

Collocations/Expressions

A Complete the blanks with the verbs make or do.

_____ an appointment	_____ an escape	_____ a phone call	_____ fun of
_____ one's best	_____ a guess	_____ progress	_____ a job
_____ better/worse	_____ friends (with)	_____ wonders	_____ a choice
_____ certain/sure	_____ an exercise	_____ an offer	_____ a request
_____ a complaint	_____ a reservation	_____ wrong/right	_____ sense
_____ an experiment	_____ a suggestion	_____ ends meet	_____ a trip/voyage
_____ a decision	_____ matters worse	_____ the most of	_____ /journey
_____ an excuse (for)	_____ harm/damage	_____ noise	_____ a mistake
_____ one's duty	_____ one's homework	_____ well/badly	_____ a favour
_____ an effort	_____ money/a profit	_____ an arrangement	_____ up one's mind
_____ a fool of	_____ a mess (of)	_____ a difference	

B Read the sentences below. Complete the boxes with the verbs make or do and the blanks with prepositions.

- My lawyer advised me to _____ the best _____ this difficult situation.
- Before signing the contract, the client wished to _____ some enquiries _____ the matter.
- The university students are going to _____ research _____ the effects of noise pollution on people.
- Bill wanted to _____ a good impression _____ the company's president.
- The police officer was instructed to _____ a detailed report _____ the strange incident.
- Your plan will only _____ trouble _____ the people you are supposedly trying to help.
- If we _____ good use _____ our resources, we can achieve our goal.
- This ugly furniture does not _____ justice _____ this magnificent house.
- We _____ a considerable contribution _____ the heart foundation every year.
- Why don't you _____ yourself _____ home while I get ready?
- Emissions from factories _____ considerable harm _____ the environment.
- Everyone stepped aside to _____ way _____ the marching soldiers.

C Complete the blanks with the verbs break, change, turn or draw.

_____ shoes	_____ the law	_____ a habit	_____ a promise
_____ sb's heart	_____ trains / buses	_____ direction	_____ a corner
_____ a page	_____ sb's attention	_____ clothes	_____ the subject

D Read the sentences and complete them with the correct form of the verbs break, change, cut or draw.

- I'll try to _____ Ted's mind about leaving his job.
- No one was willing to _____ their silence and help the police with their investigation.
- I decided to make the first move and _____ the ice.
- Cowboys were known to _____ a gun on the slightest of pretexts.
- The famous athlete Jesse Owens _____ four Olympic records in 1936.
- My holiday was _____ short when I broke my leg while skiing.
- Well, to _____ a long story short, our car broke down in the middle of nowhere.

Adverbial Expressions

Complete the sentences with the adverbial expressions in the box below. Use each expression only once.

by and large last but not least every now and then one by one on my own as a matter of fact

- 1 I make an effort to visit my grandparents _____.
- 2 _____, the lottery numbers I had chosen came up on the screen.
- 3 I used a Do-It-Yourself manual and built the tree house _____.
- 4 _____, the final contender is from Venezuela.....
- 5 Most people are, _____, creatures of habit.
- 6 _____, I didn't like the present you gave me.

Phrasal Verbs

Read the sentences on the left and match the phrasal verbs with their definitions on the right by writing the correct number in the box next to each definition.

A MAKE, DO, GROW

- 1 The thieves **made off with** all the precious artefacts in the museum.
- 2 The boy **made up** a ridiculous story about alien abduction to avoid sitting for the exam.
- 3 Let's **make for** the nearest village before it gets dark.
- 4 When the baby was born, we **made** the study **into** a nursery.
- 5 I couldn't quite **make out** what she was saying, as her English was very poor.
- 6 Even though Derek had **made up with** Joanne, the tension between them was still evident.
- 7 Women **make up** a large proportion of the workforce nowadays.
- 8 Ever since my salary cut, I've had to **do without** many little luxuries.
- 9 The management decided to **do away with** the old machinery and modernised the factory.
- 10 When I **grow up**, I want to become a singer.
- 11 We've **grown out of** the childish pranks we used to play on our teachers.

