

МИНИСТЕРСТВО ОБРАЗОВАНИЯ РЕСПУБЛИКИ БЕЛАРУСЬ

Белорусский национальный технический университет

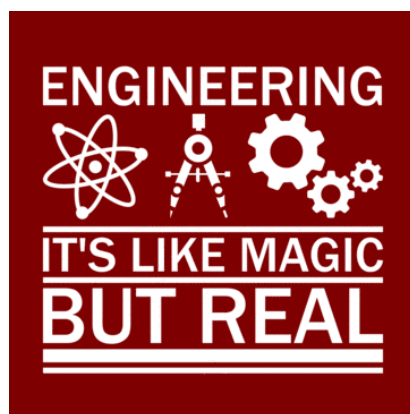
Кафедра «Иностранные языки»

## GRAMMAR FOR TECHIES

**Сборник упражнений по грамматике английского языка  
для студентов технических специальностей**

**Часть 1**

Электронное учебное издание



Минск

БНТУ

2021

Составитель:

И.Н. Дерман, старший преподаватель кафедры «Иностранные языки»  
Белорусского национального технического университета

Рецензенты:

А.В. Никишова, заведующий кафедрой межкультурных коммуникаций и  
технического перевода учреждения образования «Белорусский  
государственный технологический университет», кандидат  
филологических наук, доцент.

С.А. Хоменко, заведующий кафедрой «Английский язык №1»  
Белорусского национального технического университета, кандидат  
филологических наук, доцент.

Учебное пособие содержит разнообразные упражнения по основным темам  
грамматики английского языка. Адресуется студентам, магистрантам и  
аспирантам технических специальностей.

© Белорусский национальный  
технический университет, 2021

## **ВВЕДЕНИЕ**

Данное учебное пособие адресовано студентам, магистрантам и аспирантам технических специальностей, изучающих грамматические явления английского языка. Издание может быть использовано для аудиторной и самостоятельной работы.

Пособие нацелено на систематизацию знаний по грамматике английского языка и совершенствование навыков практического использования разнообразных грамматических конструкций. Грамматический материал отобран в соответствии с рекомендациями типовой программы по иностранным языкам для неязыковых вузов.

Сборник упражнений состоит из основных грамматических тем: настоящее простое время, настоящее длительное время, настоящее совершенное время, настоящее совершенное длительное время, прошедшее простое время, прошедшее совершенное время, прошедшее совершенное длительное время, конструкции страдательного залога, способы выражения будущего времени, герундий и инфинитив, вопросительные предложения, предлоги и конструкции с предлогами. Для полного понимания учебного материала издание снабжено словарем технических терминов и слов из упражнений, при переводе которых могут возникнуть трудности.

В издание включено большое количество аутентичных предложений и текстов с технической и академической лексикой, что позволит расширить словарный запас обучающихся.

При составлении пособия автор ориентировался на необходимость подготовки будущих специалистов к межкультурной коммуникации в сфере инженерной профессиональной деятельности, что было отражено в упражнениях.

## Оглавление

Present continuous .....	6
Present simple .....	8
Present continuous and present simple.....	11
Past simple .....	15
Past continuous.....	17
Present perfect.....	19
Present perfect continuous.....	22
Present perfect continuous and simple .....	26
how long have you (been) ... ?.....	28
for / since     when ... ? how long ... ?.....	29
Present perfect and Past simple.....	31
Past perfect .....	34
Past perfect continuous .....	36
Future .....	39
Present tenses for the future .....	39
I'm going to (do).....	41
Future simple.....	43
Passive .....	47
be done / been done / being done.....	49
Questions and auxiliary verbs .....	52
Verbs with –ing forms and infinitives.....	58
Verb + -ing .....	58
Verb + to .....	60
Verb (+ object) + to .....	63
Verb + -ing or to .....	64
try, need, help.....	66

like / would like etc. ....	68
Preposition (in/for/about etc.) + -ing.....	70
be/get used to .....	72
Verb + preposition + -ing .....	74
there's no point in -ing, it's worth -ing etc.....	76
to ... , for ... and so that .....	77
Adjective + to .....	80
to ... (afraid to do) and preposition + -ing (afraid of -ing) .....	82
see somebody do and see somebody doing .....	84
-ing clauses .....	85
PREPOSITIONS .....	87
time      at/on/in.....	87
on time and in time      at the end and in the end.....	89
position      in/at/on.....	91
to, at, in and into .....	93
other uses      in/on/at.....	95
by.....	97
Noun + preposition.....	99
Adjective + preposition .....	101
Verb + preposition.....	105
about/for/of/after .....	107
about and of .....	109
of/for/from/on .....	110
in/into/with/to/on .....	112
Vocabulary.....	114
List of references.....	123

## Present continuous

## I am doing

1 What's happening in the pictures? Choose from these verbs:

drill check replace conduct operate repair



1. Natalia ..... the temperature in the greenhouse.
2. Yanka ..... a hole in the board.
3. They ..... components on the plane.
4. The team ..... the tractor.
5. Bill ..... a ship.
6. The worker ..... welding work in the shop.

2 Match the left column with the right one to complete the sentences.

1 Please don't make so much noise.	a I'm getting tired.
2 We need to work quicker.	b They're lying to their boss.
3 I have to buy a new flashlight.	c He is drilling so careless.
4 I need to have a break soon.	d They're trying to sell it.
5 They don't need their jigsaw any more.	e Our shift is going to the end.
6 Things are not so good at work.	f I'm trying to work on my project.
7 It isn't true what they say.	g I'm using my friend's today.
8 He is going to get an injury.	h The company is losing money.

### 3 Write questions. Use the present continuous.

- 1 What's all that noise? **What's happening?** (what / happen?)
- 2 What's the matter? ..... (why / you / saw / this piece?)
- 3 Where's our carpenter? ..... (he / not work / today?)
- 4 I haven't seen you in the office. .... (what / you / do / these days?)
- 5 Amy is a student. .... (what / she / study?)
- 6 Who are those people in the uniform? ..... (what / they / do?)
- 7 I heard you started a new job. .... (you / enjoy / it?)
- 8 We're not in a hurry. .... (why / you / walk / so fast?)

### 4 Put the verb into the correct form, positive (**I'm doing** etc.) or negative (**I'm not doing** etc.).

1. Please don't make so much noise. **I'm trying** (I / try) to work.
2. Let's go out now. **It isn't raining** (it / rain) any more.
3. You can turn off the interview with our developer. .... (I / listen) to it.
4. Kate phoned last night. She's on business in Sweden. .... (She / have) a great time and doesn't want to come back.

