

## An English proverb each day

"Darkest hour is just before the dawn" = "It's always darkest just before the dawn": Thời gian tối tăm nhất là ngay trước lúc bình minh.

*Prov.* When things are extremely bad, it may signal that they are about to get much better.

*Ex:*

*Jill: I feel like giving up. I don't have a job, my boyfriend left me, and they're raising the rent for my apartment.*

*Jane: No worry, dear. It's always darkest just before the dawn.*

### **I. WRITING PRACTICE:**

**Write 1 possible answer to these questions using the best required information. There should be over SIX words in each answer. Remember to use a suitable clause or phrase.**

1. Where do you usually park your car?  
→ this apartment complex./ of/ In the basement
2. Who is going to meet Mr. Contini at the airport?  
→ the marketing department./ of /The head
3. Where can I get a good, quick lunch?  
→ the office./nearby/ In the fast food store
4. When will the auditors be leaving?  
→ leave/ at 4 pm./ They are going to
5. Who left this package on my desk?  
→ Ross's bag. /it's /I guess
6. Where do you want me to put your mail?  
→ the table./put it on /You could
7. Who can take these packages to the post office?  
→ of this company. /Only the staffs
8. Where is Mrs. Wang's office?  
→ the first room /It's /to the left /on the fifth floor.
9. Where can I find paper for the photocopier?  
→ the bookstores. /buy them/ from/ You can
10. When will the new assistant manager start work?  
→ on/ next Monday. /She is going to start
11. Who do you think we should hire?  
→ employ the man. /we should /I think
12. Where did you work before coming here?  
→ a software tester/ I was/ at FPT company.
13. Where do you suggest I stay in Singapore?  
→ in the capital./ you should live/ I think
14. When did you last get a salary raise?  
→ four months ago./ It was

15. Who will present our report at the meeting?

→ the presenter /at the workshop./ will be to /Mr Peter

## II. LISTENING PRACTICE:

- |                           |                     |
|---------------------------|---------------------|
| 1. ?                      | 3. ?                |
| A. .                      | A. .                |
| B. .                      | B. I can do it      |
| C. .                      | C. .                |
| 2. ?                      | 4. ?                |
| A. Your best bet is the . | A. .                |
| B. places to stay.        | B. .                |
| C. is paid for.           | C. I had to take it |
| 5. .                      | 7. ?                |
| A. .                      | A. .                |
| B. Maria.                 | B. .                |
| C. .                      | C. .                |
| 6. ?                      | 8. .                |
| A. .                      | A. .                |
| B. Mrs. Garcia            | B. .                |
| C. .                      | C. .                |
| 9. ?                      | 10. .               |
| A. .                      | A. As soon as       |
| B. .                      | B. We could try     |
| C. .                      | C. .                |

## GRAMMAR:

### PAST PERFECT (QUÁ KHỨ HOÀN THÀNH/ TIỀN QUÁ KHỨ)

#### 1. Cấu trúc (Form)

##### a. Thể khẳng định (Affirmative form)

**Subject + had + past participle**

**Ex:** I **had left** my wallet at home. (Tôi đã để quên ví ở nhà.)

##### b. Thể phủ định (Negative form)

**Subject + had not/ hadn't + past participle**

**Ex:** The house **was dirty**. They **hadn't cleaned** it for weeks.  
(Ngôi nhà rất dơ. Mấy tuần rồi họ đã không lau dọn nhà.)

##### c. Thể nghi vấn (Interrogative form)

**Had + subject + past participle?**

**Ex:** Where **had he put** his wallet? (Anh ấy đã để ví ở đâu?)

#### 2. Cách dùng (Use)

Thì quá khứ hoàn thành được dùng để diễn tả:

##### a. Hành động đã xảy ra và đã kết thúc trước một thời điểm trong quá khứ.

**Ex:** We **had lived** in Hue before 1975.

(Trước năm 1975 chúng tôi đã sống ở Huế.)

