By: Miss Maryam

PRACTICE GRAMMAR

1 The Present Continuous



A Introduction

The present continuous means that we are in the middle of an action.

B Form

I **am looking** OR I**'m looking**
you/we/they **are looking** OR you/we/**they're looking**
he/she/it **is looking** OR he/she/it**'s looking**

C Use

We use the present continuous to say that we are in the middle of an action.

I'm waiting for the train.

I'm waiting means that I am in the middle of a period of waiting. The wait is not yet over.

Exercises

Q Rachel is in the computer room at college. Complete her conversation with Andrew. Put in present continuous form of the verb.

Andrew: What are you doing?
Rachel: *I'm writing* (I/write) a letter to a friend. He's a disc jockey. Vicky and I ……. (try) to organize a disco.
Andrew: That sounds a lot of work. How ……. (you, find) time for your studies?
Rachel: Well, as I said, Vicky …… (help) me. …… (we, get) on all right. …… (we, not, spend) too much time on it. ……. (it, not, taking) me away from my studies, don't worry about that. Oh, sorry, …… (you, wait) for this computer?
Andrew: Yes, but there's no hurry.
Rachel: …….. (I, correct) the last bit of the letter. I've nearly finished.

Q What can you say in these situations? Add a sentence with the present continuous.

1 A friend is at your flat and suggests going out, but you can see rain outside.
I don't want to go out now. Look, …….
2 A friend rings you up at work.
Sorry, I can't talk now. ……..

3 You want to get off the bus, but the man next to you is sitting on your coat.
Excuse me, ……
4 A friend wants to talk to you, but you have just started to write an important letter.
Can I talk to you later? ……..
5 You have been ill, but you're better now than you were.
I'm okay now. ……..

2 Past Continuous or Simple?

Past Continuous	Past simple
We use the past continuous for an action that we were in the middle of…	We use past simple for a complete action in the past.
We **were driving** home. (We were in the middle of our journey.)	We **drove home**. (We finished our journey.)
We often use the past continuous to describe the background.	We use the past simple for actions in a story.
The sun **was shining**.	We **arrived** at the beach.

We often use the past continuous and simple together when one (shorter) action comes in the middle of another (longer) one.

As we **were driving** down the hill, a strange object **appeared** in the sky.
While Laura **was sitting** in the garden, it suddenly **began** to rain.
You **drove** right past me when I **was waiting** for the bus.

Exercises

Q David is always having accidents. His friend Melanie is talking about some of the accidents. Write her sentences from these notes. Each sentence has one verb in the past continuous and one in the past simple.

1 when / he / carry / a suitcase / he / drop / it / on his foot
when he was carrying a suitcase, he dropped it on his foot.
2 he / sit down / on a chair / while / I / paint / it
……..
3 his hair / catch / fire / when / he / cook / chips
……
4 when / he / hold / a beautiful vase / he / suddenly / drop / it
……
5 he / sit / in the garden / when / a wasp / sting / him / on the nose
……..

Q̄ Put in the correct form of the verb.

Rita: I hear the lights went (go) out in your flats last night.
Emma: Yes, I was watching (I / watch) a documentary on TV when suddenly
(1) ……..... (we / lose) all the power. But
(2) …….. (it / come) on again after about ten minutes.
Vicky: Rachel (3) …… (come) down the stairs when the lights
(4) …… (go) out. She almost (5) …… (fall) over.
Daniel: Matthew and I (6) …… .....(play) table tennis at the time.
Andrew: (7) ……..... (I / work) on the computer.
(8) …….. (I / lose) a whole hour's work. But this morning
(9)…… (I/get) up early and (10) …… (do) it again.

3 The Present Perfect

A Introduction



The present perfect tells us about the past and the present.
The aircraft has landed means that the aircraft is on the ground now.

B Form

I/you/we/they **have washed** OR I/you/we/they**'ve washed**
he/she/it **has washed** OR he/she/it**'s washed**

NEGATIVE	QUESTION
I/you/we/they **haven't washed**	**have** I/you/we/they **washed?**
he/she/it **hasn't washed**	**has** he/she/it **washed?**

We've washed the dishes. Have you opened your letter?
The aircraft has landed safely. The students haven't finished their exams. There is a present perfect of be and of have. I've had a lovely time, thank you.

C Use

When we use the present perfect, we see things as happening in the past but having a result in the present.

We've **washed** the dishes. (They're clean now.) The aircraft **has landed**. (It's on the ground now.)
We've **eaten** all the eggs. (There aren't any left.) They've **learnt** the words. (They know the words.)
You've **broken** this watch. (It isn't working.)

