

GRAMMAR

Tick (✓) A, B, or C to complete the sentences.

Example: My parents _____ in China.

- A are born ☐ B were born ☒
C was born ☐

- It's very hot. Would you mind _____ the window?
A you open ☐ B opening ☐ C to open ☐
- 'I've bought a new car.' Joe said he _____ a new car.
A bought ☐ B has bought ☐ C had bought ☐
- In the UK, _____ is banned in all public places these days.
A to smoke ☐ B smoking ☐ C smoke ☐
- 'You must make a complaint.' She said I _____ make a complaint.
A could ☐ B had to ☐ C have to ☐
- 'Do you like working here?' He asked me _____ working there.
A if I liked ☐ B if I did like ☐ C if you liked ☐
- She's really good at _____ names.
A remembering ☐ B to remember ☐
C remember ☐
- 'When were you born?' She asked him when _____.
A was he born ☐ B you were born ☐
C he was born ☐
- I asked the shop assistant _____ me.
A for help ☐ B to help ☐ C help ☐
- The teacher told me _____ talking.
A that I stop ☐ B that I stopped ☐ C to stop ☐
- I hope your job interview goes well. Don't forget _____ lots of questions!
A to ask ☐ B asking ☐ C ask ☐

VOCABULARY

- a Tick (✓) the correct word(s) for the definitions, A, B, or C.

Example: when you can buy things more cheaply

- A sales ☒ B bargains ☐
C discounts ☐

- to wear clothes in a shop before you buy them
A put on ☐ B try on ☐ C fit ☐
- you can find books but not buy them at this place
A bookshop ☐ B library ☐
C outlet store ☐
- you need one of these if you want a refund for something you've bought
A till ☐ B receipt ☐ C price ☐
- when you look good in something you wear, it _____ you
A suits ☐ B fits ☐ C goes with ☐
- a building that's full of many different shops
A department store ☐ B shopping mall ☐
C outlet store ☐

- I hate _____ online – you can't try anything on!
A to shop ☐ B shop ☐ C shopping ☐
- The policeman told me _____ drive so fast.
A to ☐ B not to ☐ C not ☐
- My boss doesn't let me _____ coffee during meetings.
A drink ☐ B to drink ☐ C drinking ☐
- She _____ me that she was French, but she lived in Berlin.
A told ☐ B said ☐ C asked ☐
- 'I'll help you.' He said he _____ me.
A help ☐ B would help ☐ C helped ☐
- 'I spoke to my boss.' He said that he _____ to his boss.
A would speak ☐ B had spoken ☐
C speaks ☐
- 'Are you good at maths?' She _____ if I was good at maths.
A told ☐ B said ☐ C asked ☐
- I'm saving up _____ a new laptop.
A to buy ☐ B for buying ☐ C so I buy ☐
- Can you ask the manager _____ and see us?
A come ☐ B coming ☐ C to come ☐
- I went online _____ what's on at the cinema tonight.
A finding out ☐ B for find out ☐
C to find out ☐

- b Tick (✓) the correct ending, A, B, or C, to form the noun.

Example: attract _____

- A -ion ☒ B -ment ☐ C -ness ☐

- deliver _____
A -al ☐ B -ment ☐ C -y ☐
- argu _____
A -al ☐ B -ment ☐ C -ation ☐
- attach _____
A -ment ☐ B -ing ☐ C -ation ☐
- respons _____
A -ation ☐ B -e ☐ C -ment ☐
- complain _____
A -ation ☐ B -ment ☐ C -t ☐
- achieve _____
A -ment ☐ B -ation ☐ C -al ☐
- explan _____
A -ation ☐ B -ity ☐ C -tion ☐
- compens _____
A -ment ☐ B -ation ☐ C -e ☐

c Tick (✓) A, B, or C to complete the sentences with work words.

Example: You need good _____ to get that job.

A qualifications ☒ B qualities ☐

C qualification ☐

14 Tina's just had a _____! She's a senior manager now.

A resignation ☐ B qualification ☐

C promotion ☐

15 My current job is temporary. I'm looking for a _____ job.

A permanent ☐ B full-time ☐

C part-time ☐

16 That new company looks great. I'm going to _____ for a job there.

A work ☐ B apply ☐ C resign ☐

17 It's a _____ job. I only work three hours a day.

A full-time ☐ B part-time ☐

C temporary ☐

18 In the UK most men _____ when they are 65.

A retire ☐ B resign ☐

C are self-employed ☐

19 Juan was unhappy in his job so he _____ and found another one.

A retired ☐ B was sacked ☐ C resigned ☐

20 Diana's company was doing badly and she was made _____.

A retired ☐ B redundant ☐ C resigned ☐