I **had turned off** my TV set before nine o'clock last night.

(Tôi qua tôi đã tắt tivi trước 9 giờ.)

##### b. Hành động đã xảy ra và đã kết thúc trước một hành động quá khứ khác (hành động xảy ra trước dùng *past perfect*, hành động xảy ra sau dùng *past simple*.)

**Ex:** When I **got up** this morning, my father **had already left**.

(Sáng nay, khi tôi thức dậy cha tôi đã đi rồi.)

After the children **had finished** their homework, they **went** to bed.

(Bọn trẻ đi ngủ sau khi đã làm xong bài tập về nhà.)

##### c. Hành động đã xảy ra và kéo dài đến một thời điểm nào đó trong quá khứ.

**Ex:** By the time I met you I **had worked** in that company for five years.

(Lúc tôi gặp anh tôi đã làm việc cho công ty đó được năm năm rồi.)



### III. PRACTICE:

1. Complete the sentences by putting the verb into the past perfect. Then explain the Use of the tense.

1. Did you manage to see the Director, or **had he gone** (he/ go) by the time you got there? (b. một hành động đã xảy ra trước một hành động khác trong quá khứ)
2. I couldn't get into the office yesterday morning because I (leave) my keys at home.
3. We could not call our new low-fat spread Mono, because one of our competitors (already/choose) the name.
4. I found out about the vacancy too late. When my **application** form arrived, they (appoint) someone.
5. By the time he sold off the shares, his original investment (grow) by 83%.
6. He found his first few weeks at Ernst & Young very difficult because he (not/study) accountancy before.
7. When I got back to the office, I was surprised to hear that the manager (put) someone else in charge of my main project.
8. The bank returned the check to me because I (not/sign) it.

**low-fat** (adj)

/,ləʊ'fæt/ ít béo

**competitor** (n)

/kəm'pet.ə.tə/

đối thủ cạnh tranh

**vacancy** (n)

/'veɪ.kən.si/

vị trí trống

**appoint** (v) /ə'pɔɪnt/

bổ nhiệm

**original** (adj)

/ə'ɒrɪdʒ.ən.əl/

nguyên gốc

**investment** (n)

/ɪn'vest.mənt/

sự đầu tư

**accountancy** (n)

/ə'kaʊn.tən.si/

nghề kế toán

(0) 2. One verb in each sentence should be in the Past Perfect. Choose it and write the correction.

1. When I **got** to the meeting, I **realized** that I **left** all my papers behind. **had left**
2. I **went** to Manchester and **saw** that they **converted** all the old warehouses into apartment.
3. I **was** sure I **didn't receive** the invoice, but I **checked** one more time.
4. I really **enjoyed** my holiday in Peru - I **visited** Latin America several times before, but only for short business trips. We **saw** the Nazca Lines and Machu Picchu.
5. I **was** lucky - I **arrived** at the hall late, but her presentation **didn't start**.

(0) 3. Complete each of the following sentences in two ways, using "because + past perfect" and "so + simple past".

1. When I left the office, the building was empty...  
(everyone/ go home) **because everyone had gone home.**  
(I/ lock the doors) **so I locked the doors.**
2. When I arrived at the office the next morning, the place was in a terrible mess...  
(I/ phone the police)  
(someone/ break in)
3. The chairman was in a very good mood...  
(we/ win/ a major contract)  
(we/ open/ a bottle of champagne)
4. The negotiators realized another meeting would be necessary...  
(they/ not reach an agreement)  
(they /get out/their diaries)
5. I did not know their phone number...