5. Andrew started evening classes recently. .... (He / learn) thermodynamics.
6. Paul and Sasha have had an argument about cooling system and now .... (they / speak) to one another.
7. The situation is already very bad and now .... (it / get) worse.
8. Tim .... (work) today. He's taken the day off .
9. .... (I / look) for metal pipes. Do you know where they are?
10. The compressor has been repaired. .... (It / work) now.
11. .... (They / build) a new hospital. It will be finished next year.
12. Ben is a student, but he's not very happy. .... (He / enjoy) his course.
13. Designs of new plants is rather smart. .... (Engineers / add) any facilities for purification of wastes.
14. Dan has been in the same job for a long time. .... (He / start) to get bored with it.
15. The bench is old and .... (Pavel / pull out) nails with pincers.

## Present simple

I do

**1 Complete the sentences using the following verbs in the Present simple form:**

**cause(s) close(s) connect(s) go(es) live(s) speak(s) take(s)**

1. Tanya **speaks** German very well.
2. Ben and Jack .... to the same refresher courses.
3. Liquid on electrical equipment .... many accidents.
4. The museum of BNTU .... at 5 o'clock on Fridays.
5. Bacteria are single-celled organisms and .... in soil, the ocean and inside the human gut.
6. The competition "Best professional" .... place every four years.



7. The Panama Canal ..... the Atlantic and Pacific oceans.

**2 Put the verb into the correct form.**

1. Julia **doesn't drink** (not / drink) tea very often.
2. What time (the engineers / check) the tank with refrigerant here?
3. I have some batteries, but I (not / use) them because they are flat.
4. When (you / replace) the bulb?
5. 'What (you / do)?' 'I'm an electrician.'
6. Look at this sentence. What (this word / mean)?
7. David isn't very fit. He (not / do) any sport.
8. It (take) me an hour to assemble a motor. How long (it / take) you?

**3 Complete the sentences using these verbs. Sometimes you need the negative.**

<b>explore</b>	<b>work</b>	<b>prepare</b>	<b>turn</b>	<b>grow</b>	<b>go</b>
<b>flow</b>	<b>tell</b>	<b>require</b>	<b>translate</b>		

1. The earth **goes** round the sun.
2. Rice **doesn't grow** in cold climates.
3. Design ..... an idea into a useful artefact, the problem into a solution.
4. Our students ..... an industry-standard engineering technical design report.
5. Engineers ..... in isolation at construction site.
6. Historian .....potential renewable energy resources.
7. An interpreter ..... from one language into another.
8. Most tasks they undertake ..... a range of constructing, operating and maintaining the physical infrastructure and content of our world.
9. Liars are people who ..... the truth.

10. The River Amazon ..... into the Atlantic Ocean.

**4 You need to know more information about Lisa and her family. Write the questions that will help you to get it.**

1 You know that Lisa writes reports. You want to know how often. Ask her.  
How often **do you write reports?**

2 Perhaps Lisa's sister interprets information from engineering drawings. You want to know. Ask Lisa. .... your sister .... ?

You know that Lisa goes to the conferences a lot. You want to know how often. Ask her. ....

4 You know that Lisa's brother works. You want to know what he does. Ask Lisa. ....

5 You're not sure whether Lisa speaks Spanish. You want to know. Ask her.  
.....

6 You don't know where Lisa's grandparents live. You want to know. Ask Lisa.  
.....

**5 Complete sentences using the following phrases:**

**I agree I apologise I insist I promise I recommend I suggest**

1 Mr Evans is not in the office today. **I suggest** you try calling him tomorrow.

2 I won't tell anybody what you said. .

3 (in a restaurant) You must let me pay for the meal. .... .

4 .... for what I said. I shouldn't have said it.

5 The new restaurant in Baker Street is very good. .... it.

6 I think you're absolutely right. .... with you.

## Present continuous and present simple

### I am doing and I do

#### 1 Are the underlined verbs OK? Correct them where necessary.

- 1 Water boils at 100 degrees Celsius. OK
- 2 How often are you going to the warehouse? do you go
- 3 Ben tries to find a job, but he hasn't had any luck yet.
- 4 Martina is phoning her curator very often.
- 5 The moon goes round the earth in about 27 days.
- 6 Can you hear those people? What do they talk about?
- 7 What do you do in your spare time?
- 8 Sarah is a vegetarian. She doesn't eat meat.
- 9 I must go now. It gets late.
- 10 'Come on! It's time to leave.' 'OK, I come.'
- 11 Paul is never late. He's always starting work on time.
- 12 They don't get on well. They're always arguing.

#### 2 Put the verb into the correct form, present continuous or present simple.

- 1 a I usually get (I / usually / get) hungry in the afternoon.  
b I'm getting (I / get) hungry. Let's go and eat something.
- 2 a '..... (you / listen) to the radio?' 'No, you can turn it off.'  
b '..... (you / listen) to the radio a lot?' 'No, not very often.'
- 3 a The River Pripiat ..... (flow) into the Dniepr.  
b The river ..... (flow) very fast today – much faster than usual.
- 4 a The automotive engineering sector ..... (deal) with the production of vehicles such as cars, vans and buses.

b This year our automotive engineering sector ..... (deal) with the production of motorbikes for high-performance motorsports.

5 a I'm not very active. .... (I / not / do) any sport.

b What ..... (you / usually / do) at weekends?

6 a Rachel is in New York right now. .... (She / stay) at the Park Hotel.

b ..... (She / always / stay) there when she's in New York.

### 3 Put the verb into the correct form, present continuous or present simple.

1 Why are all these people here? **What's happening** (What / happen)?

2 Julia is good at languages. .... (She / speak) four languages very well.

3 Are you ready yet? .... (Everybody / wait) for you.

4 I've never heard this word. How ..... (you / pronounce) it?

5 Kate ..... (not / work) this week. She's on holiday.

6 I think my English ..... (improve) slowly. It's better than it was.

7 Their engineers ..... (work) on all aspects of the design, development and production of the vehicles and their parts and subsystems.

8 Can we stop testing physical prototypes? .... (I / start) to get tired.

9 Sam and Tina are in Madrid right now. .... (They / visit) a new chemical plant.

10 'What ..... (your father / do)?' 'He's an architect.'

11 It took me an hour to get to work this morning. Most days ..... (it / not / take) so long.

12 I (I / learn) to drive. My driving test is next month. My father ..... (teach) me.

### 4 Finish B's sentences expressing irritation. Use always **-ing**. (present continuous)

1 a: I've lost my keys again.

b: Not again! **You're always losing your keys .**

2 a: The car has broken down again.

b: That car is useless. It ..... .

3 a: Look! You've made the same mistake again.

b: Oh no, not again! I ..... .

4 a: Oh, I've left my phone at home again.

b: Typical! ..... .

