

بسم الله الرحمن الرحيم

Open University of Sudan

Languages Programme

Intermediate English Grammar

Eng 2103

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UNIT 1

PRESENT CONTINUOUS

A: When do we use the Present Continuous Tense?

The present continuous tense is used to express actions that are happening now, at the time of speaking, and have not finished yet.

It can also be used to explain that actions are not happening now.

Sentence Structure for Present Continuous Tense:

Positive I/We/They/She/ etc..... + is/am/are + verb-ing

Negative I/We/They/She/etc.... + is/am/are + not + verb-ing

Examples:

- I am watching TV.
- She's reading in the garden.
- They are not standing in the rain.

B: Other Common Uses

The present continuous tense is also used to describe longer actions that are happening around now but we might not be doing them at the exact moment of speaking(i.e. referring to actions occurring this day, week, month, year, decade, century, etc...).

Examples:

- Sally is studying really hard for her exams this week.
- I am reading a really interesting book now.
- We are not working hard these days.

Sometimes, the present continuous can be used to indicate that something will or will not happen in the near future, or is or is not planned.

Examples:

- I am seeing my dentist on Wednesday.
- Are you doing anything tonight?
- We aren't going on holiday next week.

It can also be used to describe *changes* occurring around now:

Examples:

- Is your Italian getting any better?
- The world's environment is changing very fast.

UNIT 1

EXERCISES

Exercise 1.1:

What uses of the Present Continuous Tense do these sentences have? Fill in the blanks with **now, around now, near future**.

1. I am playing football tonight. _____
2. I can't play with you now. I am finishing my homework. _____
3. Where are you studying? _____
4. What are you doing these days? Working? _____
5. Sally is taking a bath. _____
6. What are you doing at the weekend? _____
7. Peter and Mary are going out. They met at Adam's party last week. _____

Exercise 1.2:

Put the words in the parentheses in the correct form. Some of these sentences are negatives or questions.

1. (The teacher, explain) _____ grammar to the class now?
2. (Shaza, take, not) _____ a test on the present continuous tense.
3. Did you hear that? I think (the baby cry) _____.
4. (Mahmoud, write, not) _____ his research paper.
5. (Ilham's husband, take) _____ a trip to Tokyo?
6. I know you want to carry everything quickly, but (this box, get) _____ heavier and heavier.
7. (I, check, not) _____ the oil in my car now because the car's engine is too hot. I will check it later when the engine is cold.
8. Osman lost a lot of money in the stock market, so (he, drive, not) _____ his dream car. He is very sad.

Exercise 1.3:

Put the words in the correct order to make sentences in the Present Continuous Tense – positive, negative and questions.

1. looking / am / for/ glasses / I .

2. same / Khadiga / working / you / is / as / for / company / the ?

3. world's / rising / the / is / rapidly / population .

4. economics / Najla / studying / at/ University of Khartoum / is .

5. I'm / do / having / you / party / want / Saturday /- / next / a / come / to ?

UNIT 2

PRESENT SIMPLE

A: When do we use the Present Simple Tense?

The present simple is used when we are talking about things in general, and the action is not always happening at the time of speaking. We use the present simple to refer to actions that happen repeatedly in the past, present and future, and actions that are always true.

e.g. Marwan lives in Khartoum.

This is a repeated action, Marwan lives in Khartoum every day, past, present and future.

Sentence Structure for Present Simple Tense:

<u>Subject</u>	+	<u>auxiliary verb</u>	+	<u>main verb</u>
I/ You /We / They / He , etc...	+	do /does /don't /doesn't	+	verb

For the 3rd person singular (he, she, it), we add **s** to the main verb or **es** to the auxiliary.

e.g. - He **does** not like coffee.

- She **drives** a taxi.

For the verb **to be**, we do not use an auxiliary, even for questions and negatives.

e.g. - I **am** Sudanese (*rather than 'I am (do) Sudanese'*).

Note that with the verb **to be**, we can also use the simple present tense for situations that are not general. We can use the simple present tense to talk about **now**.

e.g. -Safaa **is** not at home.

- You **are** happy.

B: Negatives & Questions

Questions and negative sentences are constructed using **do/does/don't/doesn't**.

Sentence Structure for Present Simple Tense:

NEGATIVES	<u>Subject</u>	+	<u>auxiliary verb</u>	+	<u>verb</u>
	I/ You /We / They / He , etc...	+	don't /doesn't	+	verb

e.g. - **We don't work** at night.

QUESTIONS	<u>Auxiliary verb</u>	+	<u>subject</u>	+	<u>verb</u>
	Do / does	+	I/ You /We / They / He , etc...	+	verb

e.g. - **Do you play** football?

C: Other Common Uses

Present simple can also be used when we wish to describe how *often* we do things.

e.g. - I **go** to bed at 9 o'clock **every night**.

- Mustafa **drinks** tea **twice a day**.

UNIT 2 **EXERCISES**

Exercise 2.1:

Put the correct forms of the verbs into the gaps to complete these statements. Use the **Simple Present** in the statements.

Example: I _____ in the lake. (**to swim**)

Answer: I **swim** in the lake.

1. Khadiga _____ during lessons. (**to dream**)
2. They _____ at birds. (**to look**)
3. Mahmoud _____ home from school. (**to come**)
4. He _____ laptops. (**to repair**)
5. Khalid and Ahmed _____ hello. (**to say**)
6. The cat _____ under the tree. (**to sit**)
7. You _____ water. (**to drink**)
8. She _____ the lunchbox. (**to forget**)

Exercise 2.2:

What's the best word to complete the sentence? Underline the suitable word from the options in the brackets.

1. I _____ in a bank. (work – works – works)
2. It _____ almost every day in Juba. (rain – rains – rains)
3. My life is so boring -- I just _____ TV every night. (watch – watchies – watches)
4. Mahmoud _____ very hard in class, but I don't think he'll pass the course. (try – trys – tries)
5. My mother _____ eggs for breakfast every morning. (fry – frys – fries)
6. The bank _____ at four o'clock. (close – closies – closes)
7. My best friend _____ to me every week. (write – writies – writes)
8. Selma is so smart that she _____ every exam without even trying. (pass – passies – passes)

Exercise 2.3:

Put in the correct verb forms into the gaps to complete the question. Use Simple Present.

Example: _____ they _____ their friends? (**to phone**)

Answer: **Do** they **phone** their

friends?

1. _____ you _____ mineral water? (**to drink**)
2. _____ Sara and Hagir _____ their pets? (**to feed**)
3. _____ your teacher _____ your homework? (**to check**)
4. _____ they _____ in the old house? (**to live**)
5. _____ the cat _____ on the wall in the mornings? (**to sit**)
6. _____ Enas _____ computer games? (**to play**)
7. _____ your parents _____ TV in the afternoon? (**to watch**)
8. _____ your grandmother _____ the phone? (**to answer**)

UNIT 3

PRESENT CONTINUOUS & PRESENT SIMPLE

A: Comparison between Present Continuous (*I am doing*) & Present Simple (*I do*)

The present continuous tense is used to express actions that are happening now, around the time of speaking, and have not finished yet. e.g. She's reading in the garden.

It can also be used to explain that actions are not happening now. e.g. They are not standing in the rain.

The present continuous is used to describe temporary situations.

e.g. Selma is living in London with friends until she moves to Oxford next month.

The present simple tense is used when we are talking about things in general, and the action is not always happening at the time of speaking. e.g. Marwan lives in Khartoum.

We use the present simple to refer to actions that happen repeatedly in the past, present and future.

e.g. Mohamed drives a taxi.

The present simple is used to describe permanent situations that are always true. e.g. Peter has blue eyes.

B: Using 'always' with the Present Continuous (*I am always doing*) and with the Present Simple (*I always do*)

When using the present continuous with *always*, we express actions that are not constant, but are occurring too often or more often than is thought to be reasonable or normal by the speaker.

e.g. "I'm always missing the bus in the morning."

= this means that I miss the bus very often in the morning, *not every time*, but more often than what is reasonable.

"She is always speaking on the telephone."

= this means that she is speaking on the telephone very often, *not every time*, but more often than what is normal.

When using the present simple with *always*, we express actions that are constant and occur repeatedly, every single time.

e.g. "I always take the bus to work."

= this means that I take the bus to work *every time* I go to work.

"He always spends Christmas with his parents."

= this means that he spends *every* Christmas with his parents, *every time*.

C: Special Situations

- Non-action verbs such as **know, believe, love, need, want, remember** and others cannot be used in a continuous form, and we use the simple form instead.

e.g. 'I'm needing a holiday' – WRONG 'I need a holiday' – CORRECT

- Although **think** is usually an action verb, in certain situations, it can be used to mean **believe**; in these situations, **think** cannot be used in its continuous form and we use the simple form instead.

e.g. 'What do you think of the proposal?' – CORRECT

'What are you thinking of the proposal?' – WRONG

- The verbs **see, hear, smell, taste** are all used in their present simple form and not in their continuous forms.

We often use **can** with the verbs **see, hear, smell, taste**.

e.g. 'I can hear someone downstairs.' – CORRECT

'I am hearing someone downstairs.'

– WRONG

There is one exception when **see** can be used in its continuous form and that is when **seeing** is being used to mean **meeting**. e.g. 'She is seeing her parents tonight.' (i.e. 'She is meeting her parents tonight')

- We can use **being** (present continuous form of be) to describe **behaving** or **acting** but only when the behaviour is at that moment : e.g. 'He is being so generous today!' (= this means that he is not usually generous but is behaving in a generous manner around the moment of speaking). This form of **being** cannot be used in other contexts: e.g. 'It is windy today' – CORRECT
'It is being windy today' - WRONG

UNIT 3 EXERCISES

Exercise 3.1:

Present Simple or Present Continuous? Choose the correct form for each verb from the options in the brackets.

1. Don't give Maha any cheese. She _____ it! (hates - is hating)
2. I _____ lunch in the cafeteria every day. (have - am having)
3. I _____ you're crazy! (think - am thinking)
4. Marie-Claude isn't a Canadian. I _____ she comes from France. (believe - am believing)
5. It _____ quite hard — perhaps we shouldn't go out tonight. (snows - is snowing)
6. Salman is rich — he _____ a Mercedes. (drives - is driving)
7. I _____ to Port Sudan next Thursday. Do you want to come? (go - am going)
8. Look! Ali _____ into the water. (jumps - is jumping)
9. You won't find Jamal at home right now. He _____ in the library. (studies - is studying)
10. Once a week, I _____ to an art class at the college. (go - am going)

Exercise 3.2:

Put the verb in brackets in the correct form (present simple or present continuous).

Next week, my friends and I _____ (go) camping in the woods. I _____ (organize) the food, because I _____ (like) cooking. Mahmoud _____ (have) a big car with a trailer, so he _____ (plan) the transportation. Samir _____ (bring) the tent — he _____ (go) camping every year, so he _____ (have) a great tent and lots of other equipment. My wife _____ (think) we're crazy. She _____ (like) holidays in comfortable hotels, so she _____ (take) a trip to Cairo instead.

Exercise 3.3:

Complete the sentences using the words given in brackets. You can only use the Present Simple or the Present Continuous tense.

1. Mary _____ her mother. (never / help)
2. _____ to Kenya every summer. (we / go)
3. Excuse me, but _____ on my foot. (you / stand)
4. _____ books in your free time? (you / read)
5. _____ your homework in the afternoon? (you / do)
6. I can't go now. _____ your dinner. (I / cook)
7. Ali _____ in London. (not / live)
8. Where _____? It's only six o'clock! (you / go)

Exercise 3.4:

Decide whether the Present Simple or the Present Continuous should be used and form correct sentences.

1. _____ (you, understand) what I mean?
2. She _____ (go) to Kassala once a week.
3. The games _____ (start, usually) at 8.00 in the evening.
4. _____ (I, see) a doctor tomorrow.
5. _____ (you, realize) how many people there are?
6. Does Ahmed _____ (work) in human resources?

UNIT 4 PAST SIMPLE

A: When do we use the Past Simple Tense?

The past simple is used to express actions/events that have occurred in the past. These include:

- Actions/events that have started and finished in the past. e.g. She **washed** her car.
- A series of completed actions. e.g. I **went** for a swim then **met** some friends at a restaurant.
- A duration in the past (usually, the duration is indicated in the sentence). e.g. I **worked** there for 5 years.
- Habits in the past. e.g. I **played** football when I was a child.
- Past facts or generalizations. e.g. People **travelled** shorter distances to work in the past.

Regular Verbs: usually, the simple past tense of a verb ends in **-ed**. If the verb ends in **-e**, we normally simply add a **-d** to the verb.

e.g. 'like' -----> '**liked**' 'play' -----> '**played**'

Irregular Verbs: the simple past tense does *not* end in **-ed**.

e.g. 'write' -----> '**wrote**' 'speak' -----> '**spoke**'

B: Questions and Negatives

In questions and negatives, we do not use the past simple tense of the verb; instead, we use:

Did/didn't and **infinitive (talk, play, enjoy, etc...)**

Sentence Structure

Questions: **did/didn't** + **I/he/they/we, etc...** + **infinitive**

e.g. **Did he give** you the money?

Negatives: **I/he/they/we, etc..** + **did/didn't** + **infinitive**

e.g. **He didn't give** me the money.

When the main verb in the sentence is **do**, the same rules apply:

Question: e.g. What **did she do** after the accident? = CORRECT

What **did she** after the accident? = WRONG

Negative: e.g. **She didn't do** anything – she just waited. = CORRECT

She didn't anything – she just waited. = WRONG

C: The Simple Past Tense of 'Be'

The simple past tense of '**be**' is '**was/were**'. '**wasn't/weren't**' are used for negatives. The sentence structure is as follows:

Positives: **I/she/they/we, etc...** + **was/were**

e.g. **I was** there when he arrived.

Negatives: I/she/they/we, etc... + **wasn't /weren't**
e.g. **She wasn't** there when I arrived.

Questions: was/were + **I/she/they/we, etc...**
e.g. **Was she** there when you arrived?

When using **was/were/wasn't/weren't** in negatives and questions, we *do not* use **did/didn't** in the same sentence. e.g. **She wasn't** there when I arrived. = CORRECT

She didn't wasn't there when I arrived. = WRONG

Was she there when you arrived? =CORRECT **Was didn't she** there when you arrived? = WRONG

UNIT 4 **EXERCISES**

Exercise 4.1:

Correct the mistakes in the following sentences:

1. Last night, Samira have pizza for supper.
2. My pet dog was died last month.
3. Yesterday I spend two hours cleaning my living room.
4. This morning before coming to class, Khalid drinks two cups of tea.
5. What was happened to your leg?

Exercise 4.2:

Change the verbs in the following sentence into past tense.

1. Yesterday, I go to the restaurant with a client.
2. We drive around the parking lot for 20 minutes in order to find a parking space.
3. When we arrive at the restaurant, the place is full.
4. The waitress asks us if we have reservations.
5. I say, "No, my secretary forgets to make them."
6. The waitress tells us to come back in two hours.
7. My client and I slowly walk back to the car.
8. Then we see a small grocery store.
9. We stop in the grocery store and buy some sandwiches.
10. That is better than waiting for two hours.

Exercise 4.3:

Paying attention to the correct forms of the bare infinitives, change the following positive statements into questions. For example: He lifted the suitcase. Did he lift the suitcase?

1. She hurried to school.
2. They carried the parcels.
3. You closed the door.
4. I plugged in the lamp.
5. They planned the party.
6. We taught the class.
7. She told a story.
8. They struck a bargain.

UNIT 5

PAST CONTINUOUS

A: When do we use the Past Continuous Tense?

We use the past continuous to indicate that an action in the past was interrupted, i.e. that someone has started an action but it was interrupted before it finished. This can be a real interruption or just an interruption in time.

e.g. I *was writing* the report last night when you called me.

She *wasn't washing* the dishes when he arrived, she *was watching* television.

At 7 o'clock this morning, I *was having* breakfast.

B: Past Continuous and Past Simple

The difference between the past continuous and the past simple is that in the past continuous, the action was interrupted in the past, while with the past simple, the action is completed in the past.

e.g. Past Continuous:

He *was driving* home when he was called back to the police station.

(*he was driving home and the action was interrupted by a telephone call*)

Past Simple:

He drove home after he finished his shift at the police station.

(*the action of driving home was completed*)

We can use both the past simple and the past continuous in the sentence together to describe the event where one action was interrupted by another, *in the past*.

In the examples below, the past continuous is italicized and the past simple is underlined.

e.g. He *was driving* home when he was called back to the police station.

I *was writing* the report last night when you called me.

She *wasn't washing* the dishes when he arrived.

However, when describing that one action occurred *after* another, we use the past simple tense to describe the second event.

e.g. He *was driving* home when he was called back to the police station.

(*the second part of the sentence describes the next event so it is in the past simple tense: he was called back*).

C: Special Situations

Some verbs are not used in the past continuous form, and can only be used in the past simple form. These include: **know, believe, want**.

e.g. I knew about it last night. (*not 'I was knowing about it last night'*).

She believed it was true before she saw the evidence (*not 'she was believing it was true*')

UNIT 5 **EXERCISES**

Exercise 5.1:

Write these sentences in the past continuous form.

1. the snowman / melt / in the sun

2. we / explore / a new territory

3. the secretary / print out / a document

4. the girls / not / concentrate / on the task

5. Salih / not / practise / on the piano

Exercise 5.2:

Put the verbs in the brackets into the past continuous form to complete the sentence

e.g. When I phoned my friends, they (play) *were playing* monopoly.

1. Yesterday at six I (prepare) _____ dinner.

2. The kids (play) _____ in the garden when it suddenly began to rain.

3. I (practice) _____ the guitar when he came home.

4. We (not / cycle) _____ all day.

5. While Haroon (work) _____ in his room, his friends (swim) _____ in the pool.

6. I tried to tell them the truth but they (listen / not) _____.

7. What (you / do) _____ yesterday?

8. Most of the time we (sit) _____ in the park.

Exercise 5.3:

Complete the gaps in the passage with the verbs between brackets in the past continuous or past simple forms.

Last night, while I was doing my homework, Aisha (call) _____. She said she (call) _____ me on her mobile from her biology classroom at University of Khartoum. I asked her if she (wait) _____ for class, but she said that the professor was at the front of the hall lecturing while she (talk) _____ to me. I couldn't believe she (make) _____ a phone call during the lecture. I asked what was going on.

She said her biology professor was so boring that several of the students (sleep, actually) _____ in class. Some of the students (talk) _____ about their plans for the weekend and the student next to her (draw) _____ a picture of a horse. When Aisha (tell) _____ me she was not satisfied with the class, I (mention) _____ that my biology professor was quite good and (suggest) _____ that she switch to my class.

While we were talking, I (hear) _____ her professor yell, "Miss, are you making a phone call?" Suddenly, the line went dead. I (switch) _____ off the phone and went to the kitchen to make dinner. As I (cut) _____ vegetables for a salad, the phone rang once again. It (be) _____ Aisha, but this time she wasn't sitting in class.

UNIT 6

PRESENT PERFECT

A: When do we use the Present Perfect Tense?

We use the present perfect to describe an action that has occurred at an unspecified time before now. However, we *cannot* use a specific time expression with the present perfect tense (such as: last night, when I was a child, yesterday, etc...). We *can* use unspecific time expressions (such as: many, never, lots, etc...) and time expressions of periods that have not finished yet (such as: today, since lunch, etc...).

e.g. I *have lived* in Egypt before – RIGHT

I *have lived* in Egypt last year – WRONG

Sentence Structure for the Present Perfect Tense

Have/has + past participle

The past participle ends in **–ed** (e.g. lived, started, etc...) for regular verbs but varies for irregular verbs (e.g. broken, written, spoken, etc...)

I/you/she/he/they, etc... + have/has + past participle

The use of the present perfect tense is usually connected to an event occurring now (at the time of speaking).

e.g. 'Have you lived abroad before?' 'Yes, I *have lived* in Egypt before'.

Also, the present perfect tense is used to make an announcement or give new information.

e.g. This restaurant *has opened* a new branch in Omdurman.

I have had a haircut.

B: Special Situations

The present perfect can be used with 'just', 'already' and 'yet'.

e.g. I have *already* called her, she is on her way.

The plane has *just* landed at the airport.

He has not called me *yet*.

The present perfect is used to describe events in a period of time continuing from a point in the past until now.

e.g. She has never been to China (*occurred in the past and is still continuing*)

As mentioned above, we can use unspecific time references in these situations (such as 'recently', 'so far', etc...)

e.g. I have recently come back from India.