Exercises

Ō Add a sentence. Use the present perfect.
I'm tired. (I / walk / miles) I've walked miles.

1 Emma's computer is working now. (she / repair / it)
…….

2 It's cooler in here now. (I / open / the window)
……..

3 The visitors are here at last, (they / arrive)
……

4 Mark's car isn't blocking us in now. (he / move / it)
……

5 We haven't got any new videos, (we / watch / all these)
……

Ō Trevor and Laura are decorating their house. Put in the verbs. Use the present perfect.

Laura: How is the painting going? Have you finished? (you / finish)
Trevor: No, I haven't. Painting the ceiling is really difficult, you know. (1) ..... (I / not / do) very much. And it looks just the same as before. This new paint (2) ..... (not / make) any difference.
Laura: (3) ..... (you / not / put) enough on.
Trevor: (4) ..... (1 / hurt) my back. It feels bad.
Laura: Oh, you and your back. You mean (5)……. (you / have) enough of decorating. Well, I'll do it. Where (6).....…… (you / put) the brush?
Trevor: I don't know. (7)..... (it / disappear). (8) …… (I / look) for it, but I can't find it.
Laura: You're hopeless, aren't you? How much (9)…… (you / do) in here? Nothing! (10) .....(I / paint) two doors.
Trevor: (11)……(I / clean) all this old paint around the window. It looks much better now, doesn't it?
Laura: (12)…… (we / make) some progress, I suppose. Now, where (13) ..... (that brush /go)? Oh, (14)……..... (you / leave) it on the ladder, look.

4 Just, Already, Yet; For and Since



A Just, already and yet

We can use the present perfect with just, already and yet.

Just means 'a short time ago'. Vicky heard about the concert not long ago. **Already** means 'sooner than expected'. They sold the tickets very quickly. We use yet when we are expecting something to happen. Vicky expects that Rachel will buy a ticket.

Just and already come before the past participle (heard, sold). **Yet** comes at the end of a question or a negative sentence.

Here are some more examples. We've **just come** back from our holiday. **I've just had** an idea. It isn't a very good party. Most people **have already gone** home. My brother **has already crashed** his new car. It's eleven o'clock and you **haven't finished breakfast yet.**

B For and since

We can use the present perfect with for and since. Vicky **has** only **had** that camera for three days. Those people **have been** at the hotel **since** Friday.

I've felt really tired **for** a whole week now.

We've **lived** in Oxford **since** 1992.Here something began in the past and has lasted up to the present time.

We use for to say how long this period is {for three days). We use since to say when the period began (**since** Friday).

We use how long in questions.

How long has Vicky had that camera? **Since** Thursday, I think.

How long have Trevor and Laura been married? Oh, **for** about three years.
We can also use the present perfect with **for** and **since** when something has stopped happening. / haven't seen Rachel **for** ages. She hasn't visited us **since** July.

Exercises

Q Write replies using the present perfect and just.
Use these past participles: checked, eaten, made, remembered, rung, tidied
We must find out the address. It's all right, I've just remembered it.

1 The children's room looks neat. Yes, they've .....
2 Is Daniel making some coffee? It's ready.....
3 What happened to that chocolate? Sorry,.....
4 Has Rachel got all the answers right? Yes,.....
5 Have you told your sister? Yes, I've .....

Q Complete the sentences.
You ought to wash the car. You haven't washed it for ages.
I'd better have a shower. I haven't had one since Thursday.

1 I think I'll ring my girlfriend. I haven't ..... the weekend.
2 We're going to see some old friends. We haven't ..... five years.
3 Let's watch a video, shall we? We haven't..... quite a while.
4 We could have a barbecue. We haven't .....last summer.
5 Shall we play tennis? We haven't..... our holiday.

5 The Present Perfect Continuous

A Introduction

We use the present perfect continuous for an action (waiting). The action happens over a period of time (for twenty minutes). Here the period lasts up to the present - they are still waiting now.



B Form

The present perfect continuous is the present tense of **have + been** + an ing-form.
I/you/we/they have been waiting OR I/you/we/they've been waiting.
he/she/it has been waiting OR he/she/it's been waiting.

C Use

We use the present perfect continuous for an action over a period of time leading up to the present.
In these examples the action is still going on.

We've been waiting here for twenty minutes. (We're waiting now.)

Listen. That burglar alarm **has been ringing** since eight o'clock this morning.

We must use the perfect in these situations.

NOT We wait here for twenty minutes OR We're waiting-here for twenty-minutes.

We can use the present perfect continuous to talk about repeated actions up to now.

Natasha **has been playing** the piano since she was four. We can also use it to talk about an action which ends just before the present.

I've been swimming. That's why my hair is wet.