**5 Put the verb into the correct form, present continuous or present simple.**

1 Are you hungry? **Do you want** (you / want) something to eat?

2 Alan says he's designed a new spacecraft, but nobody ..... (believe) him.

3 She told me her name, but ..... (I / not / remember) it now.

4 Don't put the dictionary away. .... (I / use) it.

5 Don't put the dictionary away. .... (I / need) it.

6 Air ..... (consist) mainly of nitrogen and oxygen.

7 Who is that man? What ..... (he / want)?

8 Who is that man? Why ..... (he / look) at us?

9 Who is that man? ..... (you / recognise) him?

10 ..... (I / think) of getting an extra qualification. Would you be interested in joining me?

11 I can't make up my mind. What ..... (you / think) I should do?

12 Nikita wasn't well earlier, but ..... (he / seem) OK now.

**6 Are the underlined verbs OK? Correct them where necessary.**

1 Nicky is thinking of giving up her job. **OK**

2 It's not true. I'm not believing it. **I don't believe it.**

- 3 I'm feeling very tired. Can I leave and have a rest?
- 4 I've never eaten that fruit. What is it tasting like?
- 5 I'm not sure what she does. I think she works in a shop.
- 6 Look over there. What are you seeing?
- 7 You're very quiet. What are you thinking about?

**7 Complete the sentences. Use is/are being (continuous) or is/are (simple).**

- 1 I can't understand why he's being so selfish. He isn't usually like that.
- 2 You'll like Sophie when you meet her. She ..... very nice.
- 3 Sarah ..... very nice to me at the moment. I wonder why.
- 4 They ..... very happy. They've just got married.
- 5 You're normally very patient, so why ..... so unreasonable about waiting ten more minutes?
- 6 Would you like something to eat? ..... hungry?

**8 Put the verb into the correct form and translate the text.**

***Materials, Properties and Testing***

The world we (1) ..... (*live*) in would be a very different place without the sophisticated engineering materials currently available. Many of the things we (2) ..... (*take*) for granted, such as telecommunications, air travel, safe and low-cost energy, or modern homes, (3) ..... (*rely*) on advanced materials development for their very existence. Successful engineering application and innovation (4) ..... (*be*) dependent upon the appropriate use of these materials, and the understanding of their properties.

This subject (5) ..... (*introduce*) students to the atomic structure of materials and the way it affects the properties, physical nature and performance characteristics of common manufacturing materials; how these properties (6) ..... (*be*) tested,

and modified by various processing treatments; and problems that (7) ..... (*occur*) which can cause materials to fail in service.

On successful completion of this course students (8) ..... (*explain*) physical properties of materials. Young specialist (9) ..... (*determine*) the suitability of engineering materials for use in a specified role, explores the testing techniques to determine the physical properties of an engineering material and identify the causes of in-service material failure.

## Past simple

## I did

### **1 Read what Dmitry, a Mechanical Engineer, says about a typical working day:**

I usually get up at 7 o'clock and have a big breakfast. I walk to work, which takes me about half an hour. I start work at 8.45. I sort and answer e-mails. Then I brainstorm and enter tasks for the day in Excel spreadsheet. I prioritize tasks. After that I work on CAD model. I see if the model is complete and addresses the design requirements. Then I convert CAD part models to STL files and send these files to a 3D printer or machine shop. At 12 o'clock I have a snack. Next I go to the lab and check in on techs, the status of experiments. When I find that some essential parts or tools are missing, I order parts or tools from the online catalogue distributor. During the day I socialize a little with the colleagues in the lab. I finish work at 5 o'clock. I'm always tired when I get home. I usually cook a meal in the evening. I don't usually go out. I go to bed at about 11 o'clock, and I always sleep well.

**Yesterday was a typical working day for Dmitry. Write what he did or didn't do yesterday.**

## 2 Complete the sentences using the following verbs in the correct form:

**buy catch cost fall hurt sell spend teach throw release**

- 1 Apple **released** the first iPhone on June 29, 2007.
- 2 ‘How did you learn to mend photo devices?’ ‘My father ..... me.’
- 3 We couldn’t afford to keep our 3D printer, so we ..... it.
- 4 Dave ..... down the stairs this morning and ..... his leg.
- 5 Stas ..... an electric bulb to Ivan, who ..... it.
- 6 Kate ..... a lot of money yesterday. She ..... a solar panel which ..... £2100.

## 3 Read the dialogue attentively and put the verb in brackets into the correct form.

- A** So the dam is an important source of electricity. On average, it (1) ..... (generate) about four billion kilowatt-hours a year. Now, are there any questions?
- B** Yes, how much water does it hold?
- A** A lot! Lake Mead is the man-made lake behind the dam and it (2) ..... (hold) thirty-five million, three hundred and ninety-six thousand cubic metres of water. The water pressure is twenty-one and a half bar – that’s the maximum pressure at the base of the dam.
- C** How much concrete (3) ..... they ..... (use)?
- A** Two and a half million cubic metres. That’s enough to build a large highway from New York to California.
- D** How many people (4) ..... (work) on the project?
- A** On an average day, there were three and a half thousand, but the maximum number was 5,218. That (5) ..... (be) in 1934. It was hard work and dangerous too.
- E** (6) ..... anyone ..... (die) constructing the dam?
- A** Yes, people (7) ..... (fall) into the river and there were accidents with heavy equipment and trucks. The biggest problem was falling rocks. Ninety six people (8) ..... (be) killed in industrial accidents and many more died from heat or cold. Remember we’re in the desert here so the temperature can go up to 44 °C.



**F** How much (9) ..... they ..... (pay) the workers?

**A** The average monthly payroll was a half a million dollars. The crane operators (10) ..... (be) the most skilled and they (11) ..... (earn) one dollar and twenty-five cents an hour. But a normal labourer earned 50 cents. It was the time of the Great Depression and the workers (12) ..... (be) happy to have a job.

**4 Complete the sentences. Put the verb into the correct form, positive or negative.**

- 1 It was warm, so I **took** off my coat. (take)
- 2 The project wasn't very good. I **didn't enjoy** it much. (enjoy)
- 3 I knew the Chief Power Engineer was busy, so I ..... her. (disturb)
- 4 We were very tired, so we ..... the exhibition complex early. (leave)
- 5 It was hard carrying the magnetic coils. They ..... really heavy. (be)
- 6 The workstation was very uncomfortable. I ..... concentrate well. (can)
- 7 This meter wasn't expensive. It ..... much. (cost)
- 8 The window was open and a ball lightning ..... into the room. (fly)
- 9 I was in a hurry, so I ..... time to call you. (have)
- 10 I didn't like the hotel. The room ..... very clean. (be)

## Past continuous

### I was doing

**1 Complete the sentences using the words below:**

**was looking   was wearing   wasn't listening   weren't looking**  
**was snowing   was working   were sitting   were you going**

- 1 Today Helen is wearing a skirt. Yesterday she **was wearing** trousers.
- 2 'What did he say?' 'I don't know. I ..... .'
- 3 We ..... at the back of the lecture hall. We couldn't hear very well.

