

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. 6 Correct the mistake in each sentence.

- 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)

- 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.