Exercises

Q What could you say in these situations? Write sentences with the present perfect continuous and a phrase with for. Use these verbs: play, read, swim, talk, travel, work

A video is on. It began two hours ago, and it hasn't finished yet.
The video has been playing for two hours.

1 Matthew went into the water an hour ago. He doesn't want to come out yet.
…….

2 Your friends started their journey around the world three months ago. They've gone about halfway now.
……

3 Mark got to the office early this morning. Ten hours later he's still there.
……

4 Melanie rang Rita forty minutes ago, and they're still on the phone.
……

5 Trevor has got an interesting book. He started it quite a long time ago. Ask him how long.
…….

Q Put in the verbs. Use the present perfect continuous.

Ilona: Sorry I'm late.
Emma: It's OK. I haven't been waiting (I / not / wait) long.
What(l)…….. (you/do)?
Ilona: I've been with Mrs. King. (2) ..... (she / help) me with my English.
Emma: Your English is very good. You don't need lessons, surely.
How long (3)..... (you / study) English?
Ilona: Er, eight years now. But my accent wasn't so good before I came to England.
(4) ..... (I / try) to improve it. I think
(5)..... (it / get) better lately.
Emma: Your accent is fine, Ilona. Honestly.

6 The Past Perfect

A Introduction



I felt really tired when I took the train to work yesterday because Sarah and 1 **had been** to a party the evening before. We **hadn't gone** to bed until after one. I **hadn't been** on the train long when I had a bit of a shock. I suddenly realized that **I'd left** my wallet at home. Then I began to wonder. **Had I left** it in the office the day before? I just couldn't remember. I wanted to go back to bed. I felt awful.

The situation is in the past (I **took** the train ... I felt tired ...). When we talk about things before this past time, we use the past perfect.

Sarah and I had been to a party the evening before. **I'd left** my wallet at home.

We are looking back from the situation of the train journey to the earlier actions - going to a party and leaving home without the wallet.

B Form

The past perfect is had + a past participle.

He **had enjoyed** the party, OR **He'd enjoyed** the party.

They **hadn't gone** to bed until late. Where **had** he **put** his wallet?

C Present Perfect and Past Perfect

Compare these examples.

PRESENT PERFECT (before now)	PAST PERFECT (before then)
My wallet isn't here. I've left it behind.	My wallet wasn't there. I'd left it behind.
The match is over. United have won.	The match was over. United had won.
That man looks familiar. I've seen him somewhere before.	The man looked familiar. I'd seen him somewhere before.

Exercise

Q Add a sentence with the past perfect using the notes.

Claire looked very suntanned when I saw her last week.

She'd just been on holiday, (just / be on holiday)

1 We rushed to the station, but we were too late.

…… (the train /just / go)

2 I didn't have an umbrella, but that didn't matter.

..... (the rain / stop)

3 When I got to the concert hall, they wouldn't let me in.
..... (forget / my ticket)

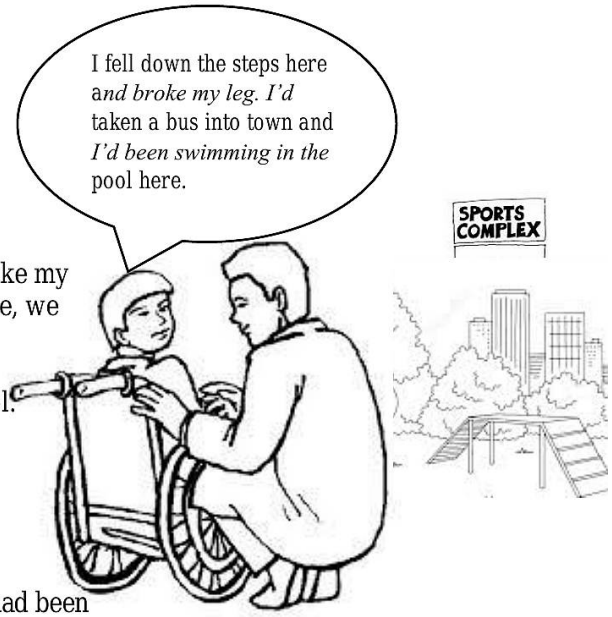
4 Someone got the number of the car the raiders used.
..... (steal / it / a week before)

5 I was really pleased to see Rachel again yesterday.
…….. (not see / her / for ages)

6 Luckily the flat didn't look too bad when my parents called in.
…… (just / clean / it)

7 The boss invited me to lunch yesterday, but I had to refuse the invitation.
…….. (already / eat / my sandwiches)

7 The Past Perfect Continuous



A Introduction

David is talking about a situation in the past (**I fell** and broke my leg). When we look back to something before this past time, we use the past perfect simple or the past perfect continuous.
Past perfect simple: I had taken a bus into town.
Past perfect continuous: I had been swimming in the pool.
We use the past perfect continuous for an action which happened over a period of time. The swimming went on for some time before David broke his leg.

