

4. _____ communications include emails, texts, memos, letters, documents, reports, newsletters, spreadsheets, etc.
A. Oral **B.** Visual **C.** Non-verbal **D.** Written
5. In the future, people will communicate brain-to-brain, using _____.
A. telepathy **B.** blog **C.** holography **D.** messenger
6. A smile is the most frequent _____.
A. social media **B.** verbal language **C.** facial expression **D.** spoken language
7. _____ are websites where users can freely type to communicate with one another in real time.
A. Message boards **B.** Chat rooms **C.** F2F meetings **D.** Video Conferences
8. It has been almost 30 years since the creation of _____, the Internet face emoticon.
A. painting **B.** code **C.** picture **D.** smiley

V. Underline the correct form.

- Ella promises *to share / sharing* her blogs.
- Johansen finished *to speak / speaking* and sat down.
- CVTV agreed *to integrate / integrating* sign language into their daily news broadcast.
- Do you want *to learn / learning* shorthand in 15 minutes?
- George gave up *to check / checking* Facebook in school time.
- After the break he went on *to paint / painting* the picture.
- I don't mind *to study / studying*, but it's hard to get /getting started.
- We plan *to host / hosting* a video conference but we do not have enough room.
- I intended *to leave / leaving* a note on your desk.
- When you go to a strange community, avoid *to use / using* too much eye contact.

VI. Complete the sentences with the bare-infinitive, to-infinitive or -ing form of the verbs in brackets.

- Can you manage _____ (**finish**) _____ (**type**) the documents by 4 o'clock?
- Teens prefer _____ (**text**) their friends rather than _____ (**talk**) to them in person.
- You need _____ (**learn**) _____ (**manage**) your time more effectively.
- They refused _____ (**let**) us _____ (**check**) in until we paid for excess luggage.
- Emailing is popular, but most teens enjoy _____ (**chat**) Online more than _____ (**email**).
- He would rather _____ (**make**) a phone call than _____ (**send**) an email.

7. Where were you last night? I tried _____ (**call**) you but couldn't _____ (**get**) through.
8. Young children nowadays spend more time _____ (**look**) at screens than _____ (**play**) outside.
9. We stopped _____ (**buy**) some food, and then continued _____ (**drive**) along the Highway 6.
10. It's difficult _____ (**read**) this message. Do you mind _____ (**help**) me?
11. Our English teacher made us _____ (**learn**) fifty new words every week.
12. He decided _____ (**explain**) the problem on the phone instead of _____ (**send**) a letter.
13. Many people dislike _____ (**use**) the public transport system at night.
14. I can't stand _____ (**do**) the washing-up. Could you help me _____ (**do**) it?
15. More and more people today are choosing _____ (**not marry**).

VII. Complete the sentences using the future continuous tense.

1. At 8 p. m tonight, we _____ (**perform**) a new play. Don't miss it!
2. All tomorrow afternoon, I _____ (**work**) on my project, so I won't be able to meet you.
3. _____ (**your friend/ wait**) at the station when you arrive?
4. Don't phone her now; she _____ (**attend**) a video conference.
5. We _____ (**not use**) landline phone in ten years' time.
6. What _____ (**you/ do**) early on Monday night?
7. I know you _____ (not sleep) at 12 p.m. You _____ (**play**) mobile games.
8. _____ (**they/ come**) round for dinner tomorrow evening?
9. Next time Joe writes to you he _____ (**live**) in Australia.
10. This time next week, I _____ (**not work**). I _____ (**start**) my holiday!

VIII. Put the verbs in brackets in the future simple or future continuous.

1. Please don't call me after 3 p.m. I _____ (**have**) a F2F meeting.
2. You are so late! Everybody _____ (**work**) when you arrive at the office.
3. I _____ (**finish**) my homework before I go out tonight.
4. "What the hell? I can't read this message." - "Don't be so serious! I _____ (**decode**) it".
5. The company _____ (**hold**) a video conference at 9:00 next Tuesday.
6. We _____ (**call**) you as soon as we arrive at the airport.
7. I wish I could visit you, but I _____ (**manage**) a very important project.
8. I suppose the weather _____ (**be**) better tomorrow.