FIRST! Read Grammar Rules again attentively!!!

Practice! Practice! Practice!

1 **Choose the best endings for sentences 1–8.**

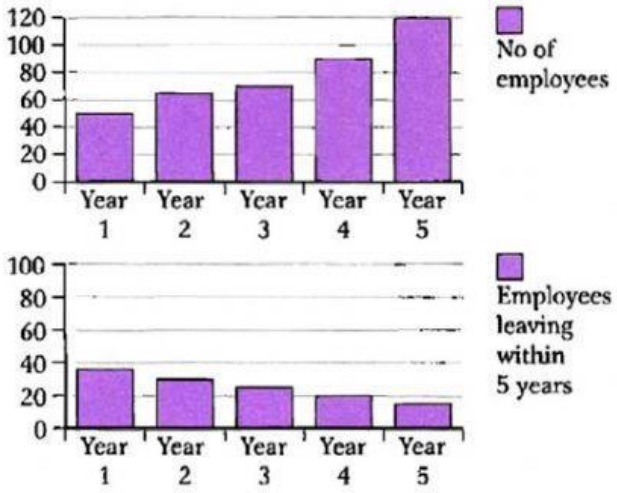
1	Fiona is watching television	(a) because her favourite film star is on. b when she has time.
2	I'm having my lunch	a at one o'clock every day. b early today as I have an appointment.
3	I do the shopping	a at the same time every week. b today for a friend who's ill.
4	What are you doing	a to your sister when she behaves badly? b to your sister? Leave her alone!
5	I wear casual clothes	a at the weekend. b because we're having a party at lunchtime.
6	Teachers work hard	a to get the concert ready for next week. b but they get long holidays.
7	The company's financial situation is improving	a now that it has a new Chief Executive. b when there is greater demand for its products.
8	Serge is thinking of retiring early	a every time something bad happens at work. b because he isn't happy at work any more.

2 **Fill in the gaps with the correct form of the verbs in brackets.**

1 I'm busy right now. I 'm filling in ..... (*fill in*) an application form for a new job.
2 My tutor ..... (*see*) me for a tutorial every Monday at two o'clock.
3 John ..... (*not/study*) very hard at the moment. I ..... (*not/think*) he'll pass his exams.
4 'What ..... (*he/do*)?' 'He ..... (*try*) to fix the television aerial.'
5 Animals ..... (*breathe in*) oxygen and ..... (*give out*) carbon dioxide.
6 Be quiet! I ..... (*want*) to hear the news.
7 In my country we ..... (*drive*) on the right-hand side of the road.
8 My friend Joe's parents ..... (*travel*) round the world this summer, and probably won't be back for a couple of months.
9 The college ..... (*run*) the same course every year.
10 Numbers of wild butterflies ..... (*fall*) as a result of changes in farming methods.

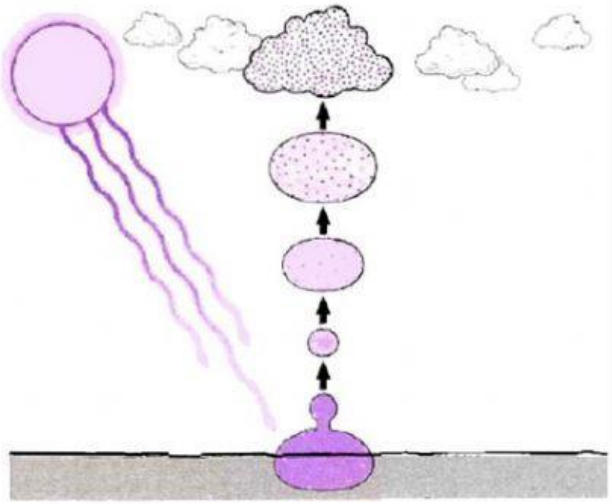
4 **Look at the following extracts. There are six incorrect verbs. Find and correct them.**

Extract A



From the graphs, we are seeing that the number of employees employed by this firm increases each year and the number of employees leaving after less than five years decreases.

Extract B



The sun heats the ground. This is warming the air nearby and the warm air rises into the sky. As the air is rising, it becomes cooler and the water vapour inside it change into droplets of water. These join together to form a cloud.

1 can see
2 .....
3 .....
4 .....
5 .....
6 .....

3 **Fill in the gaps with the verbs in the box in the correct present tense.**

agree	catch up	cause	have	go up	know	think	use

We 1 use energy for three main things: electricity production, heating and transport. For the first two, we 2 ..... options such as solar and wind power, or natural gas. But oil is still the world's number one source of energy, and for transport at least, there is currently no alternative. In China, domestic energy consumption 3 ..... year by year and demand in similar regions 4 ..... fast. We 5 ..... how to use energy more efficiently now than in the past but the worldwide rise in demand 6 ..... concern amongst experts. Some experts 7 ..... that oil supplies will start to fall within the next twenty years. Most experts 8 ..... that we need to find a new source of energy soon.

5 **Fill in the gaps in this model answer with verbs from the box in the past simple.**

Thanks to modern technology, there have been enormous changes in the workplace over the past 100 years.

What are the most significant changes that have occurred and what changes do you foresee in the next 100 years?

allow	be	be	be	invent	increase	lay
mean	own	receive	replace	ride	take	walk

The pace of change in the world of technology is amazing. It **1** wasn't (not) long ago that the postal service **2** ..... our only way to communicate over any distance. It **3** ..... days and sometimes weeks to receive letters from within the same country. As a result, the news in the letters **4** ..... already out of date when people **5** ..... them. In the workplace, this **6** ..... that business was mostly conducted locally, over relatively short distances.

When Alexander Graham Bell **7** ..... the telephone in 1876 it **8** ..... the foundation for the communication systems we have today. The telephone **9** ..... two people to communicate instantly across a great distance. Eventually computers **10** ..... typewriters and dramatically **11** ..... the speed of our daily work life. Nowadays the Internet is an essential part of every business.



However, it is not just communications that have changed. Only 50 years ago most people **12** ..... (not) a car. People **13** ..... to work or **14** ..... bicycles. Changes in travel as well as the increased speed of communications have led to the global business world that we have today.