

Prepositional Phrases

A Complete the blanks with prepositions.

regardless _____ according _____ owing _____ but _____
 due _____ because _____ instead _____ contrary _____
 except _____ apart _____ thanks _____ as _____

B Complete the blanks with prepositions.

_____ spite _____ charge _____ far _____
 _____ comparison _____ control _____ honour _____
 _____ favour _____ behalf _____ well _____

C Read the sentences and complete them with the prepositions in, on, at, by, under or to.

- You'll find a fairly detailed map of the town _____ page 40 of this guide.
- _____ my parents' surprise I passed all my examinations.
- _____ the circumstances, the police officer had no other choice but to arrest them.
- What's _____ your mind, Geoffrey? You look rather worried.
- I promise to be _____ your side no matter what happens.
- You look so calm and _____ ease with yourself.
- _____ sum up, this book is a good read and I definitely recommend it.
- I made several attempts to convince her, but _____ vain.
- I was _____ the impression you knew how to operate the video camera.
- Their willingness to employ me immediately without another interview took me _____ surprise.
- _____ a certain extent, your anger is understandable.

Phrasal Verbs

Read the sentences on the left and match the phrasal verbs with their definitions on the right by writing the correct number in the box next to each definition.

A BREAK, BURN

- I'm buying a new car because my old one keeps **breaking down**.
- As soon as the government announced the harsh economic measures, riots **broke out** throughout the country.
- The thief **broke into** the house and stole the jewels.
- She couldn't handle being under so much stress so she **broke down** and started crying.
- I started describing what had happened to the police officer but my sister **broke in** to tell him something I had forgotten.
- They **broke up** after having been together for three years.
- If Peter doesn't stop working so hard, he'll **burn out** before his time.
- By the time the fire brigade arrived, the building had already **burnt down**.

- ☐ interrupt
- ☐ be destroyed by fire
- ☐ stop functioning
- ☐ end a relationship
- ☐ start suddenly
- ☐ become exhausted
- ☐ enter illegally
- ☐ lose control of one's feelings

B CUT

- 1 These pictures of film stars were **cut out** of different magazines.
- 2 The doctor told me to **cut down on** junk food.
- 3 The speaker was **cut off** by protesters many times during her speech.
- 4 Always **cut up** the meat for the dog, otherwise it will choke on it.
- 5 During the winter the island is **cut off** from the rest of the world.
- 6 The boys are shouting upstairs. Tell them to **cut it out**!

- ☐ reduce
- ☐ cut into small pieces
- ☐ cut from/remove
- ☐ stop doing
- ☐ interrupt
- ☐ isolated

C TURN

- 1 **Turn off** the heater. It's very hot in here.
- 2 John has **turned into** a reliable and efficient worker much to my surprise.
- 3 It **turned out** to be a great party.
- 4 More people **turned up** at the meeting than I had expected.
- 5 Can you please **turn down** the music? I can't hear you.
- 6 My application for a visa was **turned down** again.
- 7 Don't forget to **turn on** the alarm when you leave home.
- 8 I want you to know that you can **turn to** me for help any time.
- 9 When Jessica heard her favourite song, she **turned up** the radio full blast and started dancing.

- ☐ arrive unexpectedly
- ☐ reject
- ☐ switch off
- ☐ switch on
- ☐ reduce the amount of sound, heat, etc.
- ☐ increase the amount of sound, heat, etc.
- ☐ result in a particular way
- ☐ change to
- ☐ come to and ask for

Words with Prepositions**A Complete the blanks with prepositions.**

Adjectives		Nouns	Verbs
ashamed _____	jealous _____	an example _____	believe _____
busy _____	mean _____ sb	an exception _____	comment _____
conscious _____	relevant _____	an opinion _____	contrast _____
friendly _____	short _____	a question _____	decide _____
good _____ sth (=competent)	useful _____ sb	a reaction _____	dedicate sth _____ sb
good _____ sb (=kind)	useful _____ sth		introduce sb _____ sb/sth
good _____ sb/sth (=beneficial)			mean _____
			relate _____
			think _____

B Read the following sentences and complete them with prepositions.

- 1 Walter is very **good** _____ the high jump.
- 2 Why are you always so **mean** _____ Sarah?
- 3 My friend Giles **introduced me** _____ the fascinating world of classical music.