I have not been successful so far.

We can also use the present perfect with time expressions for periods of time that have not yet finished (such as: today, since breakfast, etc...)

e.g. I have not eaten all day today.

She has made so many phone calls since lunchtime.

UNIT 6 **EXERCISES**

Exercise 6.1:

Put the verbs into the present perfect form.

1. I (not / work) _____ today.
2. We (buy) _____ a new lamp.
3. We (not / plan) _____ our holiday yet.
4. Where (be / you) _____?
5. He (write) _____ five letters.
6. She (not / see) _____ him for a long time.
7. (be / you) _____ at school?
8. School (not / start) _____ yet.
9. (speak / he) _____ to his boss?
10. No, he (have / not) _____ the time yet.

Exercise 6.2:

For each gap in the text, put the verb in brackets into the present perfect tense.

Hamid (be) _____ my friend for over 20 years. We (know) _____ each other since we were children. Recently, he and his family (move) _____ to a house on the same street as me, and now our children play together almost every day.

For the last ten years, Hamid and I (play) _____ for the same football team every Friday. Hamid is a better player than I am, but in the last few months he (have) _____ some trouble with his left knee, and he (find) _____ it hard to play a full game. He (see) _____ the doctor several times about his knee, but the doctor doesn't know what is causing his pain. Hamid (decide) _____ to take a break from football for a while, so that his knee can recover. It's going to be lonely on the team without him!

Exercise 6.3:

Write these as complete sentences. There are two things to think about: first, you will have to get the form of the present perfect correct, and second, you will need to decide whether to use "for" or "since" with the time expression.

1. I / live / here / five years

2. Ali/ be / pilot / 1992

3. We / know / each other / childhood

4. Ten years / Nadia and Fareeda / work / in the same office

5. I / want / play / professional football / I was four

UNIT 7

PRESENT PERFECT CONTINUOUS

A: When do we use the Present Perfect Continuous Tense?

The present perfect continuous tense is used to describe an action that has started in the past and has continued until the present (i.e. the action has stopped at or just before the time of speaking, or is still continuing). It is usually used with certain time expressions such as 'for 2 hours', 'for 5 months', etc..., or more general time expressions (such as: recently, since, etc...).

e.g. I *have been sleeping* for 10 hours. (*the speaker has just woken up after sleeping for 10 hours*)

She *has been talking* on the phone for the past hour. (*this indicates that she is still continuing to talk on the phone*)

He *has been watching* the news since he heard about the murder. (*this indicates that he is still watching the news*)

Sentence Structure of the Present Perfect Continuous Tense

I/she/we/they, etc... + have/has/have not/has not + been + verb -ing

In addition, the present perfect continuous tense can be used to describe repeated actions.

e.g. Mustafa has been taking his family to Spain for holiday for years.

She has been singing at parties since she was 17.

B: Present Continuous and Present Perfect Continuous:

The present continuous describes an action occurring *now*, where as the present perfect continuous describes an action that has *started in the past and continued until now*.

Example

Present Continuous:

He is writing at his desk (*he is currently at his desk, writing*)

Present Perfect Continuous:

He has been writing at his desk for the past 3 hours (*he started writing at his desk 3 hours ago and is still continuing*).

C: Present Perfect Simple and Present Perfect Continuous:

The present perfect simple is used to describe an activity which has just ended or a result of an activity, not the activity itself. The present perfect continuous, on the other hand, describes an action that has started in the past and is still continuing.

Example

Present Perfect Simple:

My mother is feeling much better now. She *has gone* to work this morning. (*because she is feeling better, she has gone to work*).

Present Perfect Continuous:

My mother *has been feeling* much better. (*she is still feeling much better – the action is continuing*).

UNIT 7 EXERCISES

Exercise 7.1:

Choose the correct form to complete each sentence: *have* or *has* for the first gap and *since* or *for* for the second gap.

1. They _____ been discussing the problem _____ one o'clock.
2. The candle _____ been burning _____ two hours.
3. Atif _____ been wearing that blue shirt _____ Friday.
4. The researcher _____ been exploring the territory _____ last December.
5. Judith and her boyfriend _____ been arguing _____ ten minutes.

Exercise 7.2:

Using the words in brackets, complete the text below with the appropriate tenses (present continuous or present perfect continuous).

1. It (rain) _____ all week. I hope it stops by Saturday because I want to go to the beach.
2. Osman (study, at the library) _____ for his English test on Wednesday.
3. You look really great! (You, exercise) _____ at the fitness center ?
4. Amjed, where have you been? We (wait) _____ for you since 1 p.m.
5. A car alarm (ring) _____ somewhere down the street.
6. Dalia's English (improve, really) _____, isn't it?
7. You look a little tired. (You, get) _____ enough sleep lately?
8. I (take, currently) _____ some medicine, so I should feel better in a couple of days.

Exercise 7.3:

Put the verbs into the correct tense (Present Perfect Simple or Present Perfect Continuous)

1. I (play) _____ football for five years.
2. My team (win / only) _____ two matches so far.
3. The others (be / always) _____ better.
4. Are we not there yet? We (walk) _____ for hours.

5. But we (cover / only) _____ an area of five kilometres so far.
6. I (finish/just) _____ my homework.
7. I (work) _____ on this essay since two o'clock.
8. How long (wait / you) _____ for us?

UNIT 8 **HOW LONG HAVE YOU (BEEN)?**

A: Present Simple and Present Perfect:

How long have you (been) questions can be used in the present perfect tense as questions that we use to ask about an action that has started in the past and continues until now.

e.g. *How long have you been at home? (the person addressed is still at home)*

The same wording is used to respond to these questions.

e.g. *I have been at home 2 hours.* – CORRECT

I am at home for 2 hours. - WRONG

The present simple tense describes an action occurring now without reference to when it started.

e.g. *You are at home. (the person addressed is at home at the moment – but the sentence does not show how long the person has been at home).*

B: Present Simple and Present Perfect Continuous:

How long have you (been) questions can also be used in the present perfect continuous tense as questions that we use to ask about an action that has started in the past and continues until now.

e.g. *How long have you been working here? (the person addressed is still working here)*

The same wording is used to respond to these questions.

e.g. *I have been working here for 2 months.* – CORRECT

I am working here for 2 months. – WRONG

The action described can be a repeated action.

e.g. *I have been singing since I was 19.*

The present simple tense describes an action occurring now without reference to when it started.

e.g. *I am working here. (the person addressed is working here at the moment – but the sentence does not show how long the person has been working here).*

C: Present Perfect and Present Perfect Continuous

The present perfect continuous refers to an action that started in the past and is still continuing

e.g. *I have been reading this book for 2 days now.*

The present perfect simple refers to an action that has recently been completed.

e.g. *I have finished my homework.*

The present perfect continuous is used more commonly, however with **live** and **work**, either the present perfect simple or the present perfect continuous can be used.

e.g. *I have been living/have lived in Atbara all my life.*

I have been working/have worked here for 10 years.

When using **always**, we must use the present perfect simple.

e.g. *She has always watched television before going to bed.*

When actions are repeated over time, we can use either the present perfect continuous or the present perfect simple.

e.g. *I've written short stories* since I was a teenager.

I've been writing short stories since I was a teenager.

In negative sentences, we use the present perfect simple.

e.g. *He hasn't called me* for weeks. – CORRECT

He hasn't been calling me for weeks. - WRONG

UNIT 8 **EXERCISES**

Exercise 8.1:

Using the Present Perfect tense, fill in the blanks with the correct forms of the verbs shown in brackets.

For example: We _____ the contest. (to enter)

We have entered the contest.

1. They _____ a pizza. (to order)
2. It _____ to rain. (to start)
3. You _____ the question. (to answer)
4. I _____ the eggs. (to cook)
5. We _____ the sauce. (to heat)
6. He _____ the room. (to clean)
7. She _____ the car. (to start)
8. They _____ on the door. (to knock)
9. You _____ on the lights. (to turn)
10. She _____ them to come. (to ask)

Exercise 8.2:

Fill the gaps with the present perfect simple or continuous.

1. Where have you been? I _____ for ages.(wait)
2. You're covered in dust, Musa. What _____?(do/you)
3. How's Muneera? I _____ her for ages.(see/not)
4. I'm exhausted. I _____ in the garden all day.(work)
5. We've discovered this great cafe and we _____ there a lot.(go)
6. That old house now looks fantastic. The owners _____ it completely.(restore)
7. Hisham has gone to the doctor's. He _____ too well lately.(feel/not)
8. I have to write a 300 word essay. I _____ about half so far.(write)

Exercise 8.3:

Fill in the correct form (Present Perfect Simple or Present Perfect Continuous).

Positive Sentences

1. I (practice) _____ the piano for 30 minutes.
2. Bob (run) _____ 10 km.
3. The children (be) _____ on holiday for six days.

4. The dog (bark) _____ since midnight.
5. We (miss) _____ the bus twice this week.

Negative Sentences

6. You (eat / not) _____ yet.
7. He (speak / not) _____ on the phone for half an hour, just a couple of minutes.
8. They (work / not) _____ since 5 o'clock. They just started an hour ago.
9. We (know / not) _____ them for a long time.
10. She (hang / not) _____ up all the pictures yet.

UNIT 9 **WHEN...?, HOW LONG...?, FOR, SINCE**

A: When...? and How long....?

When....? is used for questions in the past simple tense.

How long....? is used for questions in the present perfect tense.

Examples:

- *When did* you last see her?
- *How long* have you been waiting for?
- *When was* the wedding?
- *How long* has it been since you went there?

B: For and since

For and **since** both refer to the duration of an action. **For** is used when we *state a specific duration* (such as: 3 hours, 4 years, 1 month, etc...). **Since** is used when we state the *beginning or start of a duration* (such as: Friday, January, 1981, etc...) or when we refer to an event or a particular period (such as: *since he was a child – since she was married – since I met him, etc...*).

Examples:

- I've been waiting *for* 30 minutes. OR I've been waiting *since* 2.30 p.m.
- She has been on the phone *for* 1 hour. OR She has been on the phone *since* she heard the news.

We can usually leave out **for** in sentences.

e.g. They have been living here (for) 10 years. (*you can use or drop the word 'for'*).

However, in negative sentences, we cannot leave out the word **for**.

e.g. We haven't been dancing **for** 5 years! (*we must use 'for' in this sentence*).

When wording questions, we use **since** and refer to a particular event or time period.

e.g. How long is it since you finished university?

How long is it since you went back to Dongola?

UNIT 9

EXERCISES

Exercise 9.1:

Write questions starting with 'when' or 'how long' for the following statements.

1. Magda and Ibrahim have been married for 2 years.

2. Sulafa has been in Spain for 6 months.

3. I first met Samira 10 years ago.

4. Rasheed started learning English last week.

5. She has been talking on the phone since 2 p.m.

6. He left the office 10 minutes ago.

7. Nada has been studying for 2 weeks.

8. Safaa has been writing short stories since she was a teenager.

Exercise 9.2:

Each of these present perfect sentences contains a time expression. Select the correct word 'for' or 'since' to complete the sentences.

1. So far, it has rained _____ five hours.
2. Jamila has been a student here _____ March.
3. Mary has kept a diary _____ she was ten years old.
4. They've been married _____ twenty-five years.
5. Nadia has been a professional singer _____ 1989.
6. I have been waiting _____ 4 o'clock.
7. Samar has only been waiting _____ 20 minutes.
8. Tamir and Thuraya have been learning English _____ six years.
9. Farid and Fatin have been learning French _____ 1998.
10. I haven't been on holiday _____ last July.

11. Salwa has been saving her money _____ many years.
12. I haven't eaten anything _____ breakfast.
13. You have been watching TV _____ hours.
14. We have been living here _____ 2 months.
15. I have had a driving licence _____ I was eighteen.

UNIT 10

PRESENT PERFECT AND PAST SIMPLE

A: Differences between the Present Perfect and Past Simple

The present perfect is a present tense and describes an action in the past that is directly related to *now*.

e.g. My stomach hurts. I've eaten too much.

I've worked here since 1999. (*I still work here*)

The past simple refers to an event that started and finished in the past. For events or actions that have occurred in the past where there is no connection to the present, we use the past simple.

e.g. I had too much to eat at lunchtime.

I started work here in 1999. (*we do not know if the speaker still works here now*)

We also use the present perfect to give new information or recent information. For older information we use the past simple.

e.g. He has crashed his car again. – *present perfect*

He crashed his car last month. – *past simple*

If a time period is finished, we use the past simple. If the time period continues until now (such as today, since 1990, etc...), we use the present perfect.

e.g. I've seen 2 movies this week. – *present perfect*

I saw 2 movies last week. – *past simple*

B: Questions: When....? and What time....?

When phrasing questions starting with **when** and **what time**, we use the past simple.

e.g. When did you break the window? – CORRECT

When have you broken the window? – WRONG

UNIT 10

EXERCISES

Exercise 10.1:

Put the verbs in brackets into the correct tense (simple past or present perfect).

Positive Sentences

1. He (leave / just) _____ his house.
2. We (build) _____ a tree house last week.
3. Two years ago, Magda (break) _____ her leg.
4. I (wash / already) _____ the dishes.
5. The other day, our cat (bring) _____ home a mouse.

Negative Sentences

1. We (empty / not) _____ the bin last week.
2. She (be / not) _____ there an hour ago.
3. He (lose / not) _____ any game so far.
4. My brother (pick / not) _____ me up at 8 o'clock.
5. I (make / not) _____ up my mind yet.

Questions

1. (you / see) _____ Bob recently?
2. Who (switch) _____ off the lights a minute ago?
3. When (she / become) _____ a teacher?
4. (you / ride / ever) _____ an elephant?
5. (you / hurt) _____ your knee when you were playing football?

Exercise 10.2:

Using the words in brackets, complete the text below with the appropriate tenses (simple past or present perfect).

Since computers were first introduced to the public in the early 1980's, technology (change) _____ a lot. The first computers (be) _____ simple machines designed for basic tasks. They (have, not) _____ much memory and they (be, not) _____ very powerful. Early computers were often quite expensive and customers often (pay) _____ thousands of dollars for machines which actually (do) _____ very little. Most computers (be) _____ separate, individual machines used mostly as expensive typewriters or for playing games.

Times (change) _____. Computers (become) _____ powerful machines with very practical applications. Programmers (create) _____ a large selection of useful programs which do everything from teaching foreign languages to bookkeeping. We are still playing video games, but today's games (become) _____ faster, more exciting interactive adventures. Many computer users (get, also) _____ on the Internet and (begin) _____ communicating with other computer users around the world. We (start) _____ to create international communities online. In short, the simple, individual machines of the past (evolve) _____ into an international World Wide Web of knowledge.

UNIT 11

PAST PERFECT

A: When do we use the Past Perfect Tense?

The past perfect tense is used when we describe an action that happened before the starting point of the story. Both actions occurred in the past but one action occurred before the other and to describe it, the past perfect tense is used.

e.g. When I got to work, Selma had left on a field visit.

(both events occurred in the past but I got to the work AFTER Selma left for a field visit).

Sentence Structure for the Past Perfect:

I/she/he/they, etc... + had/had not + past participle (left/started/finished, etc...)

Examples

- When she arrived at the airport, *the plane had departed.*
- By the time he arrived at the cinema, *the movie had finished.*
- I asked Mariam to go to the meeting, but *she had already arranged to go to the dentist.*

B: Past Perfect and Present Perfect:

The past perfect is the past of the present perfect of a verb. The past perfect starts and finishes in the past, but the present perfect starts in the past and continues until now or finishes at the time of speaking.

e.g. I have answered this question.- *present perfect*

I had answered this question by the time you arrived. – *past perfect*

Note that we use *have/have not* for the present perfect.

C: Past Perfect and Past Simple

The past perfect describes the action that occurred first in a sequence of 2 actions in the past. The past simple describes the action that occurred second. (In the example below, the past simple is underlined and the past perfect is italicized).

e.g. Was Selma in the office when you arrived?

- No, *she had already left.*

Did Sawsan have lunch with you?

- No, *she had had a late breakfast.*

UNIT 11**EXERCISES****Exercise 11.1:**

Put the verbs into the correct form (past perfect).

1. The storm destroyed the sandcastle that we (build) _____.
2. He (not / be) _____ to Juba before 2006.
3. When she went out to play, she (do / already) _____ her homework.
4. My brother ate all of the cake that our mum (make) _____.
5. The doctor took off the plaster that he (put on) _____ six weeks before.
6. The waiter brought a drink that I (not / order) _____.
7. I could not remember the poem we (learn) _____ the week before.
8. The children collected the orange s that (fall) _____ from the tree.
9. (he / phone) _____ Samia before he went to see her in London?
10. She (not / ride) _____ a horse before that day.

Exercise 11.2:

Complete the sentences using the appropriate tense (present perfect or past perfect).

1. They _____ (live) in Sudan since 1989.
2. He _____ (wait for) for hours.
3. She _____ (work) in this company for ten years.
4. They _____ (go) on a trip to Jamaica before moving to Paris.
5. She _____ (cut) her hair but she didn't like it.
6. Where _____ (be/you) ?
7. They _____ (study) English for 5 years when at university.
8. He _____ (work) here since last spring when he had an accident.
9. We _____ (not go) to Spain since 1981 but he did last year.
10. I _____ (read) this book for 4 hours

Exercise 11.3:

Put the verbs in brackets into the gaps in the correct tense (past perfect or simple past).

- 1) After Fareed _____ (*to spend*) his holiday in Italy he _____ (*to want*) to learn Italian.
- 2) Salwa _____ (*to phone*) Dad at work before she _____ (*to leave*) for her trip.
- 3) Susan _____ (*to turn on*) the radio after she _____ (*to wash*) the dishes.
- 4) When she _____ (*to arrive*) the match _____ already _____ (*to start*).

- 5) After the man _____ **(to come)** home he _____ **(to feed)** the cat.
- 6) Before he _____ **(to sing)** a song he _____ **(to play)** the guitar.
- 7) She _____ **(to watch)** a video after the children _____ **(to go)** to bed.
- 8) After Ibrahim _____ **(to make)** breakfast he _____ **(to phone)** his friend.
- 9) I _____ **(to be)** very tired because I _____ **(to study)** too much.
- 10) They _____ **(to ride)** their bikes before they _____ **(to meet)** their friends.

UNIT 12

PAST PERFECT CONTINUOUS

A: When do we use the Past Perfect Continuous?

We use the past perfect continuous to describe something that started in the past and continued up until another time in the past. Both actions have started and finished in the past. A time expression is usually used with the past perfect continuous.

e.g. They *had been talking* for over an hour before Tarig arrived. (Note that the first action is in the past perfect continuous and the second action is in the past simple).

Examples

- Mohamed wanted to sit down because he *had been standing* all day at work.
- She *had been working* at that company for three years before she got married.

B: Past Perfect Continuous and Present Perfect Continuous:

The past perfect continuous is similar to the present perfect continuous; however, with the past perfect continuous, the duration does not continue until now, it stops before something else in the past. With the present perfect continuous, the action starts in the past and continues until now.

e.g. Mohamed wanted to sit down because he *had been standing* all day at work. – *past perfect continuous*

Mohamed *has been standing* all day at work. He was feeling very tired. – *present perfect continuous*

C: Past Perfect Continuous and Past Continuous:

We usually use the past continuous to talk about an action that was in progress at a particular point in the past, for example: *At 6 o'clock this morning I was sleeping.*

We usually use the past continuous to indicate that a longer action in the past was interrupted. The interruption is usually a shorter action in the simple past. Remember this can be a real interruption or just an interruption in time.

Past continuous emphasizes interrupted actions, whereas past perfect continuous emphasizes duration of time before something in the past.

e.g. I *was watching* TV when she called. – *past continuous*

I *had been watching* TV for an hour when she called. – *past perfect continuous*

UNIT 12

EXERCISES

Exercise 12.1:

Put the verbs into the correct form (past perfect continuous).

1. We (sleep) _____ for 12 hours when he woke us up.
2. They (wait) _____ at the station for 90 minutes when the train finally arrived.
3. We (look for) _____ her ring for two hours and then we found it in the bathroom.
4. I (not / walk) _____ for a long time, when it suddenly began to rain.
5. How long (learn / she) _____ English before she went to London?
6. He (drive) _____ less than an hour when he ran out of petrol.
7. They were very tired in the evening because they (help) _____ on the farm all day.
8. They (cycle) _____ all day so their legs were sore in the evening.