- 4 This time last year Steve ..... at the machine-building plant.  
 5 They didn't see me. They ..... in my direction.  
 6 The weather was bad. It was very cold and it .....  
 7 I saw you in your car. Where ..... ?  
 8 I saw Kate a few minutes ago. She ..... for you.

**2 Match the left column with the right one to complete the sentences.**

1 When I got to the laboratory	a when she was studying in Minsk.	1 f
2 We found four mistakes	b she was working as a Deputy	2
3 Anna learnt programming	Director.	3
4 Tom didn't go on business with us	c when I was driving home.	4
5 The car began to make a strange noise	d but nobody was working at it.	5
6 The computer was on	e while he was checking calculations.	6
7 When I first met Jessica	f my colleagues were waiting for me.	7
	g because he wasn't feeling well.	

**3 Put the verb into the correct form, past continuous or past simple.**

- 1 Jenny **was waiting** (wait) for me when I **arrived** (arrive).  
 2 'What ..... (you / do) at this time yesterday?' 'I was setting up a device.'  
 3 '..... (you / calculate) the lighting of the workshop last night?' 'No, I was too tired.'  
 4 How fast ..... (you / drive) when the accident ..... (happen)?  
 5 Sam ..... (take) a voltmeter from my table while I ..... (not / look).  
 6 We were in a very difficult position. We ..... (not / know) what to do, so we ..... (do) nothing.

7 I haven't seen Arthur for ages. When I last ..... (see) him, he ..... (try) to find a job.

8 I ..... (walk) along the street when suddenly I ..... (hear) something behind me. Somebody ..... (follow) me. I ..... (recognize) the man. He ..... (be) my Chief.

9 When I was young, I ..... (want) to be an inventor. Later I ..... (change) my mind.

10 Yesterday I ..... (drop) a panel when I ..... (unpack) it. Fortunately it ..... (not / break).

## Present perfect

## I have done

**1 Read the situations and complete the sentences using the present perfect.**

**Choose from these verbs:**

*break disappear go up get improve lose offer focus*

1 Tom is looking for his key. He can't find it. Tom **has lost his key**.

2 Maria's English wasn't very good. Now it is better. Her English .....

3 My bag was here, but it isn't here any more. My bag .....

4 Lisa can't walk and her leg is in plaster. Lisa .....

5 Last week the bus fare was £1.80. Now it is £2. The bus fare .....

6 Dan didn't have a degree before. Now he has a degree. Dan .....

7 Whatever your aspirations and ambitions, studying at BNTU can help you to develop the skills you need to achieve them. We ..... on employability and your career.

8 You got a degree in Electrical Engineering at Brunel University. Philips ..... you a full-time post.

## 2 Fill in *been* or *gone*.

- 1 Our Executive Director is on holiday. He has **gone** to Italy.
- 2 Hello! I've just ..... to the warehouse. I've ordered lots of things.
- 3 Tom has just ..... out. He'll be back in about an hour.
- 4 Alice isn't here at the moment. I don't know where she's .....
- 5 You're very late. Where have you .....

## 3 Complete the sentences using the present perfect.

- 1 Sally is still here. **She hasn't gone** (she / not / go) to the meeting.
- 2 I can't find my screwdriver. .... (you / see / it) anywhere?
- 3 I can't log on to the website. .... (I / forget) my password.
- 4 I sent Joe an email this morning, but .... (he / not / reply).
- 5 Is the meeting still going on, or .... (it / finish)?
- 6 ..... (research / generate) a culture of intellectual endeavor among students and staff.
- 7 ..... (you / not / sign) the form. Could you sign it now, please?
- 8 Are the repairmen still here, or .... (they / go) home?
- 9 Innovation adviser doesn't know what he's going to do. .... (he / not / decide / yet).
- 10 'Do you know where Julia is?' 'Yes, .... (I / just / see / her).'
- 11 'When is David going to Science centre?' ' .... (he / already / go).'
- 12 a: ..... (your course / start / yet)?  
b: Not yet. It starts next week.

## 4 Read the situations and write sentences with **just**, **already** or **yet**.

1 After lunch you go to your colleague's office. You say, 'Would you like me to help with the report?' She says: No thank you. **I've just written it.** (write)

2 Joe goes out. Five minutes later, the phone rings and the caller says, 'Can I speak to Joe?' You say: I'm afraid ..... (go out)

3 You are in the Centre for Advanced Solidification Technology. The customer thinks you have finished the development of your new product. You say: Not yet! ..... (not / finish)

4 You plan to eat at a restaurant tonight. You phone to reserve a table. Later your friend says, 'Shall I phone to reserve a table?' You say: No, ..... (do it)

5 You know that Lisa is looking for a foreign investor. Perhaps she has been successful. You ask her: .....? (find)

6 You are still thinking about where to go for your practice. A friend asks, 'Where are you going to practice?' You say: ..... (not / decide)

7 Laura went out, but a few minutes ago she returned. Somebody asks, 'Is Laura still out?' You say: No, ..... (come back)

**5 You ask people about things they have done. Write questions with **ever**.**

1 (create / new product?) **Have you ever created a** new product?

2 (be / California?) Have ..... .

3 (write / scientific work?) ..... .

4 (speak / famous person?) ..... .

5 (most unusual tool / use?) What's ..... .

**6 Complete B's answers. Some sentences are positive and some negative.**

**Use these verbs:**

**be be eat happen have have meet repair read see try**

**A**

**B**

1 What's a new inspector like?	I've no idea. <b>I've never met</b> her.
2 Is everything going well?	Yes, we <b>haven't had</b> any problems so far.
3 Are you hungry?	Yes. I ..... much today.
4 Can you repair my computer?	Yes, but ..... for ages.
5 Are you enjoying your new tablet?	Yes, it's the best tablet .... ever .....
6 What's written in the report?	I don't know. .... it.
7 Is Braslav an interesting place?	I've no idea. .... there.
8 I hear your lathe broke down again yesterday.	Yes, it's the second time ..... this month.
9 Do you like MATLAB?	I don't know. .... it.
10 Mike was late for work again today.	Again? He ..... late every day this week.
11 Who's that woman by the door?	I don't know. .... her before.

**7 Write four sentences about yourself. Use I haven't and choose from the boxes.**

**used a computer    done calculations    carried out a research  
installed new equipment    eaten any fruit    lost anything**

1 <b>I haven't used a computer today.</b>	today
2	this week
3	recently
4	for ages
5	since ...
	this year

## **Present perfect continuous**

**I have been doing**

**1 What have these people been doing? Match pictures to sentences.**

<b>A</b>	<b>B</b>
----------	----------





C



D



E



F



G



H



1. The worker has been pouring concrete structures for 3 hours. ....

2. Natalia has been refilling spinning machines from 8 o'clock. ....
3. The agronomist has been checking the ripeness of oats from 12 noon. ....
4. The women have been sewing clothes from 14.00. ....
5. The construction trust has been building the headquarters for 5 months.  
.....
6. The secretary has been talking on the phone with the customer for half an hour. ....
7. Nikolay has been picking strawberries for three hours. ....
8. The surveyors have been marking the construction site since the early morning. ....

