

6. Customers are advised to ask for a receipt after paying the bill.
You _____ a receipt after paying the bill.
 7. It isn't necessary to take your own towel to the hotel's swimming pool.
You _____ your own towel to the hotel's swimming pool.
 8. Visitors are allowed to use the school's canteen.
You _____ the school's canteen if you are a visitor.
 9. Passengers with return tickets are obliged to show them to the driver.
If you have a return ticket you _____ it to the driver.
 10. It is essential to register in the office as soon as you arrive.
You _____ in the office as soon as you arrive.
6. Look at the short texts below. Work with a partner and tell each other what they mean.
Use modal verbs.
Example: Please knock before entering → You must knock before you go in.
1. Nothing of value is left in this van at night. _____
 2. Please have ready exact fare for your journey. _____
 3. Dogs must be on a lead. _____
 4. No flight announcements. Please check the flight information screens.

 5. One tablet three times a day after meals. _____



Verbs forms & verb patterns



Some verbs need to have another word (an object) after them: transitive verbs.

Example: to say (something); to take (something)

Some other verbs do not have an object after them: intransitive verbs.

Example: to say; to yawn; to sneeze

Sometimes a verb must be followed by other grammar words or patterns, like:

verb + object	e.g. Let's discuss the plan.
verb + object + question word	e.g. He asked me where to find her.
verb + object + infinitive	e.g. They told us to wait outside.
verb + "that"	e.g. I suggest that you go alone.
verb + object + "that"	e.g. She warned me that it was expensive.

1. Can you describe the verb patterns in these sentences? Match the bold italic parts on the left with the verb patterns on the right.

- | | |
|---|----------------------------------|
| 1. He didn't tell me why she was leaving. → | a. verb + no object |
| 2. The receptionist confirmed my reservation . → | b. verb + object + infinitive |
| 3. They insisted that we stay with them. → | c. verb + object + question word |
| 4. You could send her some flowers . → | d. verb + object |
| 5. Do you want me to leave the room? → | e. verb + two objects |
| 6. Can you move please? → | f. verb + that |

2. Correct the mistakes in these sentences. Two of them are correct.

1. I would like that you leave. → _____
2. Can I apologise my mistake? → _____
3. Please explain me what to do. → _____
4. He suggested me to tell the police about it. → _____
5. I insist you to come. → _____
6. Did you say that the bank was closed? → _____
7. We discussed about my report at the meeting. → _____
8. You never showed me how the DVD player works. → _____
9. Can you persuade her coming to the party? → _____
10. Please tell I am very busy. → _____

3. Complete these sentences so that they make sense.

1. It was getting too cold in the room so I suggested _____.
2. We had to read the book for homework and then discuss _____.
3. If you don't understand the instructions, I will explain _____.
4. She wasn't feeling well, so I advised _____.
5. I didn't know the way but he showed _____.

Some verbs are followed by another verb in an -ing form, e.g. enjoy dancing, avoid drinking.
Some verbs are followed by another verb in a to-infinitive form, e.g. want to stay, hope to be...
Some verbs can be followed by either -ing or to-infinitive form, e.g. like doing / to do something.

4. Choose the correct verb forms to complete the sentences.

1. She decided **to study / studying** abroad.
2. Have you finished **to use / using** the photocopier?
3. He hopes **to finish / finishing** his report by the end of next week.
4. Do you enjoy **to live / living** in the country?
5. I finally managed **to pass / passing** my driving test.
6. I asked him to carry my bags but he refused **to help / helping**.
7. Can you imagine **to work / working** on TV?
8. You should avoid **to drive / driving** in the city centre between 8.00am and 10.00am.
9. She promised **to let / letting** me know the results as soon as possible.
10. Did you remember **to buy / buying** him a present? It's his birthday tomorrow.

5. Complete this letter with the verbs in the box. Put them in the right form (-to infinitive or -ing). Use two of the verbs twice.

become • bring • leave • let • meet • change • see (x2) • come • drive (x2) • tell • write • learn • work

Dear Charlotte,

Thank you for your lovely letter. It was great to hear from you. My news is that I've decided (1) _____ jobs. I finish (2) _____ at Thompsons in two weeks and I am starting with my new company on 1st April. Thompsons didn't want me (3) _____ but Martins, the new company, offered me more money and more prospects for a career. I hope (4) _____ a manager in less than a year.

By the way, I forgot (5) _____ you that I'm learning (6) _____. You see, I am going to drive a lot around the country and the company offered (7) _____ me use one of their cars. It wasn't easy at first because I wanted (8) _____ everything quickly. My teacher said I was a bit dangerous on the road and advised me (9) _____ down. Now I even enjoy (10) _____.

Well, I'm having a party on the 23rd and I'd love (11) _____. I won't be there before 9.00 but if you feel like (12) _____, you're very welcome. And you must promise (13) _____ your new boyfriend! I would really like (14) _____ him. I've got to stop (15) _____ now and rush off to work.

Looking forward to (16) _____ you on the 23rd.

Lots of love,

Anne