B Form

The past perfect continuous is **had been** + an ing-form. /had been waiting ages, OR I'd been waiting ages. I had not been paying attention, OR / hadn't been paying attention. Was the ground wet? Had it been raining?

Exercises

Q Complete the conversation. Put in the past perfect continuous of the verbs.

Rachel: How was your job interview?
Vicky: Awful. I felt terribly nervous. I'd been worrying (I / worry) about it all week. And I was tired because (1)…….. (I / work) on my project the night before. (2) ..... (I / not look) forward to the interview at all.
Rachel: So, what happened?
Vicky: The woman interviewing me was half an hour late because (3).....(she / deal) with an unexpected problem, she said. (4) ..... (I / wait) ages, and I'd got even more nervous.

Rachel: How did the interview go?
Vicky: Well, I tried to sound confident. (5) ..... (I / read) a book that said that's what you have to do in job interviews. But I don't know if I gave the right answers.

8 Will and Be Going To



A Introduction

Andrew: It's my birthday soon. I'll be twenty next Friday.
Aunt Joana: Oh, really? Are you going to have a party?
Andrew: I'm going to have a meal in a restaurant with a few friends.
Aunt Joana: That'll be nice.

WILL

Will has a neutral meaning. We use it to talk about facts in the future.
I'll be twenty next Friday.
The spacecraft will come down in the Pacific Ocean tomorrow morning.

BE GOING TO

We use **be going to** for an intention, something we have already decided to do.
We're going to have a meal.
Tom is going to sell his car.

B Predictions

WILL

We can use **will** for a prediction about the future.

I think United will win the game. One day people will travel to Mars.

BE GOING TO

We use **be going to** for a prediction when we see from the present situation what is going to happen in the future.

There isn't a cloud in the sky. It's going to be a lovely day.
This bag isn't very strong. It's going to break.

It is often possible to use either form in a prediction. For example, we can also say I think United are going to **win** the game. Usually **be going to** is a little more informal and conversational than **will**.

Exercises

Q Complete the conversations. Put in will or be going to with the verbs.

Vicky: Have you got a ticket for the play?
Daniel: Yes, I'm going to see (see) it on Thursday.
Harriet: The alarm's going. It's making an awful noise.
Mike: OK, I'll switch (switch) it off.

1 Daniel: Did you buy this book?
Matthew: No, Emma did. She..... (read) it on holiday.

2 Laura: Would you like tea or coffee?
Sarah: Oh, I…….....(have) coffee, please.
3 Trevor: I'm going to miss a good film on TV because I'll be out tonight.
Laura: I.....(video) it for you, if you like.
4 Rachel: I'm just going out to get a paper.
Emma: What newspaper.....……. (you / buy)?

Q Complete the news report about the village of Brickfield.
Use will or be going to. Sometimes either is possible.

We have learned this week that the local council has plans for Westside Park in Brickfield. The council is going to sell (sell) the land to a builder, Forbes and Son. The plans are all ready. '(1)…….. (we / build) fifty houses,' said Mr. Forbes. 'In two years' time everything (2)…….. (be) finished. I'm sure people (3)…….. (like) the houses. Most of them (4)…… .....(be) for young families. And we intend to take care of the environment. (5)…… (we / not / cut) down all the trees, only a few of them.' But people living near the park are angry. 'This is a terrible idea. We're all against it,' said Mrs. Mary Brent. '(6)……. (we / have) a protest march on Saturday. I expect everyone in Brickfield (7)…… ..... (be) there. We've reached our decision. (8)…….. ..... (we / stop) this plan.'

Q What would you say? Use will or be going to.

You want to express your intention to look round the museum.
Your friend: Do you have any plans for this afternoon?
You: Yes, I'm going to look round the museum.
1 You hate dogs. Dogs always attack you if they get the chance.
Your friend: That dog doesn't look very friendly.
You: It's coming towards us.....
2 You predict the landing of aliens on the earth in the next ten years.
Your friend: All this talk about aliens is complete nonsense, isn't it?
You: Is it? I think .....
3 You know that your friend's sister has decided to get married.
Your friend: Have you heard about my sister?
You: Well, I heard that .....
4 You suddenly decide you want to invite Ilona for a meal.
Your friend: Did you know Ilona will be in town next weekend?
You: No, I didn't. .....

