

1 Underline the correct answer, a), b) or c).

1 What b she tell you just now? I hope it wasn't anything bad.

a) has b) did c) were

2 you eaten lunch yet? If you haven't, we could go somewhere together.

a) Did b) Have c) Do

3 Who stole my bag? I'm sure it was on this chair just a minute ago.

a) - b) did c) has

4 you play the piano well, or have you just started learning?

a) Has b) Have c) Do

5 did you say you were staying? The Grand Hotel?

a) Where b) When c) What

6 When they arriving? Is it today?

a) - b) are c) do

7 he forget his keys? Oh, no! This isn't the first time he's left them at home.

a) Did b) Does c) Has

8 Whom you usually depend on for help?

a) do b) are c) -

9 What happened to your car? Was there an accident?

a) did b) - c) was

10 they arrive on time last night?

a) Has b) Did c) Had

11 Claire economics in college when she first met Jackie.

a) studies b) studied c) was studying

2 Complete the sentences with the correct form of the verbs in parentheses.

1 Sorry, I didn't answer the phone earlier. I was sleeping and didn't hear it ring. (not answer / sleep)

2 Tim with his parents at the moment because he a job and can't afford to live on his own. (live / not have)

3 you that strange noise a few minutes ago? It like a baby crying. (hear / sound)

4 Their children all tennis very well now. They after their mother, who used to be a professional player. (play / take)

5 Adam at home when I called him. His mother said he a friend in hospital. (not be / visit)

6 I anything about Aunt Betty now because she to Canada when I was five. (not remember / move)

3 Complete the sentences with the words in the box. There is one word you do not need.

boss classmate fiancé fiancée
member mentor partner

1 In our small company, the boss and employees all work together and share an office. I think it's unusual.

2 How much did you say it costs to become a _____ of your local golf club?

3 My squash _____ is very competitive and doesn't like it when we lose a game.

4 Liane went to a school reunion last Saturday because she wanted to meet up with an old _____. She said it was really great to see her, and she looked exactly the same!

5 It was really nice to meet Beth and her _____, Charles, and to hear about their engagement. Did you know that they've decided to get married in Fiji where they got engaged?

6 At our school, all first year students have a _____ who helps them adapt to student life. I think it's a great idea.

4 Match 1–6 with a)–f) to complete the interview advice.

1 When you apply for a job, always make sure you list _____ a

2 It's important to shake hands _____

3 Don't forget to speak _____

4 Employers like it when a job candidate shows _____

5 Always be prepared to do _____

6 Remember to dress _____

a) references from previous employers.

b) clearly so that the interviewer can hear every word you say.

c) enthusiasm for the position and interest in the company.

d) some research on the company before you go to an interview. It'll help you think of useful questions to ask.

e) firmly when you first meet the interviewer because it gives a good first impression.

f) appropriately for an interview and to get your hair cut, too.

5 Complete the words in the sentences and questions.

1 A: So, before we finish, does anyone have c o m m e n t s or anything they'd like to ask?
B: Yes, actually. I have one q _____. I wondered if you could tell me when the job starts.

2 A: What a _____ of your current job would you say you most enjoy?
B: Um, that's a hard question. I s _____. I'd have to say I like the traveling best because it gives me the opportunity to experience other cultures.

3 A: There are a c _____ of things I'd like to ask about. F _____, can you drive?
B: Yes, I got my driver's license five years ago.

4 A: Can I ask you about vacations?
B: Employees get three weeks a year.

Underline the correct answer, a), b) or c).

1 I b in a plane before, so I am feeling a bit nervous about my flight.

- a)** have never flied
- b)** have never flown
- c)** didn't fly

2 Sue _____ in a jazz band when she was 21.

- a)** sang
- b)** has sung
- c)** hasn't sung

3 We first _____ Tamara in college in 2010. We were in the same class.

- a)** have met
- b)** meeted
- c)** met

4 James _____ in the national hockey team for five years but stopped after he hurt his back.

- a)** has played
- b)** played
- c)** hasn't played

5 They _____ a four-bedroom house in Wales.

- a)** have just bought
- b)** have bought recently
- c)** already bought

6 Who _____ the match on Saturday? Do you know?

- a)** has won
- b)** did win
- c)** won

7 Can we watch something else? I _____ this movie twice.

- a)** saw already
- b)** 've already seen
- c)** just seen

8 You said you've been to South America.

How interesting! Where _____?

- a)** did you go
- b)** have you gone
- c)** have you been yet