Exercise 12.2:

Fill in the gaps using the past perfect continuous tense of the verbs in the brackets.

1. I left without him last night, but I told him to meet me early because the film started at 8:00. I (try) _____ to get tickets for that movie for months, and I didn't want to miss it.
2. By the time I finally left the coffee house where we were supposed to meet, I (drink) _____ three cups of coffee .
3. I (wait) _____ over an hour.
4. I had to leave because I (arrange) _____ to meet Mohamed in front of the cinema.
5. When I arrived at the cinema, Mohamed (take, already) _____ the tickets and he was waiting for me.
6. He was very upset because he (wait) _____ for more than half an hour.
7. He said he (give, almost) _____ up and (go) _____ into the cinema without me.
9. Mohamed told me I (be) _____ late so many times and that he would not go out with me anymore.
10. He added that he (miss) _____ the best part of the movie because of my late arrival.

Exercise 12.3:

Fill the gaps with the verb in brackets using the past continuous or the past perfect continuous.

1. When I asked Kamal if he wanted to go out, he said he couldn't because he _____ an assignment. (finish)
2. Sarah came into the room panting. She _____ round the park. (jog)

3. Muna wasn't in. She _____ evening class in French.
(attend)
4. I _____ a bath when I suddenly had a great idea. (have)
5. He told me he _____ seriously _____ about finding another
job soon. (think)
6. He _____ about finding a new job for about a year before
he finally got round to it. He's happy now. (think)
7. I _____ a coffee in the Café Royale, when I saw a famous
actor walk past the window. (drink)
8. He _____ asleep by the time the lesson ended. (fall)
9. She told me they _____ there two years when the war began. (live)
10. They _____ their books away, when their friends arrived. (put)

UNIT 13

HAVE and HAVE GOT

A: Have and Have Got

Both are used to describe possession or ownership of an object, relationship to a person(s), illnesses or characteristics. **Have got** is the present tense of **have** and is used more commonly.

Examples

- | | | |
|--------------------------------------|----|--|
| - I <i>have</i> a house in Khartoum. | OR | - I <i>have got</i> a house in Khartoum. |
| - I <i>have</i> a cold. | OR | - I <i>have got</i> a cold. |
| - She <i>has</i> 4 brothers. | OR | - She <i>has got</i> 4 brothers. |
| - He <i>has</i> brown eyes. | OR | - He <i>has got</i> brown eyes. |

For **I/we/they/you**, we use **have/have got**.

For **he/she/it**, we use **has/has got**.

Note that when using **have/have got** for possession, we *do not* use the continuous form (**having/having got**).

e.g. I *am having* a cold. – WRONG

I *am having got* a cold. - WRONG

I *have/have got* a cold. – CORRECT

B: Actions and Experiences

For actions and experiences, we usually use **have** without **got**, and use the continuous or past forms of **have** (**having, had**).

Examples

- | | |
|--|---|
| - I <i>am having</i> a shower.-CORRECT | - I <i>am having got</i> a shower. - WRONG |
| - She <i>is having</i> a good time. | - She <i>is having got</i> a good time. - WRONG |

C: Negatives and Questions

For negatives, we use **have not, have not got**, and **does not**.

e.g. I *haven't got* the keys.

They *haven't* been paid for weeks.

He *doesn't* drive to work.

For questions, we start with one of the following:

- | | | |
|--------------------------------|----|---|
| - Do they/we/I/you have.....? | OR | - Does she/he/it have |
| - Have you/we/they/I got | OR | - Has she/he/it have.....? |
| - Have you/we/they/I | OR | - Has she/he/it.....? → NOT COMMONLY USED |

e.g. Do we *have* some milk in the fridge?

Has she told him yet?

D: Past Tense

The past tense of **have** is **had**, and **had** is usually used without **got**.

Examples

- We *had* a party last week.-CORRECT
- We *had got* a party last week.-WRONG

UNIT 13

EXERCISES

Exercise 13.1:

Complete the following sentences using either 'have' or 'have got'. In some cases both forms are possible.

1. Husaam _____ a beautiful new house in the countryside.
2. _____ (she) any children?
3. I _____ a fantastic apartment in New York when I lived there.
4. Tamir _____ a shower at the moment. Can you call back later?
5. I'm afraid we _____ enough space in the garage.
6. My son _____ breakfast before he goes to school.
7. I think she _____ a new job soon.
8. _____ (you) dinner early or late?
9. _____ (you) time to see me tomorrow afternoon?
10. They usually _____ a lot of free time during the summer.

Exercise 13.2:

Add *have*, *has* or *got* to the following sentences.

Example: I've got some books.

1. They _____ some fruit.
2. He's _____ lots of friends.
3. I'm busy, I _____ got a lot of time.
4. This apartment is great, it's _____ a lot of space.
5. What have you _____?
6. Do you _____ a pen?
7. Have you _____ a pencil?
8. We _____ got any juice.
9. They don't _____ much money, but they've _____ a lot of happiness.

Exercise 13.3:

Write *have* or *has* in the gaps to complete the sentences.

1. I _____ blond hair and blue eyes.

2. Husaam _____ two brothers.
3. They _____ two cats and three rabbits.
4. The man next door _____ had an accident.
5. The new supermarket _____ everything.
6. _____ your father got a nice car?
7. _____ you bought a camera?
8. _____ she got many friends?
9. _____ your mother got blue eyes?
10. _____ you got a ticket?

UNIT 14:

USED TO (DO)

A: When do we use *Used to (do)*:

We use '*used to*' to talk about habitual or regular actions or states in the past that are now finished. We can also use *used to* to describe facts that were true in the past and are no longer true now.

Examples:

I **used to have** a dog when I was a child.

There is no present form of '*used to*'. We cannot say 'I use to have a dog' to describe the present.

e.g. I *used to* have a dog. – *past*

I *have* a dog. – *present*.

B: Questions and Negatives with *Used to*:

Questions are phrased starting with **Did**. Negatives use **did not (didn't)** in the sentence. In both cases, **used to** is changed to **use to**.

e.g. **Did you use to go** swimming when you were at school? – *question*

I **didn't use to like** action films, but I do now. – *negative*

C: *Used to* and *was doing*:

Used to is used to describe repeated actions or habit in the past that have finished.

e.g. I *used to* drink a lot of coffee.

Was doing is used when you are describing an action or event in the past that was interrupted by another action, also in the past.

e.g. I *was drinking* coffee when he arrived at the restaurant.

D: *I am used to* and *used to*

I am used to refers to a current habit or repeated action which the speaker is comfortable with.

(Note: verb-ing).

e.g. I *am used to* reading a book before sleeping every night. – (*I still read a book every night before sleeping*).

Used to refers to habits and actions in the past that have finished.

e.g. I *used to* drive to work every day. – (*I stopped driving the car to work*).

UNIT 14

EXERCISES

Exercise 14.1:

Use the correct word or phrase to complete the sentence.

1. When I was young, I ____ to play a lot of basketball.

– used

- am used

2. I ____ waking up early for my new job.

- used to

- am used to

- | | | |
|--|--------------|--------------------|
| 3. I used to ____ my parents on the weekend. | - visiting | - visit |
| 4. Blackpool in England ____ the most popular tourist destination. | | |
| These days, English people prefer to go abroad. | - used to be | - is used to being |
| 5. Did you ____ to work for this company? | - used | - use |
| 6. She still isn't ____ working at night. | - am used to | - used to |
| 7. Don't worry. You will soon ____ used to cooking for yourself. | - get | - am |

Exercise 14.2:

Complete the sentences using *used to (do)/ be used to*.

1. I _____ have eggs for breakfast.
2. My brother _____ work in a bank.
3. They _____ listening to loud noise because they live in the city centre.
4. There _____ be a bakery in this street.
5. Mr and Mrs Abdallah _____ going to Japan every year.
6. I _____ running 15 miles every day.
7. She _____ working with computers.
8. Amin _____ play football.
9. Ashraf _____ playing video games.
10. You _____ studying English on your own, aren't you?

Exercise 14.3:

Build these sentences.

1. I / get / six. / usually / at / up

2. I / in / live / to / used / Egypt.

3. Dubai / for / lived / years. / I / two / in

4. to / used / not / this / I'm / accent.

5. get / these / to / used / new / shoes. / never / I'll

6. in / I'm / driving / used / to / Kassala.

7. to / Yes / Khartoum / traffic / used / I'm / in / the

8. to / time / It / long / used / to / get / glasses. / these / a / takes

UNIT 15

PRESENT TENSES FOR THE FUTURE

A: Present Continuous for the Future

We often use the present continuous tense to talk about the future. We normally use the present continuous to talk about an action happening in the present, but **if we add a future word**, we can use it to talk about the future (words or expressions like *tomorrow, next week, in June*). The future word may be clearly expressed or understood from the context.

e.g. We are going to Atbara. – *refers to now*
We are going to Atbara tomorrow. – *refers to future*

We normally use the present continuous to talk about the future when we are speaking about future arrangements or plans.

e.g. She is having a party on Saturday.

It is incorrect to use the future tense (**will**) to refer to future plans that have already been made.

e.g. She will have a party on Saturday. – *INCORRECT*
She is having a party on Saturday. – *CORRECT*

B: I am going to (do)

In many situations when we talk about future plans we can use either the present continuous or the 'going to' future. However, when we use the present continuous, there is more of a suggestion that an arrangement has already been made. When using 'going to', it means that there is an intention and a decision has been made to do the action – however, it does not mean that arrangements have already been made.

e.g.
I'm going to see him. – *(I have decided to see him but it is not clear if a plan has been made with the other person yet).*
I'm seeing him later. – *(it indicates that an arrangement or appointment has already been made to see him).*

I'm going to do it. – *(I have decided to do it but it is not clear if I have made plans yet to do it).*
I'm doing it tomorrow. *(it indicates that there is an existing plan to do it tomorrow).*

'going to' is also used when you expect an event or action will happen in the near future because of an event or action in the present. There must be a link to *now*.

e.g.
She *is going to* pass her exams. She has been studying so hard. – *(she is studying hard now so we expect her to pass her exams).*

'going to' can also be used when we want to describe that we intended or decided to 'do something' but did not do it. It is used in conjunction with **was/were**.

e.g.
I *was going to* clean the house but then some guests arrived. – *(I already intended or decided to clean the house but did not do it because I was interrupted by the guests arriving).*

C: Present Simple for the Future

When an event is on a schedule or timetable (for example, a schedule for lessons at a school), we often use the **present simple** to express the future. We usually also use a future word like *tomorrow, at 6.30pm, next week*. The future word may be clearly expressed or understood from the context.

Only a few verbs are used in this way, for example: *be, open, close, begin, start, end, finish, arrive, come, leave, return.*

Examples

- My English lesson *is* at 2 p.m.
- *Tomorrow is* Friday.
- The museum *opens* at 9 a.m.

UNIT 15

EXERCISES

Exercise 15.1:

Complete the sentences using the present simple or the present continuous.

Example: I _____ Sally out for dinner tonight. a) am taking b) take Answer a) is correct.

- | | | |
|---|------------|-------------------|
| 1. The 3 pm train _____ by 4:30 pm. | a) returns | b) is returning |
| 2. The girls and I _____ out tonight. | a) go | b) are going |
| 3. At 8 am, we _____ on the trip to Medani. | a) leave | b) are leaving |
| 4. The return train _____ one hour after the wedding. | a) departs | b) is departing |
| 5. We _____ each other sometime in the future. | a) see | b) are seeing |
| 6. The office _____ a going-away party for me. | a) throws | b) is throwing |
| 7. They _____ a very small wedding at their house. | a) have | b) are having |
| 8. Eid _____ on the 25th of November this year. | a) falls | b) is falling |
| 9. Eating sandwiches every day is boring, so I _____ out today. | a) eat | b) am eating |
| 10. Mr. President, you _____ the Parliament at noon on July 10th. | a) address | b) are addressing |

Exercises 15.2:

Say if the Present Continuous expresses a) an activity happening now or b) a planned future arrangement.

1. It's eight o'clock, Muneera. Are you getting ready for school? _____
2. What time are Amin and Sally coming for dinner tonight? _____
3. Why are you laughing? _____
4. Where's Jamal? He's taking the dog out for a walk. _____
5. What are you doing after school? _____
6. Are you enjoying the lesson? _____
7. She is working late next Friday? _____

Exercise 15.3:

Put in the verbs in brackets into the gaps and form negative sentences in the going to-future.

Example: She _____ her bike in the afternoon. (*not/to ride*)

Answer: She **is not going to ride** her bike in the afternoon. or She's **not going to ride** her bike in the afternoon.

- 1) They _____ the lunch basket. (*not/to pack*)
- 2) I _____ somebody the for directions. (*not/to ask*)

- 3) Rayan _____ Amin's book. (*not/to borrow*)
- 4) We _____ a T-shirt. (*not/to design*)
- 5) I _____ on the red button. (*not/to click*)
- 6) The girls _____ at the boys. (*not/to laugh*)
- 7) Tamir _____ Selma's hair. (*not/to pull*)
- 8) Ahmed and Waleed _____ a song. (*not/to sing*)
- 9) You _____ dinner. (*not/to prepare*)
- 10) He _____ the dog in the garden. (*not/to keep*)

UNIT 16

WILL/SHALL

A: Will

Will has several uses. It can be used to express simple future or a decision to do something in the near future.

e.g. She *will* tell him the news.

Will can also be used with first person pronouns to express ideas such as determination, agreement or offering to do something, promise, threat,

Examples

- I **will** do it, whatever happens (Determination)
- I **will** teach you a lesson. (Threat)
- Yes, I **will** lend you my car for the day. (Agreement to do something)
- I **will** go to the shop and get some milk. (Offering to do something)

The negative of **will** is **will not (won't)**. **Won't** is used to express determination as well as expressing that someone refuses to do something.

E.g. We **won't (will not)** surrender. (Determination)

She **won't (will not)** accept his apology. (Refusal)

Will is used in questions when we are asking someone to do something. e.g. **Will** you please speak up? I can't hear you.

As mentioned before, if plans or arrangements have already been made, we use the present continuous.

e.g. We *are going* to have a party next Saturday. – CORRECT

We *will* have a party next Saturday. – INCORRECT

Will can also be used when we are making predictions about events in the future based on events or actions in the present.

e.g. I think she **will** recover quicker than the doctors think. She looks much better today. – *(because she looks better now, we predict that she will recover more quickly in the future).*

Generally, **will** and **won't** are used with expressions and words such as **think (don't think), probably, expect, sure.**

e.g. I am **sure** she **will** get there on time. It's still quite early.

I **don't think** she **will** get there on time. They close in 10 minutes.

B: Shall

Shall can also be used to express simple future. This is mostly used with **first** person pronouns (**I/we**) and we can use either **will** or **shall in these instances.**

E.g. We **shall** invite them for dinner. - CORRECT

We **will invite** them for dinner. - CORRECT

More commonly, **shall** is used in questions when we are making suggestions or asking someone's opinion.

e.g. **Shall we** go? It's getting late. (Suggestion)

Shall I call her? (Opinion)

The negative of **shall** is **shall not (shan't)**. We can use either **shan't** or **won't** in most instances.

e.g. I **shan't** go out in this weather. – CORRECT

I **won't** go out in this weather. – CORRECT

UNIT 16

EXERCISES

Exercise 16.1:

Using either **shall** or **will** for the first person. Fill in the blanks with the Simple Future of the verbs shown in brackets. For example:

I _____. (to agree)

I shall agree or I will agree.

You _____. (to publish)

You will publish the results.

1. We _____. (to succeed)
2. They _____ the site. (to excavate)
3. He _____ the situation. (to study)
4. We _____. (to hurry)
5. I _____ soon. (to follow)
6. It _____ a surprise. (to be)
7. He _____ us. (to remind)
8. She _____ tomorrow. (to depart)
9. I _____ here. (to remain)
10. They _____ university. (to enter)

Exercise 16.2:

Using either **shall** or **will** for the first person, fill in the blanks with the Simple Future of the verbs shown in brackets. Use **shall** in the first person for questions in which a request for permission is implied. For example:

_____ we _____ now? (to leave)

Shall we leave now?

_____ they _____ France? (to visit)

Will they visit France?

1. We _____ you at the museum. (to meet)
2. _____ you _____ me a pen? (to lend)
3. _____ they not _____ the competition? (to win)
4. She _____ not _____ to come. (to forget)
5. _____ he not _____ the boat? (to sail)
6. You _____ the expedition. (to enjoy)
7. _____ I _____ this? (to order)
8. _____ you not _____ for me? (to wait)
9. We _____ not _____ late. (to be)
10. He _____ us the news. (to send)
11. I _____ not _____ my way. (to lose)
12. _____ they _____ the program? (to watch)

Exercise 16.3:

Use will or shall to fill the spaces in the following sentences. Sometimes either could be used.

1. When you are in bed I . . . be at work.
2. 'What . . . we do now?' 'Wait.'
3. '...we go to the cinema? 'Yes, let's.'
4. Where . . . I be in six years' time, I wonder?
5. By this time next year I . . . be earning my own living.
6. What . . . we do with all the food that's left over?
7. 'Do you know the way? No?' 'Then I . . . show you.'
8. She . . . never do anything you tell her.
9. I . . . not be here next week.
10. I . . . not have to do any cooking for a month. I'm going to a hotel.

UNIT 17

FUTURE CONTINUOUS and FUTURE PERFECT

A: Future Continuous (Will be doing):

Use the future continuous to indicate that a longer action in the future will be taking place.

e.g. I *will be playing* football at noon.

Compared to the future simple (will do):

e.g. She *will go* to dinner with Amina at 8 p.m. – *future simple*

She *will be having dinner* with Amina at 8.15 p.m. – *future continuous*

Compared with past continuous and present continuous:

e.g. They *were working* on their project yesterday. – *past continuous*

They *are working* on their project in the other office. – *present continuous*

They *will be working* on their project later on today. – *future continuous*

For negatives, we use **won't (will not) be doing**.

E.g. We *won't be watching* the movie tonight. We have a doctor's appointment.

For questions, we are usually asking about future plans or arrangements. Usually, this is followed by a request.

e.g. '*Will you be watching* the movie later on tonight?'

'Yes'

'Could I come and watch the movie with you?'

B: Future Perfect (Will have done):

The future perfect expresses the idea that something will occur before another action in the future.

It can also show that something will happen before a specific time in the future.

e.g. By next November, I ***will have received*** my promotion.

For questions, we are usually wondering if an event in the future would have taken place before another event in the future.

e.g. ***Will*** she ***have learned*** enough Chinese to communicate before she *moves* to Beijing?

Compared with past perfect and present perfect:

e.g. By age 20, I *had been divorced*. – *past perfect*

I *have been divorced* for 4 years. – *present perfect*

By next year, I *will have been divorced* for 5 years. – *future perfect*.

UNIT 17

EXERCISES

Exercise 17.1:

Fill the gaps with the verb in brackets using the future continuous tense.

1. If I know my brother, he _____ hard about what to do next. (to think)
2. What _____ you _____ in a year from now? (to do)

3. Before long, he _____ you for more money again. (to ask)
4. Just you wait. She _____ you every night before you know it. (to telephone)
5. If I know my boss, she _____ better sales figures than that. (to expect)
6. If you go now, you _____ around for ages without a doubt. (to wait)
7. Andrew _____ to hear all the news about Sandra. (to want)
8. This time tomorrow, we _____ on a train to Barcelona. (to sit)

Exercise 17.2:

Fill in the verbs in brackets in the Future Perfect. Example:

He _____ the suitcase by tomorrow. (*to pack*) Answer: He *will have packed* the suitcase by tomorrow.

1. We _____ the washing by 8 o'clock. (*to do*)
2. She _____ Paris by the end of next year. (*to visit*)
3. I _____ this by 6 o'clock. (*to finish*)
4. She _____ this with her mother tonight. (*to discuss*)
5. The police _____ the driver. (*to arrest*)
6. They _____ their essay by tomorrow. (*to write*)
7. Khalid _____ the teams. (*to manage*)
8. If we can do that - then we _____ our mission. (*to fulfil*)

Exercise 17.3:

Using the words in brackets, complete the text below with the appropriate tenses (Simple Future or Future Continuous).

