

GRAMMAR

- 1 Read the office rules and complete the sentences. Use *have to*, *don't have to* or *can't* and a verb from the sign.

Office rules

Start work on time at 9 a.m.

Book a meeting room for meetings.

Dress well. Wearing a suit isn't necessary, but no wearing jeans.

No listening to music.

No eating food at your desk.

Be kind to your colleagues.

Introduce yourself to new staff.

It's not necessary to bring cake for everyone on your birthday, but it's nice!

- 1 We work at 9 a.m.
- 2 We a meeting room for meetings.
- 3 We a suit.
- 4 We jeans.
- 5 We to music.
- 6 We food at our desks.
- 7 We kind to our colleagues.
- 8 We ourselves to new staff.
- 9 We cake on our birthday.

- 2 Look at the answers and complete the questions.

- 1 Q: Where when you were a child?
A: I lived in a town called Hilden.
- 2 Q: Who to the train station this morning?
A: My wife took me.
- 3 Q: Who dinner at your house?
A: My husband and I cook together most nights.
- 4 Q: When to this area?
A: We moved to this area ten years ago.
- 5 Q: Where spend her weekends?
A: Anna spends her weekends at home.
- 6 Q: What you happy?
A: My family makes me happy.

- 3  The sentences below have a mistake. Choose the best option to correct the mistake.

- 1 We didn't had to study yesterday but we wanted to.
a couldn't b hadn't to c didn't have to
- 2 We couldn't our phones during the wedding last week.
a can't use b couldn't use c couldn't to use
- 3 Jasmine have to start work at 7 a.m. this morning.
a didn't had to b had to c couldn't to
- 4 Why had you to take your car to the garage yesterday?
a did you have b hadn't you c did you had

- 4 Complete the sentences with the present perfect or past simple form of the verbs in brackets.

- 1 I (go) to Sweden, but not Denmark.
- 2 He (never / have) long hair.
- 3 We (meet) our new neighbour yesterday.
- 4 Karen (meet) some interesting people in her new job so far.
- 5 (you / enjoy) your holiday last month?
- 6 Maria (go) to Berlin in 2021.
- 7 Where's Jeff? (he / go) home?
- 8 (you / ever / see) a film outdoors?

- 5 Read the social media post. Choose the correct words to complete the sentences.



Martin Coombes

4 hours ago

I'm visiting Ryde soon. I'd like to take my children to the beach, but I know there are a few beaches in the area. Which one is the ¹best / better?



Dana Gibbs

1 hour ago

Each one is a bit different ²as / from the other, so you could try a different one each day! Bembridge beach is ³quieter than / the quietest, but that's because there are rocks but no sand on the beach. Sandown beach has sand. It's ⁴more popular / the most popular beach in the area, but it's also ⁵busier than / the busiest. It's ⁶further / the furthest away than Bembridge, too. Probably the best beach is Appley Beach. It's similar ⁷from / to Sandown, but it's a bit ⁸quieter / quietest. There are also two good cafés at Appley. One is a little ⁹more expensive than / the most expensive the other but they're both great. Whichever beach you go to, you'll have ¹⁰more fantastic / the most fantastic time.

- 6 Complete the sentences with the words in the box.

feels feeling look looks sounds
smells taste tastes

- 1 This apple delicious! It's so sweet.
- 2 You tired. Did you not sleep well?
- 3 This jumper really soft on my skin.
- 4 This cake lovely. Is there lemon in it? I can't wait to try it.
- 5 I've seen polenta, but I've never eaten it. What does it like?
- 6 Marta like her dad. They've got the same eyes and nose.
- 7 I love Noel's singing – he always amazing.
- 8 I'm not very well today.

VOCABULARY

7 Choose the correct words to complete the phrases.

- 1 **discover / search** for information on the internet
- 2 **explain / expect** a problem to someone
- 3 **discover / plan** a new word in English
- 4 **decide / develop** a new system at work
- 5 **explain / plan** a study day
- 6 **decide / describe** a person
- 7 **expect / search** something to happen
- 8 **decide / discover** on what to eat tonight

8 Match the people (1–8) with the subjects they probably studied (a–h).

- 1 office manager
- 2 actor
- 3 doctor
- 4 museum tour guide
- 5 bank manager
- 6 scientist
- 7 lawyer
- 8 sports person
- a physical education (PE)
- b economics
- c science
- d medicine
- e history
- f drama
- g law
- h business studies

9 Choose the correct words to complete the sentences.

- 1 Please move **away from / over** the fire.
- 2 I'll wait out **outside / together** while you get ready.
- 3 Let's try putting the painting on the wall **above / around** the chair.
- 4 Your T-shirt is **inside-out / together**. You should put it on properly!
- 5 The brothers are all standing **together / towards** over there.
- 6 Kate is the woman over there, standing **beside / inside** the blue car.
- 7 Let's walk all **around / forwards** the park.
- 8 Our daughter loves to jump **into / onto** the table!

10 Write the past participle of each verb.

- 1 give
- 2 swim
- 3 buy
- 4 ride
- 5 see
- 6 drive
- 7 catch
- 8 win
- 9 teach
- 10 drink

11 Complete the conversation with one word in each gap. The first letter is given.

- A: What are you doing this weekend?
 B: I'm going on a weekend 't to Berwick-upon-Tweed.
 A: Oh nice! Where is that?
 B: It's on the 'w to Edinburgh from here.
 A: Is it on the 'b of England and Scotland?
 B: That's right. It's also on the 'c, so we can walk near the sea.
 A: Oh nice! I've been to Carlisle. It's also in the north, but it's on the other 's of the country.
 B: Oh yes, I know it. Anyway, it's a long car 'j to Berwick-upon-Tweed from here. We have to leave straight after work.
 A: Yes, which 'r are you going to take?
 B: I think we'll take the M1 then A1.
 A: Good idea. You could take the A1 the whole way. It's a shorter 'd, but usually has worse traffic, so, the 't time is longer.

12 Complete the forum post with the words in the box.

exciting favourite get
present received special

I've ' some great gifts over the years, but my ' gift didn't cost anything. It was my thirtieth birthday and my friends decided that they wanted to give me something ' So they each took a small piece of paper and wrote me a message. They wrote something they remembered about me from the past. They put thirty of these pieces of paper into a lovely box, along with some old photos. I got this ' at my birthday dinner. It was ' to read each message and look at the photos, because they helped me to remember some funny things from my life. So next time you need to ' someone a gift, think about something that only costs your time. Your friends will love it!