- ☐ go towards
- ☐ invent
- ☐ become an adult
- ☐ transform, convert
- ☐ manage to understand
- ☐ steal and run away
- ☐ become friends again
- ☐ get rid of
- ☐ become older and stop a habit
- ☐ endure the lack of
- ☐ constitute, form, be a member of

B PASS, FILL, LEAVE

- 1 Our neighbour, who was 75 years old, **passed away** a few months ago.
- 2 The legends of this tribe have been **passed down** from father to son over the centuries.
- 3 The old woman **passed out** when she saw the thief.
- 4 I had to **fill in** a five-page application form for a credit card.
- 5 Could you please **fill up** the tank with unleaded petrol?
- 6 Our best player was **left out of** the team due to a knee injury.

- ☐ faint
- ☐ complete
- ☐ die
- ☐ make completely full
- ☐ pass from one generation to the next
- ☐ exclude from

Words with Prepositions

A Complete the blanks with prepositions.

Adjectives	Nouns	Verbs	
dependent _____	an advantage _____	aim _____	cover sb/sth _____ sth
engaged _____ sb	a demand _____	apologise _____ sb	depend _____
equal _____	a difference _____ two	_____ sth	invest _____
independent _____	things	(dis)approve _____	pay _____
married _____	a difference _____ sth	belong _____	rely _____
grateful _____ sb	a difference _____ opinion	borrow _____	spend money/time _____
_____ sth	a disadvantage _____	confess sth _____ sb	sth
	an intention _____ doing	consist _____	waste money/time _____
	sth	contribute _____	sth

B Read the following sentences and complete them with prepositions.

- I found a part-time job so as not to be financially **dependent** _____ my parents.
- The President diplomatically labelled the crisis as a **difference** _____ opinion between the two nations.
- We have **spent** a fortune _____ our new house, but I think it was worth it.
- The **difference** _____ price for the same product can vary considerably from store to store.
- I will always be **grateful** _____ Susan _____ her support during my time of need.
- The **difference** _____ the rich and poor is staggering in most developing countries.
- My sister **wastes** a lot of money _____ clothes she doesn't end up wearing.
- The report on corruption was completely **independent** _____ the government.

Grammar Revision (Infinitive, -ing form)

See Grammar Review page 153

Complete the sentences below with the bare infinitive, the full infinitive or the -ing form of the verbs in brackets. You can use either the Present or the Perfect form.



- We watched the ship _____ (disappear) slowly over the horizon.
- Forgive my _____ (get) so upset about such a trivial matter.
- She begged her brother _____ (lend) her his car, but he refused.
- The children were not accustomed to _____ (live) in a village.
- The thief admitted _____ (steal) the jewels.
- My wife prevented me from _____ (drive), as I was really tired.
- My driving instructor encouraged me _____ (take) the driving test.
- I'm in favour of _____ (keep) the environment clean.
- How about _____ (leave) on Thursday evening?
- That man is believed _____ (cause) the accident.
- They are unlikely _____ (come) home early tonight.
- The traffic was so heavy that it took me three hours _____ (get) to my country house.

Points to remember

- The coffee was too cold for me to drink. ✓
~~The coffee was too cold for me to drink it.~~
 The coffee wasn't hot enough for me to drink. ✓
~~The coffee wasn't hot enough for me to drink it.~~
(No object pronouns after too and enough)
- She objects to staying up late. ✓
(Subject of -ing form same as subject of main verb)
 She objects to **the children/children's** staying up late. ✓
 She objects to **their/them** staying up late. ✓
~~She objects to they staying up late.~~
(Subject of -ing form different from subject of main verb)
- We heard John sing an old song. ✓
(witnessed the whole action)
 We heard John singing an old song. ✓
(witnessed part of an action)
~~We heard John to sing an old song.~~
(Verbs of the senses in Active Voice + bare infinitive/-ing form)
 John was heard to sing an old song. ✓
~~John was heard sing/singing an old song.~~
(Verbs of the senses in Passive Voice + full infinitive)
- The teacher made Judy apologise for lying. ✓
~~The teacher made Judy to apologise for lying.~~
 Judy was made to apologise for lying. ✓