1. Sandra: Where is Ahmed going to meet us?
 Mohamed: He (wait) _____ for us when our train arrives. I am sure he (stand) _____ on the platform when we pull into the station.
 Sandra: And then what?
 Mohamed: We (pick) _____ Amira up at work and go out to dinner.
2. Mamoum: If you need to contact me next week, I (stay) _____ at the Meridien Hotel.
 Sally: I (call) _____ you if there are any problems.
 Mamoun: This is the first time I have ever been away from the kids.
 Sally: Don't worry, they (be) _____ fine.
3. Fatima: Oh, look at that mountain of dirty dishes! Who (wash) _____ all of those?
 Jamal: I promise I (do) _____ them when I get home from work.
 Fatima: Thanks.
 Jamal: When you get home this evening, that mountain will be gone and nice stacks of sparkling clean dishes (sit) _____ in the cabinets.

UNIT 18

'WHEN' and 'IF': FUTURE TENSE

A: When- Clauses:

When is an expression for a time in the future. **Will** can be used in **when** sentences but never in the same part of the sentence.

e.g. I *will* call you *when* I get there. – CORRECT

I *will* call you *when* I *will* get there. – INCORRECT

Other words that refer to time expressions include **before, until, til, after, while, as soon as**. The same rule applies: we cannot use **will** in the same part of the sentence.

e.g. She *will* come to see us *after* she returns. – CORRECT

She *will* come to see us *after* she *will* return. – INCORRECT

Note that we use the present tense (present perfect or present simple) of the verb with **when, before, until, til, after, while, as soon as**.

In the examples above, look at the verbs *get* and *return*.

Further examples:

- He *will* visit me *as soon as* he *arrives*. OR - He *will* visit me *as soon as* he *has arrived*.
- They *will* call us *while* they are in Khartoum.
- I *will* wait *until* the shop opens. OR - I *will* wait *until* the shop *has opened*.

In the examples above, you can see that we cannot use the present perfect with **while** because both events occurred at the same time (*they call and they are in Khartoum*). The present perfect requires that one event finishes before the other occurs.

B: If- Clauses:

If usually refers to a possibility. **When** refers to an event or action that is sure to happen.

e.g. *When* I got out, I'll get you some milk. – (*I am planning to go out, so this is a sure event*).

If I go out, I'll get you some milk. – (*I am not sure, I might go out – this is a possibility*).

Examples:

- *If* I fail this exam, I will have to repeat the year.
- I will call her *if* I decide to go out later.
- *If* you have some time, could we talk in my office?

UNIT 18**EXERCISES****Exercise 18.1:**

Combine the two sentences into one sentence by creating an adverbial clause with *when* or *while*.

1. I was making dinner. My sister was watching television.

2. We were watching the movie called "King Kong". A friend came over.

3. We were watching the movie. We were laughing about its unlikely story.

4. Then the movie ended. We turned off the TV.

5. I was talking on the phone. My friend was reading magazines.

6. My friend stood up to leave. It was midnight.

7. He touched the door knob. (first activity) We heard a thud on the roof. (second activity)

8. He opened the front door. (first activity) We saw nothing but leaves and branches. (second activity)

Exercise 18.2:

Put the verbs in brackets into the gaps. Use the *will*-future in the main clauses.

Example: If I (*to go*) to the cinema, I (*to watch*) an interesting film.

Answer: If I **go** to the cinema, I **will watch** an interesting film.

- 1) If I (*to study*), I (*to pass*) the exams.

- 2) If the sun (*to shine*), we (*to walk*) to the town.

- 3) If he (*to have*) a temperature, he (*to see*) the doctor.

- 4) If my friends (*to come*), I (*to be*) very happy.

- 5) If she (*to earn*) a lot of money, she (*to fly*) to New York.

- 6) If we (*to travel*) to London, we (*to visit*) the museums.

- 7) If you (*to wear*) sandals in the mountains, you (*to slip*) on the rocks.

- 8) If she _____ **(to forget)** her homework, the teacher _____ **(to give)** her a low mark.
- 9) If they _____ **(to go)** to the disco, they _____ **(to listen)** to loud music.
- 10) If you _____ **(to wait)** a minute, I _____ **(to ask)** my parents.

UNIT 19

CAN, COULD and (BE) ABLE TO

A: Can

Can is a modal auxiliary verb that is used to express ability or opportunity, to request or offer permission, and to show possibility.

In this unit, we will study the uses of **can** to say when something is possible or to show when someone has the ability to do something.

Can is always used with the bare infinitive (i.e. the infinitive without 'to').

e.g. 'I **can** ride a horse.' We *cannot* say 'I **can to** ride a horse.'

The sentence structure for using **can** is as follows: **subject + can + main verb** (*in bare infinitive*)

Examples:

- He **can** play tennis. (*ability*)
- We **can** stay with my brother when we are in Juba. (*opportunity*)

The negative of **can** is **can't** (=cannot): e.g. I **can't** hear you. (I **cannot** hear you.)

B: Could

Could is a modal auxiliary verb used to express possibility or general ability as well as to make suggestions and requests.

In this unit, we are going to study the uses of **could** to show ability or to say that somebody had the permission to do something.

Could is always used with the bare infinitive (i.e. the infinitive without 'to').

e.g. 'I **could** play tennis.' We *cannot* say 'I **could to** play tennis.'

The sentence structure for using **could** is as follows: **subject + could + main verb** (*in bare infinitive*)

Examples:

- I **could** run ten miles in my twenties. (*ability*)
- We **could** do what we wanted. (*permission*)

Sometimes, **could** is the past of **can**. e.g. 'I **could** speak Chinese when I was a kid' *instead of* 'I **can** speak Chinese'.

Could can also be used in the present tense, e.g. 'John **could** be the one who stole the money' or the future tense, e.g. 'John **could** go to jail for stealing the money'.

The negative of **could** is **couldn't** (=could not): e.g. I **couldn't** hear you. (I **could not** hear you.)

C: (Be) able to:

(Be) able to is **not** a modal verb. It is simply the verb **be** plus an adjective (**able**) followed by the infinitive. We look at **(be) able to** here because we sometimes use it instead of **can** (*present*) and **could** (*past*).

(Be) able to is used to express the ability to do something. The sentence structure for using **(be) able to** is as follows: **subject + be + able + infinitive**, e.g. 'I **am able to** drive.'

Can and **could** are used more commonly but because they only apply for present and past sentences, sometimes **(be) able to** must be used.

e.g. 'She might **be able to** come to the party' *instead of* 'She **can** come to the party' or 'She **could** come to the party'. Each sentence has a different meaning.

Examples:

- I **have been able to** swim since I was five. (*present perfect*)
- You **will be able to** speak perfect English very soon. (*future simple*)
- I would like **to be able to** fly an aeroplane. (*infinitive*)
- We **were able to** pick her up on the way here. (*past simple*).

UNIT 19

EXERCISES

Exercise 19.1:

Complete the sentences with **can, can't, could** or **couldn't**.

1. I _____ speak Swedish, but maybe I'll learn someday.
2. In 1800, nobody _____ travel into space yet.
3. I'm afraid I _____ come to your party next week.
4. I'm not in a hurry. I've got plenty of time. I _____ wait.
5. I was feeling terribly sick yesterday. I _____ eat anything.
6. When Omar was 16, he was a fast runner. He _____ run 200 metres in 22 seconds.
7. I never learned how to swim, so I _____ swim very well.
8. They _____ go. The weather was too bad.
9. She's singing in the shower. I _____ hear her.
10. Awatif is on a diet. She _____ eat that cake.

Exercise 19.2:

Complete the sentences with **can, could** or **was able to**.

1. The bicycle chain broke but luckily I _____ repair it.
2. When I opened the door I _____ smell gas.
3. I was walking along the street and suddenly I _____ see smoke coming from the church tower.
4. Peter had flu all week but on Saturday he _____ play in the match.
5. The driver saw the dog in the middle of the road and he _____ stop just in time.
6. I _____ swim to the shore when the ship sank.

Exercise 19.3:

Write the phrases in brackets in their correct forms into the gaps.

Example: Yesterday I _____ a film, today I can't. (*can/to watch*)

Answer: Yesterday I **could watch** a film, today I can't.

- 1) Last week we _____ swimming, this week we can't. (*can/to go*)
- 2) Maybe the Smiths _____ a new house next year. (*can/to build*)
- 3) If you try hard, you _____ your examinations. (*can/to pass*)
- 4) When I was five, I _____. (*not/can/to swim*)
- 5) Dennis _____ the trumpet after four months. (*can/to play*)
- 6) Luke has passed his driving test, now he _____ a car. (*can/to drive*)
- 7) For three weeks I _____ to him on the phone. (*not/can/to speak*)
- 8) Alex _____ his homework when his desk is in such a mess. (*not/can/to do*)
- 9) They were so busy, they _____ me a text message. (*not/can/to write*)

UNIT 20

COULD and COULD HAVE

A: Could (do):

Could is a modal auxiliary verb used to express possibility or general ability as well as to make suggestions and requests. In earlier units, we looked at the uses of **could** to show ability or to say that somebody had the permission to do something, as well as in situations when **could** is the past of **can**.

In this unit, we will look at the uses of **could** to express possibility and to make suggestions either in the present or the future.

e.g. I *could* drop you off on my way to work.

In these situations, we can also use **can**, but **could** is preferable if we are not sure we can do what we say.

e.g. I *could* lend you the money. (*less sure*)

I *can* lend you the money. (*more sure*)

Further Examples:

- She *could* use my car.
- He *could* ask his friend for help.

B: Could have (done):

Could have is used to express an event or action that was possible in the past, but did not happen.

e.g. I *could have* met you if I had known you were in Khartoum. (*there was a possibility but it did not happen*).

Could have (done) means **would have been able to** in many situations.

e.g. I *could have* met you if I had known you were in Khartoum.

I *would have been able to* meet you if I had known you were in Khartoum.

Further Examples:

- She *could have* told me when she was here. Why didn't she?
- They *could have* lent you some money if they knew about the problem.

UNIT 20

EXERCISES

Exercise 20.1:

Complete the following sentences, using the verbs in brackets with could. For example:

If he wanted to, he _____ how to sail a boat. (to learn)

If he wanted to, he could learn how to sail a boat.

If we _____ anywhere, we would visit Greece. (to travel)

If we could travel anywhere, we would visit Greece.

1. If I _____ you, I would be glad to do it. (to help)
2. If she played the piano, she _____ your singing. (to accompany)
3. We _____ before dawn if we made all our preparations tonight. (to depart)
4. He would be thrilled if he _____ to ride a horse. (to learn)
5. If she came with us, we _____ her all the sights. (to show)
6. If they gave us their address, we _____ them a card. (to send)
7. He would move at once if he _____ a better place to live. (to find)

Exercise 20.2:

Make suggestions. Use COULD.

1. What should we have for dinner tonight? (fish).

2. When should we go and see Tom? (on Friday).

3. What should I give Mamoun for his birthday? (a book).

Exercise 20.3:

Use COULD HAVE. Answer the questions in the way shown.

Example:

"Did you go to the movies?"

"No. We **could have gone to the movies, but we decided not to.**"

1. "Did you go to the concert last night?"

"No. We _____".

2. "Did John take the exam?"

"No. He _____".

3. "Did you buy a new car?"

"No. I _____".

UNIT 21

MUST and CAN'T

A: Present Tense

Must is used when we are sure something is true, essential or necessary.

In this unit, we will study how to use **must** when we are sure something is true. We will cover the other uses of **must** in further units.

Examples:

- 'He **must** be at work, it's 10 o'clock.' (*the speaker is certain since work starts at 9 o'clock*)
- 'That **must** be Jerry. They said he was tall with bright red hair.'
- 'This **must** be the right restaurant. There are no other restaurants on this street.'

Can't is used when we are sure something is not possible, to express inability or when something is prohibited. It is a contraction of **cannot** and is usually used in spoken English.

In this unit, we will study how to use **can't** when we are sure something is not possible.

Examples:

- 'She **can't** be at home. I tried calling her and there was no answer.'
- 'He was in Medani one hour ago when I spoke to him. He **can't** be here yet.'
- 'He **can't** be coming to the party. He has a very bad flu.'

Sentence structures using **must** and **can't**:

I/you/he/she, etc...	must can't	be (at home/thirsty/ill, etc...) be (going/sleeping/looking, etc...) do/have/know/go , etc...
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B: Past Tenses

For the past tense, we use **must have (done)** and **can't have (done)**.

Examples:

- 'I called her but there was no answer. She **must have** left for Kassala already.'
- 'I can't find my car keys. I **must have** left them in the office.'
- 'Omer passed his exams with excellent grades, despite not having prepared for it. The exam **can't have** been very difficult.'
- 'Najwa did the opposite of what I asked her to do. She **can't have** understood what I said.'

Sentence structures using **must have** and **can't have**:

I/you/he/she, etc...	must can't	have	been (at home/thirsty/ill, etc...) been (going/sleeping/looking, etc...) done/had/known/gone , etc...
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Couldn't have can be used instead of **can't have**. Examples:

- The exam **couldn't have** been very difficult.
- She **couldn't have** understood what I said.

UNIT 21

EXERCISES

Exercise 21.1:

Insert **must** or **can't** in the blank spaces.

Example: 'He was in Medani one hour ago when I spoke to him. He **can't** be here yet.'

1. You've been working all night long. You _____ be tired.
2. That doctor _____ be pretty famous in the town. Everyone knows him.
3. That restaurant _____ be very good. It is always empty.
4. Despite his wife's illness, the baby was delivered safely. The couple _____ be very happy and relieved.
5. Hassan and Samira go away on holiday very often, so they _____ have a lot of savings in their account.
6. The weather was stormy everyday during their holiday, so they _____ have had a very nice holiday.
7. You got here very quickly. You _____ have taken a taxi.

Exercise 21.2:

Choose the best answer to explain these given situations.

1. The coat you bought is of very good quality.
a) It must have been very expensive. b) It can't have been very expensive
2. My friend Sara walked past me without speaking.
a) She must have seen me. b) She can't have seen me.
3. The phone rang but I didn't hear it.
a) I must have been asleep. b) I can't have been asleep.
4. I haven't seen our neighbours for ages.
a) They must have gone away. b) They can't have gone away.
5. I can't find my mobile phone.
a) I can't have left it in the restaurant we had dinner at last evening.
b) I must have left it in the restaurant we had dinner at last evening.
6. Dan passed his exams with excellent grades, despite not having prepared for it.
a) The exam must have been very difficult. b) The exam can't have been very difficult.

7. The police knew every detail of their phone conversation.
a) They can't have done some wiretapping. b) They must have done some wiretapping.

Exercise 21.3:

Complete the sentences with a verb in the correct form.

1. Waleed passed his exam with a distinction. He must _____ (study) very hard.
2. We must _____ (hurry). We got there far too early.
3. Osman's looking very annoyed. He can't _____ (get) the payrise he wanted.
4. I can't find my book anywhere. I must _____ (leave) it on the bus.
5. I think the match must _____ (start). Everybody's gone into the stadium and you can hear them cheering.
6. Suad can't _____ (take) the car. The keys are still here.
7. Nada's cake was a disaster. She can't _____ (follow) the recipe very well.

UNIT 22

MAY and MIGHT

A: Uses of May and Might:

May and **might** are used to express possibility. Sometimes, **could** can be used instead of **may** and **might**.

e.g. She *may* be married. – CORRECT

She *might* be married. – CORRECT

She *could* be married. – CORRECT

Generally, **might** refers to a lesser chance of an event or action occurring than **may**, but either word can be used in most situations.

In cases where we are referring to a situation that is not real, we can only use **might**.

e.g. If I could speak Spanish better, I might move to South America. (*I don't speak Spanish very well, so I am not moving to South America*)

In addition, **may** is used formally to request permission or to make wishes.

e.g. *May* I have your address please? – *request*

May you have a blessed year ahead. – *wish*

The negative forms are **may not** and **might not**.

e.g. I *may not* come to the party tonight.

I *might not* come to the party tonight.

B: Past Tenses:

The past tense is used with **may have (done)** and **might have (done)**. **May and might are sometimes used with a past participle.**

e.g. He *might have been killed* !

He *may have phoned* while I was having a shower

I *might have left* my phone in the office. I can't find it.

C: Future Tenses:

With future tenses, **may** and **might** refer to a possibility that an event or an action will occur in the future.

e.g. I *may go* to Sudan for my holidays. I haven't seen my family in 2 years.

It *might rain* later today. Better take your umbrella with you.

May and **might** can be used with continuous forms for future events.

e.g. I don't think Samia *is coming* on the trip. She *might be visiting* her family this weekend.

D: 'Might as well' and 'May as well':

Might as well and **may as well** are used when we decide to do something (action/event) because there is nothing better to do and no reason not to do it.

e.g. Since we're on holiday, we *may as well* sleep until 10 a.m.
I *might as well* water the plants.

UNIT 22

EXERCISES

Exercise 22.1:

Fill in the gaps with may or might to complete the sentences.

1. He _____ be working.
2. She _____ be in the school.
3. _____ I take this book?
4. _____ I listen to the radio?
5. You _____ want to go to the cinema.
6. He _____ have sold his car.
7. I _____ go to the cinema this Saturday.
8. I was just wondering whether you _____ be able to help me.
9. _____ God have mercy on your soul.
10. I told them I _____ go if I felt like it, but wasn't sure.
11. The examiner says we _____ leave when we've finished.
12. You _____ have told me earlier!

Exercise 22.2:

Fill in all the gaps using one of the words in the brackets to complete the sentences.

1. They (can/might) _____ be away for the weekend but I'm not sure.
2. You (may/might) _____ leave now if you wish.
3. (Could/May) _____ you open the window a bit, please?
4. He (can/could) _____ be French, judging by his accent.
5. (May/Can) _____ you play the piano?
6. Listen, please. You (may not/might not) _____ speak during this exam.
7. They (can't/may not) _____ still be out!
8. You (couldn't/might not) _____ smoke on the bus.
9. With luck, tomorrow (can/could) _____ be a sunny day.
10. You (can/might) _____ be right but I'm going back to check anyway.
11. The exam (can't/might) _____ be easy. You never know.

12. It (may/can't)_____ be true about a sauropod dinosaur living in Lake Télé in the Congo. It's impossible.
13. Dave reckons she's from The States but I think she (can't/might)_____ be from Scandinavia.
14. I (can't/might)_____ go to the party but I'm not sure yet.
15. This (must/could)_____ be the right answer but we'll have to check with your teacher to make sure.

UNIT 23

MUST, HAVE TO, MUSTN'T and NEEDN'T

A: Must and Have to:

Must and **have to** are used to refer to an action that is necessary or that there is an obligation.

e.g. I *have to* tell him. OR I *must tell* him.

Usually, they can both be used for most situations.

However, **must** usually means that there is a *personal circumstance or reason* that makes this action necessary.

e.g. I *must* go home. I don't like staying out late. (*this is a personal reason*)

Have to usually means that there is an *external circumstance or reason* that makes this action necessary. We can also use **have got to**.

e.g. I *have to* go now. My flight leaves in 1 hour. (*this is an external reason*)

I *have got to* go now. My flight leaves in 1 hour.

Must can be used to refer to present or future events or actions, but not for past actions/events.

e.g. I *must* tell her. – *present* - CORRECT

I *must* tell her tomorrow. – *future* - CORRECT

I *must* tell her yesterday. – *past* – INCORRECT

Have to can be used to refer to past, present and future events or actions.

e.g. I *have to* tell her. – *present* – CORRECT

I *have to* tell her tomorrow. – *future* – CORRECT

I *had to* tell her. – *past* – CORRECT

B: Questions and Negatives:

Have to: We use **do/does/did** for questions and negatives with **have to**.

e.g. *Did* he *have to* leave so early?

You *don't have to* arrive before 8.

Must: We use **must not (mustn't)** for negatives.

e.g. We *mustn't* go there at night. It is a dangerous neighbourhood.

We must make an important distinction between **don't have to** and **mustn't**.

Don't have to means there is NO obligation or necessity to do something.

e.g. You *don't have to* come with me. I will be ok.

Mustn't means there is a strong obligation or necessity to NOT do something.

e.g. You *mustn't* come with me. You need to rest.

Another negative is **needn't** which is similar to **don't have to**. It means there is no necessity or need to do something.

e.g. You *needn't* cook anything. I have food left over from yesterday.

Needn't can also be used in the form **needn't have (done)**. This is used when we realise that we did something that we now realise was not necessary.

e.g. She *needn't* have come all the way here. She could have just called me.

Didn't need to means that there was no need or necessity for the action and that we were aware of that at the time.

e.g. I **didn't need to** clean the house but I wanted it to look perfect for their visit. (*I didn't have to clean it but I wanted to*).