## 2 Write a question for each situation.

- 1 You meet Kate as she is leaving the office. You say: Hi, Kate. (you / carry out laboratory experiment?) **Have you been carrying out laboratory experiment?**
- 2 You have arrived a little late to meet Ben who is waiting for you. You say: I'm sorry I'm late, Ben. (you / wait / long?) .....
- 3 A worker comes into the room with dirty hands. The shift foreman says: Why are you so dirty? (what / you / do?) .....
- 4 You are in the production automation shop and see Anna. You didn't know she worked there. You say: Hi, Anna. (how long / you / work / here?) .....
- 5 A friend tells you about his job – he oversees the drilling operations on a rig. You say: You oversee the drilling operations? (how long / you / do / that?) .....

## 3 Read the situations and complete the sentences.

- 1 It's raining. The rain started two hours ago. It **'s been raining** for two hours.



- 2 We are waiting for the boss. We started waiting 20 minutes ago. We ..... for 20 minutes.
- 3 I'm learning mechanics. I started classes in December. I ..... since December.
- 4 Jessica is working in the tooling department. She started working there on 18 January. .... since 18 January.
- 5 Our friends always go to Italy for their holidays. The first time was years ago. .... for years.

**4 Put the verb into the present continuous (am/is/are + -ing) or present perfect continuous (have/has been + -ing).**

- 1 Maria has been learning (Maria / learn) English for two years.
- 2 Hi, Tom. .... (I / look) for you. I need to ask you something.
- 3 Why ..... (you / look) at me like that? Stop it!
- 4 Oleg is an electrician. .... (he / lay cables) for ten years.
- 5 ..... (I / think) about what you said and I've decided to take your advice.
- 6 'Is Paul on holiday this week?' 'No, .... (he / work).'
- 7 Sarah is very tired. .... (she / work) very hard recently.
- 8 It's dangerous to use your phone when (you / drive).
- 9 Vera ..... (analyse) factors affecting cost and efficiency for the last three months.

## Present perfect continuous and simple

**I have been doing and I have done**

### 1 Read the situation and complete the sentences. Use the verbs in brackets.

1 Tom started reading a book two hours ago. He is still reading it and now he is on page 61.

He **has been reading** for two hours. (read)

He **has read** 61 pages so far. (read)

2 Helen is an environmental engineer. She is researching new ways of converting energy. She began her work three months ago.

She ..... for three months. (research)

She ..... three projects so far. (accomplish)

3 Nikolai is an electrician for repair and maintenance of electrical equipment. He began participating professional skill competition when he was 28 years old. This year he won the national competition again – for the fourth time.

He ..... the national championship four times. (win)

He ..... since he was 28. (participate)

4 When they left university, Lisa and Sue started designing production equipment together. They still do it.

They ..... production equipment since they left university. (design)

They ..... five patents since they left college. (get)

### 2 Ask questions using the words in brackets. Use the present perfect simple (**have/has done**) or continuous (**have/has been doing**).

1 You have a friend who is learning Arabic. You ask:

(how long / learn / Arabic?) **How long have you been learning Arabic?**

2 You have just arrived to meet a colleague. She is waiting for you. You ask:  
(wait / long?) Have .....

3 You see somebody trying to locate an error. You ask: (locate / any errors?)

4 Some friends of yours are having a presentation of their start up next week.  
You ask: (how many people / invite?)

5 A friend of yours is a skilled repairer. You ask:  
(how long / repair equipment?)

6 You meet somebody who is a writer. You ask:  
(how many books / write?)

(how long / write / books?)

7 A friend of yours is saving money to buy a new gadget. You ask:  
(how long / save?)

(how much money / save?)

### **3 Put the verb into the present perfect simple or continuous.**

1 Where have you been? **Have you been discussing Concepts for saving energy costs** (you / discuss) Concepts for saving energy costs?

2 Look! ..... (somebody / break) that device.

3 You look tired. .... (you / work) hard?

4 ‘ ..... (you / ever / work) in a factory?’ ‘No, never.’

5 Where’s Lisa? Where ..... (she / go)?

6 This is a very old book. (I / have) it since I was a child.

7 ‘Have you been busy?’ ‘No, ..... (I / watch) a TikTok video.’

8 My brother is a scientist. .... (he / appear) as a guest in a talk show.

9 ‘Sorry I’m late.’ ‘That’s all right. .... (I / not / wait) long.’

10 Are you OK? You look as if ..... (you / paint) some rooms.

- 11 'Is it still raining?' 'No, ..... (it / stop).'
- 12 The workers are not tired now. .... (they / refresh) themselves in the out-of-doors.
- 13 (I / lose) my phone. .... (you / see) it?
- 14 (I / read) the book you lent me, but ..... (I / not / finish) it yet. It's really interesting.
- 15 ..... (I / read) the book you lent me, so you can have it back now.

## how long have you (been) ... ?

### 1 Choose the correct tense.

- 1 Ben is a friend of mine. I know / I've known him very well. (I know is correct)
- 2 I like your workroom. How long do you occupy / have you occupied it?
- 3 You'll need an umbrella if you go out now. It's raining / It's been raining.
- 4 The weather is / has been awful since I arrived here.
- 5 I'm sorry I'm late. Are you waiting / Have you been waiting long?
- 6 We've moved. We're operating / We've been operating in Nalibokskaia Street now.
- 7 I met Maria only recently. I don't know / I haven't known her very long.
- 8 Lisa is in Germany. She's / She's been there on a business trip.
- 9 Those are very old calipers. How long do you have / have you had them?
- 10 I'm not feeling good. I'm feeling / I've been feeling ill all day.

### 2 Read the situations and write questions using the words in brackets.

- 1 A friend tells you that Paul is at the staff meeting. You ask him:

(how long / Paul / at the meeting?) *How long has Paul been at the meeting?*

2 You know that Jane is a good friend of Katherine's. You ask Jane:

(how long / you / know / Katherine?) .....

3 Your friend's sister went to training at a plant some time ago and she's still there. You ask your friend: (how long / sister / at the plant?) .....

4 You meet a woman who tells you that she teaches materials and components science. You ask her: (how long / you / teach / materials and components science?) .....

5 Tom always wears the same workwear. It's very old. You ask him:

(how long / you / have / that workwear?) .....

6 You are talking to a friend about Joe, who now works at the manufacturing plant. You ask your friend: (how long / Joe / work / manufacturing plant?) .....

7 You meet somebody on a plane. She says that she lives in Chicago. You ask her:

(you / always / live / in Chicago?) .....