By: Miss Maryam

9 Will Have Done and Was Going To



A Will Have Done

We use **will have** + a past participle (the future perfect) for something that will be over in the future. Sarah is thinking of a future time (half past eight). At half past eight she will be able to say 'I have finished'.

Here are some more examples.

I like looking at these pictures, but **I'll have had** enough by lunch-time.

Trevor and Laura **will have lived** here for four years next April.

This chess game is going to last ages. They **won't have finished** it until midnight.

Will you **have read** this book by the time it's due back to the library? Yes. **I'll have finished** it by then.

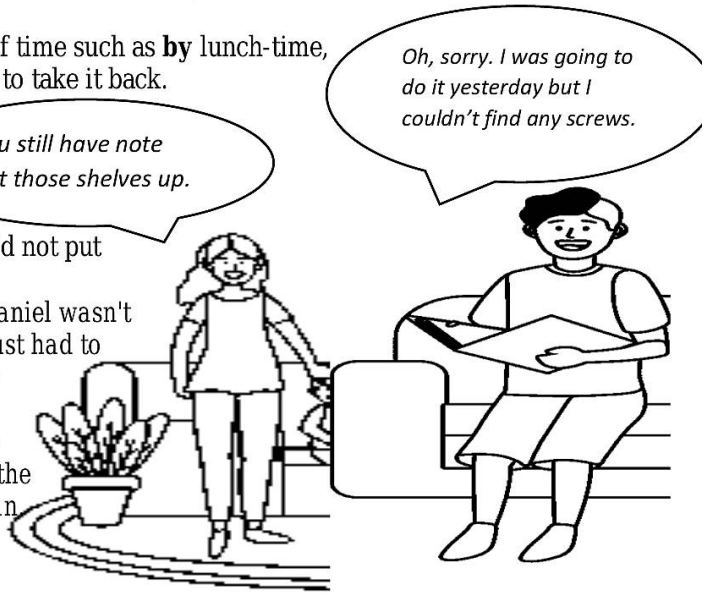
We often use the future perfect with expressions of time such as **by** lunch-time, **until** midnight, **before** then, by the time you have to take it back.

B Was Going To

We can use be going to in the past tense to express an intention in the past. Trevor intended to put the shelves up yesterday. Often the intended action did not happen. In fact Trevor did not put the shelves up. Here are some more examples.

I was going to tidy the flat, but I didn't have time. Daniel wasn't Going to spend any money, but he saw a jacket he just had to buy. The woman walked away just as I was going to speak to her. (just as = at the moment when)

We can also use was going to for a prediction in the past. I knew something was going to go wrong with the plan. I knew something would go wrong with the plan.



Exercises

Q Will have done (A)

Paul wants to be an artist. He's reading about a famous artist called Winston Plummer. Winston Plummer was a great artist, who had a wonderful career. He won lots of prizes before he was twenty. By the age of twenty-five he had had his own exhibition. He was the subject of a TV documentary by the time he was thirty. By the age of thirty-five he had become world-famous. He made millions of pounds from his pictures before he was forty. Paul is daydreaming about his own future career. What is he thinking?

I hope I'll have won lots of prizes before I'm twenty.

1 Perhaps …… ..... my own exhibition by the age of twenty-five.

2 I wonder if..... by the time I'm thirty.

3 Maybe …….by the age of thirty-five.

4 I hope ..... by the age of forty.

Q Will have done (A)

How good is your maths? Can you work out the answers? It's quarter to six. Melanie is putting something in the oven. It needs to be in the oven for an hour and a half. When will it have cooked? It will have cooked at quarter past seven.

1 It's seven o'clock in the evening, and Andrew is starting to write an essay. He writes one page every fifteen minutes. He plans to finish the essay at midnight. How many pages will he have written? He will have written..... pages.

2 It's Monday morning, and Sarah is travelling to work. It's twenty miles from her home to the office. How far will she have travelled to and from work by the time she gets home on Friday?

3 Matthew is doing press-ups — one every two seconds. How many will he have done after five minutes?

Q Was going to (B)

Complete the sentences. They are all about being just too late. Use was/were going to with these verbs: go, get, see, pick

The train left just as Mike was going to get on it.

1 I'm afraid the shop closed just as we……. in.

2 The phone stopped ringing just as Melanie .....……..... it up.

3 We ……. .....a film about the Mafia, but the tickets were sold out.

Q Was going to (B)

Trevor is always making excuses for not doing things. Complete his sentences.

put up the shelves / not have any screws

Sorry. I was going to put up the shelves, but I didn't have any screws.

1 paint the door / not feel very well

Sorry. .....

2 repair the lamp / forget

Oh, yes. …….