UNIT 23

EXERCISES

Exercise 23.1:

Use either 'must', 'have to', 'mustn't or 'not have to' for the following questions.

1. Jack _____ (go) home early last night.
2. _____ (she/drive) to work?
3. Children _____ (play) with cleaning liquids.
4. We _____ (get) going, it's already midnight!
5. When _____ (you/arrive) for work last week?
6. You _____ (do) the cleaning up this morning, I will!
7. They _____ (visit) the doctor yesterday, as they were not feeling well.

Exercise 23.2:

Use either 'don't have to', 'doesn't have to' or 'must not' to complete these sentences.

1. It is forbidden. You _____ do that.
2. You _____ ask my permission. You can do what you want
3. Pay me back when you can. You _____ do it immediately.
4. I'll tell you a secret. You _____ tell anybody else. Promise?
5. Be on time. You _____ be late or we will leave without you.
6. He's a millionaire. He _____ work but he does because he enjoys it.
7. I like Fridays because I _____ go to work.
8. This is very important. You _____ forget what I said.

Exercise 23.3:

Use either **needn't** or **mustn't** to complete these sentences.

1. I don't mind at all. You _____ apologise.

2. It's not urgent. You _____ do it now.
3. You can type those letters later. You _____ do it now.
4. I can find my own way there. You _____ wait for me.
5. If I show you my new hat, you _____ laugh.
6. You _____ come if you don't want to but we will be very pleased if you do.
7. Keep quiet. You _____ talk so loudly in here. People are trying to work.
8. I want a new house. It _____ have a swimming pool but it must have a nice garden.

UNIT 24

SHOULD

A: Uses of Should:

Should has many uses. Generally, it is used to suggest advice or opinion to someone, as something that is the right or good thing to do.

e.g. We *should* have a family dinner next Friday.

You *should* eat something. You will feel much better.

Usually, we use **think/don't think** with **should**.

e.g. I *think* we *should* have a family dinner next Friday.

I *think* you *should* eat something. You will feel much better.

Should is used for suggestions and recommendations. It is therefore weaker than **must**, as **must** holds a strong obligation.

e.g. I think we *should* go. – *suggestion*

We *must* go. – *strong obligation or necessity*

Should is also used when we describe something that is not as expected or incorrect.

e.g. This shop *should be* open. I don't know why it's still closed.

She *should be* at home, but no one is answering the phone.

Should is commonly used after particular words, including **suggest, propose, recommend, insist** and **demand (as verbs or nouns)**.

e.g. I *insisted* that she *should* go to the doctor.

She *suggested* that we *should* go on a picnic.

In the same way, **should** can be used after **vital, important, essential** and **necessary**.

e.g. It is *vital* that we *should* deal with the rising unemployment rates.

The negative of **should** is **should not (shouldn't)**. It is used in the same way as **should** as described in the examples above. We could also use a combination of **don't** and **should** in a negative sentence.

E.g. He *shouldn't be* here. It's midnight.

I *don't* think you *should be* spending so much money.

Should can be used in **if-clauses** in the following form:

e.g. *If she should* get there before me, tell her I'm on my way.

B: Should have (done):

Should have (done) is used when we are making a suggestion of action that would have been right or correct to do *in the past*.

e.g. He *should have helped* her. He is her only family. – *past*

He *should* help her. He is her only family. – *present*

C: Ought to

Ought to can be used in the same way as **should** in all the examples above. The negative for **ought** is **ought not to**.

e.g. I think we *ought to* go.

He *ought not to* be here. It's midnight.

He *ought to* help her. He is her only family.

UNIT 24

EXERCISES

Exercise 24.1:

Choose should or shouldn't.

1. You _____ be so selfish.
2. I don't think you _____ smoke so much.
3. You _____ exercise more.
4. I think you _____ try to speak to her.
5. You are overweight. You _____ go on a diet.
6. Where _____ we park our car?
7. You _____ never speak to your mother like this.
8. The kids _____ spend so much time in front of the TV.
9. _____ I tell her the truth or should I say nothing?
10. I think we _____ reserve our holiday in advance.

Exercise 24.2:

Complete the sentences using might, must or should.

1. Nancy said you didn't need to buy her anything for her birthday, but I really think you _____ at least get her some flowers or a card.
2. Dalia said she was really busy this week, but I think she _____ show up at the party if she doesn't have to work overtime on Thursday.
3. Nada said she would come over right after work, so she _____ be here by 6:00.
4. Ahmed: Where's the remote control? I want to change the channel.
Fatima: I don't know. It _____ be under the couch. Or, perhaps I took it into the kitchen. I'll check in there.
5. For most people, learning a language is a challenging undertaking. Experts agree that to make the most of your language learning experience, you _____ practice the language regularly and push yourself to maintain old vocabulary while acquiring new words and expressions.
6. New research suggests that exercise can reduce the chance of heart disease as well as cancer. That's why I told my father that he _____ start walking once a day.
7. We should invite Sally and her husband to come to the picnic on Saturday. We haven't seen them

in weeks, and they _____ really enjoy a nice day at the beach.

8. Tamir: While I was a student, I spent a year and a half studying Pygmy culture in the Central African Republic. My research focused on unique aspects of their social structure and religion.

Selma: That _____ have been absolutely fascinating!

UNIT 25

REQUESTS, PERMISSIONS, OFFERS, AND INVITATIONS: CAN, COULD, WOULD YOU

A: Requests:

We usually use **can** or **could** for asking other people to do things for us.

e.g. **Could** you open the window? OR **Can** you open the window?

When we use **think** in a request question, we normally use **could**.

e.g. Do you **think** you **could** ask her for me?

Rarely, we use **will** and **would** for request questions.

e.g. **Will** you please speak up? I can't hear you.

Would you pick it up for me?

A different kind of request is when you are asking people for other things. We normally use **Can I have** or **Could I have** for these questions.

e.g. **Could** I have this book?

Can I have the towel please?

Occasionally, we can use **may** for requests.

e.g. **May** I ask for your phone number?

B: Permission:

To ask for permission to do something, we use **can**, **could**, or **may**:

e.g.

- **Can** I talk to her?
- **Could** I come in?
- **May** I use your phone?

To give permission to do something, we use **can** or **may**:

e.g. You **can** talk to her now.

You **may** use the phone.

C: Offers and Invitations:

You use **Can I...?** in question form, to offer to do something.

e.g. **Can** I buy you a cup of coffee?

Can I show you the way?

We can also use **Would you like....?**

e.g. **Would you like** me to show you the way?

To make invitations, we use **Would you like.....?**

e.g. **Would you like** to come to my party on Saturday?

EXERCISES

Choose the best modal for each sentence.

1. Teacher: _____ explain this grammar to me again, please?
- could you - you will - you may
2. A: _____ you show me how to use this computer software?
B: _____. How can I help?
- Can / I'd be glad to - Could / I would happy to -Can / I be glad to
3. Student: _____ help me with my homework, please?
Teacher: Of course!
- May you - Could you please - Could you
4. Teacher: Mohamed, _____ erase the blackboard for me?
Mohamed: _____, teacher.
- you will / Yes, certainly - you can / Of course -Would you please / Yes, of
course
5. Omar, _____ send me the document by email?
- Would you please - You could - Would please you
6. Sandra, _____ photocopy these letters right away?
- can you - do you can - may you

Use Shall I ... for you? with these verbs: buy, carry, open, post, repair.

1. I haven't got enough money for this magazine.

2. This chair is falling to pieces.

3. I can't get the top off this bottle.

4. These groceries are heavy.

5. I've finished the letter.

Exercise 25.3:

What do you say in these situations? (Sometimes more than one answer is correct.)

1. A friend has called at your flat. Invite him to come in.

2. A woman you know is afraid to walk home alone. Offer to walk home with her.

3. You want to know the time. Ask someone in the street to tell you.

4. You are walking in town with a friend. Suggest having a cup of coffee.

UNIT 26

CONDITIONALS AND 'WISH'

A: 'If I do' and 'If I did':

If I do is used when we state a future event/action based on a present condition being fulfilled.

The structure of the sentence is:

Simple Present (if-clause) + **will-future** (*we usually expect the condition to be fulfilled*).

e.g.

If I see her, + I will tell her. (*I am expecting to see her*)

If I go to the shop, + I will buy you some groceries. (*I am expecting to go to the shop*)

If I did is used when we are describing an imaginary or hypothetical situation. The structure of the sentence is:

Simple Past (if-clause) + **would+infinitive** (*condition can be fulfilled in theory*)

e.g.

If I met the President, + I would tell him my opinion.

(*I am not expecting to meet him, but in theory it is possible*)

If I went to the North Pole, + I would take so much food with me.

(*I am not expecting to go there, but in theory it is possible*)

Note that with **If I did**, we use the simple past for the **if** part of the sentence; but the meaning of the clause is not the past (*If I met, If I met, etc...*), it is present.

Also, note that we do not use would in the **if** part of the sentence; we use **would** in the other part of the sentence (*see examples above*).

e.g. I **would** buy so many shoes **if I had** lots of money. – CORRECT

I **would** buy so many shoes **if I would have** lots of money. – INCORRECT

B: 'If I knew' and 'I wish I knew' and 'If I had known' and 'I wish I had known':

If I knew is the same as **If I did** and the same rules apply to both (*explanation above*).

e.g. **If I knew** her address, I **would** visit her. (*I don't know her address in reality*)

We can also use the expression **I wish I knew**, which indicates that we regret something is not as we would like it to be.

e.g. **I wish I knew** her address. (*I don't know her address*).

I wish we didn't have to go. (*the reality is that we have to go*).

Note that with **If I knew** and **I wish I knew**, we use the simple past for the **if** part of the sentence; but the meaning of the clause is not the past (*If I knew*), it is present.

If I had known and **I wish I had known** are used when we are talking about an event/action in the past that is completed.

e.g. **If I had known** her address, I would have **visited** her. – Past (*above example is Present*).

I wish I had known that we **didn't** have to go. – Past (*above example is Present*).

C: 'I Wish Would':

I wish.....would is used when we are regretting that actions and changes are not as we would expect, but *not* for situations.

e.g. **I wish I would** stop thinking about it. (*I regret that I cannot stop thinking about it*).

I wish Ahmed wouldn't argue with me every time. (*Ahmed argues with me every time, I want it to stop*).

D: 'If' and 'Wish': further rules:

With **if** and **wish**, we can use **were** OR **was** with the pronoun **I**.

e.g. **I wish it were** cooler. It is very hot these days. OR **I wish it was** cooler. It is very hot these days.

If it were any colder, I would switch the heating on. OR **If it was** any colder, I would switch the heating on.

UNIT 26

EXERCISES

Exercise 26.1:

Put the verbs in brackets into the gaps to complete these sentences. Only use the will-future in the main clauses. Mind the position of the if-clause.

Example: Thomas _____ (*not/to catch*) the bus if he _____ (*to get up*) late.

Answer: Thomas *will not catch* the bus if he *gets up* late. OR Thomas *won't catch* the bus if he *gets up* late.

- 1) If you _____ (*to dive*) into this river, you _____ (*to hurt*) yourself.
- 2) If the sun _____ (*to shine*), the children _____ (*to play*) outside.
- 3) Nabeel _____ (*to walk*) to school if he _____ (*to miss*) the bus.
- 4) Eman _____ (*to buy*) the cola if you _____ (*to pack*) the picnic basket.
- 5) If I _____ (*to go*) to Venice, I _____ (*to rent*) a boat.
- 6) Mahmoud's teacher _____ (*to phone*) his parents if he _____ (*to write*) text messages during the lesson.
- 7) If she _____ (*to answer*) this question correctly, she _____ (*to get*) an extra point.
- 8) My sister _____ (*to be*) angry if I _____ (*to turn*) on the music too loud.
- 9) Your room _____ (*to look*) much tidier if you _____ (*to keep*) your cat outside.
- 10) If we _____ (*to search*) the Internet, we _____ (*to find*) a lot of information about The Nile.

Exercise 26.2:

Put the verbs in brackets into the gaps to complete the sentences. Only use the would + infinitive format. Mind the position of the if-clause.

Example: Thomas _____ (*not/to buy*) a new car if he _____ (*to win*) won 20,000 Euros.

Answer: Thomas *would not buy* a new car if he *won* 10,000 Euros. OR

Thomas *wouldn't buy* a new car if he *won* 10,000 Euros.

- 1) If I _____ (*to meet*) Yaseen, I _____ (*to tell*) him about our new office.
- 2) If the food _____ (*not/to be*) so hot, we _____ (*to eat*) it.
- 3) What _____ (*you/to do*) if it _____ (*to rain*)?

- 4) He _____ **(to help)** me if he _____ **(can)**.
- 5) If Ayman _____ **(to prepare)** the meal, I _____ **(not/to come)** for dinner.
- 6) My father _____ **(not/to be)** angry with me if I _____ **(to come)** home early.
- 7) I _____ **(not/to stay)** any longer if Jamal _____ **(to sing)** at the party.

Exercise 26.3:

Complete each of the following sentences with the Simple Past Subjunctive of the verb shown in brackets.

For example: He wished he ____ able to do it. (to be)

He wished he were able to do it.

1. I wish it _____ possible to finish the work tonight. (to be)
2. I wish I _____ a car. (have)
3. She wished she _____ how to sing. (to know)
4. Mary wishes she _____ speak French. (can)
5. Ali wishes he _____ an engineer instead of a doctor. (be)
6. They will wish it _____ warmer. (to be)
7. Does he wish he _____ younger? (to be)
8. I wish I _____ the subject more interesting. (to find)

UNIT 27

PASSIVE VOICE (1)

A: Passive and Active:

Active is a verb that describes what the subject does. E.g. I drive to work every day.

Passive is a verb that describes what happens to the subject. We only use the **passive** when we are interested in the subject or when we do not know who caused the action.

e.g. I am driven to work every day.

(it does not matter who drives me to work every day, we are interested in the subject only).

However, if we would like to describe who does the action, we can still use a **passive** sentence with **by**.

e.g. I am driven to work every day **by** the company driver.

Sentence Structure of Passive Voice:

be (am/is/are/were/etc...) + **past participle** (drive, written, started, etc...)

B: Simple Forms: Passive Voice:

Present Simple (is done)

e.g. I *am driven* to work every day. – *passive* Somebody *drives* me to work every day. – *active*

Past Simple (was done)

e.g. This project *was started* in 1981. – *passive* My father *started* this project in 1981. – *active*

C: Infinitive Forms: Passive Voice:

Infinitive (be done)

e.g. I will *be told* if there is any news. – *passive* Somebody *will tell* me if there is any news. – *active*

Perfect infinitive (have been done)

e.g. I should *have been told* about this. – *passive* Somebody should *have told* me about this. – *active*

D: Perfect Forms: Passive Voice:

Present Perfect (have/has been done)

e.g. I *have been driven* to work every day for the past 3 years. – *passive*

The company driver *has been driving* me to work every day for the past 3 years. – *active*

Past Perfect (had been done)

e.g. I *had been told* the news before she arrived. – *passive*

Somebody *had told me* the news before she arrived. – *active*

E: Continuous Forms: Passive Voice:

Present Continuous (am/is/are being done):

e.g. I *am being driven* to work today. – *passive*

The company driver *is driving* me to work today. – *active*

Past Continuous (was/were being done):

e.g. The report *was being typed* when I left. – *passive* Ali *was typing* the report when I left. – *active*

UNIT 27**EXERCISES****Exercise 27.1:**

Rewrite the sentences using Passive voice.

Example: Peter writes a letter.

Answer: A letter is written.

Or

A letter is written by Peter.

1) Safaa rescued three cats.

2) Mariam crashed into the blue car.

3) Saleh has forgotten the book.

4) The mechanic has not repaired the car.

5) They speak only English here.

5) Selma puts the bag on the floor.

6) The girls had lost the match.

7) The teacher is not going to correct the compositions today.

Exercise 27.2:

Put in the correct form of the verb in Passive into the gaps. Use the verb and the tense given in brackets.

Example: A letter _____ by Peter. (*to write - Simple Present*)

Answer: A letter *is written* by Peter.

1) The new words _____ by the teacher every day. (*to explain - Simple Present*)

2) We _____ a letter the day before yesterday. (*to send - Simple Past*)

3) This street _____ because of snow. (*already/to close - Present Perfect*)

4) He _____ to the party yesterday. (*to invite - Simple Past*)

5) I _____ the book by my friend last Sunday. (*to give - Simple Past*)

6) The dishes _____ by my little brother. (*not/to wash - Present Perfect*)

Exercise 27.3:

Rewrite the sentences using the verbs in the brackets in the Passive voice.

1 He _____ (offer) a new job last week.

2 Flies _____ (catch) by spiders.

3 All the trees _____ (cut) down yesterday.

4 We _____ (tell) to go home now.

5 The old theatre _____ (reopen) last Friday.

UNIT 28

PASSIVE VOICE (2)

A: 'Get': Passive Voice:

Sometimes, **get** is used rather than **be** in passive sentences (*i.e. getting married, got hurt, etc...*). **Get** is usually used when situations are changing or when unexpected events are happening.

e.g. I am *getting* bored. – passive (not 'I am being bored').

I *got* the children to sit and read the lesson.

B: Having something done:

We use **having something done** when we arrange for someone else to do something for us.

e.g. We're **having the house painted**. (*we are arranging for someone else to get our house painted*).

C: Impersonal Passive Voice: 'It is said that....' and 'He/She/It is said to.....':

In some situations, people report facts about other people or objects that they have heard of or that they believe to be true.

e.g. 'The police are looking for a stolen car'

'**It is said that** the car might never be found.' (*people believe that the car may never be found*).

We can also use the phrase **He/She/It/They is/are said to.....** to report what we have heard or what we believe is true about someone.

e.g. **He is said to be** married to 3 women! OR **It is said that** he is married to 3 women!

Words other than **said** can be used instead such as: **thought, believed, considered, reported, known, expected, alleged, understood**.

e.g. **It is reported** that he steals money from his family. OR **He is said to** steal money from his family.

(Be) Supposed to means **it is said that** and can be used in the following manner:

e.g. 'Why is the police looking for him?' '*He is supposed to* have stolen money from his family.'

D: Passive Sentences with Two Objects :

Rewriting an active sentence with two objects in passive voice means that one of the two objects becomes the subject, the other one remains an object. Which object to transform into a subject depends on what you want to put the focus on.

e.g. A letter was written to me by Rita. OR I was written a letter by Rita.

UNIT 28

EXERCISES

Exercise 28.1:

Select the correct answer.

- | | | | |
|--|-------------------|-------------------|----------------|
| 1. My boyfriend asked me to marry him. We... | A) got engaged | B) got divorced | C) got done |
| 2. I heard a strange noise last night, and I... | A) got invited | B) got scared | C) got tired |
| 3. After my shower, I... | A) got crowded | B) got lost | C) got dressed |
| 4. I wanted to go to the party, but I didn't... | A) get killed | B) get invited | C) get worried |
| 5. In the freeway accident some people... | A) got crowded | B) got sunburned | C) got hurt |
| 6. Unfortunately, two people... | A) got confused | B) got dressed | C) got killed |
| 7. I thought the book would be dull, but I really... | A) got interested | B) got acquainted | C) got tired |
| 8. Jack didn't understand the teacher. He... | A) got crowded | B) got married | C) got confuse |
| 9. Our classroom has too many people. The class... | A) got drunk | B) got crowded | C) got engaged |
| 10. I can go to the movies after my homework... | A) gets finished | B) gets involved | C) gets crowde |

Exercise 28.2:

Re-write these sentences in the IMPERSONAL PASSIVE form.

Example:

Q: People believe that English is the most widely spoken language

A: It is believed that English is the most widely spoken language.

- A journalist reports that they are leaving Las Vegas tomorrow night.
It _____
- The lecturer thought that Columbus never realized that he had discovered America.
It _____
- Their parents thought that the teenagers were dancing at the disco.
It _____
- Everybody thinks that she sings beautifully.
It _____
- The children reported that their friends were swimming when they disappeared.
It _____
- People believed that they had killed the animals during the night.
It _____
- My friends think that my parents are the best parents in the world.
It _____
- They believed that the horse was a present.
It _____

Exercise 28.3:

Finish the following sentences in a meaningful way, making use of a causative form GET / HAVE SOMETHING DONE.

- We got tired of the old wallpaper so (decorate)_____.
- Our car had a serious breakdown (repair)_____.
- So you have a toothache, I think (see)_____.
- Adil went to the mechanic and (service) his car_____.

