

B. Yes/No Questions

Sample Items: Yes/No Questions

Did you finish that project yet?

- (A) It was a difficult one.
- (B) Yes, finally, a week ago.
- (C) No, there's only one.

The question asks whether, as of now, the project has been finished. Choice (B) supplies this information.

Are you taking the 3 p.m. flight to Paris?

- (A) From New York.
- (B) It leaves in an hour.
- (C) No, the 7 p.m. flight.

Choice (A) answers a *where* question; choice (B) answers a *when* question. Only (C) properly responds to a yes/no question.

May I talk to you for a few minutes?

- (A) Sure. What about?
- (B) Yes, thanks to you.
- (C) If you're not too busy.

The questioner requests permission to talk to the respondent, and in Choice (A) the respondent agrees.

Basic Yes/No Questions

Yes/no questions begin with auxiliary verbs (*do*, *are*, *has*, *should*, *can*, for example) or with a form of the main verb (*is*, *are*, *was*, and *were*). Responses may be short answers or full sentences.

Sample Questions	Possible Responses
Did you watch television last night?	No, I was out last night.
Is Herbert out of town?	I believe he is.
Will Mr. Cho attend the meeting?	Probably not.

Some yes/no questions contain the word *yet* or *still*. *Yet* is used in questions and negative sentences to mean that an activity is continuing. *Still* has a similar meaning in some questions and in affirmative sentences.

Sample Questions	Possible Responses
Is the game over yet?	No, it's still going on./No, it's not over yet./Yes, it's already over.
Are you still working at TRC Electronics?	No, I don't work there anymore./Yes, I still work there.

Some yes/no questions contain the word *ever*. *Ever* means "at any time in the past."

Sample Question	Possible Response
Have you ever been to Kuala Lumpur?	Yes, several times./No, never.

Some yes/no questions begin, "Have you had a chance to . . ." This means "Have you had the opportunity to do something yet?"

Sample Question	Possible Response
Have you had a chance to read that letter?	No, not yet.

In Part 2, the correct responses for yes/no questions are often not simple short answers such as "Yes, I do" or "No, I'm not." There is a range of affirmative, negative, or neutral responses, as shown:

Possible Affirmative Responses	Possible Negative Responses	Possible Neutral Responses
I think so. Of course he has. Yes, he finished this morning. I believe he has. Sure, he's a fast worker. Probably. As a matter of fact, he has.	No, I don't think he has. Not yet, but he's hard at work on it. No, but he should finish soon. No, he gave up on it. No, he's doing something else now.	I have no idea. Why don't you ask him? Maybe. Perhaps. I'm not sure.

Exercise 2.7

Focus: Answering yes/no questions.

Directions: You will hear a number of questions, each followed by three possible responses to the question. For each item, choose the letter of the response that best answers the question.

 Now start the audio program.

- | | |
|----------------------------------|-----------------------------------|
| 1. Mark your answer. (A) (B) (C) | 6. Mark your answer. (A) (B) (C) |
| 2. Mark your answer. (A) (B) (C) | 7. Mark your answer. (A) (B) (C) |
| 3. Mark your answer. (A) (B) (C) | 8. Mark your answer. (A) (B) (C) |
| 4. Mark your answer. (A) (B) (C) | 9. Mark your answer. (A) (B) (C) |
| 5. Mark your answer. (A) (B) (C) | 10. Mark your answer. (A) (B) (C) |

Requests, Invitations, and Offers

Some yes/no questions have special functions. These functions include making requests, giving invitations, and making offers. A **request** involves asking someone to do something or asking someone to help.

Sample Questions	Possible Responses
Will you come here a minute?	Of course — what do you need?
Would you hand me that pair of scissors?	Sure, here you are.
Can you take a look at this new schedule?	I'll be glad to.
Could you help me move this box?	I can't, I'm afraid — I have a sore back.
Can I have some more ice water?	Yes, here's some.
Could I get a copy of that?	This is the only copy I have. I'm afraid.
May I borrow twenty dollars?	Yes, if you promise to pay me back tomorrow.
Would you mind if we didn't go out tonight?	No, I don't mind — I don't want to go out either.*
Do you mind if I turn on the radio?	No, go ahead.*

*A positive response to questions beginning *Do you mind if...?* or *Would you mind if...?* may begin with the word *No*. For example, the response "No, go ahead" means "Yes, you may turn on the radio."

An **invitation** is a suggestion that someone go somewhere or do something with the person asking the question.

Sample Questions	Possible Responses
Would you like to join us for a game of tennis?	We'd love to — thanks!
Will you be able to come to the garden show this afternoon?	I'm afraid not, but perhaps tomorrow.
Should we get something to eat now?	Sure — I'm getting hungry.
Do you want to come skiing with us this weekend?	That would be great.
Should we get something to eat now?	All right, let's.