Judy ~~was made~~ apologise for lying.
*(make + bare infinitive in Active Voice,
 make + full infinitive in Passive Voice)*

- Helen used to wake up early. ✓
 Helen is used to waking up early. ✓
 Helen will soon get used to waking up early. ✓
~~Helen is used to wake up early.~~
~~Helen will soon get used to wake up early.~~
(used to + infinitive, be/get used to + -ing form)
- It seems that he hates animals. ✓
 He seems to hate animals. ✓
~~He seems that he hates animals.~~
*(It seems/appears + that-clause
 Subject + seem/appear + full infinitive)*
- It appears that she didn't lose much weight. ✓
 She appears not to have lost much weight. ✓
 She doesn't appear to have lost much weight. ✓
~~She appears to not have lost much weight.~~
- It is likely/unlikely that John is interested in football. ✓
 John is likely/unlikely to be interested in football. ✓
~~It is likely/unlikely for John to be interested in football.~~

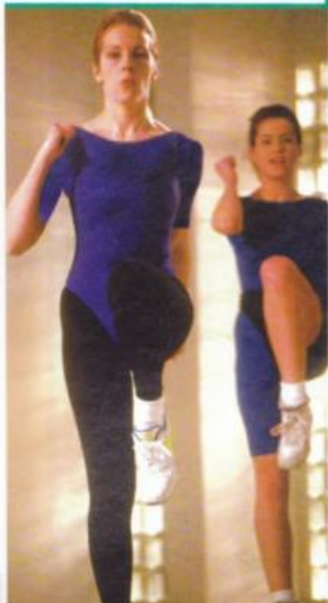
Key Transformations

- It took Susan one hour to dye her hair.
 Susan took one hour to dye her hair.
 Susan spent one hour dyeing her hair.
- She found working long hours difficult.
 She found it difficult to work long hours.
 It was difficult for her to work long hours.
 She had difficulty (in) working long hours.
- I expect that they will arrive soon.
 I expect them to arrive soon.
 They are expected to arrive soon.
- I suggest we plan a surprise party for him.
 I suggest planning a surprise party for him.
 Why not plan a surprise party for him?
 How about planning a surprise party for him?
- I don't see why we should discuss this matter any further.
 There's no point in discussing this matter any further.
 It's no use/good discussing this matter any further.
 It is not worth discussing this matter any further.
 This matter is not worth discussing any further.
- The climbers did not manage to reach the mountain peak.
 The climbers did not succeed in reaching the mountain peak.
 The climbers were not successful in reaching the mountain peak.
 The climbers were unsuccessful in reaching the mountain peak.
- He prevented/stopped his children from going out alone.
 He prevented/stopped them from going out alone.
 He prevented/stopped his children's going out alone.
 He prevented/stopped their going out alone.

Examination Practice

A Read the text below and think of the word which best fits each space. Use only one word in each space.

HEALTHY MIND, HEALTHY BODY



"A healthy mind lives in a healthy body" is a saying that is believed to (1) _____ often been used by the ancient Greeks. Thousands of years later, the same idea still applies. According to health experts, it's advisable to (2) _____ eight to ten glasses of water every day. However, water itself is not enough; a balanced diet is essential, too. A healthy body naturally is the result of (3) _____ exercise. Many people, however, do not like gyms and object (4) _____ going there for different reasons. Some, for instance, say that aerobic sessions are too difficult (5) _____ follow while others claim that gyms are just too expensive. Many people also claim that they have difficulty in (6) _____ time to exercise due to their hectic lifestyle, but the truth is that everyone can make a little time every now and (7) _____. Regardless of the way people choose to exercise, (8) _____ is important to remember that there's no point (9) _____ doing it only for a short period of time. Last (10) _____ not least, having a positive attitude and doing (11) _____ with negative thoughts contributes (12) _____ one's well-being. In short, following this simple advice surely helps in having a healthy mind and body.

