

Name: \_\_\_\_\_

## GRAMMAR: Gerunds and Infinitives

### A In each of the sentences, two of the verbs are possible and one is incorrect. Cross out the incorrect verb.

- 1 He ..... to review our complaints procedures.  
a) promised      b) delayed      c) wanted
- 2 I ..... improving interpersonal skills training.  
a) undertook      b) suggested      c) recommended
- 3 I ..... to meet the HR Director.  
a) decided      b) didn't mind      c) arranged
- 4 She ..... to check the redundancy arrangements.  
a) refused      b) failed      c) put off
- 5 We ..... to review our policy for anti-bullying in the workplace.  
a) consider      b) hope      c) plan

### B Match the sentence halves.

|   |   |
|---|---|
| 1 HR <b>recommends</b>                                      | a) to raise the minimum wage.                   |
| 2 The company simply <b>can't afford</b>                    | b) to call me back in a couple of days.         |
| 3 This job <b>involves</b>                                  | c) smoking after the programme.                 |
| 4 The manager seemed impressed by my CV and <b>promised</b> | d) working weekends sometimes.                  |
| 5 Three members of staff <b>stopped</b>                     | e) to follow a directive given by his superior. |
| 6 He was fired because he <b>refused</b>                    | f) using the cheapest form of transport.        |

### C Choose the most appropriate form of the verb to complete the sentences.

- 1 HR's new computer programme has stopped *working* / *to work*.
- 2 She was driving in a hurry, but she stopped *answering* / *to answer* her mobile phone.
- 3 Did you remember *calling* / *to call* HR yesterday?
- 4 I can't remember *offering* / *to offer* you a raise.
- 5 I forgot *telling* / *to tell* you I'd quit my job.