An **offer** is a proposal to help someone or to allow someone to do something.

Sample Questions	Possible Responses
Could I get you a glass of water?	Thanks, I could use one.
Can I help you?	Yes, I'm looking for some printer paper.
May I show you our new line of fall clothes?	I just want to look around, thank you.
Should I get you a taxi?	No, I believe I'll walk.
Would you like to use my computer?	Yes, if you don't mind.
Is there anything I can do for you?	You could make a phone call for me.
Would you like me to take you to the airport?	Thanks — it's kind of you to offer.

Exercise 2.8

Focus: Answering yes/no questions involving requests, invitations, and offers.

Directions: You will hear a number of questions, each followed by three possible responses to the question. For each item, choose the letter of the response that best answers the question.



Now start the audio program.

1. Mark your answer. (A) (B) (C)
2. Mark your answer. (A) (B) (C)
3. Mark your answer. (A) (B) (C)
4. Mark your answer. (A) (B) (C)
5. Mark your answer. (A) (B) (C)
6. Mark your answer. (A) (B) (C)
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9. Mark your answer. (A) (B) (C)
10. Mark your answer. (A) (B) (C)
11. Mark your answer. (A) (B) (C)
12. Mark your answer. (A) (B) (C)

C. Other Types of Questions and Statements

Sample Items: Other Types of Questions

Can you tell me when the next planning meeting will be?

- (A) Every month.
- (B) This Monday at ten.
- (C) Yes, that's the plan.

This is an embedded question. It really asks, "When will the next planning meeting be?" The main question ("Can you tell me...") is part of another question: "Can you tell me...?"

Do you prefer playing tennis or golf?

- (A) All right, let's play.
- (B) I like both.
- (C) I didn't play tennis.

This is an alternative question. The correct answer indicates which of the two choices the respondent prefers.

That presentation wasn't very long, was it?

- (A) No, it wasn't very difficult.
- (B) You're right — it was quite short.
- (C) Thanks, I enjoyed it.

This is a tag question. Choice (B) responds to the question of whether or not the presentation was long.

Wasn't that a fascinating article?

- (A) Yes, he was fascinating.
- (B) It will be over quickly.
- (C) Yes, it was very interesting.

This is a negative question. The questioner believes the article was fascinating, and in (C), the respondent agrees.

There will be a retirement party for Mr. Jones tonight.

- (A) Great — I'd love to come.
- (B) Yes, he did look tired last night.
- (C) The food at the party was very good.

This is a statement. The person making the statement says there will be a retirement party tonight. Choice (A) indicates that the person responding wants to come to the party.

Embedded Questions

This type of question usually begins with one of the following phrases:

Do you know... Do you think... Did you decide... Did you hear... Are you sure...
Did anyone tell you... Have you heard... Can you tell me... Will you let me know...

The embedded question may be an information question:

Sample Questions	Possible Responses
Did you decide where you're going for your honeymoon?	We're going to Tahiti.
Can you tell me how to get to the Continental Express office?	Sorry, I'm not sure where it is.

Responses to this type of question are not simply yes/no answers; they must answer the embedded information question. The embedded portion may be a yes/no question.

These questions are introduced by the words *if* or *whether*.

Sample Questions	Possible Responses
Do you know if Mr. Kwon is in his office?	I believe he is — let me check.
Have you heard whether interest rates will go up again?	I haven't heard anything, but they probably will.

Statements may also be embedded in questions. These statements can be introduced by the word *that*, but it is often omitted.

Sample Questions	Possible Responses
Did you hear that Bill was laid off?	Oh, no — poor Bill!
Are you sure this is a bargain?	Yes, it's the best price I think you'll get.

Alternative Questions

Alternative questions ask listeners to choose one of two (sometimes three) possibilities. They contain the word *or*.

Sample Questions	Possible Responses
Will you arrive in the morning or the evening?	In the morning, I think.
Do you want coffee or tea?	Coffee for me.

Responses to these questions usually name one of the alternatives. Answers may also include the word *either*, *neither*, or *both*. Remember: A yes or no response is not appropriate for an alternative question.

Sample Question	Possible Responses
Do you want milk or sugar in your coffee?	Neither one/Both, please.

Exercise 2.9

Focus: Answering questions with embedded sentences and alternative questions.

Directions: You will hear a number of questions, each followed by three possible responses to the question. For each item, choose the letter of the response that best answers the question.



Now start the audio program.