## for / since      when ... ?    how long ... ?

### 1 Write for or since.

1 It's been raining **since** lunchtime.

2 Paul has worked at the Minsk tractor works ..... ten years.

3 I'm tired of waiting. We've been sitting here ..... an hour.

4 Konstantin has been looking for a job ..... he left school.

5 I haven't been to a party ..... ages.

6 I wonder where Vladimir is. I haven't seen him ..... last week.

7 Jane is away on business. She's been away ..... Friday.

8 The weather is dry. It hasn't rained ..... a few weeks.

## 2 Look at each answer and choose the right question.

1 - How long have you been retrained? ✓ - <u>When did you retrain?</u>	- Ten years ago.
2 How long have you had this car? When did you buy this car?	- About five years.
3 How long have you been waiting? When did you get here?	- Only a few minutes.
4 How long have you been doing your course? When did your course start?	- September.
5 How long has Anna been in Mogilev? When did Anna arrive in Mogilev ?	- Last week.
6 How long have you known each other? When did you first meet each other?	- A long time.

## 3 Read the situations and complete the sentences.

- 1 It's raining. It's been raining since lunchtime. It **started raining** at lunchtime.
- 2 Ann and Jess are friends. They first met years ago. They've **known each other for** years.
- 3 Mark is at demonstrational show of agricultural technologies. He went there on Sunday. He has ..... Sunday.
- 4 We successfully passed the certification tests last year. Then we received the relevant documents some time later. We got certificate .....
- 5 You have a headache. It started when you woke up. I've ..... I woke up.
- 6 Sue is in a meeting at work. It's been going on since 9 o'clock. The meeting ..... at 9 o'clock.
- 7 You're working in a laboratory. You started working there six months ago. I've been .....
- 8 Kate is learning electrical engineering. She's been doing this for a long time. Kate started .....

## Present perfect and Past simple I have done and I did

**1 Are the underlined parts of these sentences OK? Correct them where necessary.**

- 1 Did you hear about Sophie? She's given up her job. OK
- 2 Her grand grandfather has participated in the liberation of Belarus from the Nazi invaders. Her grand grandfather participated
- 3 How many novels has Ivan Melezh written? .....
- 4 I've forgotten his name. Is it Joe or Jack? .....
- 5 Who has invented paper? .....
- 6 Viruses have become a big problem everywhere. .....
- 7 We've washed the equipment, but now it's dirty again. .....
- 8 Where have you been born? .....
- 9 Olga has gone to the boiler house. She'll be back in about an hour. .....
- 10 Albert Einstein has been the scientist who has developed the theory of relativity. .....

**2 Put the verb into the correct form, present perfect or past simple.**

- 1 He stopped making noise for a while, but now it's noisy again. (he / stop)
- 2 The town where I live is very different now. It has changed a lot. (it / change)
- 3 I studied technical drawing at school, but ..... most of it now. (I / forget)
- 4 Minsk Tractor Works started to develop industrial tourism in 2017. About nine thousand tourists have visited the plant by the present time. (start)
- 5 What do you think of my operator's skills? Do you think ..... ? (they / improve)

- 6 Are you ready to go? ..... your coffee? (you / finish)
- 7 ..... for a job as a project engineer, but I wasn't successful. (I / apply)
- 8 Where's my bike? ..... outside the building, but it's not there now. (it / be)
- 9 Quick! We need to call an ambulance. .... an accident. (there / be)
- 10 a: I've found my phone.  
b: Oh, good. Where ..... it? (you / find)  
a: ..... at the bottom of my bag. (It / be)
- 11 a: Ben won't be able to mend the equipment for a while. .... his arm. (He / break)  
b: Oh. How ..... ? (that / happen)  
a: ..... off a ladder. (He / fall)

**3 Are the underlined parts of these sentences OK? Correct them where necessary.**

- 1 I've lost my key. I can't find it anywhere. OK
- 2 Have you built a lot of models when you were a child? Did you build
- 3 I've bought a new welding set. You must come and see it. ....
- 4 I've bought a new welding set last week. ....
- 5 Where have you been yesterday evening? ....
- 6 Maria has left management training course in 2019. ....
- 7 I'm looking for Mike. Have you seen him? ....
- 8 'Have you been to the pilot production?' 'Yes, many times.' ....
- 9 I'm very hungry. I haven't eaten much today. ....
- 10 When has this bridge been built? ....

**4 Make sentences from the words in brackets. Use the present perfect or past simple.**



- 1 (it / not / snow / this week) *It hasn't snowed this week.*
- 2 (the radiator / be / cold / recently) The radiator .....
- 3 (The air in the warehouse / be / cold / last week) .....
- 4 (I / not / eat / any fruit yesterday) .....
- 5 (I / not / check / any device today) .....
- 6 (Our project / earn / a lot of money / this year) .....
- 7 (They / not / earn / so much / last year) .....
- 8 (you / have / a major argument / your boss / recently?) .....

**5 Put the verb into the correct form, present perfect or past simple.**

- 1 I **haven't been** (I / not / be) to Canada, but I'd like to go there.
- 2 Paul and Lucy **arrived** (arrive) about ten minutes ago.
- 3 I'm tired. .... (I / not / sleep) well last night.
- 4 .... (There / be) the Exhibition of machinery of machine-building enterprises of Belarus last week in Kiev, so (there / be) no buses and lorries in Poznan those days.
- 5 Edward .... (work) in a bank for 15 years. Then .... (he / give) it up. Now he works as a gardener.
- 6 Mary lives in Dublin. .... (She / live) there all her life.
- 7 My grandfather (die) before I was born. (I / never / meet) him.
- 8 I don't know Karen's husband. .... (I / never / meet) him.
- 9 It's nearly lunchtime, and .... (I / not / see) Martin all morning. I wonder where he is.
- 10 a: .... (you / go) to the cinema last night?  
b: Yes, but the movie .... (be) awful.
- 11 a: .... (It / be) very warm here since we arrived.  
b: Yes, .... (it / be) 35 degrees yesterday.

12 a: Where do you live? b: In Boston.

a: How long ..... (you / live) there?

b: Five years.

a: Where ..... (you / live) before that?

b: In Chicago.

a: And how long ..... (you / live) in Chicago?

b: Two years.

## 6 Write sentences about yourself using the ideas in brackets.

1 (something you haven't done today) **I haven't eaten any fruit today.**

2 (something you haven't done today)

3 (something you didn't do yesterday)

4 (something you did yesterday evening)

5 (something you haven't done recently)

6 (something you've done a lot recently)

## Past perfect

### I had done

### 1 Read the situations and write sentences using the words in brackets.

1 There was a chart lying on the floor.

(It / fall / off the wall) **It had fallen off the wall.**

2 The people sitting next to you on the plane were nervous. It was their first flight.

(They / not / fly / before) **They hadn't flown before.**

3 You went back to your home town recently after many years. It wasn't the same as before. (It / change / a lot) It .....

