

Units 3-4 Refresh your memory!

Read and decide which answer (A, B, C or D) best fits each space.

Ann Johnson - A confidential report

Ann Johnson has worked at this college for three years. She is a 1. _____ employee, and 2. _____ on well with the other members of the department. We have all found her to be an excellent 3. _____. She has always been 4. _____ for her lessons, and is an extremely 5. _____ member of staff who is able to work independently. I can always 6. _____ on her to organize the end of term play, and she has put on some extremely 7. _____ productions. Her students often tell me how 8. _____ she is, always ready with a smile, and she has been very 9. _____ to many of them. In 10. _____ she is not very talkative and seems rather 11. _____ at first, and might not show her true 12. _____ in an interview. Her work is excellent, and she is 13. _____ to succeed. She is also quite 14. _____, and has applied for two other positions as Director of studies. I think that you can count 15. _____ Ann to make your school a success, and I recommend her for the post of Director.

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|---------------------------|-----------------------|-----------------------|--------------------|
| 1. A conscientious | B conscience | C consciouness | D conscious |
| 2. A goes | B carries | C gets | D likes |
| 3. A colleague | B adult | C employer | D fellow |
| 4. A times | B late | C hourly | D punctual |
| 5. A greedy | B reliable | C stubborn | D lazy |
| 6. A request | B concentrate | C take | D rely |
| 7. A imaginary | B imagination | C imaginative | D imagined |
| 8. A tempered | B cheerful | C frank | D proud |
| 9. A kind | B aggressive | C polite | D mean |
| 10. A first | B times | C usual | D private |
| 11. A but | B shy | C however | D alone |
| 12. A person | B behaviour | C character | D part |
| 13. A used | B determined | C had | D supposed |
| 14. A obedient | B disappointed | C grateful | D ambitious |
| 15. A on | B for | C with | D to |