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- 4 The travel book will be **useful** _____ our trip to Paris at the end of the month.
- 5 What exactly do you **mean** _____ saying I'm arrogant and a snob?
- 6 Most nouns form their plural in -s, but there are a lot of **exceptions** _____ this rule.
- 7 Mrs Ming is a very nice lady. She's always been **good** _____ me.
- 8 A glass of orange juice a day is **good** _____ you.
- 9 This brochure will be **useful** _____ all the tourists who visit the sights.

Grammar Revision (Modal Verbs)

See Grammar Review page 155

Read the short texts below and complete each blank with one word. All the missing words are modal verbs (can, could, may, should etc.)

- a As children, they (1) _____ to spend a lot of time together. They (2) _____ go for long bike rides along the coast until they reached the cave. Once there, they (3) _____ able to explore it to their heart's content, as no one else knew about this secret hideaway. They felt they (4) _____ to keep this place to themselves no matter what.
- b I'm worried about Gene. He hasn't been well lately. Yesterday, he was pale and he (5) _____ have been feeling sick, as he (6) _____ not eat a thing. I think he (7) _____ better see a doctor, as he (8) _____ have some serious illness he's not aware of. Of course, it (9) _____ just be a virus. To be on the safe side, though, I (10) _____ drop by his house later and tell him that he (11) _____ do something about it immediately.
- c When used properly, videos (12) _____ be very educational for children. Of course, they (13) _____ be suitable for their age and children (14) _____ not just be placed in front of the television and left unsupervised. Parents (15) _____ to be actively involved, too, as children (16) _____ not be passive viewers; they need someone to interact with while watching.
- d My car broke down yesterday and I (17) _____ to take the bus to work. I (18) _____ have taken a taxi instead, as it was a frustrating experience. We were all squashed together like sardines in a tin and we (19) _____ hardly breathe. To make matters worse, an overweight lady standing next to me wanted to get off at one point. "(20) _____ you mind moving a bit to the side so that I (21) _____ get to the door?" she said. She nearly squashed me to death! (22) _____ the public transportation system be this bad?

Points to remember

- ④ I **must** wash my car. ✓
I **have to** wash my car. ✓
~~I **must to** wash my car.~~
You **should** wash your car. ✓
You **ought to** wash your car. ✓
~~You **should to** wash your car.~~
Peter **would** wash his car every Saturday. ✓
Peter **used to** wash his car every Saturday. ✓
~~Peter **would to** wash his car every Saturday.~~
(Modal verbs are followed by a bare infinitive (without 'to').)
Note: have to, ought to and used to.)
- ④ Jonathan **can** play tennis very well.
Jonathan **could** play tennis when he was ten years old.
If it doesn't rain, we **ll be able to** play tennis.
I **haven't been able to** contact Mike this week.
(**can** has no future or perfect tenses so **be able to** is used in its place.)
- ④ Bill **could** run quite fast when he was young.
(general ability in the past)
The injured athlete **was able to** finish the race.
(ability in a particular situation in the past, especially a difficult one.)
- ④ I **must** go to bed early tonight.
I **have to** get up early every morning.
I **had to** return some books to the library yesterday.
I've never **had to** wait for more than ten minutes at the doctor's surgery.
We'll **have to** work hard on our project next week.
(**must** has no past, perfect or future tenses, so **have to** is used in its place.)
- ④ He **must be** home now. ✓
He **must be** watching TV. ✓
(Positive deductions about the present/future)
He **must have** arrived early. ✓

He **must have been** working hard lately. ✓
(Positive deductions about the past)
He **can't be** home now, he is usually at work at this time of the day. ✓
He **can't be** watching TV. ✓
~~He **mustn't be** home now.~~
(Negative deductions about the present/future)
He **can't/couldn't have** stolen the money. ✓
~~He **mustn't have** stolen the money.~~
(Negative deductions about the past)

- ④ Ruth **needs to see** the doctor today. ✓
~~Ruth **need see** the doctor today.~~
Does Ruth **need to see** the doctor today? ✓
Need Ruth **see** the doctor today? ✓
Ruth **doesn't need to see** the doctor today. ✓
Ruth **needn't see** the doctor today. ✓
(**need** is used as a modal verb only in present tense questions and negations.)
- ④ They **didn't need to return** the books to the library today. (=it wasn't necessary and we don't know if they did or not.)
They **needn't have returned** the books to the library today. (=it wasn't necessary but they did so nonetheless.)
- ④ You **should apologise**. ✓
You **ought to apologise**. ✓
You **had better apologise**. ✓
(Refer to the present or future)
You **should have apologised**. ✓
You **ought to have apologised**. ✓
It **would have been better if** you had apologised. ✓
~~You **had better have apologised**.~~
(Refer to the past)

