

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 Japanese \_\_\_\_\_.

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)

- 
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.



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.

- 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.