B Complete the second sentence so that it has a similar meaning to the first sentence, using the word given unchanged. You must use between two and five words, including the word given.

- 1 John is too immature to make decisions for himself.
mature John is _____ decisions for himself.
- 2 He can't get used to travelling abroad every fortnight.
accustomed He _____ abroad every fortnight.
- 3 He managed to convince me that it was a safe operation.
succeeded He _____ that it was a safe operation.
- 4 Hearing that a war had broken out was a shock to everyone.
shocked Everyone _____ that a war had broken out.
- 5 John told Helen he was sorry he had argued with her.
apologised John _____ with her.
- 6 Nobody liked having a new factory in the area.
objected Everyone _____ a new factory in the area.
- 7 She couldn't afford to buy a laptop computer.
expensive A laptop computer _____ to buy.
- 8 More dustbins have been put around so that people won't throw rubbish in the streets.
prevent More dustbins have been put around _____ rubbish in the streets.
- 9 It would be difficult for me to adjust to a new working environment.
difficulty I would _____ to a new working environment.
- 10 I don't see why we should wait for the blood test results all day.
point There's _____ the blood test results all day.
- 11 He first told his mother about his success in the exam.
know His mother _____ about his success in the exam.
- 12 The police forced the criminal to get into the car.
made The police _____ the car.

Section 2

Words easily confused

Use the correct form of the words in the boxes to complete the sentences in each group A-I below. You may use some of the words more than once. In some cases more than one word may be correct.

A borrow lend let hire rent

- 1 My friends and I _____ a car to travel around the island.
- 2 Can you _____ me some money? I'll pay you back on Friday.
- 3 Some of the rooms in the country house were _____ to tourists for the weekends.
- 4 I _____ money from the bank to buy a house.
- 5 My parents _____ a tutor to help me with Maths.
- 6 The first thing I did when I went to Crete was _____ a house by the sea.

B spend waste save afford

- 1 I have been _____ a lot of money lately on things I don't really need. I usually _____ all my income and don't _____ any money for a rainy day.
- 2 John _____ too much time on the computer and doesn't pay enough attention to his homework. Of course, he can't _____ to be _____ time, especially now that he's got exams.

C bill fare fee fine ticket receipt account discount tax

- 1 The _____ department expects all customers to get a _____ with every purchase they make, otherwise they will have to pay a(n) _____.
- 2 I had to complain to the telephone company about my extremely high phone _____, which I was not prepared to pay. In the end they gave me a(n) _____ and I paid less.
- 3 When he had his wallet stolen, he didn't have any money to pay for his bus _____.
- 4 I bought an airline _____ for Madrid with British Airways.
- 5 _____ is automatically withdrawn from my pay every month.
- 6 Most universities require that tuition _____ should be paid at the beginning of each academic year.
- 7 Sheila got a parking _____ for parking on the pavement.
- 8 My parents have a(n) _____ with the local shop and pay the amount they owe every month.

D salary wage payment income bonus allowance award reward donation

- 1 My _____ gets paid into my bank account every fortnight.
- 2 Steve's parents give him a weekly _____, which he can use any way he likes.
- 3 Some people give _____ to charity organisations.
- 4 Young workers under the age of 21 get the minimum _____ set by the law.
- 5 My _____ from my job isn't sufficient to cover my weekly expenses. Only when I get a(n) _____ as a(n) _____ for excellent results can I afford something special for myself.
- 6 Your car _____ are due on the 10th of each month.
- 7 I received a Young Achiever's _____ for getting the best exam score in the school.

unit 06

E owe own possess keep belong

- 1 Who does this pen _____ to? If no one _____ it, then I'll _____ it.
- 2 Muhammad Ali _____ a lot of strength and speed in the ring.
- 3 They _____ their house, but still _____ some money to the bank.
- 4 He's _____ all his toys in a box in the attic.

