

1) COMPLETE THE SENTENCES WITH A WORD FROM THE BOX. USE EACH WORD ONCE ONLY

ICON	WEBSITE	CURSOR	PULL-DOWN MENU	REBOOT
SCROLL DOWN	DOWNLOAD	HIGHLIGHT	PASTE	ENGINE

a- The text appears at the position of the flashing _____.

b- Hold down the left mouse button and drag the mouse over the text that you want to _____.

c- If your computer crashes, you may have to _____.

d- To open a document, click on the relevant _____.

e- To transfer text to another document you can copy and _____.

f- If the text you want is below the part you can see, you can _____.

g- Look at the toolbar at the top of the screen and select the option you want from the _____.

h- Connect to the Internet and type out the address to go straight to the _____.

i- If you can't find the information you want on the website, try typing out a key word into the search _____.

j- If you need to get a whole program from the Internet, it can take a long time to _____.

2) COMPLETE THE SENTENCES WITH THE CORRECT PREPOSITION.

a- There's nothing good on the television. Why don't you turn it _____?

b- Can you plug the electric fire _____ for me?

c- Hurry up sir. We're just going to lock _____ for the night.

d- The machine is quite automatic – it does everything _____ itself.

e- We'd better stop for some petrol. We've nearly run _____.

f- The workstation consists _____ a keyboard, a monitor and a printer.

g- This looks like wood but actually it's made _____ plastic.

h- What exactly is a file used _____?

i- Have you saved your accounts file _____ my directory by mistake?

3) MATCH THE WORDS IN **BOLD WITH THE CORRESPONDING PHRASAL VERB.**

a- My car isn't as fast as yours. I won't be able to **STAY NEAR** you. BREAK DOWN

b- This torch doesn't work. The batteries must have **BEEN USED UP**. GO OFF

c- This radio doesn't **RECEIVE** the BBC World Service very well. KEEP UP WITH

d- The car is making a funny noise. I think it's going to **STOP WORKING**. PICK UP

e- I was going to buy a motorbike, but I was **DISCOURAGED** by my parents. RUN OUT

f- People call me on the phone, but then **PUT DOWN THE RECEIVER**. KNOCK DOWN

g- **BE CAREFUL!** You're going to give yourself an electric shock! DO WITHOUT

h- It's difficult to **MANAGE IF YOU DON'T HAVE** a washing machine. HANG UP

i- The letters DVD **MEAN** digital versatile disc, actually. LOOK OUT

j- Without a fridge, fresh food will **BECOME** bad very quickly. PUT OFF

k- They used special equipment to **DEMOLISH** that block of flats. STAND FOR