**champagne** (n)

/ʃæm'peɪn/ sâm-panh

**negotiator** (n)

/ni'gəʊ.ʃi.eɪ.tə/

nhà đàm phán

(I/ call/ Directory Enquiries)

(they/ move/ to new premises)

6. The Marketing Manager's flight from Japan arrived late...

(she/ go/ straight home from the airport)

(there/ be/ a security alert in Tokyo)

**premise (n)** /'prem.ɪs/  
tiền đề

#### **(O) IV. WRITING PRACTICE:**

**Write 1 possible answers to these questions using the best required information. There should be over FIVE words in each answer. Remember to use a suitable clause or phrase.**

1. Who didn't go to the meeting yesterday?  
→ the meeting./ didn't join/ Huy and Tuan

3. Who won the tournament last year?  
→ the champion. /Nadal was/ Apparently

2. Whose computer needs repairs?  
→ Mrs Hoa's computer./fix /You need to

4. Whose car are you going to borrow?  
→ my best friend. /ask /I am going to

5. Where did Juan say he bought his car?  
→ from Italy. / he purchased it /He said

7. Where did you work before you came here?  
→ a sale manager./at Facebook/I worked as

6. Where will the interview take place?  
→ executive director's room./In the

8. When did you make the booking?  
→ a week ago. /this reservation/ I made

9. When did you get back to the office?  
→ on Monday. /I/ here/ came back

10. When can you hand in the report?  
→ tomorrow./ send it/ I will/ to you

#### **V. LISTENING PRACTICE:**

1. \_\_\_\_\_ in San Francisco?  
A. I'm leaving for the States tomorrow.  
B. \_\_\_\_\_  
C. \_\_\_\_\_

3. \_\_\_\_\_ printed?  
A. \_\_\_\_\_  
B. The cooks all come from France.  
C. \_\_\_\_\_

2. \_\_\_\_\_ Mrs.Suzuki call?  
A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. She had a fall last week.

4. \_\_\_\_\_ you came here?  
A. I usually walk through the park.  
B. \_\_\_\_\_  
C. \_\_\_\_\_

5. \_\_\_\_\_ ?  
A. Yes, it's time to get back to work.  
B. \_\_\_\_\_  
C. \_\_\_\_\_

7. \_\_\_\_\_ ?  
A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. I can handle it.

6. \_\_\_\_\_ ?  
A. \_\_\_\_\_  
B. Yes, he did and told me all about it.  
C. \_\_\_\_\_

8. \_\_\_\_\_ ?  
A. \_\_\_\_\_ Samantha.  
B. \_\_\_\_\_ Silvia.  
C. \_\_\_\_\_ alone.



9.  
A. He said it was a bargain.  
B.  
C.

10. Whose car ?  
A.  
B.  
C.

## B. GRAMMAR REVIEW:

### SỰ PHỐI HỢP THÌ (THE SEQUENCES OF TENSES)

Một câu có thể bao gồm một mệnh đề chính (main clause) và một hoặc nhiều mệnh đề phụ (subordinate clause). Khi trong câu có từ hai mệnh đề trở lên, thì các động từ phải có sự phối hợp về thì.

#### I. Sự phối hợp của các động từ trong mệnh đề chính (Main clause) và mệnh đề phụ (Subordinate clause)

MAIN CLAUSE	SUBORDINATE CLAUSE
Present simple Future simple	Present simple Present progressive Present perfect Future simple am/is/are + going to + V (bare-inf.) Past simple ( <i>có thời gian xác định là quá khứ</i> )
Past simple	Past simple Past perfect Past progressive Future in the past (would + bare-inf.) was/were + going to + V (bare-inf.) Present simple ( <i>diễn tả một chân lý, một sự thật hiển nhiên, hoặc một thói quen ở hiện tại</i> )
Present perfect	Present simple
Past perfect	Past simple

Ex: I **work** so hard that I **am** always tired.  
(Tôi làm việc vất vả đến nỗi tôi luôn cảm thấy mệt mỏi.)  
She **will think** that I **have taken** her book.  
(Cô ấy sẽ nghĩ rằng tôi đã lấy sách của cô ấy.)  
Tom **promises** that he **will visit** me again.  
(Tom hứa rằng anh ấy sẽ đến thăm tôi lần nữa.)  
He **says** that he **is going to eat** it.  
(Anh ta nói rằng anh ta sẽ ăn nó.)  
She **says** she **was born** in 1980.  
(Cô ấy nói cô ấy sinh năm 1980.)  
We **knew** that the bridge **was** unsafe.  
(Chúng tôi đã biết rằng cây cầu này không an toàn.)  
I **thought** that she **was cooking** then.