4 Somebody showed you a new calculation formula. You didn't know it. (I / not / hear / about it / before) I .....

5 I invited Sveta to a scientific conference, but she couldn't come.

(She / arrange / to do something else) .....

6 You went to the teambuilding session last Friday. You got to the session late.

(The session / already / start) .....

7 Last year we went to Brest. It was our first time there.

(We / not / be / there / before) We .....

8 I met Daniel last week. It was good to see him again after such a long time.

(I / not / see / him for five years) .....

9 I offered my friends something to eat, but they weren't hungry.

(They / just / have / lunch) .....

10 Sam operated a manual lathe yesterday. He wasn't very good at it because it was his first training session ever. (He / never / operate / before) .....

**2 Use the sentences on the left to complete the paragraphs on the right.**

**These sentences are in the order in which they happened – so (a) happened before (b), (b) before (c) etc. But your paragraph begins with the underlined sentence, so sometimes you need the past perfect.**

<p>1 (a) Somebody broke into the office during the night.          (b) <u>We arrived at work in the morning.</u>          (c) We called the police.</p>	<p>We arrived at work in the morning and found that <u>somebody had broken</u> into the office during the night. So <u>we called</u> the police.</p>
<p>2 (a) Laura went out this morning.          (b) <u>I rang her doorbell.</u>          (c) There was no answer.</p>	<p>I went to Laura's house this morning and rang her doorbell, but ..... no answer. .... out.</p>
<p>3 (a) The architect discussed and agreed with clients on the initial proposal.          (b) <u>He developed final construction plans.</u>          (c) The plans included drawings of structural system.</p>	<p>The architect developed final construction plans after he ..... and agreed on the initial proposal with clients. The plans ..... drawings of structural system.</p>
<p>3 (a) Joe came back from holiday a few days ago.</p>	<p>I met Joe a few days ago. .... just .....holiday.</p>

(b) <u>I met him the same day.</u> (c) He looked very well.	..... very well.
4 (a) James sent Amy lots of emails. (b) She never replied to them. (c) <u>Yesterday he got a phone call from her.</u> (d) He was surprised.	Yesterday James ..... from Amy. surprised. .... lots of emails, but .....

**3 Put the verb into the correct form, past perfect (I had done) or past simple (I did).**

- 1 Paul wasn't in the office when I arrived. **He'd gone** (He / go) home.
- 2 I felt very tired when I got home, so (I / go) straight to bed.
- 3 The building was very quiet when I came in. Everybody (go) to discuss electrical system drawings.
- 4 Mark writes a lot of blog posts. When I first met him, (he / already / increase) the number of company's website visitors.
- 5 Sorry I'm late. I (study) market trends and (report) the findings to the marketing team.
- 6 We were driving along the road when (we / see) a car which (break) down, so (we / stop) to help.

## Past perfect continuous

## I had been doing

**1 Read the situations and make sentences using the words in brackets.**

- 1 Tom was very tired when he got home. (He / work / hard all day)  
**He'd been working hard all day.**
- 2 The engineers came into the workshop. They had a toolbox and they were both very tired. (They / look for / electric wire damage) .....

3 I was disappointed when I had to cancel my lecture at Brest university. (I / look / forward to it) .....

4 Anna woke up in the middle of the night. She was frightened and didn't know where she was. (She / have / a bad dream)

5 When I entered the room, Mark was sitting in front of the PC. He had just turned it off. (He / design / new equipment) .....

6 The workers waiting at the bus stop were getting impatient. The bus was very late. (They / wait / a long time) .....

## 2 Read the situations and complete the sentences.

1 We played tennis yesterday. We didn't finish our game. **We'd been playing** (We / play) for half an hour when **it started** (it / start) to rain.

2 I had arranged to meet Tom in a laboratory. I arrived and waited for him to come.

(I / wait) for 20 minutes when (I / realise) that (I / be) in the wrong laboratory.

3 Sarah worked in a company for a long time. The company no longer exists. At the time the company (go) out of business, Sarah (work) there for twelve years.

4 I went to a concert. Soon after the orchestra began playing, something strange happened. The orchestra (play) for about ten minutes when a man in the audience suddenly (start) shouting.

### Now make your own sentence:

5 I began walking along the road. I ..... when .....

## 3 Choose the correct tense.

- 1 It was noisy next door last night. Our neighbours were having / had been having a party. (were having is correct)
- 2 At the end of our experiment we were extremely tired. We were working / We'd been working for more than 24 hours.
- 3 James was on his hands and knees on the floor. He was looking / He'd been looking for a microchip.
- 4 Sue was sitting on the ground. She was out of breath. She was running / She'd been running.
- 5 John and I went for a technical inspection. He was walking / He'd been walking very fast and I had difficulty keeping up with him.
- 6 I was sad when we sent our equipment to another department. I've had it / I'd had it for a very long time.
- 7 I was sad when my local cafe closed. I was going / I'd been going there for many years.
- 8 I'm participating in a student's programming contest next month. I've been training / I'd been training for it every day.
- 9 I had arranged to meet Kate, but I was late. When I finally arrived, she was waiting / she'd been waiting for me. She was annoyed because she was waiting / she'd been waiting such a long time.
- 10a Joe and I work for the same company. He joined the company before me. When I started a few years ago, he was already working / he'd already been working there.
- 10b I started working at the company a few years ago. At the time I started, Joe was already working / had already been working there for two years.
- 10c Joe still works for the company. He's been working / He'd been working there a long time now.

# Future

## Present tenses for the future

### 1 Ask Anna about her experiment plans.

Everything that we make, from the largest airliner or military aircraft to the smallest component in a washing machine, starts life as an idea. However, there are many stages in the development process between the initial idea and the finished product. When deciding on the preliminary design, you may start with a drawing. More often, though, the first stage involves doing some design research in order to come up with a design specification by asking a series of questions, such as:

How big **is** the product **going** to be?

How many of them are customers going to buy?

What materials are you going to make the product from?

Who is going to use it?

What conditions is it going to withstand?

How much is it going to cost?

1. (where / go?) <b>Where are you going?</b>	Scotland.
2 (how long / go for?)	Ten days.
3 (when / leave?)	Next Friday.
4 (go / alone?)	No, with a friend.
5 (travel / by car?)	No, by train.
6 (where / stay?)	In a hotel.

### 2 Complete the sentences.

1 Steve **isn't working** (not / work) the night shift on Friday. He's hurt his leg.

- 2 (We / have) a party next week. We've invited all our friends.
- 3 (I / not / work) tomorrow. It's a public holiday.
- 4 (I / leave) now. I've come to say about the need to review original research papers.
- 5 'What time (you / go) to the laboratory?' 'Seven o'clock.'
- 6 (Laura / not / come) to deliver her complex research tomorrow. She isn't well.
- 7 I like Technological University Dublin very much. (I / go) there soon.
- 8 Ben can't meet us on Monday. (He / work) late.