1. Mark your answer. (A) (B) (C)
2. Mark your answer. (A) (B) (C)
3. Mark your answer. (A) (B) (C)
4. Mark your answer. (A) (B) (C)
5. Mark your answer. (A) (B) (C)
6. Mark your answer. (A) (B) (C)
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10. Mark your answer. (A) (B) (C)
11. Mark your answer. (A) (B) (C)
12. Mark your answer. (A) (B) (C)
13. Mark your answer. (A) (B) (C)
14. Mark your answer. (A) (B) (C)
15. Mark your answer. (A) (B) (C)
16. Mark your answer. (A) (B) (C)

Tag Questions

Tag questions consist of an affirmative statement with a negative tag (... doesn't he?, ... isn't it?, ... haven't you?) or a negative statement with an affirmative tag (... will you?, ... did she?, ... are there?).

Sample Questions	Possible Responses
This is a beautiful beach, isn't it?	It's lovely.
You enjoyed the play, didn't you?	As a matter of fact, I found it boring.
This won't take long, will it?	Just a few minutes.
He didn't miss his plane, did he?	I don't think so.

Expressions such as ... wouldn't you say?, ... don't you think?, OK?, and ... right? are sometimes used in place of negative tags.

Sample Questions	Possible Responses
You remember Rachel, right?	Oh, sure, I remember her well.
This is a good place to camp, don't you think?	Yes, it's a nice spot.

Negative Questions

Negative questions begin with negative contractions: *Doesn't... Hasn't... Aren't...* The expected answer is affirmative, but the actual answer may be either affirmative or negative.

Sample Questions	Possible Responses
Isn't this beautiful weather?	It certainly is.
Weren't you tired after the race?	No, not too tired.

Some negative questions are used in special functions: *Won't you...* is used in invitations.

Sample Question	Possible Response
Won't you come to the party with us?	Sure, I'd love to.

Shouldn't you/we... is used to make suggestions.

Sample Question	Possible Response
Shouldn't you take your umbrella?	No, I think the weather is going to clear up.

Wouldn't you like... is used to make offers.

Sample Question	Possible Response
Wouldn't you like some tea?	Thanks, I'd love some.

Statements (Non-question)

There are many kinds of statements used for announcements, requests, suggestions, or exclamations. These are not questions, but can be responded to in a number of ways: with yes or no responses, or with other statements, etc.

Announcements are statements that are used to give information.

Sample Statement	Possible Response
There's a meeting in 10 minutes in the conference room.	Thanks for letting me know.

Please..., *Let me know if...*, and *I'd appreciate it if...* are used in statements that make requests.

Sample Statements	Possible Responses
Please tell David about the changes.	Okay, I'll email him now.
Let me know if the fax arrives by the end of the day.	I'll call you as soon as I see it.
I'd appreciate it if you could send this package to Singapore.	No problem. I'll mail it right away.

Let's... is used in statements that make suggestions.

Sample Statement	Possible Response
Let's take Mr. Robbins to the new Italian restaurant.	That's a good idea.

A special kind of statement, an exclamation, is used to express surprise, delight, or anger. These types of statements frequently begin with *What (a) + noun*, *What (a) + adjective + noun*, and *How + adjective*.

Sample Statements	Possible Responses
What a mess!	I know. I need to clean today.
What a great day!	Yes, the weather is beautiful.
How hot it is in here!	It is pretty warm.

Exercise 2.10

Focus: Answering tag questions, negative questions, and statements.

Directions: You will hear a number of questions or statements, each followed by three possible responses. For each item, select the best response to the question or statement.



Now start the audio program.

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|----------------------|-------------|-----------------------|-------------|
| 1. Mark your answer. | (A) (B) (C) | 7. Mark your answer. | (A) (B) (C) |
| 2. Mark your answer. | (A) (B) (C) | 8. Mark your answer. | (A) (B) (C) |
| 3. Mark your answer. | (A) (B) (C) | 9. Mark your answer. | (A) (B) (C) |
| 4. Mark your answer. | (A) (B) (C) | 10. Mark your answer. | (A) (B) (C) |
| 5. Mark your answer. | (A) (B) (C) | 11. Mark your answer. | (A) (B) (C) |
| 6. Mark your answer. | (A) (B) (C) | 12. Mark your answer. | (A) (B) (C) |

D. Recognizing Sound/Meaning Distractors

Some responses are incorrect because of problems involving sound and meaning.

Sample Items: Sound/Meaning Problems

Did you catch the plane?

- (A) No, I didn't change my plan.
- (B) Yes, but I almost missed it.
- (C) No, I didn't catch a cold.

The question contains the word *plane*. Choice (A) contains the sound-alike word *plan* and is incorrect. The question also includes the word *catch*. Choice (C) contains the word *catch* too, but it has another meaning (to contract an illness).

