Exercise 1

Complete the sentences. Choose the correct particles.

1 The book begins *out / with / on* an introduction to the topic.
2 I want to start the discussion *off / in / forward* with my own view on this.
3 She helps me to come *out with / over with / up with* new ideas.
4 Andrew deliberately left *out / on / with* some of the details.
5 He was referring *in / on / to* his previous job.
6 Keira summed the film *up / on / in* as dull and uninteresting.
7 Could you fill *with / on / out* this form, please?
8 She wrote *in / on / out* to the TV show to ask for more details.

Exercise 2

Match phrasal verbs 1–6 with definitions A–F.

1 If something is based on something, it
2 If a film deals with a topic, it
3 If you put forward an idea, you
4 If you leave something out, you
5 If you come up with something, you
6 If you fill someone in, you

A takes its ideas from that thing.
B do not include it.
C think of it and suggest it.
D explains or expresses it.
E state it or publish it.
F give them information about something.

Exercise 3

Match sentence halves 1–8 with A–H to make complete sentences.

1 I wrote a report based
2 The film deals
3 To sum up: within our society
4 Let's now move on to
5 I hope to come
6 Her name begins
7 I filled him
8 Sorry, I didn't mean to bring up such

A the topic of voting behaviour.
B with the letter A.
C on the information you gave me.
D there still exist major inequalities.
E with the conflicts between two generations of a family.
F up with some of the answers.
G a painful subject.
H in on what happened earlier.

Exercise 4

Choose the best answers to complete the sentences.

1 The prize will go to the first person who *leaves out / puts forward / writes in* with the correct answer.
2 It's a difficult issue to *bring up / base on / write in*.
3 I'll *cut out / begin with / write in* a report about our most important products.
4 They always *referred to / moved onto / summed up* him by his surname.
5 He *brings the job up / sums the job up / comes up with the job* as 'managing change'.
6 I *based on / started off / cut out* the project by finding information on the Internet.

Exercise 5

Correct the phrasal verbs in these sentences.

1 The findings are based in five years of scientific research.
2 Ahmed had come off with another good idea.
3 All confidential details have been cut forward of the report.
4 Dana didn't want to leave off any important details.
5 I would sum on the show as dull and predictable.
6 She refers off him as her partner.

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Exercise 6

Complete the sentences with the phrasal verbs in the box.

based on | began with | come up with | put forward | started off | wrote ... in

1 Jack _____ the answer _____ carefully.
2 Anna _____ a brief overview of the situation.
3 The new film is _____ a true story.
4 The company are trying to _____ a new game.
5 Theo had _____ a very strong argument.
6 What _____ the fight?

Exercise 7

Make these sentences sound less formal. Replace the underlined verbs with the phrasal verbs in the box.

based on | leave out | put forward | cut out | dealt with | sums up

1 The report encapsulates the arguments for and against this plan.
2 This question is discussed in the next chapter.
3 The following film is based upon true events.
4 He stated several suggestions at the meeting.
5 She removed the last few paragraphs.
6 You can omit this part.

Exercise 8

Read the following advice about writing a report. Underline all the phrasal verbs, then decide if the sentences that follow are true (*T*) or false (*F*).

Your report should be based on factual evidence. Begin with a short introduction in which you put forward your main argument. You can leave out smaller details at this point. Then move onto your first topic. Try to come up with at least three topics which deal with different areas. If there are more than five areas, you may wish to cut out some of them or refer to them only briefly. To finish your report, sum up the main points and give a short conclusion.

1 The introduction is when you put forward your first topic. ☐
2 You should begin with a short conclusion. ☐
3 You can leave out small details. ☐
4 The report should be based on facts. ☐
5 You should come up with at least three topics. ☐
6 To finish, you should sum up the main points. ☐
7 You can cut out the conclusion. ☐
8 The report should deal with at least six areas. ☐

Your Turn!

Look for a website that gives advice about writing reports. Can you find any examples of the phrasal verbs in this unit?



She decided not to **bring up** the subject of global politics again.

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