(Lúc đó tôi cứ nghĩ là cô ta đang nấu ăn.)

He **saw** that he **had made** a mistake.

(Anh ấy nhận ra rằng anh ấy đã làm.)

We **thought** that it **would** rain.

(Chúng tôi đã nghĩ rằng trời sẽ mưa)

My teacher **said** that the moon **circles** the earth every 28 days.

(Giáo viên của chúng tôi nói rằng mặt trăng quay quanh trái đất mỗi vòng 28 ngày.)

I **have forgotten** what he **looks** like.

(Tôi đã quên mất anh ấy trông như thế nào.)

They **had done** all that **was** necessary.

(Họ đã làm tất cả những điều cần làm.)

## II. Sự phối hợp của các động từ trong mệnh đề chính (Main clause) và mệnh đề trạng ngữ chỉ thời gian (adverbial clause of time)

Mệnh đề trạng ngữ chỉ thời gian thường được bắt đầu bằng các liên từ chỉ thời gian như: *when, while, whenever, as, before, after, as soon as, till/until, just as, since, no sooner... than, hardly... when, as long as, once, by the time, .v.v.*

Cách phối hợp thì trong câu có mệnh đề trạng ngữ chỉ thời gian:

MAIN CLAUSE	ADVERBIAL CLAUSE OF TIME
Present tenses	Present tenses
Past tenses	Past tenses
Future tenses	Present tenses

**1. Present tenses:** Tất cả các thì hiện tại (tùy theo ngữ cảnh của câu).

Ex: He never **goes** home before he **has finished** his work.

(Anh ta không bao giờ về nhà trước khi hoàn thành công việc.)

I often **read** a newspaper while I **am waiting** for a bus.

(Tôi thường đọc báo trong khi đợi xe buýt.)

**Wait** here until I **come** back.

(Đợi ở đây cho đến khi tôi quay lại.)

I **'m starting** a job in sale after I **finished/ have finished** college.

(Tôi bắt đầu công việc kinh doanh sau khi học xong cao đẳng.)

**2. Past tenses:** Tất cả các thì quá khứ (tùy ngữ cảnh)

Ex: It **was raining** hard when I **got** there.

(Trời đang mưa rất to khi tôi đến đó.)

They **arrived** at the station after the rain **had left**.

(Họ đến nhà ga sau khi xe lửa đã rời ga.)

He **slammed** the door as he **went** out.

(Khi anh ta đi ra, anh ta đóng sầm cửa lại.)

He **had** no sooner **arrived** then he **was asked** to leave again.

(Anh ấy vừa đến lại được yêu cầu phải lên đường ngay.)

**Would** you **follow** me whenever I **went**?

(Em sẽ đi theo anh đến bất cứ nơi nào chứ?)

By the time I **arrived**, they **had** already **left**.

(Lúc tôi đến họ đã đi rồi.)

**3. Future tenses:** Tất cả thì tương lai (tùy theo ngữ cảnh)

Ex: We **will give** you a call as soon as we **arrive/ have arrived**.

(Chúng tôi sẽ gọi điện cho anh ngay khi chúng tôi đến.)



After she **graduates**, she **will get** a job.

(Sau khi cô ấy tốt nghiệp, cô ấy sẽ đi làm.)

By the time he **comes**, we **will have** already left.

(Lúc anh ta đến, chúng tôi sẽ đã rời đi rồi.)

