



## Rewrite sentences 1-8 with the passive form using the prompts in brackets. The underlined words are not relevant in the passive sentence.

1. Shops were selling five of our products every minute in 2017. (past continuous)
2. We asked him to email us details, but he didn't get back in touch with us. (perfect -ing form, start the sentence with the -ing form)
3. We have received 15,000 orders - a staggering number. (present perfect)
4. Someone might have sent the flowers yesterday. (might + perfect)
5. Someone selected me. It was a great honour. (perfect infinitive, start the sentence with *to*)



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## Choose the correct words.

By the end of the year, the third quarter's losses \_\_\_\_\_ by the final quarter gains. This \_\_\_\_\_ us back on target for a strong year-end performance, and indeed, when our annual figures \_\_\_\_\_, they \_\_\_\_\_ a year of record profits.

These profits \_\_\_\_\_ as follows: 50% \_\_\_\_\_ in the business, we \_\_\_\_\_ 20% as bonuses to employees, and the remaining 30% \_\_\_\_\_ into dividends for shareholders. Our dividend \_\_\_\_\_ to 8%, the highest rate for some years.

\_\_\_\_\_ towards the future, we're delighted \_\_\_\_\_ a proposal for the competition \_\_\_\_\_ a major new skyscraper in London. \_\_\_\_\_ the UK's most innovative architecture firm for the third year in a row, we \_\_\_\_\_ success in this.