II. HOMEWORK

Exercise 1. Choose the correct answer.

1. The engineers reported that .....machinery has critical problems.
   A. they C. any
   B. some D. a
2. .....for the job must pass a very difficult test.
   A. Applying C. To apply
   B. Apply D. Applicants
3. I need to find .....investors for this business.
   A. any C. yours
   B. some D. yourself
4. Your .....in this matter will be appreciated.
   A. cooperation C. cooperate
   B. cooperating D. to cooperate
5. The recent .....conducted by *Today's Report* showed some surprising results.
   A. researching C. to research
   B. research D. researched
6. The .....will inform you of any changes happening here.
   A. managing C. managed
   B. manager D. manage
7. It costs a lot of money to conduct a(n) .....to find out customers' needs.
   A. office C. survey
   B. ourselves D. equipment
8. The .....was established in 1977 to help poor children in the world.
   A. consultant C. transportation
   B. agreement D. organization
9. It is always better to use public .....during rush hour.
   A. transportation C. appointment
   B. convenience D. agreement

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10. The company is going to hire a .....to help us with our management problems.

A. consultant
C. candidate
B. trainee
D. contractor

Exercise 2. Choose the correct answer.

1. Company representatives spend the whole day answering phones and emails. .....are always busy at work.

A. It
C. We
B. She
D. They

2. The president .....checked the estimated sales figures for the next quarter.

A. him
C. himself
B. he
D. his

3. We are going to experiment with .....analysis on the symptoms of the influenza.

A. she
C. hers
B. her
D. herself

4. A notice should be forwarded to .....bank as soon as possible.

A. you
C. yours
B. your
D. yourself

5. The president hopes that you will call .....immediately to let him know about the results.

A. himself
C. him
B. he
D. his

6. I'm writing again to you on the recommendation of a colleague of .....

A. my
C. me
B. mine
D. myself

7. The government praised .....success in reorganizing and downsizing within a limited time.

A. them
C. their
B. whose
D. those

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8. Employees have to make copies of food receipts and turn .....into the accounting office.

A. they
C. them
B. their
D. themselves

9. As a result of a heavy workload, the payroll department had trouble finishing analysis by .....

A. it
C. itself
B. one
D. oneself

10. Mr. Admin and Ms. Tota devised innovative strategies and .....proved to be useful.

A. we
C. they
B. themselves
D. us

11. You should fill out the forms and return them at .....earliest convenience.

A. you
C. yours
B. your
D. yourself

12. Would you like another .....tea?

A. bowl
C. cup of
B. cup
D. serving of

13. When interviewed, Beverley Kirkpatrick explained that an inquisitive nature as a child made .....interested in studying journalism.

A. she
C. hers
B. her
D. herself

14. Even with our detailed website, many customers prefer to visit our store locations –and see the products for.....

A. they
C. themselves
B. their
D. theirs

15. The Blackwell KV, part of our newest series of headphone, is the most advanced model of ..... kind.

A. its
C. your
B. our
D. their

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Exercise 3. Choose the correct answer.

Hi Marry,

I tried to call you, but there was no answer. I might be a bit late getting home tonight. I'll .....(1).....to

1.

A. can
C. be able
B. could
D. would

cook dinner as I promised, but I won't have time to go to the supermarket. Can you pick up the following items on your way home? I'd really .....(2).....it. I need one kilogram of tomatoes, and a packet

2.

A. appreciate
C. grateful
B. thanks
D. thank you

of spaghetti. You can get a bottle of wine, too. Get whatever you like. I don't mind. Could you also get half a dozen eggs, a bag of flour I think that we have run .....(3)....., I know we have sugar, so you don't need to buy that, and a 100g bar of dark chocolate. Better make that 2 bars.

3.

A. off
C. out
B. into
D. away

Thanks.

See you .....(4).....

4.

A. lately
C. as of late
B. later
D. late

Alex

LIVEWORKSHEETS

Exercise 4. Choose the correct answer.

Many parents worry that their children don't eat properly when they go off to university. While .....(5).....students live off instant noodles, they are not the average according to the results of a recent survey.

5.

A. all
C. some
B. some of
D. almost

Most of the university sophomores surveyed last month said that they cook for themselves at least three times a week. The other days they eat with friends. Many of the students said they take it .....**(6)**.....to cook for each other. On the days that they don't cook, they said that they often eat cereal.

6.

A. in turns
C. in to turns
B. turns
D. turning

This .....**(7)**.....a bad thing. Most cereals these days are fortified with a wide range of vitamins and minerals.

7.

A. is not
C. is
B. cannot
D. has

So although it is not the most appetizing diet, provided they don't .....**(8)**.....too many sugary cereals, it is not a completely unhealthy choice of foods.

8.

A. reject
C. selected
B. chose
D. choose

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