5 Are those shelves new? When did you (do)_____?

6. Omer is at the optician's (test)_____

A: He/She/They said that:

We use reported speech to tell one person what another person said.

e.g. They said that they were not coming today.

OR

They said they were not coming today. (*you can leave out that*)

Both parts of the sentence is usually in the past tense:

Reporting part: *said* (*past tense of say*)

Reported part: *were* (*past tense of was*)

The original direct speech that is being reported is usually in the [resent tense and is reported to another person in the past tense.

e.g. We *are* not coming today. (*direct speech*)

They said that they were not coming today. (*reported speech*)

Further examples:

- Samah: 'I am not feeling well today'. (*direct speech*)

- Samah said that she was not feeling today. (*reported speech*)

Note that when the direct speech is in the past simple, it remains in the past simple in reported speech or it could be changed to the past perfect tense.

- Salah: 'I *went* to see my parents yesterday.' (*direct speech-past simple*)

- Salah said that he *went* to see his parents yesterday. (*reported speech –past simple*)

- Salah said that he *had gone* to see his parents yesterday. (*reported speech-past perfect*)

If the reported speech is a true fact, we can keep the tense of the verb when using reported speech.

- Adam: 'It is hotter in Atbara than in Khartoum.' (*direct speech, true fact*)

- Adam said that it is hotter in Atbara than in Khartoum (*reported speech*)

However, if the fact is not true, we change the tense of the verb from present in direct speech to past in reported speech.

e.g. Jamal: 'I'm staying home tonight.' (*direct speech*)

Selma: Jamal said that he is staying at home tonight.

Later on, you meet Jamal at a restaurant by accident. (*first reported speech*)

You: Selma said you were staying home tonight. (*second reported speech*)

Note that we changed is in the first reported speech to were in the second reported speech.

B: Say, Tell and Ask:

We can use **tell** instead of **said**.

e.g. They told me that they were not coming today.

Samah told me that she was not feeling well today.

Adam told me that it is hotter in Atbara than in Khartoum.

We can also use **say** when we report that someone said something to me or that I said something to somebody.

e.g. Selma **said sorry to me** because she was late.

We can also use **tell** or **ask** when we ask somebody to do something.

e.g. Selma **asked me to** pass a message on to Jamal.

My father **told me to stay** in Atbara with my grandmother until she gets better.

UNIT 29

EXERCISES

Exercise 29.1:

Finish the sentences using Reported speech. Always change the tense, although it is sometimes not necessary.

Example: Peter: "I clean the black shoes." Peter told me that _____

Answer: Peter told me that *he cleaned the black shoes.*

1) Waleed: "Amin is at home." Waleed said that _____.

2) Mohamed: "Fatima often reads a book." Mohamed told me that _____.

3) Sawsan: "I'm watching TV." Sawsan said to me that _____.

4) Samir: "Daoud was ill." Simon said that _____.

5) Hanaa: "The girls helped in the house." Peggy told me that _____.

6) Richard: "I am going to ride a motorcycle." Richard said to me that _____.

7) Selma and Ahmed: "We have cleaned the windows."
Selma and Ahmed told me that _____.

8) Sameer: "I didn't have time to do my homework." Sameer remarked that _____.

9) Musa: "My mother will soon be 50 years old." Musa told me that _____.

10) Jameela: "The boss must sign the letter." Jamal said that _____.

Exercise 29.2:

Change the direct speech to reported speech:

1. "I've never been to Brazil."
She said _____

2. "She has visited Paris three times."
She said _____

3. "He has read 'War and Peace'.
She said _____

4. "I haven't seen Mohamed for ages."
She said _____

5. "He hasn't been to school this week."

She said _____

6. "We haven't seen 'The Lord of the Rings'."

She said _____

7. "They've eaten in a lot of different restaurants."

She said _____

8. "I've never tried skateboarding."

She said _____

9. "Lamees has drunk six cups of coffee today."

She said _____

10. "Mahmoud has written three books."

She said _____

A: Structure of Questions:

In sentences, we usually place the **subject** before the **auxiliary verb**.

e.g. *Omer* will go to *Niyala* on Wednesday.

To re-structure into a question, we place the **auxiliary verb** before the **subject**.

e.g. *Will Omer* go to *Niyala* on Wednesday?

In the examples below, the auxiliary verbs are in italics and the subject is underlined.

Auxiliary verbs commonly used include **will, can, have, was**. e.g. *Can you* please answer the phone?

(Sentence: You can answer the phone)

Has Selma sent the reports yet?

(Sentence: Selma has sent the reports)

Was he worried?

(Sentence: He was worried)

In **present simple**, we start sentences with **do** and **does**.

e.g. *Do you* go to school here?

Does he go to school here?

In **past simple**, we use **did**.

e.g. *Did she* go to school here?

We use **who, what, which, where** to start questions when the subject is not defined, i.e. **somebody, something, a/an 'object'**, etc... . In these questions, we do not use **do, does, did**.

e.g. Sentence: *Somebody* cleaned the house. Question: **Who** cleaned the house? *(not: who did cleaned the house?)*

Sentence: *Something* went wrong. Question: **What** went wrong? *(not: what did went wrong?)*

Sentence: *A train* passes through Atbara.

Question: **Which** train passes through Atbara? *(not: which does train passes through Atbara?)*

Also, in questions with **who, what, which, where**, prepositions are situated at the end of the sentence.

e.g. **Which** shop did she go **into**?

Where did he wait **for** him?

What music are you listening **to**?

B: Negative Questions:

Negative questions are used when we wish to express surprise or alarm.

e.g. **Didn't** you go to the party? I thought you said you were excited about it!

We also use negative questions when we want the person we are speaking to to agree with what we are saying.

e.g. **Isn't** it worrying that she hasn't called yet? *(I am worried, are you?)*

Don't you miss her? We haven't seen her in months! *(I miss her, do you?)*

If the speaker answers **yes**, then they agree with you. If they answer **no**, then they disagree with you.

With negative questions starting with **why**, we place **why** before the negative auxiliary verb (**wasn't**, **didn't**, **can't**, etc...).

e.g. **Why don't** you talk to her? I am sure you will feel better.

UNIT 30

EXERCISES

Exercise 30.1:

Put in What, Where, Why, When, How into the gaps and form meaningful questions.

Example: ____ often do you play volleyball? Answer: **How** often do you play volleyball?

- 1) _____ do you like best?
- 2) _____ does Ibrahim get up in the morning?
- 3) _____ don't you go by bus, Omer?
- 4) _____ hobbies does Ahmad have?
- 5) _____ do they go to every week?
- 6) _____ old is Mustafa?
- 7) _____ is Samira's birthday?
- 8) _____ are my exercise books?
- 9) _____ are you doing at the moment, Sally?
- 10) _____ does Hisham live?

Exercise 30.2:

Ask for the underlined part. Write the complete English question into the gap.

Example:

The class plays football. _____

Answer:

The class plays football. *What does the class play?*

- 1) Abdullah is writing a letter. _____?
- 2) She walks home from school. _____?
- 3) The children are sitting in the garden. _____?
- 4) Yasir runs with his dog on Sundays. _____?
- 5) My cat has a cage in the garden. _____?
- 6) They go to work by bus. _____?

7) Daoud likes cats because they are nice. _____?

8) Suad is sleeping late today. _____?

9) We are going to the cinema. _____?

10) I'm leaving now. _____?

UNIT 31

QUESTIONS (2)

A: Indirect Questions: Asking for information:

When we ask for information, we usually ask questions like *Do you know where they went?* or *Could*

you tell me where they went?

The structure for these sentences is slightly different compared to simple or straightforward questions.

e.g. *Do you know where they went?* (simple question: *where have they gone?*)

Could you tell me where they went? (simple question: *where have they gone?*)

Notice the change in the word order between the simple shorter sentence and the longer sentence.

When using **did, do, does**, the tense of the verb changes when transforming a simple question to a longer one or vice versa.

e.g. When does the plane leave? OR Do you know what time the plane leaves?

What did you give him? OR Could you tell me what you gave him?

In some situations, none of the question words such as **why, which, where, who** or **how** can be used in a sentence; we can use **if** or **whether**.

e.g. Do you know *if* he came to work today?

Could you please check *whether* he's here or not?

B: Reported Questions:

When reporting a question, the word order changes and the verb tense is usually changed to the past tense.

e.g. Direct question: Salesman to us: 'Which car are you choosing?'

Reported question: The salesman asked us *which car we were* choosing.

UNIT 31

EXERCISES

Exercise 31.1:

Change the quoted question to an indirect question.

1. "What time is it?" Can you tell me _____?
2. "When are you leaving?" Could you let me know _____?
3. "How much do you pay for rent?" Would you mind telling me _____?
4. "Who is coming for dinner?" Can you tell me _____?
5. "Who did they choose to lead the group?" Can you tell me _____ to lead the group?
6. "Where is he from?" Do you know _____?
7. "How long does it take to learn a language?" Who knows _____ to learn a language?
8. "Where did you buy that book?" Can you tell me _____?

Exercise 31.2:

Complete the sentences.

Example: What did she do?

I can't remember what she did.

1. Why did she cry? - I don't really know.

2. Does she speak Greek? - I will ask her.

3. Where is Jamal? - I have no idea.

4. I'd like to know what time _____.
- The show starts at 8 o'clock.
5. Is he all right? - I do not know.

6. What did he want? - I'm afraid I can't tell you.

7. Do you know who _____?
- Yes, Jim Harrison is a writer.
8. Whose car was it? - I'm not quite sure.

9. Is this the right train? - Let's ask someone.

10. I wonder when _____.
- But they've already got married!

Exercise 31.3:

Put the words in order to form a question.

1. you are could where ? the me shops tell
.....
2. was she asked ! how old : me
.....
3. tonight see to : movie Osman wondering you a was whether wanted
.....
4. the know ? how you much costs do TV :
.....
5. ? ever Sally overseas : been if had they was wondering
.....

UNIT 32

AUXILIARY VERBS

A: Introduction:

Some sentences have 2 verbs in them: one action verb and one auxiliary verb. Auxiliary verbs (sometimes known as helping verbs) are verbs that are used to assist the action verb.

e.g. The organisation was established in 1920.

was is the auxiliary verb *established* is the action verb

Examples of auxiliary verbs: *will, shall, may, might, can, could, must, ought to, should, would, used to, need*

Auxiliary verbs are used to make sentences negative and to ask questions.

e.g. Shall we go now?

I can't go with you.

The 3 most common auxiliary verbs are:

1. Do - Does – Did
2. Be - Am - Is - Are -Was – Were
3. Have - Has –Had

You can use an auxiliary verb without the rest of the sentence *only* in response to a first statement.

e.g. 'Do you want to go out?' 'Yes, I do.' (*Yes I do want to go out*) *Do* is the auxiliary verb.

B: Do/Does/Did:

Do is used with the present simple tense. **Do/Does** are used as part of the sentence structure for negative statements/sentences with the present simple tense, as well as for questions.

Did is used with the past simple tense. **Did** is used as part of the sentence structure for negative statements/sentences and questions with the past simple tense

e.g. I don't study at night.

She doesn't work here anymore.

Do wildflowers grow in your garden?

C: Be/ Am/ Is/ Are/Was /Were:

Be/ Am/ Is/ Are/Was /Were are used with the present participle in continuous (progressive) verbs. It is also used with the past participle in the passive voice.

e.g. I will be travelling. (*travel+ing plus 'be'*)

She is talking on the phone.

We were playing football.

D: Have/Has/Had:

Have/Has/Had combine with past participles *only*.

e.g. I have walked 5 miles to get here.

She has had her hair cut.

E: So/Neither/Nor:

So, **neither** and **nor** are used when we respond to statements by agreeing with the speaker.

e.g. 'I have so much work to do!' 'So do I.'

'I haven't visited her yet.' 'Neither have I.'

'I don't have anything to wear to the wedding.' 'Nor do I.'

So can also be used after **I think, I hope, I'm afraid, I expect, etc...**, when we wish to respond without repeating the first statement (similar to dropping the action verb described above).

e.g. 'Did she fail her exams?' 'I'm afraid so.' (*I'm afraid she failed her exams*)
'Is she feeling better now?' 'I think so.' (*I think she's feeling better now*).

UNIT 32

EXERCISES

Exercise 32.1:

Complete each sentence with the correct auxiliary verb (do, does, have, has).

1. What _____ you done?
2. I _____ not like this song.
3. _____ she know that you are here?
4. The lesson _____ not started yet.
5. _____ you drink milk?
6. Who _____ eaten my biscuits?
7. It _____ not matter.
8. They _____ not want to play outside.
9. We _____ not seen you for a long time.
10. My friend _____ sent me some photos.

Exercise 32.2:

Rewrite the following sentences in the negative. Use the same tenses as in the positive sentences.

1. I drink coffee. → _____
2. He is hungry. → _____
3. She has been busy. → _____
4. I wrote a letter. → _____
5. He speaks English. → _____

Write questions in the tenses given in brackets. Decide whether or not to use an auxiliary.

1. you/read/that book (Active Voice - Present Perfect Simple)

2. he/live/in Malakal (Active Voice - Simple Present)

3. what/you/do (Active Voice - will-Future)

4. I/hurt/you (Active Voice - Simple Past)

5. they/work/in a factory (Active Voice - Simple Present)

Exercise 32.3:

Write a short answer containing 'so' or 'neither' :

Example : She went to the States. (I) ==> So, did I.

1. Daniel loves travelling. (I) _____
2. Murad phoned Sarah. (Ibrahim) _____
3. Faris doesn't like carrots. (I) _____
4. You went to Australia last year. (She) _____
5. Emad doesn't like mathematics. (We) _____

A: What are question tags?

Question tags are brief question phrases that are added at the end of sentences and transform them into questions.

e.g. We have met before, **haven't we?**

It's a very cold day, **isn't it?**

Isn't it and **haven't we** are question tags. Note how adding them at the end converts the sentence into a question.

Other question tags are **didn't it, does it, has it, won't she, shouldn't she, etc...** .

B: How do we use question tags:

Normally, negative sentences are followed by a positive question tag.

e.g. She is not coming, is she?

If the speaker answers **yes** then they are disagreeing with you. (*e.g.: yes, she is coming*)

If the speaker answers **no** then they are agreeing with you. (*e.g.: no, she is not coming*)

We also use negative sentences + positive question tag when we wish to ask for information or to ask somebody to do something for us.

e.g. I couldn't ask you to call her, could I? - Yes of course, you could. I'll call her, no problem.

And, positive sentences are followed by a negative question tag.

e.g. We will visit the museum, won't we?

If the speaker answers **yes** then they are agreeing with you. (*e.g.: yes, we are going to the museum*)

If the speaker answers **no** then they are disagreeing with you. (*e.g.: no, we are not going to the museum*)

C: Other question tags:

We use **let's** to start a sentence followed by the question tag **shall we**, when we wish to make a suggestion followed by an invitation for agreement.

e.g. Let's go out for dinner tonight, shall we?

We can also use **aren't I (=are not I?)** as a negative tag for a positive sentence when we are talking about ourselves.

e.g. I'm very clumsy, aren't I?

Another tag is **will you** which we use with negative sentences, especially those that start with **don't** or with instructional statements.

e.g. Don't tell her, will you?

Tell her, will you?

UNIT 33

EXERCISES

Exercise 33.1:

Complete the sentences with the correct question tags.

1. Mr McGuinness is from Ireland, _____?
2. The car isn't in the garage, _____?
3. You are Abdallah, _____?
4. She went to the library yesterday, _____?
5. He didn't recognize me, _____?
6. Cars pollute the environment, _____?
7. Mahmoud has been to Libya recently, _____?
8. The trip is very expensive, _____?
9. He won't tell her, _____?
10. Sameer had a red car, _____?

Exercise 33.2:

Put the following question tags in to the correct gaps. Each question tag is used only once.

isn't it?, has he?, were you?, aren't you?, doesn't he?, do you?, is she?, didn't you?, did she?

1. She didn't watch the film last night, _____?
2. It's great to see each other again, _____?
3. He comes every Friday, _____?
4. You're married, _____?
5. You went to Tom's last weekend, _____?
6. You don't like tripe, _____?
7. She isn't much of a cook, _____?
8. He hasn't lived here long, _____?
9. You weren't invited to the party, _____?

Exercise 33.3:

Add the tag question.

1. She's from a small town in China, _____?
2. They aren't going away already, _____?
3. We're late again, _____?
4. I'm not responsible for the accident, _____?
5. The weather is really bad today, _____?
6. He's very handsome, _____?
7. They need some new clothes, _____?
8. We live in a tiny flat, _____?
9. She studies very hard every night, _____?

UNIT 34

VERB + -ING

A: Some verbs followed by -ing:

These include **mind, enjoy, suggest, stop, finish, admit, consider, involve, practise, risk, deny, avoid, imagine, postpone, fancy, advise, allow, appreciate, dislike, escape, mention, miss, permit, understand and delay.**

e.g. I don't mind talking to her.

Please don't delay sending the report.

He is practising playing the piano.

Other verbs followed by -ing include **give up (meaning stop), put off (meaning postpone), carry on (meaning continue), keep or keep on (meaning continue).**

e.g. I have been putting off going back to the gym.

I will keep on working on this project.

Sometimes, we can use **that** instead of verb followed by -ing, especially following **deny, suggest** and **admit**.

e.g. He **denied taking** the money. OR He **denied that** he took the money.

B: Verbs + somebody + -ing:

Sometimes, we can use the structure **verb + somebody + -ing**.

e.g. I can imagine Ali teaching. I think he will make a good teacher.

He can't keep me waiting all this time!

C: Finished Actions:

We can use **being done/written/broken, etc...** for completed actions in the past.

e.g. I didn't enjoy being told to wait.

UNIT 34

EXERCISES

Exercise 34.1:

Complete the sentences below using the verbs between brackets.

1. Have you considered _____ (write) your autobiography ?
2. Do you enjoy _____ (work) with a computer ?
3. The thief admitted _____ (steal) the documents from the accountant's office.
4. Stop _____ (complain) about the bad weather.
5. The Government has postponed _____ (meet) the rail unions until next Monday.

6. The employee denied _____ (do) anything wrong.
7. Now it is exam time and Tim regrets not _____ (study) harder during the term.
8. Samir suggested _____ (visit) the museum to see the new exhibition.
9. A secretary's work involves _____ (type) a lot of documents every day.

Exercise 34.2:

Complete the sentences below using the verbs between brackets.

1. Lamees admitted (eat) _____ my chocolate mousse.
2. Tony gave up (smoke) _____ years ago.
3. Everybody really enjoyed (dance) _____ samba.
4. Jasim loves (work) _____ in Thailand.
5. Do you mind not (smoke) _____ ?
6. My parents like (go) _____ for long walks at the weekend.
7. I dislike (go) _____ to the cinema by myself.
8. We started (eat) _____ dinner without you.
9. I can't imagine (buy) _____ my own house.
10. When do you practise (play) _____ the piano?
11. My grandmother prefers (read) _____ romance fiction books.
12. I am used to (see) _____ her in a bad mood.

A: Verbs followed by infinitive (to do):

Some verbs are followed by the infinitive (to 'do'), and these include:

afford, consent, intend, promise, agree, decide, refuse, aim, decline, learn, require, appear, demand, like, seem, arrange, deserve, manage, struggle, ask, mean, tend, attempt, expect, need, fail, offer, volunteer, beg, force, plan, vote, prefer, wait, hesitate, prepare, want, claim, hope, pretend.

e.g. She **wanted to go** [not *wanted going*] to the lecture.

Only three people **decided to question** [not *decided questioning*] the speaker.

For negative statements and sentences, we use **not to**:

e.g. We agreed *not to* tell her.

She pretended *not to* see him.

Note that verbs followed by **-ing** cannot be used followed by **to do**.

e.g. I don't mind talking to her. – CORRECT

I don't mind *to talk* to her. – INCORRECT

If we use the *nouns* of the verbs listed above, they are also followed by **to do**.

e.g. intention to – decision to – refusal to – etc...

B: Continuous & Perfect Infinitives:

The continuous infinitive (to be doing): e.g. I appeared to be talking on the phone.

The continuous perfect infinitive (to have done): e.g. She claimed to have told him.

C: Special Situations:

After **dare**, we can use the infinitive with or without **to**.

e.g. She wouldn't **dare to** tell him. OR She wouldn't **dare** tell him.

If we use the negative form of **dare** which is **daren't (dare not)**, we must use the infinitive without **to**.

e.g. She **daren't** tell him, NOT She **daren't to** tell him.

