean and Lola are / to avoid

- (a) \_\_\_\_\_ practising their presentation  
(b) \_\_\_\_\_ making any big mistakes when they give it tomorrow.

6 we have / to prevent

- (a) \_\_\_\_\_ fires  
(b) \_\_\_\_\_ a strict no-smoking policy.

7 this / is for

- (a) \_\_\_\_\_ door  
(b) \_\_\_\_\_ emergency use only.

8 I / To

- (a) \_\_\_\_\_ start work at seven o'clock  
(b) \_\_\_\_\_ avoid rush hour traffic.

4 Choose the correct options to complete the sentences.

1 The road was closed for about six hours *so that / so as to* they could repair it.

2 I usually take the stairs to *avoid / prevent* the crowded lift.

3 Could you leave your phone number so that Mr Jones *can / will* call you back?

4 I'm trying to be very quiet *so as not / in order* to disturb Kevin's meeting in the next office.

5 I'd like to meet Elsa *to / for* find out what her plans are.

6 *In order that / In order to* we can seat everyone, we've rented two extra tables and some chairs.

7 I left the garage *unlocked for / so* Ollie to put the car away.

8 Ring the bell when you arrive so Davina *would know / knows* you're there.

5 Join the two sentences using the expression of purpose in brackets.

- 1 They didn't want to miss the flight. They set off for the airport early. (so as not to)
- 2 More scholarships have been offered. More people will study engineering. (in order that)
- 3 I gave him my mobile number. He can text me. (so that)
- 4 Smokers block the entrance. We put up 'no smoking' signs. (prevent)
- 5 I'm distracted by the noise of people around me. I wear headphones at work. (avoid)
- 6 I don't usually drink coffee but I keep some in the house. Visitors drink it. (for)

6 Correct the mistake in each sentence.

1 I went to the library in order find some peace and quiet.

2 I set my alarm for six so as I would be on time for work.

3 Let's take a different route so avoid the road works.

4 You should lock your bike to prevent thieves from steal it.

5 I wear these clothes for run.

6 In order to not to lose them, I always put my keys in the same place at home.