F price prize charge value bargain worth tip

- 1 The National Lottery's main _____ was £2 million.
- 2 When eating out, it is advisable to leave a _____ for the waiter.
- 3 The thieves stole millions of dollars _____ of paintings from the gallery.
- 4 The _____ of our house has gone up since we renovated it.
- 5 That restaurant has very reasonable _____. It's certainly _____ for money and _____ visiting.
- 6 My new sofa was a real _____. I got it for half the price.
- 7 You can have the appliances delivered free of _____.

G precious valuable priceless worthless economic economical financial

- 1 Some of Picasso's paintings are _____. Only a billionaire could afford to buy them.
- 2 The police have been guarding the _____ stones on display at the gallery.
- 3 When Rose lost her job, she was in a difficult _____ situation for a while. It didn't help that she hadn't been _____ and not saved a penny while she was employed.
- 4 The country's _____ situation has improved ever since the development of the tourist industry.
- 5 Thank you for your _____ advice. You've helped me a great deal.
- 6 Julie gave away some of her fake jewellery because she thought it was _____ and just took up space.

H loan debt sum amount deposit instalment budget

- 1 We're on a tight _____ this month because we have many expenses. Our housing _____ and car _____ are due in the next few days.
- 2 He had parked illegally and was fined the _____ of £20.
- 3 Could you please tell me the exact _____ I owe?
- 4 Joan went to the bank because she wanted to make a(n) _____.
- 5 He has asked me to lend him money, as he is in _____.

I cheque cash coins currency (bank)notes change

- 1 When we arrived in Indonesia, we exchanged some of our money for local _____.
- 2 I must take all the _____ I've received as _____ to the bank and exchange them for _____ which are lighter.
- 3 When paying by _____, always write your address and sign the back of it.
- 4 I'm paying for the shoes in _____.

Derivatives

The opposites of many English words are formed by adding a negative prefix to the words. The most common negative prefixes are **un-**, **in-**, **dis-** and **mis-**.

- Most words that derive from the same root take the **same** negative prefix as the root word:

approve → **dis**approve approval → **dis**approval
 approving → **dis**approving approvingly → **dis**approvingly

- Sometimes verbs, nouns, adjectives or adverbs deriving from the same root form their opposites with the addition of **different** negative prefixes:

comfort → **dis**comfort (noun) comfortable → **un**comfortable (adjective)
 fortune → **mis**fortune (noun) fortunate → **un**fortunate (adjective)
 equal → **une**qual (adjective) equality → **ine**quality (noun)

- Some words of the same category (verbs, nouns or adjectives) deriving from **one** root form **two** opposites - using two different negative prefixes - but with a difference in meaning:

able (adj) → **un**able (=not able), **dis**abled (=handicapped)
 informed (adj) → **un**informed (=not informed), **mis**informed (=wrongly informed)
 used (adj) → **un**used (=not used), **mis**used (=wrongly/badly used)

un + adjective/adverb → the opposite adjective/adverb

attractive → **un**attractive
 attractively → **un**attractively

un + noun (related to adjective) → lack of the quality described by the adjective

BUT:

able → **un**able
 ability → **in**ability, **dis**ability

certain → **un**certain certainty → **un**certainty

un + verb → doing the reverse of what the verb describes

lock → **un**lock dress → **un**dress

in + adjective/adverb/noun (related to adjective) → the opposite of the original word

efficient → **in**efficient efficiently → **in**efficiently efficiency → **in**efficiency

- The prefix **in-** changes to:
 - il-** before **l**: legal → **il**legal
 - im-** before **m**- and **p**:- mature → **im**mature
 patient → **im**patient
 - ir-** before **r**:- rational → **ir**rational
- The prefix **in-** is **not** used to form opposites of **verbs**.
- The prefix **in-** is not used to form opposites of words beginning with **in-**:
 - interesting → **un**interesting
 - interpret → **mis**interpret
 - integrate → **dis**integrate

dis + verb → the opposite effect or reverse of the process described by the original verb

agree → **dis**agree connect → **dis**connect

dis + noun/adjective/adverb → the opposite of the root word

agreement → **dis**agreement agreeable → **dis**agreeable agreeably → **dis**agreeably
 honesty → **dis**honesty honest → **dis**honest honestly → **dis**honestly

mis + verb → doing what the root describes wrongly or badly

judge → **mis**judge judgement → **mis**judgement

unit 06

Complete the sentences with the correct form of the words in capitals.