How did you hear about this event?

- (A) My brother told me.
- (B) The event is not held here.
- (C) It starts at nine.

Choice (B) contains the word *here*, which sounds exactly like the word *hear* in the question. However, choice (B) does not answer the question. Choice (C) answers the question "When does the event start?"

There are three types of sound/meaning problems:

- Sound-alike words:** The question and one of the responses have words with similar sounds but different meanings (such as *plane* and *plan* in the first sample item).
- Words with multiple meanings:** The question contains a word that has more than one meaning. The word is used one way in the question and another way in one of the responses (*catch* and *catch* in the first sample item).
- Homophones:** The question and one of the responses contain a homophone — a word that has the same pronunciation but a different meaning (*hear* and *here* in the second sample item).

Exercise 2.11

Focus: Identifying distractors based on sound/meaning problems, and choosing correct answers.

Directions: You will hear a number of questions, each followed by three possible responses to the question. For each item, choose the letter of the response that best answers the question.



Now start the audio program.

- | | | | |
|----------------------|-------------|-----------------------|-------------|
| 1. Mark your answer. | (A) (B) (C) | 6. Mark your answer. | (A) (B) (C) |
| 2. Mark your answer. | (A) (B) (C) | 7. Mark your answer. | (A) (B) (C) |
| 3. Mark your answer. | (A) (B) (C) | 8. Mark your answer. | (A) (B) (C) |
| 4. Mark your answer. | (A) (B) (C) | 9. Mark your answer. | (A) (B) (C) |
| 5. Mark your answer. | (A) (B) (C) | 10. Mark your answer. | (A) (B) (C) |

E. Recognizing Other Types of Distractors

Some responses are incorrect for the following reasons:

1. Incorrect verb tense

Where did Jacques go?

- (A) He'll go to the bookstore tomorrow.

The question asks about the past (*did ... go*), but the response involves the future. (*He'll go to the bookstore tomorrow.*)

2. Incorrect person

Do you plan to go with her?

- (A) Yes, she plans to.

The question asks about you, so the response should use the word *I* or *we*. Instead, it incorrectly involves the word *she*.

3. Response to the incorrect type of question

When did Maria leave?

- (A) I think she went to the bank.

The question asks about time (*When ... ?*), but the response provides a destination (*the bank*). This response is incorrect because it answers a *where ... to?* question, not a *when ... ?* question.

Were you here at noon?

- (A) At a restaurant.

The question asks for a yes/no reply, but the response answers an information question. (*"Where were you at noon?"*)

Do you want one scoop of ice cream or two?

- (A) Yes, please.

The question asks the listener to choose between one scoop or two, but the response is a simple affirmative. This is a proper answer for a yes/no question, not for an alternative question.

Exercise 2.12

Focus: Identifying common types of distractors for Part 2 items.

Directions: You will hear a question followed by a response. In each case, the response is an inappropriate one. Choose the category that most correctly explains why the response is not an appropriate one, and mark the blank accordingly.



Now start the audio program.

	Wrong Tense	Wrong Person	Wrong Type of Question
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____
9. _____	_____	_____	_____
10. _____	_____	_____	_____

Review Test Part 2

Directions: You will hear a number of questions or statements, each followed by three possible responses. For each item, select the best response to the question or statement.



Now start the audio program.

- | | |
|-----------------------------------|-----------------------------------|
| 1. Mark your answer. (A) (B) (C) | 16. Mark your answer. (A) (B) (C) |
| 2. Mark your answer. (A) (B) (C) | 17. Mark your answer. (A) (B) (C) |
| 3. Mark your answer. (A) (B) (C) | 18. Mark your answer. (A) (B) (C) |
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| 7. Mark your answer. (A) (B) (C) | 22. Mark your answer. (A) (B) (C) |
| 8. Mark your answer. (A) (B) (C) | 23. Mark your answer. (A) (B) (C) |
| 9. Mark your answer. (A) (B) (C) | 24. Mark your answer. (A) (B) (C) |
| 10. Mark your answer. (A) (B) (C) | 25. Mark your answer. (A) (B) (C) |
| 11. Mark your answer. (A) (B) (C) | 26. Mark your answer. (A) (B) (C) |
| 12. Mark your answer. (A) (B) (C) | 27. Mark your answer. (A) (B) (C) |
| 13. Mark your answer. (A) (B) (C) | 28. Mark your answer. (A) (B) (C) |
| 14. Mark your answer. (A) (B) (C) | 29. Mark your answer. (A) (B) (C) |
| 15. Mark your answer. (A) (B) (C) | 30. Mark your answer. (A) (B) (C) |