Key Transformations

- ④ Could I (possibly) turn the music down?
Do you mind if I turn the music down?
Would you mind if I turn/turned the music down?
Would you mind my turning the music down?
I wonder if I could turn the music down.
- ④ Your room needs tidying.
Your room needs to be tidied.
You have/need to tidy your room.
It is necessary for you to tidy your room.
It is necessary that you tidy your room.
- ④ It is not necessary for you to go shopping.
There is no need for you to go shopping.
You don't need/have to go shopping.
You needn't go shopping.
- ④ It was not necessary for you to go to the doctor.
There was no need for you to go to the doctor.
You needn't have gone to the doctor.
- ④ My grandfather went fishing every morning.
My grandfather used to go fishing every morning.
My grandfather would go fishing every morning.
- ④ The students did not manage to finish the project.
The students were not able to finish the project.
The students were unable to finish the project.
The students did not succeed in finishing the project.
- ④ (I think / Perhaps) you should take some time off work.
(I think / Perhaps) you ought to take some time off work.
You had better take some time off work.
The best thing you could do is take some time off work.
The best thing for you to do is take some time off work.

Examination Practice

A Choose the correct answer.

1. You needn't _____ so much food. There was plenty of food left over from yesterday.
a. cook b. to cook
c. have cooked d. to have cooked
2. Susan hates Maths and Chemistry but she's really good _____ Science.
a. to b. at
c. for d. of
3. You had better _____ out tonight. It's raining heavily.
a. not go b. not to go
c. don't go d. to don't go
4. The climbers didn't succeed _____ the mountain peak due to extreme weather conditions.
a. to reach b. to have reached
c. reach d. in reaching
5. It _____ be Annie who is crossing the street; Annie's taller.
a. mustn't b. can't
c. wouldn't d. shouldn't
6. "When are Michael and Julie getting married?"
"Well, they won't get married after all. They broke _____ two months ago!"
a. out b. down
c. off d. up
7. "Would you mind _____ a little earlier today? I must go to the dentist's."
a. my leaving b. me leave
c. me to leave d. me to leaving
8. She must _____ awful when she was told that she had been fired.
a. feel b. have felt
c. felt d. be felt
9. You _____ to drink lots of water when you're on a diet.
a. should b. must
c. ought d. used
10. Your jeans need _____ before you wear them for the first time.
a. washing b. to wash
c. wash d. have washed
11. _____ the weather forecast, it will be cold and foggy at the weekend.
a. Owing to b. According to
c. Apart from d. Instead of
12. There used to _____ a coffee shop on that corner when I was young.
a. have been b. be
c. were d. being

B Complete the second sentence so that it has a similar meaning to the first sentence, using the word given unchanged. You must use between two and five words, including the word given.

- 1 I'm sure he hasn't refused such a good offer.
turned He _____ such a good offer.
- 2 There was no need for the climbers to bring so many supplies.
not The climbers _____ so many supplies.
- 3 If I were you, I wouldn't stay in the sun without sunscreen.
had You _____ in the sun without sunscreen.
- 4 Shall I water the plants for you?
like Would _____ the plants for you?
- 5 It is necessary that he doesn't eat so many sweets.
cut He _____ sweets.
- 6 I expect that she has invited everyone to her birthday party.
must She _____ to her birthday party.
- 7 As a child, David was never in the habit of eating cornflakes.
used As a child, David _____ cornflakes.

8 Smoking is not allowed in the building.

must You _____ in the building.

9 Perhaps Julie thought that you would check the report.

impression Julie may _____ that you would check the report.

10 It was wrong of you to steal that book.

should You _____ that book.

11 She is not obliged to cook if she doesn't have time.

have She _____ if she doesn't have time.

Section 2

Words easily confused

Use the correct form of the words in the boxes to complete the sentences in each group A-H below. You may use some of the words more than once. In some cases more than one word may be correct.