3 wallpaper the bedroom / not have time

Well, ...

10 Asking People to do Things

A Polite requests

We can use **can** or **could** in a request, when we ask someone to do something.
Can everyone be quiet for a minute, please?
Can you keep me informed'? Yes, of course.
Could you lend me ten pounds until tomorrow? Sorry, I haven't got ten pounds.
I wonder if you could explain something to me. I'll try.
Could is often more polite than can.
In a request we can also use **Do you mind** ...? or **Would you mind**...? with an ing-form.
Do you mind waiting a moment? No, I can wait.
Would you mind sitting in the back? No, not at all. We
can also use Would you like to ...?
Would you like to lay the table for me? Yes, of course. We do not use **Do you like** ...?
for a request, NOT DO YOU LIKE TO LIE THE TABLE FOR ME?
It is always worth taking the trouble to use one of these request forms in English. We do not normally say
This can sound very abrupt and impolite without a phrase like Could you ...?

B The imperative

We can sometimes use the imperative form to tell someone what to do.
Bring another chair. Hurry up or we'll be late. We form the negative with don't.
Don't be silly. Don't make so much noise. We can use an imperative when we are with friends in an informal situation. But we do not use it to a stranger or in a more formal situation.
Excuse me. Could you tell me the way to Oxford Street, please?
NOT Tell-me-the way to Oxford Street-please.
Would you mind sending me a copy of your catalogue?
NOT Send-me-a-copy-of your-catalogue.
Even people in authority often avoid using the imperative to give orders. Instead they can use I want/I'd like you to . . ., You must..., or a polite request form. Manager: I want you all to be at the meeting. Policeman: You must wait until you see the green light. Doctor: Could you lie down on the bed, please?

C Asking for things

We use Can I/we have...? and Could I/we have ...? when we ask someone to give us something.
Can we have our room key, please? Could I have a receipt, please? We can also say
Could you give me a receipt, please? but we do not use the imperative.
NOT Give-me-a receipt.
When we ask for something in a shop or a cafe, we can simply name what we want, but we must say please
A large white loaf, please. Two coffees, please.
We can also use I'd like ... or I'll have ...
I'd like a chicken sandwich, please. I'll have a coffee.

Exercises

Q̄ Asking people to do things (A-C)

Mr Atkins is the boss at Zedco. He tells everyone what to do. Complete his sentences. Use these words: can, could, have, like, mind, must, want, wonder, would

Would you mind making some tea, Alan?

1 You……inform me of any developments.
2 Could I ..... the latest sales figures, please?
3 Would you .....to arrange a meeting sometime next week, Fiona?
4 I……. everyone to read the report.
5 ……. I see the file, please, Mark?
6 ……...you mind putting this in writing?
7 I……. if you could translate this letter, Linda.
8 …… you meet our customer at the airport?

Q̄ Asking people to do things (A-C)

Read about each situation and then make a request. Use the word in brackets.

It is cold in the restaurant. Ask the waiter to shut the window, (could)

Could you shut the window, please?

1 You are buying a coat. Ask the assistant for a receipt, (can)
……
2 You want to know the time. Ask someone in the street, (could)
Excuse me.....
3 You need someone to help you. Ask a friend, (can)
……..
4 You have bought some food, but you haven't got a bag. Ask the assistant, (could)
…….
5 You are carrying a tray. Ask someone to clear a space on the table, (mind)
…….
6 You are on the phone. You want to speak to the manager, (could)
……..

11 Possibility and Certainty: may, might, could and must

A May, might and could

Rachel: Whose bag is that?
Daniel: I don't know. It may belong to Maria's friend.
Vicky: It might be a bomb. It could explode at any moment.

We use **may** or **might** to say that something is possible or that it is quite likely.
We can use them for the present or the future.
It **may/might** be a bomb. (Perhaps it is a bomb.)
I **may/might** go to the disco tomorrow. (Perhaps I will go to the disco.)
We can use **could** to say that something is possible.
The story could be true, I suppose. (Possibly it is true.)
You could win a million pounds! (Possibly you will win a million pounds.)

Sometimes could means only a small possibility. It is possible (but not likely) that you will win a million pounds.
In some situations we can use **may, might or could**.
It may/might/could rain later.
After may, might or could we can use a continuous form (be + an ing-form). That man may/might be watching us. (Perhaps he is watching us.)

B May, Might and Could in the negative.

The negative forms are may not, might not/mightn't, and could not/couldn't.

MAY NOT AND MIGHT NOT	COULDN'T
Something negative is possible. Daniel may not get the job. Tom might not be in. I mightn't finish the marathon tomorrow. (It is possible that I will not finish it.)	Something is impossible. Vicky is afraid of heights. She couldn't climb onto the roof. I'm completely unfit. I couldn't run a marathon. (It is impossible for me to run it.)

