10. The _____ carefully measured out a dose of herbal medicine and told me how to brew it.

IV. Fill in each blank with a phrase or idiom from the box. Modify it if necessary.

earn a living	do a nine-to-five job	take a course	work flexitime
make a bundle	burn the midnight oil	behind the scenes	take into account
	make good progress	get a promotion	

1. He bought a few stocks and _____ in just a few years.
2. Some people don't like _____ as they find it so boring to work in a job with a regular routine.
3. Gallatin tried _____ by teaching French in Harvard College.
4. She was always toadying to the boss, but she didn't _____ out of it!
5. I've _____ in both English speaking and writing since I started this course.
6. Susan decided _____ in art and design because it's a good way to progress her career.
7. My boss never _____ my extra hours of work, that's why I need to change my job now.
8. I'd like _____ so I can spend more time taking care of my elderly mother.
9. Although he had retired, Brown remained active: _____ for years.
10. I have a big exam tomorrow so I'll be _____ tonight.

V. Choose the correct answer a, b, c or d to complete each sentence.

1. She started her _____ as an EFL teacher in Egypt in 1996.

   a. work b. profession c. career d. occupation

2. He intends to _____ in medical school to qualify as a doctor and specialise in health care,

   a. enrol b. take c. promote d. manage

3. _____ study the ways in which matter and energy interact.

   a. Sociologists b. Physicists c. Architects d. Biologists

4. Older workers are more _____ to change than their younger counterparts.

   a. dynamic b. empathetic c. adaptable d. professional

5. The _____ has to meet with clients to understand the purpose of the event they are about to organize.

   a. customer service representative b. event planner

   c. fashion designer d. lodging manager

6. We're all working _____ to get the job finished on time.

   a. flexitime b. timeout c. time after time d. overtime

7. Many of my friends are _____. They are fashion designers, painters and musicians.

   a. technical b. patient c. skillful d. artistic

8. During the middle and high school years, American students do much less well in mathematics than their Japansese _____.

LIVEWORKSHEETS

a. acquaintances b. peers c. partners d. counterparts

9. _____ training is focused on building skills specific to an occupation or career field.

a. Academic b. Educational c. Vocational d. Theoretical

10. After leaving university, I wasn't sure which career _____ to choose.

a. road b. track c. path d. route

VI. Complete the second sentence so that it has the same meaning as the first.

1. Although I was late, I didn't miss the bus.

→ In spite of _____

2. Although I was in a hurry, I didn't forget to lock the door.

→ Despite _____

3. Even though it was raining heavily, they went to the football match.

→ In spite of _____

4. She didn't get the job, even though she had all the necessary qualifications.

→ In spite of _____

5. Though she hates rock music, she went to the performance.

→ Despite _____

6. Even though they were very successful, they never made much money.

→ In spite of _____

7. Although she knew the answer, she refused to tell him.

→ Despite _____

8. Although she has a lot of money, she doesn't help the homeless.

→ Despite _____

9. Even though I had planned very carefully, we ended up staying in a really bad hotel.

→ Despite _____

10. Though I wasn't keen on the film, I thought the music was beautiful.

→ In spite of _____

VII. Rewrite the sentences, using the words given.

1. I like Joseph, but I sometimes find him very irritating. (although)

_____

2. The weather was rough. They still set sail. (despite)

_____

3. We sell almost a hundred machines a month. We are a small company. (though)

_____

4. He lacked experience, but he became a successful businessman. (in spite of)

_____

5. Susan had lived in Norway for ten years. She never got used to the cold. (despite)

LIVEWORKSHEETS

6. You still play loud music. I've asked you not to several times. (even though)

_____

7. They said construction was complete. However, there were builders working on the hotel when we arrived. (although)

_____

8. I was very hungry. I had eaten a big breakfast two hours earlier. (in spite of)

_____

9. They offered him a place at the university. He was only 15. (though)

_____

10. I had been ill all day. I handed my report in on time. (despite the fact that)

_____

VIII. Underline the correct form.

1. She agreed *not to tell/ not telling* anyone about what had happened.
2. He disliked *to work/ working* with committees and avoided it whenever possible.
3. In court, she admitted *to receive/ receiving* almost $1 million as "consulting fees".
4. They chose *to stay/ staying* in a cheap hotel but spend more money on meals.
5. I regretted *not to learn / not learning* to play the piano when I was younger.
6. Never rely on someone else's memory. Learn *to trust/ trusting* your own.
7. Please, avoid *to touch / touching* the wires with wet hands.
8. Gina tried *to open/ opening* the door, but it seemed *to be/ being* stuck.
9. After finishing his studies, John intends *to enrol / enrolling* in a vocational course.
10. She postponed *to make / making* a decision on opening the new shop.
11. The police refuse *to comment/ commenting* on whether anyone has been arrested.
12. In spite of the traffic, we managed *to get / getting* to the airport in time.
13. Sometimes she would stop *to cry / crying* for a while, and it seemed that she was gaining control.
14. We started *to learn! learning* English in third year junior middle school.
15. This book is definitely worth *to read/ reading* and you will learn some useful leadership skills from it.