A think consider regard believe mean

1 Please _____ my offer and call me if you decide to sell.

2 I have been _____ of taking a holiday. I _____ I deserve it because I've worked hard all year.

3 The death penalty is _____ as a barbaric practice by most people.

4 I don't _____ he really _____ what he is saying, because he's usually joking.

5 I didn't _____ to offend you. Please _____ me.

B realise understand recognise meet introduce present appreciate

1 One day I'd like to _____ my favourite film star and get his autograph.

2 That's the journalist that _____ the evening news. Don't you _____ her?

3 The teacher didn't _____ that the students hadn't understood what he was saying.

4 Aren't you going to _____ me to your friend? I haven't _____ her before.

5 I _____ your help, but you must _____ that I want to do this on my own.

C assume guess suppose estimate calculate predict

1 Since I hadn't studied for the test, I had to _____ most of the answers.

2 We were _____ to play football today, but we cancelled it.

3 It's almost impossible to _____ what the future holds.

4 I _____ I'll be late for work, since there's so much traffic.

5 We had _____ the value of the house to be around 60,000 dollars, but we hadn't _____ the cost of the renovation.

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D

idea view thought point aspect respect matter

- 1 She's very rude and has no _____ for anyone.
- 2 You should consider all _____ of his proposal, because he made some interesting _____.
- 3 In my _____, the education system should change.
- 4 I can't bear the _____ of going back to work after such a great holiday.
- 5 There's no _____ in talking to Clark about this problem, as he has no _____ about it.
- 6 As a(n) _____ of fact, I hired an interior decorator, who gave me some good _____.

E

queue line aisle corridor hall row

- 1 The cornflakes are in the third _____, sir.
- 2 Walk down the _____ and the toilet is the third door on your right.
- 3 The entrance _____ to my flat is so small that it's a waste of space.
- 4 Please get in _____ and wait your turn, madam!
- 5 We were lucky enough to be given seats in the front _____ at the theatre.
- 6 There was such a long _____ in the bank that I couldn't be bothered to go in.

F

available spare free convenient handy usable

- 1 When I bought my car, I got the air-conditioner _____ of charge. It really came in _____ during the summer.
- 2 Every car must have a(n) _____ tyre in the boot.
- 3 The Red Dog's new album is now _____ in music stores.
- 4 A laptop computer is very _____ because it is portable and _____ anywhere.
- 5 I'm _____ tomorrow evening. Would you like to go to the cinema?
- 6 A car is a very _____ means of transport compared to buses and trains.

G

absence lack shortage loss

- 1 After the accident, my father suffered a gradual _____ of memory.
- 2 Vicky's _____ from work was noticed, so the boss rang her at home.
- 3 The _____ of rain created severe _____ of fresh fruit and vegetables.
- 4 There's a world _____ of energy and scientists are looking for alternative sources.
- 5 Although I liked living with my family, I was annoyed by the _____ of privacy.

H

short scarce rare inadequate insufficient

- 1 As a botanist he specialises in _____ species of plants.
- 2 The book costs \$ 21 and I'm _____ by one dollar. Could you lend me some money?
- 3 A(n) _____ supply of oxygen to the brain can prove lethal.
- 4 In many parts of the world water is _____.
- 5 Parking space in the city centre is _____ due to the _____ number of car parks.

Derivatives

This unit deals with some verbs and nouns which derive from adjectives.

Adjective Root	Verb = Adjective + -en	Noun = Adjective + -ness
Describing a quality/state	Describing the process of acquiring the quality / state of the adjective	The quality / state described by the adjective
dark	darken	darkness

- Some other common adjectives that form verbs and nouns in the same way are: *fresh, hard, loose, quick, sharp, thick* and *weak*.
- The adjectives **broad, deep** and **wide** form nouns in **-th**:
broad → *broaden* → *breadth*
deep → *deepen* → *depth*
wide → *widen* → *width*
- Some verbs in **-en** do not derive from adjectives, but from the corresponding nouns:

Adjective	Noun	Verb
high	height	heighten
long	length	lengthen
strong	strength	strengthen
—	fright	frighten
—	threat	threaten

- The adjective **short** forms two nouns with a difference in meaning:
short → *shortness* (being short or having little of sth)
→ *shortage* (lack or insufficient quantity of sth)

Adjective Root in -nt	Noun in -nce or -ncy
Describing a quality / state	The quality/state described by the adjective
distant	distance
intelligent	intelligence
efficient	efficiency

- Most adjectives in **-ant/-ent** form nouns in **-ance** and **-ence**.
- Some common adjectives that form nouns in **-ance** are: *arrogant, assistant, ignorant, important, relevant, reluctant, resistant, significant* and *tolerant*.
- Some common adjectives that form nouns in **-ence** are: *absent, confident, convenient, different, evident, innocent, patient, present, silent* and *violent*.
- Some common adjectives in **-ant/-ent** that form nouns in **-ancy/-ency** are: *consistent, efficient, fluent, frequent, pregnant, proficient, redundant, transparent, urgent* and *vacant*.