C Must and Can't

MUST	CAN'T
We use must when we realize that something is certainly true. She isn't answering the phone. She must be out. I had my keys a moment ago. They must be here somewhere. Andrew isn't here. He must be working in the library.	We use can't when we realize that something is impossible. We haven't walked far. You can't be tired yet. Life can't be easy when you have to spend it in a wheelchair. Nick can't be touring Scotland. I saw him hat this morning.

Exercises

Q Vicky and Rachel are at college. They're looking for their friend Natasha. Complete the conversation. Use may or might and the verb in brackets. Sometimes you need to use the continuous.

Vicky: I can't find Natasha. Have you seen her?
Rachel: She might be (she / be) in the music room. She may be practicing (she /practice).
Vicky: No, she isn't there. I thought (1)…….(she / be) with you.
Rachel: It's a nice day. (2)……(she / be) on the lawn. (3) …….. (she / sit) out there reading the paper. Or (4) …… (she / have) a coffee. (5) …….. (you / find) her in the canteen.
Emma: No, I've looked there.
Rachel: Well, here comes Jessica. (6) ……. (she / know).

Q Add a sentence with may or might (both are correct).
I'm not sure if it's going to rain. It might rain.
I don't know if we'll see an elephant. We may see one.

1 I can't say whether Daniel will win.....
2 I haven't decided if I'm having a holiday.....
3 I don't know if we'll get an invitation. .....

4 I've no idea whether Sarah will be late.....
5 I'm not sure if my friends are visiting me .....

Q A reporter is interviewing Mrs Miles for a TV news programme.
Complete the conversation. Put in must, can't or might.

Mrs Miles: My name's Nora Miles, and I'm going to do a parachute jump.
Reporter: Mrs Miles, you're seventy-three, and you're going to jump out of an aeroplane. You must be mad. You (1) .....be serious.
Mrs Miles: It really (2).....be wonderful to look down from the sky. I've always wanted to try it.
Reporter: But anything could happen. You (3).....be injured or even killed. I wouldn't take the risk.
Mrs Miles: Well, young man, your life (4) ..... be much fun if you never take risks. You ought to try it. You never know – you (5) .....enjoy it.
Reporter: Enjoy it? You (6) ..... be joking!

Q Put in mightn't or couldn't.
I've got one or two things to do, so I mightn't have time to come out tonight.
David couldn't work as a taxi driver. He can't drive.
1 We're going to need lots of glasses. We ..... have enough, you know.
2 Mark .....be in the office tomorrow. He thinks he's getting a cold.
3 We ..... possibly have a dog, living in a small flat like this.
4 How can you work with all this noise? I .....work in such conditions.
5 Don't ring tomorrow because I..... be in. I'm not sure what I'm doing.

12 Suggestions, Offers and Invitations

A Suggestions

We can use Shall we ...? or Let's to make a suggestion. It's a lovely day. **Shall we** go for a walk? Yes, OK. Let's play some music. ~ Good idea.
We can also use **could** for a suggestion.
We could watch this comedy on TV tonight. Well, actually I've seen it before.
You could invite a few friends around. Yes, why not?
We can also use Why don't...?
Why don't we have a look round the market?
To ask for a suggestion we use **shall, should or can**.
Where shall/should we go for our holiday? What about Spain?
What can I get Claire for her birthday? I've no idea.

B Offers

We can use **will** or **can** to offer to do something. I'll carry your

bag. Oh, thanks. We can give you a lift. Oh, that would be great. Thank you.
We can also use question forms with shall or can.
Shall we pay you the money now? Oh, there's no hurry.
Can I get a taxi for you? Yes, please.
To offer food or drink, we use **would like.**
Would you like one of these chocolates? Yes, please. Thank you.
Would anyone like more coffee? No, thanks.
We can also use Will/Won't you have ... ?
Will you have a biscuit? Thank you.
Won't you have something to drink? Not for me, thank you.
In informal speech we can use the imperative.
Have a biscuit. Thank you.

C Invitations

The words we use in invitations are similar to those we use in offers of food and drink (see B).
To invite someone, we often use **Would you like to** ...?
Would you like to have lunch with us? Yes, I'd love to. Thank you.
Would like can have a verb with to after it, or an object with a noun. Would you like to stay the night. Oh, that's very kind of you. Would you like a bed for the night? Are you sure it's not too much trouble?
We can also use **Will/Won't you** ...?
Will you join us for coffee? Yes. Thanks. Won't you sit down?
In informal speech we can use the imperative. Come and have coffee with us. **Please** sit down.