On Sunday I **will be lying** on the beach while you **are studying**.

(Vào chủ nhật, trong khi bạn đang học thì tôi đang nằm trên bãi biển.)

**\*Lưu ý:**

- Không dùng các thì tương lai (Future tenses) trong các mệnh đề trạng ngữ chỉ thời gian, thì Simple Future được thay bằng thì Simple present; thì Future Perfect hoặc Future Perfect Continuous được thay bằng thì Present Perfect hoặc Present Perfect Continuous.

- Trong trường hợp dùng liên từ since phải lưu ý:

+ Động từ trong mệnh đề chính thường được chia ở thì hiện tại hoàn thành (present perfect) hoặc hiện tại hoàn thành tiếp diễn (present perfect progressive), động từ trong mệnh đề phụ có since thường được chia ở thì quá khứ đơn (past simple).

<b>S + V (present perfect/ present perfect pro.) + since + S + V (past simple)</b>
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Ex: We **haven't seen** her since she **left** school/

(Chúng tôi không gặp cô ấy kể từ khi cô ấy rời trường.)

She **has been playing** tennis since she **was** eight.

(Cô ấy chơi quần vợt từ năm lên tám.)

## **VI. PRACTICE:**

### **(O) 1. Put the verbs into the correct tense.**

1. He thinks that it **...will rain/ is going to rain...** (rain) tonight.
2. She said that she (get) married soon.
3. Bill said that he (lose) his bicycle.
4. He knew that I (come) the following week.
5. I was taught that the sun (be) bigger than the moon.
6. The boy knew that an hour (have) sixty minutes.
7. I didn't know what time it (be), so I (turn) on the radio.
8. I wondered whether I (lock) the door or not.
9. They hoped that they (end) soon.
10. This is the house that Jack (build) three years ago.
11. He is saving his money so that he (take) a long vacation.
12. I see that Henry (write) his composition now.
13. The students had thought that the test (be) rather difficult.
14. They have found that the road (be) very long.
15. I saw that I (make) a mistake.
16. We find that we (take) a wrong way.
17. I want to know how long she (just,say)
18. I didn't know who (help) him.
19. Do you hear what she (just,say)?
20. They believed that the police (capture) the thief soon.
21. I wonder what changes the new president (introduce).
22. Mrs Smith complains that her neighbor (make) too much noise.

23. Tom promised he (not do) it again.
24. Miss White swears that she (never see) that man before.
25. She has told me her name (be) Mary.

## 2. Put the verbs into the correct tense.

1. While Dad **...was watching...** (watch) TV last night, Mum **...was reading...** (read) the newspaper.
2. They'll have stopped serving meals by the time we (get) to the restaurant.
3. When I (finish) all this work, I'll go for a walk.
4. She got a job after she (graduate).
5. I had a cup of tea before I (leave) for work.
6. I (be) late to work three times since my watch (break).
7. Mohammad (never/hear) about Halloween before he came to the U.S.
8. As Pauline (get) out of bed, she fell over.
9. The village (have) no electricity until the new generator is installed.
10. By the time I (leave) the room, I had turned off the lights.
11. The first time I (go) to New York, I saw a ballet.
12. Have a good time when you (go) to Paris next week.
13. While I (make) Sandy's birthday card, I cut my finger.
14. David (not/be) able to work since he (break) his leg.
15. By the time he comes, we (already/leave)
16. When Sandra found the letter, someone (already/open) it.
17. Whenever I (see) her, I say hello.
18. I will never speak to him again as long as I (live).
19. As soon as we (see) the tornado, we ran to the basement of the town hall.
20. We're going to tidy after everyone (go).
21. Trevor tried to fix the shelves while Laura (be) out shopping.
22. By the time we got to the party, most of the other guests (go).
23. You have to wait until the light (change) to green.
24. As soon as the other passengers got on the bus, we (leave).
25. After the old man (seem) unwell for some time, he died.