Adjective Root in -te	Noun in -cy
Describing a quality / state	The quality/state described by the adjective
private	privacy

- Some other common adjectives that form nouns in the same way are: *(in)accurate, (in)adequate, (il)literate, immediate, intimate* and *obstinate*.
- The adjective **secret** forms two nouns with a difference in meaning:
secret → *secret* (fact known only to few people and not told to others)
→ *secrecy* (having/keeping secrets)
- The adjective **fortunate** does not form a noun in **-cy** but derives from the noun **fortune**.

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Complete the sentences with the correct form of the words in capitals.

- 1 Despite being a keen camper, I find the _____ in this forest _____.
- 2 In order to _____ your shoulders, you have to do many push-ups at the gym.
- 3 She didn't like the colour of her hair, so she decided to _____ it. She was, however, rather _____ about how dark it would become.
- 4 The suspect was released because of lack of _____ against him.
- 5 Being unable to meet John, I rang to apologise for the _____ I had caused him.
- 6 _____ in at least two languages is essential if you want to become an interpreter.
- 7 The town council placed restrictions on the water supply due to a _____ of water that year.
- 8 There are many complaints about the _____ of facilities for the handicapped.
- 9 The government attempted to reduce _____ by increasing police patrols.
- 10 The _____ of that lake has never been measured.
- 11 To calculate the area of a room, you multiply its _____ by its _____.
- 12 The doctor advised me to exercise in order to _____ my back muscles.
- 13 Amanda is unlikely to lose any weight, as she has a _____ for sweets and junk food.
- 14 Many flights were delayed today, causing growing _____ among the passengers.
- 15 In some countries, the percentage of _____ is still very high.

DARK, BEARABLE
BROAD
DARK
ANXIETY
EVIDENT
CONVENIENT
FLUENT

SHORT

ADEQUATE
VIOLENT
DEEP
LONG, WIDE
STRONG
WEAK

PATIENT

LITERATE

Examination Practice

A Read the text below and decide which answer A, B, C or D best fits each space.

NEW YEAR

New Year celebrations date as far back as 2000 BC in Mesopotamia. Yet, the actual date has changed a number of times. There was always a problem because New Year was (1) _____ by the movements of the Sun and Moon which allowed room for error. To (2) _____ a long story short, it wasn't until 1582, when the calendar we use today was (3) _____, that January 1st became New Year's Day in most cultures. Some cultures, however, celebrate the New Year at various times, according to their calendar and religious traditions. For example, the Chinese celebrate it between the 21st of January and the 19th of February. In (4) _____ with most of the world who celebrate at the beginning of the year, the Jewish people celebrate it in September or early October. In any case, the New Year is a festive occasion. Some people celebrate at home with no (5) _____ of champagne, while others party on the streets, watching the fireworks that the city council (6) _____ have provided. Others prefer night clubs, joining the long (7) _____ of people waiting to get in and dance the night away. In China, there are parades with dancing dragons and hundreds of people turn (8) _____ to look on. It is also common to make New Year's Resolutions, the (9) _____ being that most people (10) _____ the New Year as a chance to (11) _____ bad habits. (12) To sum _____, New Year is a time of celebration that a large proportion of the people look forward to.



1	A calculated	B assumed	C supposed	D considered
2	A break	B change	C cut	D turn
3	A realised	B recognised	C known	D introduced
4	A contrary	B opposite	C contrast	D difference
5	A shortage	B loss	C absence	D scarce
6	A likely	B should	C possibly	D may
7	A aisles	B queues	C rows	D corridors
8	A up	B on	C into	D out
9	A view	B point	C idea	D matter
10	A regard	B think	C believe	D realise
11	A cut	B break	C change	D split
12	A on	B for	C up	D in

B Complete the text below with the correct form of the words in capitals.

MY OWN
HOUSE

Last year I received some (1) _____ help and found myself in the
(2) _____ position of fulfilling my dream - buying my own house.
My friends tried to (3) _____ me by describing terrible experiences
involving house hunting. I knew that my ordeal would test my (4) _____,
but I was determined to go to any (5) _____.
I wanted to live close to the city centre so I placed great (6) _____ on
the location. I inspected numerous houses and finally found one I was happy with. I needed
to (7) _____ the walls up a bit, but that wasn't a problem. I really loved
the (8) _____ of the area, which was (9) _____,
considering the short (10) _____ from the city centre. It was exactly
what I had dreamed of.

FINANCE

DELIGHT

FRIGHT

PATIENT

LONG

IMPORTANT

FRESH

QUIET, USUAL

DISTANT