Also, with certain verbs (**ask, decide, remember, forget, explain, learn, understand, wonder**), we can add a question word such as **how, where, why, which, etc...**

e.g. I **forgot which** road goes to the market.

He **explained why** we can't go there.

D: Verb + object + to 'do':

Occasionally, this may be the structure of some sentences.

Verbs usually used in this sentence structure are: **tell, remind, force, enable, teach, order, warn, invite, persuade, get.**

e.g. She invited Mahmoud to come to her party.

Some verbs can be used as **verb + subject + to 'do'** as well as **verb + to**, and these include: **want, ask, help, expect, beg, mean, would like, would love, would prefer, would hate.**

e.g. I was asked to see her in the office.

She asked me to see her in the office.

Some verbs can be used with **verb + subject + to 'do'** as well as **verb + -ing**, and these include: **advise, recommend, encourage, allow, permit, forbid.**

e.g. I encourage swimming every day.

I encouraged her to swim every day.

Make and **let** can be used in the format **verb + object + infinitive (without 'to')**.

e.g. I can't make you go to the party if you don't want to.

(I can't force you to go if you don't want to)

She won't let you go to the party.

(She won't allow you to go to the party)

UNIT 35

EXERCISES

Exercise 35.1:

Read the first sentence, and choose the most suitable verb to complete the second sentence.

1. "Ellie, would you like to come to my party?"

Ellie's friend *invited* / *instructed* / *obliged* her to come to the party.

2. "Mum, will you let me go to the party?"

Ellie *encouraged* / *begged* / *asked* her mum to let her go to the party.

3. "Please, please, please mum, PLEASE let me go to the party!"

She *forced* / *begged* / *persuaded* her mother to let her go to the party.

4. "Ellie, you are absolutely NOT allowed to go to the party."

Ellie's mum *forbade* / *forced* / *allowed* her to go to the party.

5. "Now go upstairs and do your homework."

Ellie's mum *advised* / *trained* / *ordered* her to go upstairs and do her homework.

6. "And don't forget to tidy your room"

Ellie's mum *reminded* / *begged* / *instructed* her to tidy her room.

7. "Don't forget to clean under the bed, or there will be trouble!"

Ellie's mum *advised* / *warned* / *encouraged* her not to forget to clean under the bed.

Exercise 35.2:

Read the first sentence. Then rearrange the underlined words to complete the second sentence.

For each sentence, there are 2 words that you do not need to use.

1. "Remember you have to pick your jacket up from the dry cleaner's."

... .. to the dry cleaner's. to warned she me ordered reminded go

2. "It's really hot in here. Would you mind opening the window?"

... .. the window. he asked begged her ordered open to

3. "Would you like to have dinner with us on Friday?"

He..... with them on Friday. Invited persuaded commanded have them to dinner

4. "We'd be delighted if you could all be with us at the ceremony"

They attend the ceremony. warned their reminded to invited friends all

5. "Well, if I were you I'd start saving up for my holiday."

... .. saving up for my holiday. started me advised advise start he to

Exercise 35.3:

The following all have a 'verb + object + infinitive' structure. Put the words in brackets into the correct form:

1. My boss told (I/do) _____ the reports before Thursday.
2. My colleague asked (I/send) _____ a fax to the customer.
3. Yasir wanted (I/help) _____ him prepare his presentation.
4. I warned (he/not/drive) _____ too quickly because of the bad weather.
5. Please remind (I/call) _____ Dr Suliman tomorrow morning.
6. Mariam didn't feel too good but we persuaded (she/come) _____ to the party.
7. Nobody wanted to go to the conference but our boss forced (we/go) _____ to it.
8. We showed (they/how/use) _____ the new equipment.

A: Introduction:

When 2 verbs follow each other in a sentence, they are either verb + -ing or verb + to.

e.g. Verb + -ing: I didn't deny talking to her.

Verb + to: I decided to talk to her.

Verb + -ing is usually used when the -ing verb happened *before or at the same time* as the other verb in the sentence.

e.g. In the example above, talking happened *before* deny.

Verb + to is usually used when the to verb happened *after* the other verb in the sentence.

e.g. In the example above, to talk happened *after* decided.

B: Verb + -ing or Verb + to – remember, regret, go on:

With **remember**, **regret** and **go on**, we can use **-ing** as well as **to**, but each use gives rise to a different meaning:

e.g. I **remember talking** to you. (*it has already happened and I remember it now*)

I **remembered to talk** to you. (*in the past, I remembered to talk to you so I did talk to you.*)

She **regrets stealing** the money. (*she stole the money and now she regrets it*).

I **regret to inform** you that your mother has died.

(*Your mother has died and I am sorry to tell you that*)

The letter **goes on to say** that Tayseer will not come back.

(*the letter was saying something else and now it says that Tayseer is not coming back*).

She **went on saying** that she won't go back. (*she kept repeating that she won't go back*).

C: Verb + -ing and Verb + to – begin, start, intend, continue, bother:

With **begin**, **start**, **intend**, **continue** and **bother**, we can use both **-ing** and **to**.

e.g. He **began to run** down the road. OR He **began running** down the road.

She **continued to teach** the class. OR She **continued teaching** the class.

We use only **-ing** if the first verb is NOT in its **-ing** form.

e.g. She was **continuing teaching** the class. – INCORRECT

She **continued to teach** the class. – CORRECT

D: Verb + -ing and Verb + to – try, need, help:

Try can be followed by **-ing** or **to**. E.g. I was **trying to call** her but the phone was busy.

OR I **tried calling** her but the phone was busy.

Need can be written as **need/needs to (do)** or as **(something) needs (doing)**.

e.g. They **need to write** their reports. OR The **reports need writing**.

Help can be written as **help to (do)** or **help (do)**. We can also use the expression **can't/couldn't help (doing) (something)**.

e.g. She will **help me to carry** the bags. OR She will **help me carry** the bags.

I **couldn't help laughing** at him, he looked so funny!

(*means: I couldn't stop laughing, I couldn't control it*).

E: Verb + -ing and Verb + to – like, not like, and similar expressions:

The rules apply to several words similar to **like** and **not like**, such as: **like, love, hate, dislike, mind, enjoy, can't bear, can't stand**. We can use **-ing** with these verbs in most situations, and **to** with **love** and **hate**.

e.g. I **enjoy driving**. OR I **love driving**. OR I **love to drive**.

When using **would like, would love, would hate, would prefer**, we usually use **to** (not **-ing**):

e.g. I **would like to thank** you. - CORRECT I **would like thanking** you. - INCORRECT

We can also say **would like/hate/etc... to have done something**. e.g. I **would like to have seen** you before I left.

UNIT 36

EXERCISES

Exercise 36.1:

Put in the verbs in brackets in the **-ing** OR the **to-infinitive**.

Example: They go on _____ (*read*) the book. Answer: They go on *reading* the book.

- 1) I can't imagine Peter _____ (*go*) by bike.
- 2) He agreed _____ (*buy*) a new car.
- 3) The question is easy _____ (*answer*).
- 4) The man asked me how _____ (*get*) to the airport.
- 5) I look forward _____ (*see*) you at the weekend.
- 6) Are you thinking _____ (*visit*) Nairobi?
- 7) We decided _____ (*run*) through the forest.
- 8) The teacher expected Sarah _____ (*study*) hard.
- 9) She doesn't mind _____ (*work*) the night shift.
- 10) I learned _____ (*ride*) the bike at the age of 5.

Exercise 36.2:

MAKING PIZZA / TO MAKE PIZZA

Choose the right answer for each gap: **making pizza** or **to make pizza**.

- 1) I enjoy _____.
- 2) Yesterday Fareed meant _____, but he had no time.
- 3) My mother put off _____ until later.
- 4) The kids hope _____ for dinner.
- 5) Do you really intend _____ for breakfast?!
- 6) Please hurry up and finish _____ ! I'm hungry!
- 7) Salwa expects _____ tomorrow.
- 8) Fareeda postponed _____ for the party.
- 9) Please quit _____ and talk to me!
- 10) Are you planning _____?

Exercise 36.3:

Complete with the **-ing form** or **infinitive** of the verb given.

1. I remember when you had tried _____ (climb) that wall _____ (escape) from the neighbour when he saw you _____ (steal) lemons in the garden.
2. I am considering _____ (go) away on holiday over Easter.
3. We are looking into _____ (buy) a larger flat because we long _____ (have) more space.
4. The restaurant we intend _____ (eat) at is sure (be) _____ to your taste.
5. He loves _____ (garden) because it gives him a feeling of (do) _____ something useful.
6. There is no point in me _____ (ask) you _____ (do) the washing up.
7. As you refuse _____ (work) on Fridays there is no point in _____ (offer) you overtime.
8. I don't want her _____ (come) to dinner because I know she will say something _____ (annoy) me.

A: 'Prefer to (do)' and 'Prefer (doing)':

Examples:

- I *prefer* to travel by car OR - I *prefer* travelling by car.
- I *prefer* to walk OR - I *prefer* walking.

We say:

- I prefer 'something' to 'something else',
- I prefer 'doing something' to doing 'something else',
- I prefer to do 'something' rather than 'do something else'.

Examples:

- I prefer *oranges to apples*. (in general)
- The children prefer *watching TV to reading stories*.
- My father prefers to listen to the radio rather than *watch television*.

B: Would Prefer (I'd prefer):

We use would prefer to say what somebody wants in a particular situation (not in general).

Examples:

- 'Would you prefer a cold or hot drink?' 'Cold, please.'

We say 'would prefer to do', NOT 'doing'.

- 'Shall we go by bus?' 'I would prefer to get a taxi.'
- 'I'd prefer to have dinner at home rather than go out tonight.'
- 'I'd rather be a pilot than a bus driver.'

C: Would Rather:

I would rather do something = I would prefer to do something.

Sentence Structure:

POSITIVE: I'd rather (I would rather) + be/do/have/stay

NEGATIVE: I'd rather not (I would rather not) + be/do/have/stay

QUESTION: Would you rather + be/do/have/stay

Examples:

- I'd rather be a teacher than a lawyer. (Positive)
- I'd rather do my homework than watch television. (Positive)
- She'd rather not do any cooking this weekend. (Negative)
- He'd rather have a job than go to college. (Positive).
- 'Would you rather go out tonight?' (Question) 'I'd rather not.'

UNIT 37

EXERCISES

Exercise 37.1:

Which do you prefer? Write sentences using prefer something to something else. Put the verb into the correct form where necessary.

1. Cycling/walking
I _____
2. Take the bus/drive his car
He _____
3. Basketball/football
They _____
4. Typing/handwriting
She _____
5. Call people/send messages
I _____
6. Help people/make money out of them
We _____

Exercise 37.2:

Rewrite these sentences using would rather instead of would prefer and would prefer instead of would rather.

1. I'd prefer to be a teacher than a journalist.

2. He'd rather not discuss this problem today.

3. Some men prefer not to marry at all.

4. I'd rather have a cat than a dog.

5. I'd prefer to stay at home than go out tonight.

6. He'd rather not drive in heavy traffic.

Exercise 37.3:

Write sentences using I'd prefer or I'd rather, plus one of the following.

- | | | | |
|----------------------------|----------------|------------------------|------------------------|
| 1. Leave now | 2. Eat at home | 3. Go alone | 4. Leave it till later |
| 5. Leave it till next week | 6. Go to bed | 7. Live in the country | 8. Get a job |
9. Not go out
1. Do you want to stay for supper? (rather)

2. Shall we go to a restaurant for dinner? (prefer)

3. Do you want me to go with you? (rather)

4. I think we should decide now. (prefer)

5. Shall we discuss this matter at the meeting? (prefer)

6. Do you want to go out tonight? (rather)

7. Do you like living in the city? (prefer)

8. I don't want to go to college. (prefer)

9. I am feeling tired. (rather)

PREPOSITION + -ING

A: Adjective + preposition: 'afraid of'/'good at':

Examples:

- She is afraid of cats. *Afraid of 'something'*
- Why are you angry at me? What did I do? *Angry at 'somebody'*
- She was angry about losing her job. *Angry about 'something'*
- The shopping centre was full of people. *Full of 'something'*
- He's good at Maths. *Good at 'something'*
- He's bad at writing letters. *Bad at 'something'*
- I'm not interested in Physics. *Interested in 'something'*
- She is married to a pilot. *Married to 'somebody'*
- She has always been nice to me. *Nice/kind to 'somebody'*
- I'm tired of living in Khartoum. *Tired of 'something'*
- I'm sorry about your brother's accident. *Sorry about 'something'*
- I'm sorry for the children. They seem lonely. *Sorry for 'somebody'*

B: Preposition + -ing:

After a preposition (for/at/with/etc...), we can use a verb ending with -ing.

Examples:

- He's not very good at telling lies.
- Are you tired of living in a small town?
- Thank you for helping me.
- Tom is thinking of buying a new car.
- He worries about making mistakes.
- They left without saying goodbye.
- I look forward to getting news from home.
- She is excited about moving to Paris.

Exercise 38.1:

Complete the following sentences with the suitable prepositions.

1. He is not interested _____ politics.
2. Sue is good _____ remembering names.
3. Mark was very angry _____ what happened.
4. Peter is married _____ a rich widow.
5. I feel sorry _____ her but I can't help her.
6. Are you afraid _____ dogs?
7. _____ doing his homework, he went straight to bed.
8. He ran five miles _____ stopping.
9. His job consists _____ editing all stories.
10. What's wrong? Are you mad _____ me?

Exercise 38.2:

Complete the sentences by using the words in brackets.

1. I'm not very _____ jokes. (good, tell)
2. John is very _____ letters. (bad, write)
3. Let's go. I'm _____. (tired, wait)
4. He was _____ in the examination. (accused, cheat)
5. Every student is _____ his written work. (responsible, check)
6. She is _____ an oral exam. (nervous/take)

ANSWERS TO EXERCISES

UNIT 1

1.1

- | | | | | |
|----------------|--------|---------------|---------------|--------|
| 1. near future | 2. now | 3. around now | 4. around now | 5. Now |
| 6. near future | 7. now | | | |

1.2

- | | | |
|---------------------------|------------------------|-----------------------|
| 1. is explaining | 2. Shaza is not taking | 3. the baby is crying |
| 4. Mahmoud is not writing | 5. Ilham's husband | 6. is getting |
| 7. I am not checking | 8. he is not driving | |

1.3

1. I am looking for glasses.
2. Is Khadiga working for the same company as you?
3. The world's population is rising rapidly.
4. Najla is studying economics at University of Khartoum.
5. I'm having a party next Saturday. Do you want to come?

UNIT 2

2.1

- | | | | |
|-----------|---------|----------|------------|
| 1. dreams | 2. look | 3. comes | 4. repairs |
| 5. say | 6. sits | 7. drink | 8. forgets |

2.2

- | | | | |
|----------|-----------|-----------|-----------|
| 1. work | 2. rains | 3. watch | 4. tries |
| 5. fries | 6. closes | 7. writes | 8. Passes |

2.3

- | | | |
|-------------------------------|---------------------------------------|---------------------------------|
| 1. Do you drink....? | 2. Do Sara and Hagir feed.....? | 3. Does your teacher check....? |
| 4. Do they live.....? | 5. Does the cat sit.....? | 6. Does Enas play.....? |
| 7. Do your parents watch....? | 8. Does your grandmother answer | |

UNIT 3

3.1

- | | | | |
|----------------|-----------|-------------|---------------|
| 1. hates | 2. have | 3. think | 4. believe |
| 5. is snowing | 6. drives | 7. am going | 8. Is jumping |
| 9. is studying | 10. go | | |

3.2

- | | | | |
|----------------|------------------|---------------|--------|
| 1. are going | 2. am organising | 3. like | 4. has |
| 5. is planning | 6. is bringing | 7. goes | 8. has |
| 9. thinks | 10. likes | 11. is taking | |

3.3

- | | | | |
|----------------|---------------|---------------------|------------------|
| 1. never helps | 2. go | 3. you are standing | 4. do you read |
| 5. do you do | 6. am cooking | 7. does not live | 8. are you going |

3.4

- | | | | |
|----------------------------|---------|------------------|-----------------|
| 1. do you understand.....? | 2. goes | 3. usually start | 4. am seeing... |
| 5. do you realize.....? | 6. work | | |

UNIT 4

4.1

- | | | | | |
|--------|-------------------------------|----------|----------|---------------------------------------|
| 1. had | 2. dies (not <u>was</u> died) | 3. spent | 4. drank | 5. happened (not <u>was</u> happened) |
|--------|-------------------------------|----------|----------|---------------------------------------|

4.2

- | | | | | |
|-----------|-----------|------------|--------------------------|---------|
| 1. I went | 2. drove | 3. arrived | 4. asked | 5. said |
| 6. told | 7. walked | 8. saw | 9. stopped....and bought | 10. was |

4.3

- | | |
|-----------------------------|--------------------------------|
| 1. Did he hurry to school? | 2. Did they carry the parcels? |
| 3. Did you close the door? | 4. Did I plug in the lamp? |
| 5. Did they plan the party? | 6. Did we teach the class? |
| 7. Did she tell a story? | 8. Did they strike a bargain? |

UNIT 5

5.1

1. The snowman is melting is the sun.
2. We were exploring a new territory.
3. The secretary was printing out a new document.
4. The girls were not concentrating on the task.
5. Salih was not practicing on the piano.

5.2

1. was preparing
2. were playing
3. was practicing
4. were not cycling
5. was working.....were swimming
6. were not listening
7. were you doing
8. were sitting

5.3

called.....was calling.....was waiting.....was talking....was making
actually sleeping.....were talking.....was drawing....told....mentioned.....suggested
heard.....switched.....cut.....was

UNIT 6

6.1

1. haven't (have not) worked
2. have bought
3. haven't (have not) planned
4. have you been
5. he's (he has) written
6. she hasn't (has not) seen
7. have you been
8. hasn't started
9. has he spoken
10. haven't had

6.2

has been.....have known.....have moved
have played.....has had.....has found.....has seen.....has decided

6.3

1. I have lived here for five years.
2. Ali has been a pilot since 1992.
3. We have known each other since childhood.
4. Nadia and Fareeda have worked in the same office.
5. I have wanted to play professional football since I was four.

UNIT 7

7.1

- | | | |
|-------------------|-----------------|------------------|
| 1. have.....since | 2. has.....for | 3. has.....since |
| 4. has.....since | 5. have.....for | |

7.2

- | | | |
|--------------------------|----------------------|-----------------------------|
| 1. has been raining | 2. has been studying | 3. have you been exercising |
| 4. have been waiting | 5. has been ringing | 6. is really improving |
| 7. have you been getting | 8. currently taking | |

7.3

- | | | |
|----------------------|--------------------------|-----------------------|
| 1. have been playing | 2. has only won | 3. have always been |
| 4. have been walking | 5. have only covered | 6. have just finished |
| 7. have been working | 8. have you been waiting | |

UNIT 8**8.1**

- | | | |
|-----------------|-----------------|------------------|
| 1. have ordered | 2. has started | 3. have answered |
| 4. have cooked | 5. have heated | 6. has cleaned |
| 7. has started | 8. have knocked | 9. have turned |
| 10. has asked | | |

8.2

- | | | |
|-------------------------|------------------------|------------------|
| 1. have been waiting | 2. have you been doing | 3. haven't seen |
| 4. have been working | 5. have been going | 6. have restored |
| 7. has not been feeling | 8. have written | |

8.3

- | | | |
|--|--------------------------|-------------------|
| 1. have practiced/have been practicing | 2. has run | 3. have been |
| 4. has been barking | 5. have missed | 6. have not eaten |
| 7. has not spoken | 8. have not been working | |
| 9. have not known | 10. has not hung | |

UNIT 9

9.1

1. How long have they been married?
2. How long has she (Sulafa) been in Spain?
3. When did you first meet Samira?
4. When did he (Rasheed) start learning English?
5. How long has she been talking on the phone?
6. When did he leave the office?
7. How long has Nada been studying?
8. How long has Safaa been writing short stories?