IX. Complete the sentences with words from the box, using Verb + to-infinitive or Verb + *V-ing*.

meet	go	take	buy	type	spend	sign	be
switch off		listen		change	ban	earn	

1. Have you tried _____ the batteries? That might work.
2. She has decided _____ travelling for a year before starting university.

LIVEWORKSHEETS

3. Did I mention _____ our clients on Monday?
4. Katherine appears _____ the most qualified person for the job.
5. On the way to the station, I stopped _____ a paper.
6. Do you remember _____ the lights before we came out?
7. You can't expect _____ $3,000 per month as a fresh graduate.
8. I had finished _____ the report just minutes before it was due.
9. The council is considering _____ vehicles from the town centre to relieve congestion.
10. Don't forget _____ the document as soon as you are finished.
11. If you are planning _____ classes in a summer term, remember that fewer courses are offered.
12. I always enjoy _____ to classical music whenever I'm feeling stressed.
13. Mom would love _____ time in the garden, taking care of her flowers and plants.

X. Supply the correct form of the verbs in brackets.

1. Having bought the house, they couldn't afford _____ (furnish) it.
2. I could hardly imagine _____ (live) in such a remote and desolate spot.
3. He promised _____ (send) me a recommendation letter two days ago.
4. My boyfriend keeps _____ (change) his mind because he doesn't truly know what he wants.
5. Both children deny _____ (break) the window, but I'm sure they did.
6. I must remember _____ (go) shopping later - we have no food!
7. Our memories are filled with things we never even meant _____ (remember).
8. Excuse me, would you mind _____ (clean) the table, please!
9. Peter pretended _____ (have) a stomachache and left work early.
10. I regret _____ (inform) that you have failed the application round for the teaching position.
11. I forgot _____ (mail) my check, so I paid the rent twice this month.
12. Clare offered _____ (take) me to the airport, which was very kind of her.
13. I continued _____ (work) till Sally came in and then we had supper.
14. I can't stand _____ (stay) at home for long periods of time.
15. I'm glad it's almost summertime - I just can't wait _____ (go) swimming!

XI. Choose the correct answers, a, b, c, or d to complete the sentences.

1. Do you mind _____ in here? Speaking is not allowed in the library.
   a. no talking b. not talking c. not talk d. not to talk
2. My parents are never pleased with my grades _____ I get nothing less than a 'B'.
   a. even though b. despite c. because d. because of
3. We've decided to go on a vacation _____ all the financial problems we are going through.
   a. although b. since c. in spite of d. however
4. He has received several scholarships _____ his academic and artistic ability.

LIVEWORKSHEETS

a. though b. because of c. despite d. for

5. I hope _____ in time for my trip to Australia next month.
   a. recover b. recovering c. to recover d. to be recovered
6. I always put off _____ my homework until the last possible moment.
   a. doing b. to do c. do d. in doing
7. _____ riding a bicycle is a good leg exercise, it does not use up a lot of calories.
   a. As b. Because c. If d. Although
8. I expect to get high marks in this exam _____ I put in a lot of work for it.
   a. even though b. whereas c. so that d. because
9. _____ working for the company for six months now, he never seems to know what to do.
   a. Since b. Although c. Despite d. Because of
10. Are you going to make your daughter _____ part time in the store this summer?
    a. work b. to work c. working d. worked
11. _____ he had read the instructions several times, he knew what to do.
    a. Whereas b. Until c. After d. Although
12. Patricia encouraged me _____ to Stanford, and I got in.
    a. applying b. to apply c. apply d. applied
13. I feel like _____ to the movies this evening - want to come?
    a. go b. to go c. to going d. going
14. Our company is surviving _____ the fact that the economy has gone into recession.
    a. although b. because of c. despite d. whereas
15. It's no use _____ on the telephone. The line is always busy.
    a. try to call b. trying calling c. to try calling d. trying to call

XII. Fill in each blank with a suitable preposition.

1. Janet is responsible _____ the training and orientation of employees.
2. Don't be too curious _____ things you are not supposed to know.
3. Coursework is taken _____ account as well as exam results.
4. Super's theory focused _____ describing the process of career development.
5. Many students opt _____ business studies simply because it sounds like a passport to a good job.
6. Vocational training programs provide you _____ practical skills can be directly applied _____ a occupation.
7. My sister decided _____ her future career while she was still at secondary school.
8. Most students who enrol _____ geology courses do not intend to become geologists.
9. What made you interested _____ applying for this position?
10. The charity work you've been doing really makes a difference _____ these kids.

LIVEWORKSHEETS