Exercises

Q Complete the conversation. Put in could, shall, will or would.

Daniel: Where shall we have our picnic, then?
Rachel: This looks all right. (1) ..... we sit here?
Emma: Oh, I've forgotten the sausages. They're in the car.
Matthew: (2) ..... I get them?
Emma: Oh, thanks, Matthew.
Vicky: We (3)……sit by those trees. It looks nicer over there.
Rachel: No, it's fine here.
Daniel: Yes, it's better here, I think.
Emma: (4) ..... you like a sandwich, Vicky?
Vicky: Oh, thank you.
Emma: (5) ..... you have one, Rachel?
Matthew: And here are the sausages. (6)…….. anyone like one?

Q What would you say? There is more than one correct answer.

A friend has called at your flat. Invite him to come in.
Would you like to come in?

1 Offer your visitor a cup of tea.

…….

2 You don't know what to say in your letter. Ask your friend for a suggestion.
……

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

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

5 You are writing to a friend. Invite her to visit you one weekend.
……

13 For, Since, Ago and Before

A Introduction

FOR	SINCE	AGO
Mark has spent three hours playing a computer game. He's been sitting there for **three hours.**	It was two o'clock when Mark started the game. He's been playing **since two o'clock**.	Three hours have passed since Mark and Sarah got up from the lunch table. They finished their lunch **three hours ago**.

B For and since with the present perfect

We often use for and since with the present perfect to talk about something continuing up to the present.

FOR	SINCE
We use for to say how long something has continued.	We use since to say when something began,
I've been waiting **for forty minutes**.	I've been waiting **since ten past six.**
We've known about it **for two days**.	We've known about it **since Monday**.
Melanie has been living here **for a year now.**	Melanie has been living here **since last year.**

We can also use for with other tenses.
I'm staying in England for a year. We swam for quite a long time.
We can often leave out **for** (but not from some negative sentences).
We've had this car (for) six months. I haven't seen Vicky for a day or two.

C Ago with the past

We can use the adverb **ago** to talk about a past time measured from the present.
Six months ago means six months before now.
I passed my driving test six months ago. NOT since six months
Vicky wrote to the company weeks ago. David first met Melanie a long time ago.
Have you seen Emma? Yes, just a few minutes ago.
We put ago after the phrase of time, NOT ago-six months

D Before with the past perfect

We use **before** (not **ago**) with the past perfect, e.g. had done.
I bought a car in August. I'd passed my driving test three months before.
(in May, three months before August)
Vicky finally received a reply to the letter she had written weeks before.

By: Miss Maryam

Exercises

Q̄ Put in for or since.

Daniel: How long have you been learning English?
Ilona: Well, I studied it ->for five years at school, and I've been having evening classes (1) ……last summer. That's when I left school.
Daniel: And you're staying here (2) .....three months?
Ilona: That's right. I've been here (3) …… the end of April. I'm going to London (4) ..... a week before I go home.

Q̄ Put in a phrase with for, since or ago.

I got here an hour ago. What! You mean you've been waiting for an hour?

1 The phone last rang at four o'clock. So you've had no calls …….. ...?
2 I haven't been to the dentist for ten years. You last went to the dentist…….....?
3 I last saw Rachel on Monday. Haven't you seen her .....……. ...?
4 We've had six weeks without rain. Yes, it hasn't rained .....…….
5 It's three years since Laura got married. Really? Has she been married……?
6 It's eight months since my brother had any work. He lost his job..... ……...?
7 Mrs. Miles was taken ill three weeks ago. You mean she's been ill……, and nobody's told me!

Q̄ Put in ago or before.

This film looks familiar. Didn't we see it at the cinema about two years ago?

1 The road was wet when the accident happened. It had stopped raining only half an hour…….
2 My telephone is working now. They repaired it a week.…….
3 A young man threw himself off this bridge last year. His girlfriend had left him two days…….

Q̄ Decide which word is correct.

I'm not speaking to Oliver. I've fallen out with him.
a) away b) back c) out d) through

1 Everyone complained …… the awful food.
a) about b) for c) on d) over
2 You don't need this word. You should cross it
a) down b) out c) over d) up
3 It's late. How much longer are you going to go ……. working?
a) along b) on c) through d) with
4 My shoes are dirty. I'd better take them……... before I come in.
a) away b) off c) on d) up
5 The bus journey costs more now. They've put the fares……. _
a) down b) out c) over d) up
6 We all laughed ..... the cartoon.
a) at b) for c) on d) to
7 We'd all decided to go on holiday together, but the plan fell……., I'm afraid.
a) away b) back c) out d) through