9.2

- | | | | | | |
|---------|----------|-----------|-----------|----------|-----------|
| 1. for | 2. since | 3. since | 4. for | 5. since | 6. since |
| 7. for | 8. for | 9. since | 10. since | 11. for | 12. since |
| 13. for | 14. for | 15. since | | | |

UNIT 10

10.1

Positive

- | | | | | |
|------------------|----------|----------|------------------------|------------|
| 1. has just left | 2. built | 3. broke | 4. have already washed | 5. brought |
|------------------|----------|----------|------------------------|------------|

Negative

- | | | | | |
|-----------------|------------|-----------------|-----------------|-----------------|
| 1. didn't empty | 2. was not | 3. has not lost | 4. did not pick | 5. haven't made |
|-----------------|------------|-----------------|-----------------|-----------------|

Questions

- | | | |
|-------------------------|-----------------|-------------------|
| 1. have you seen | 2. switched | 3. has she become |
| 4. have you ever ridden | 5. did you hurt | |

10.2

has changed.....were.....did not have.....were not.....paid.....did.....were.....

have changed.....have become.....have created.....have become.....

have also got on.....have begun.....started.....have evolved

UNIT 11

11.1

- | | | | |
|---------------|--------------------|---------------------|---------------|
| 1. had built | 2. had not been | 3. had already done | 4. had made |
| 5. had put on | 6. had ordered | 7. had learnt | 8. had fallen |
| 9. had phone | 10. had not ridden | | |

11.2

- | | | | |
|-----------------|------------------|----------------|---------------|
| 1. have lived | 2. have waited | 3. has worked | 4. had gone |
| 5. had cut | 6. have you been | 7. had studied | 8. has worked |
| 9. haven't gone | 10. have read | | |

11.3

- | | | |
|---------------------------|--------------------|-----------------------|
| 1. had spent.....wanted | 2. phoned.....left | 3. turned....washed |
| 4. arrived....had already | 5. came.....fed | 6. sang....played |
| 7. watched.....had gone | 8. made.....phoned | 9. was....had studied |
| 10. had ridden.....met | | |

UNIT 12**12.1**

- | | | |
|-------------------------|--------------------------|-------------------------|
| 1. had been sleeping | 2. had been waiting | 3. had been looking |
| 4. had not been walking | 5. had she been learning | 6. had not been walking |
| 7. had been helping | 8. had been cycling | |

12.2

- | | | |
|----------------------------|----------------------|---------------------|
| 1. has been trying | 2. I had drunk | 3. had been talking |
| 4. had arranged | 5. had already taken | 6. had been waiting |
| 7. had almost given up and | 8. gone | 9. had been |
| 10. had missed | | |

12.3

- | | | |
|-----------------|-----------------------------|----------------------|
| 1. finishing | 2. had been attending | 3. was jogging |
| 4. was having | 5. was (seriously) thinking | 6. had been thinking |
| 7. was drinking | 8. had fallen | 9. had been living |
| 10. putting | | |

UNIT 13

13.1

- | | | | |
|-----------------------------|--------------------------|------------|----------------|
| 1. has/has got | 2. has she/does she have | 3. had | 4. is having |
| 5. don't have/haven't got | 6. has | 7. has got | 8. do you have |
| 9. do you have/have you got | 10. have | | |

13.2

- | | | | | |
|---------|--------|------------|---------|--------|
| 1. have | 2. got | 3. haven't | 4. got | 5. got |
| 6. have | 7. got | 8. haven't | 9. have | |

13.3

- | | | | | | |
|---------|--------|---------|----------|--------|--------|
| 1. has | 2. has | 3. have | 4. has | 5. has | 6. has |
| 7. have | 8. has | 9. has | 10. have | | |

UNIT 14

14.1

- | | | | | |
|------------|------------|----------|---------------|--------|
| 1. used | 2. am used | 3. visit | 4. used to be | 5. use |
| 6. used to | 7. got | | | |

14.2

- | | | | | |
|---------------|---------------|----------------|---------------|-----------------|
| 1. used to | 2. used to | 3. are used to | 4. used to | 5. used to |
| 6. am used to | 7. is used to | 8. used to | 9. is used to | 10. are used to |

14.3

- | | |
|--|---|
| 1. I usually get up at six. | 2. I used to live in Egypt. |
| 3. I have lived in Dubai for two years. | 4. I am not used to this accent. |
| 5. I'll never get used to these new shoes. | 6. I'm used to driving in Kassala. |
| 7. Yes, I'm used to traffic in Khartoum. | 8. It takes a long time to get used to these glasses. |

UNIT 15

15.1

- | | | | | |
|---------------------|-------------------|--------------|------------------|-------------------|
| 1. (b) is returning | 2. (b) are going | 3. (a) leave | 4. (a) departs | 5. (b) are seeing |
| 6. (b) is throwing | 7. (b) are having | 8. (a) falls | 9. (b) am eating | 10. (a) address |

15.2

1. a 2. b 3. a 4. a 5. b 6. a 7. a

15.3

- | | |
|--|---------------------------------------|
| 1. are not (aren't) going to pack..... | 2. I am not going to ask anybody..... |
| 3. Rayan is not going to borrow..... | 4. we are not going to design..... |
| 5. I am not going to click..... | 6. are not going to laugh..... |
| 7. is not going to pull..... | 8. are not going to sing..... |
| 9. you are not going to prepare..... | 10. is not going to keep..... |

UNIT 16**16.1**

- | | | | |
|-----------------|------------------|----------------|----------------|
| 1. will succeed | 2. will excavate | 3. will study | 4. shall/will |
| 5. shall follow | 6. will be | 7. will remind | 8. will depart |
| 9. shall remain | 10. will enter | | |

16.2

- | | | | |
|---------------------------|--------------------|-----------------------------|----------------------------|
| 1. shall meet | 2. will (you) lend | 3. won't (they) win | 4. will not (won't) forget |
| 5. won't he | 6. will enjoy | 7. shall I order..... | 8. won't you wait..... |
| 9. shan't be..... | 10. will send | 11. shall not (shan't) lose | |
| 12. will (they) watch.... | | | |

16.3

- | | | | | |
|----------|----------|----------|---------|-----------|
| 1. shall | 2. shall | 3. shall | 4. will | 5. shall |
| 6. shall | 7. will | 8. will | 9. will | 10. shall |

UNIT 17**17.1**

- | | | |
|------------------------|------------------------|--------------------|
| 1. will think | 2. will (you) be doing | 3. will be asking |
| 4. will be telephoning | 5. will be expecting | 6. will be waiting |
| 7. will be wanting | 8. will be sitting | |

17.2

- | | | | |
|-----------------------|----------------------|-----------------------|------------------------|
| 1. will have done | 2. will have visited | 3. will have finished | 4. will have discussed |
| 5. will have arrested | 6. will have written | 7. will have managed | 8. will have fulfilled |

17.3

1. will be waiting.....will be standing.....will pick
2. will be staying.....will call.....will be
3. will wash.....will do.....will be sitting

UNIT 18

18.1

1. I was making dinner while my sister.....
2. We were watching a movie called 'King Kong' when a friend.....
3. We were watching the movie while we.....
4. When the movie ended we were.....
5. I was talking on the phone while my friend.....
6. It was midnight when my friend.....
7. When he touched the door knob we heard.....
8. When he opened the door, we saw.....

18.2

- | | | | |
|------------------------|-------------------------|-----------------------|--------------------------|
| 1. study.....will pass | 2. shines.....will walk | 3. has.....will see | 4. come.....will be |
| 5. earns.....will fly | 6. travel.....will see | 7. wear.....will slip | 8. forgets.....will give |
| 9. go.....will listen | 10. wait.....will ask | | |

UNIT 19

19.1

- | | | | | | |
|----------|-------------|----------|--------------|-------------|----------|
| 1. can't | 2. could | 3. can't | 4. can | 5. couldn't | 6. could |
| 7. can't | 8. couldn't | 9. can | 10. couldn't | | |

19.2

1. was able 2. could 3. could 4. was able 5. was able 6. was able

19.3

1. could go 2. can 3. can pass 4. I couldn't swim
5. can play 6. can drive 7. I couldn't 8. can't do
9. couldn't write

UNIT 20

20.1

1. could help 2. could accompany 3. could depart 4. could learn
5. could show 6. could send 7. could find

20.2

1. Could we have fish for dinner tonight?
2. Could we go to see Tom on Friday?
3. Could I give Mamoun a book for his birthday?

20.3

1. No. We could have gone to the concert last night, but we decided not to.
2. No. He could have taken the exam, but he decided not to.
3. No. I could have bought a new car, but I decided not to.

UNIT 21

21.1

1. must 2. must 3. can't 4. must 5. can't 6. can't
7. must

21.2

1. a 2. b 3. a 4. a 5. b 6. b 7. b

21.3

1. have studied 2. have hurried 3. have got 4. have left
5. must have started 6. have taken 7. have followed

UNIT 22

22.1

- | | | | | |
|--------------|--------------|--------|--------|--------------|
| 1. may/might | 2. may/might | 3. may | 4. may | 5. may/might |
| 6. may/might | 7. might | 8. may | 9. may | 10. might |
| 11. may | 12. may | | | |

22.2

- | | | | | |
|------------|-----------|--------------|-----------|-----------|
| 1. might | 2. may | 3. could | 4. could | 5. can |
| 6. may not | 7. can't | 8. might not | 9. could | 10. might |
| 11. might | 12. can't | 13. might | 14. might | 15. could |

UNIT 23

23.1

- | | | | |
|---------------------------|-------------------|---------------------|-----------------|
| 1. had to go | 2. must she drive | 3. mustn't pay | 4. must |
| 5. did you have to arrive | | 6. don't have to do | 7. had to visit |

23.2

- | | | | |
|-----------------------|--------------------|------------------|------------|
| 1. must not (mustn't) | 2. don't have to | 3. don't have to | 4. mustn't |
| 5. mustn't | 6. doesn't have to | 7. don't have to | 8. mustn't |

23.3

- | | | | |
|------------|------------|------------|-----------------|
| 1. needn't | 2. needn't | 3. needn't | 4. needn't wait |
| 5. mustn't | 6. needn't | 7. mustn't | 8. needn't |

UNIT 24

24.1

- | | | | | |
|--------------|-----------|--------------|-----------|------------|
| 1. shouldn't | 2. should | 3. should | 4. should | 5. should |
| 6. should | 7. should | 8. shouldn't | 9. should | 10. should |

24.2

- | | | | | |
|----------------|-----------|-----------|----------|-----------|
| 1. should | 2. should | 3. should | 4. might | 5. should |
| 6. must/should | 7. might | 8. must | | |

UNIT 25

25.1

- | | | |
|------------------------------------|-----------------------|---------------------|
| 1. could you | 2. can/I'd be glad to | 3. could you please |
| 4. would you please/Yes, of course | 5. would you please | 6. can you |

25.2

- | | | |
|--------------------------------|-------------------------------|-----------------------------|
| 1. Shall I buy it for you? | 2. Shall I repair it for you? | 3. Shall I open it for you? |
| 4. Shall I carry them for you? | 5. Shall I post it for you? | |

25.3

- | | |
|---------------------------------------|-----------------------------------|
| 1. Would you please come in? | 2. Shall I walk home with you? |
| 3. Could you please tell me the time? | 4. Shall we have a cup of coffee? |

UNIT 26

26.1

- | | | |
|--------------------------|---------------------------|--------------------------|
| 1. dive.....will hurt | 2. shines.....will play | 3. will walk.....misses |
| 4. will buy.....pack | 5. go.....shall/will rent | 6. will phone.....writes |
| 7. answers.....will get | 8. will be....turn (on) | 9. will look.....keep |
| 10. search.....will find | | |

26.2

- | | | |
|------------------------|-------------------------------|---------------------------|
| 1. met....would tell | 2. was not.....would | 3. would you do....rained |
| 4. would help....could | 5. prepared....would not come | 6. would not be.....came |
| 7. I wouldn't say | 8. sand | |

26.3

- | | | | |
|-------------|-------------|-------------|----------|
| 1. were/was | 2. had | 3. knew | 4. could |
| 5. was/were | 6. were/was | 7. were/was | 8. found |

UNIT 27

27.1

- | | |
|--|-----------------------------------|
| 1. Three cats were rescued (by Safaa). | 2. The blue car was crashed into. |
| 3. The car has not been repaired. | 4. Only English is spoken here. |
| 5. The bag was put on the floor. | 6. The match had been lost. |
| 7. The compositions are not going to be corrected today. | |

27.2

- | | | |
|------------------|--------------|----------------------------|
| 1. are explained | 2. were sent | 3. has already been closed |
| 4. was invited | 5. was given | 6. have been washed. |

27.3

- | | |
|---|---------------------------------|
| 1. He was offered a new job last week. | 2. Flies are caught by spiders. |
| 3. All the trees were cut down yesterday. | 4. We were told to go home. |

UNIT 28**28.1**

- | | | | | | |
|------|------|------|-------|------|------|
| 1. A | 2. B | 3. C | 4. B | 5. C | 6. C |
| 7. A | 8. C | 9. B | 10. A | | |

28.2

- | | |
|---|--|
| 1. It is reported that they are leaving..... | 2. It is thought that Columbus never realized..... |
| 3. It is thought that teenagers are dancing.... | 4. It is thought that she sings.... |
| 5. It is reported that the children's friends were swimming.... | |
| 6. It is believe that they had killed..... | 7. It is thought that my parents are..... |
| 8. It was believed that the horse was a present. | |

28.3

- | | |
|---|--|
| 1. we got the rooms decorated. | 2. but we got it repaired (at last). |
| 3. should have it seen to (by a dentist). | 4. to have his car serviced. |
| 5. have them done? | 6. to have his eyes tested. |

UNIT 29

29.1

- | | |
|--|-----------------------------------|
| 1. Amin was at home. | 2. Fatima often reads a book. |
| 3. was watching TV. | 4. Samir was ill. |
| 5. the girls helped..... | 6. was going to ride..... |
| 7. they had cleaned..... | 8. he had no time..... |
| 9. his mother will soon be 50 years old. | 10. the boss must sign..... |

29.2

- | | |
|---|--|
| 1. She said she had never been to Brazil. | 2. She said she had visited Paris..... |
| 3. She said she had read..... | 4. She said she hadn't seen..... |
| 5. She said he hadn't been.... | 6. She said they hadn't seen..... |
| 7. She said she had eaten..... | 8. She said she had never tried..... |
| 9. She said she had drunk.... | 10. She said Mahmoud had written.... |

UNIT 30

30.1

- | | | | | | |
|---------|----------|---------|-----------|----------|--------|
| 1. what | 2. when | 3. why | 4. what | 5. where | 6. how |
| 7. when | 8. where | 9. what | 10. where | | |

30.2

- | | |
|---|--------------------------------------|
| 1. What is Abdulla writing? | 2. Who walks home from school? |
| 3. Where are the children sitting? | 4. When does Yasir run with his dog? |
| 5. What does your cat have in the garden? | 6. How do they go to work? |
| 7. Why does Daoud like cats? | 8. Who is sleeping late today? |
| 9. Where are you going? | |

UNIT 31

31.1

- | | | |
|-----------------------------|-------------------------|---------------------|
| 1. what time it is | 2. when you are leaving | 3. you pay for rent |
| 4. who is coming for dinner | 5. who they chose | 6. where he is from |
| 7. how long it takes | 8. where you bought | |

31.2

- | | | |
|-----------------------------------|------------------------|-----------------------------|
| 1. why she cried | 2. is she speaks Greek | 3. where he is |
| 4. the show starts | 5. is he is all right | 6. what he wanted |
| 7. who this man is | 8. whose car it was | 9. is it is the right train |
| 10. they are going to get married | | |

31.3

1. Could you tell me where the shops are?
2. She asked me how old I was.
3. Osman was wondering whether you wanted to see a movie tonight.
4. Do you know how much the TV costs?
5. Sally was wondering if they had ever been overseas.

UNIT 32

32.1

- | | | | | | |
|---------|-------|---------|---------|-------|--------|
| 1. have | 2. do | 3. does | 4. has | 5. do | 6. has |
| 7. does | 8. do | 9. have | 10. has | | |

32.2

- | | | |
|-----------------------------|------------------------------|--------------------------|
| 1. I don't drink coffee. | 2. He isn't hungry. | 3. She hasn't been busy. |
| 4. I didn't write a letter. | 5. He doesn't speak English. | |

- | | | |
|-----------------------------|-------------------------|----------------------------|
| 1. You have read that book. | 2. He lives in Malakal. | |
| 3. What will you do? | 4. I hurt you. | 5. They work in a factory. |

32.3

- | | | |
|---------------|-------------------|-----------------|
| 1. So do I | 2. So did Ibrahim | 3. Neither do I |
| 4. So did she | 5. Neither do we | |

UNIT 33

33.1

- | | | | |
|-------------|---------------|---------------|---------------|
| 1. isn't he | 2. is it | 3. aren't you | 4. didn't she |
| 5. did he | 6. don't they | 7. hasn't he | 8. isn't it |

9. will he 10. didn't he/hadn't he

33.2

- | | | | |
|----------------|-------------|---------------|---------------|
| 1. did she | 2. isn't it | 3. aren't you | 4. aren't you |
| 5. didn't you | 6. do you | 7. is she | 8. has he |
| 9. weren't you | | | |

33.3

- | | | | |
|----------------|--------------|---------------|-------------|
| 1. isn't she | 2. are they | 3. aren't we | 4. am I |
| 5. isn't it | 6. isn't she | 7. don't they | 8. don't we |
| 9. doesn't she | | | |

UNIT 34

34.1

- | | | | |
|------------|------------|-------------|----------------|
| 1. writing | 2. working | 3. stealing | 4. complaining |
| 5. meeting | 6. doing | 7. studying | 8. visiting |
| 9. typing | | | |

34.2

- | | | | |
|------------|-------------|-------------|------------|
| 1. eating | 2. smoking | 3. dancing | 4. working |
| 5. smoking | 6. going | 7. going | 8. eating |
| 9. buying | 10. playing | 11. reading | 12. seeing |

UNIT 35

35.1

- | | | | |
|------------|-------------|-----------|------------|
| 1. invited | 2. asked | 3. begged | 4. forbade |
| 5. ordered | 6. reminded | 7. warned | |

35.2

- | | |
|---------------------------------------|-------------------------------------|
| 1. She reminded me to go..... | 2. She asked me to open..... |
| 3. She invited me to have dinner..... | 4. invited all their friends to.... |
| 5. He advised me to start..... | |

35.3

- | | | |
|---------------------|----------------------|----------------------|
| 1. told me to do | 2. asked me to send | 3. wanted me to help |
| 4. him not to drive | 5. remind me to call | 6. her to come |
| 7. us to go | 8. them how to use | |

UNIT 36

36.1

- | | | | |
|------------|-------------|--------------|-------------|
| 1. going | 2. to buy | 3. to answer | 4. to get |
| 5. seeing | 6. visiting | 7. to run | 8. to study |
| 9. working | 10. to ride | | |

36.2

- | | | | |
|------------------|-------------------|------------------|------------------|
| 1. making pizza | 2. to make pizza | 3. making pizza | 4. to make pizza |
| 5. to make pizza | 6. making pizza | 7. to make pizza | 8. making pizza |
| 9. making pizza | 10. to make pizza | | |

36.3

- | | | |
|--------------------------------------|------------------------|----------------------|
| 1. to climb....to escape....stealing | 2. going | 3. buying....to have |
| 4. to eat.....be | 5. gardening....doing | 6. asking....to do |
| 7. to work....offerring | 8. to come....to annoy | |

UNIT 37

37.1

1. I prefer cycling to walking.
2. He prefers taking the bus to driving a car.
3. They prefer basketball to football.
4. She prefers typing to handwriting.
5. I prefer calling people to sending messages (to them).
6. We prefer helping people to making money out of them.

37.2

1. I would rather be a teacher than a journalist.
2. I would prefer not to discuss this problem today.
3. Some men would rather not marry at all.
4. I would prefer to have a cat than a dog.

5. I'd rather stay at home than go out tonight.
6. He would prefer not to drive in heavy traffic.

37.3

- | | |
|--|---------------------------------------|
| 1. I'd rather leave now. | 2. I would prefer to eat at home. |
| 3. I'd rather go alone. | 4. I'd prefer to leave it till later. |
| 5. I'd prefer to leave till next week. | 6. I'd rather not go out tonight. |
| 7. I'd prefer to live in the country. | 8. I'd prefer to get a job. |

UNIT 38

38.1

- | | | | | |
|-------|----------|------------|-------|--------|
| 1. in | 2. at | 3. about | 4. to | 5. for |
| 6. of | 7. after | 8. without | 9. of | 10. at |

38.2

- | | | | | |
|-------|-------|-------------|---------------|--------------------|
| 1. at | 2. at | 3. tired of | 4. accused of | 5. responsible for |
|-------|-------|-------------|---------------|--------------------|