- 1 Even though he's twenty years old, he is rather _____.
- 2 Thomas said that he is _____ to attend the meeting because he's ill. I am a little _____ as to whether this is true or not.
- 3 The student was very _____ and answered the question _____, but the teacher asked him to try again.
- 4 He has become rich in a _____ way.
- 5 I didn't correct your essay because your writing was simply _____.
- 6 The teacher expressed her _____ with Tom because he's so _____ in class.
- 7 It was _____ of you to leave the baby _____.
- 8 Unfortunately, many climbers have been _____ in their attempts to climb Mt Everest.
- 9 I detest people who _____ animals or use them in _____ research.
- 10 Driving at speeds of 150 kilometres per hour is not only _____ but also _____.
- 11 Her _____ to help got her into trouble.
- 12 Why do you always have to _____ with what I say?
- 13 She's a very _____ person. She wants everything done immediately.
- 14 Don't sit in that _____ armchair, sit here.
- 15 Are you sure you didn't _____ him? He can't have said that.

MATURE
ABLE
DOUBT
NERVE, CORRECT

HONEST
LEGIBLE
SATISFACTION
OBEDIENT
RESPONSIBLE, ATTENDED
SUCCESS

TREAT, SCIENCE

LEGAL
SAFE
WILLINGNESS
AGREE
PATIENT
COMFORTABLE
UNDERSTAND

Examination Practice

A Read the text below and decide which answer A, B, C or D best fits each space.

PLASTIC MONEY

In the past, people bought goods using (1) _____. They rarely (2) _____ money from financial institutions and only when they had (3) _____ the money, did they buy what they wanted.

Recently, however, there have been great changes in the way people purchase goods. To begin with, some people pay for things by cheque, while others prefer monthly (4) _____, rather than paying the whole (5) _____ at once. Most consumers, though, prefer to buy things using their credit cards. (6) _____, it is thought that there are benefits to having a credit card. Apart from the fact that credit cards are handy, some stores offer bonus points to people making purchases, while others give (7) _____ on certain products.

On the other hand, credit cards must be used wisely because they can prove disastrous. In the long run, consumers find that they can't (8) _____ without their credit cards and constantly rely (9) _____ them, as they are "easy money". As a result, some people lose control of their finances spending more than they should and wind up not being able to (10) _____. So, they end up in (11) _____ and have difficulty (12) _____ it back.

1	A change	B cash	C notes	D currency
2	A lent	B let	C borrowed	D kept
3	A afforded	B owned	C saved	D possessed
4	A sums	B deposits	C budgets	D instalments
5	A amount	B debt	C bill	D cost
6	A Last but not least	B One by one	C By and large	D Every now and then
7	A bargains	B discounts	C tips	D prizes
8	A go	B make	C be	D do
9	A on	B in	C to	D of
10	A make matters worse	B make ends meet	C do their best	D do business
11	A debt	B loan	C charge	D owe
12	A to pay	B to paying	C in pay	D in paying

B Complete the text below with the correct form of the words in capitals.

HOMEWORK

Homework is a part of every student's school life. (1) _____, many of them (2) _____ of the amount of homework they are given, and find it particularly (3) _____ when they have to study a lot before a test. This makes them feel (4) _____ and some even become physically sick when under pressure. Others sometimes find it (5) _____ to complete their homework, which makes teachers believe it's an act of (6) _____.

On the other hand, teachers consider homework (7) _____. They believe students should have a daily schedule to avoid getting (8) _____ and having to hand in (9) _____ homework. Moreover, teachers think (10) _____ amounts of homework put students' future at risk.

FORTUNATE

APPROVE

FAIR

ANXIETY

POSSIBLE

OBEDIENCE

BENEFIT

ORGANISED

COMPLETE

ADEQUATE