**3 Have you arranged to do anything at these times? Write sentences about yourself.**

- 1 (this evening)                      I'm studying characteristics of power transmission this evening.
- 2 (tomorrow morning)                I .....
- 3 (tomorrow evening)                I .....
- 4 (next Sunday)                        I .....
- 5 (another day or time)                I .....

**4 Complete the sentences. Use the present continuous or present simple.**

- 1 a: Tina, are you ready yet?  
b: Yes, I'm coming (I / come).
- 2 a: (you / go) to the excursion to a new nuclear power plant on Saturday?  
b: No, I haven't been invited.
- 3 a: Has your shop moved into the new production area yet?  
b: Not yet, but (we / move) soon – probably at the end of the month.
- 4 a: (I / go) to defense of the thesis today.  
b: That's nice. What time (it / start)?



5 a: Have you seen your scientific director recently?

b: No, but (we / meet) at university next week.

6 a: (you / do) anything tomorrow morning?

b: No, I'm free. Why?

7 a: When (this term / end)?

b: Next Friday. And next term (start) four weeks after that.

8 a: (We / go) to an interesting lecture in to days.

b: Really? (Who / read) it?

9 a: There're some practical workshops and master classes later today. (you / participate) in them?

b: No, I'm not interested.

10 a: What time is your train tomorrow?

b: It (leave) at 9.35 and (arrive) at 12.47.

11 a: I'd like to go and see the exhibition at the Faraday Museum at The Royal Institution. How long is it on for?

b: (It / finish) next week.

12 a: Do you need the car this evening?

b: No, you can have it. (I / not / use) it.

## I'm going to (do)

### 1 Write questions with **going to**.

1 Your friend has earned a good bonus. You ask:

(what / do?) **What are you going to do with your money?**

2 Your colleague is going to an awards ceremony next week. You ask:

(what / wear?)

3 Your friend has just bought a new welding machine. You ask:

(where / put?)

4 Your friend has decided to present his new research. You ask:

(who / invite?)

5 Your friend is studying the flow of electrons is the electric current. You ask:

(how / register?)

**2 Complete the sentences using *I'm going to ... / I'm not going to ...* .**

**Choose from:**

*complain learn run say try wash not/accept not/eat not/tell*

1. This cheese smells horrible. *I'm not going to eat* it.
2. I haven't been trying hard enough. From now on ..... harder.
3. I have to make a speech tomorrow, but I don't know what ..... .
4. 'The equipment is very dirty.' 'I know. .... it.'
5. I've been offered a job, but ..... it. The pay is too low.
6. .... a programming language, but I haven't decided yet which one.
7. One day ..... in a marathon. It's my ambition.
8. The adjustment of technological means was done awfully. .... .
9. Oleg Petrovitch doesn't need to know what happened, so ..... him.

**3 What is going to happen in these situations? Use the words in brackets.**

1 There are a lot of black clouds in the sky.

(rain) *It's going to rain.*

2 It is 8.30. Tom is leaving home. He has to be at work at 8.45, but the journey takes 30 minutes. (late) He .....

3 There is a hole in the bottom of the boat. A lot of water is coming in through the hole. (sink) The boat .....

4 Amy and Ben are driving. The tank is nearly empty. It's a long way to the nearest petrol station. (run out) They .....

5 Sarah's car was badly damaged in an accident. Now it has to be repaired. (cost a lot) It ..... to repair the car.

**4 Complete the sentences with was/were going to. Choose from:**

**be read give up phone mend say travel**

1 We were going to put the plate on the four bolts, but then we decided to change the axle.

2 I ..... some new science articles yesterday, but I didn't have time to do it.

3 Paul and I ..... refrigeration unit last week, but he'd hurt his knee and I did it alone.

4 I ..... Jane, but I sent her an email instead.

5 I thought the exam ..... hard, but it was easier than I expected.

6 Peter ..... his job, but in the end he decided to stay where he was.

7 I'm sorry I interrupted you. What ..... you ..... ?

## Future simple

## will and shall

**1 Complete the sentences with I'll + a suitable verb.**

1 'How are you going to make your own radio?' 'I think I'll take a metal rod, earphones, 6m of wire and a detector.'

2 'It's cold in this room.' 'Is it? .... on the heating then.'

3 'Are you free next Friday?' 'Let me see. .... my diary.'

4 'Shall I check a new device?' 'No, it's all right. .... it later.'

- 5 'I don't know how to use this software.' 'OK, ..... you.'
- 6 'Would you like tea or coffee?' ' ..... coffee, please.'
- 7 'Are you coming with us?' 'No, I think ..... here.'
- 8 'Can you finish this report today?' 'Well, ....., but I can't promise.'

**2 Read the situations and write sentences with *I think I'll ...* or *I don't think I'll ...* .**

- 1 It's a bit cold. The window is open and you decide to close it. You say:  
It's cold with the window open. *I think I'll close it.*
- 2 You are feeling tired and it's getting late. You decide to go to bed. You say:  
I'm tired, so ..... . Goodnight!
- 3 The weather is nice and you need some exercise. You decide to go for a walk.  
You say: It's a lovely morning. .... . Do you want to come too?
- 4 You were going to have lunch. Now you decide you don't want to eat anything. You say: I don't feel hungry any more. .... lunch.
- 5 You planned to go swimming today. Now you decide not to go. You say:  
I've got a lot to do, so ..... today.

**3 Choose the correct tense.**

- 1 'Did you call Max?' 'Oh no, I forgot. *I call / I'll call* him now.' (I'll call is correct)
- 2 I can't meet you tomorrow morning. *I'm repairing / I'll repair* my computer.
- 3 '*I meet / I'll meet* you outside building 18 at 10.30, OK?' 'Yes, that's fine.'
- 4 'Please don't go yet.' 'OK, *I'm staying / I'll stay* a little longer, but I have to go soon.'
- 5 *I'm putting / I'll put* new tyres on tomorrow. I hope you can help me.

6 'Remember to lock the door when you go out.' 'OK. *I don't forget / I won't forget.*'

7 'Do you have any plans for Wednesday?' 'Yes, *we're going / we'll go* to a robotics lesson.'

8 '*Are you doing / Will you do* anything tomorrow evening?' 'No, I'm free. Why?'

9 '*Do you do / Will you do* something for me?' 'It depends. What do you want me to do?'

10 '*Do you go / Will you go* to work by car?' 'Not usually. I prefer to walk.'

11 I asked Sue what happened, but she *doesn't tell / won't tell* me.

12 I don't know if I can put the engine together, but *I'm doing / I'll do* my best.

#### 4 Fill in **will ('ll)** or **won't**.

1 Can you wait for me? I **won't** be long.

2 There's no point in asking Nataly for advice. She .... know what to do.

3 I'm glad I'm meeting Emma tomorrow. It ..... be good to ask her about computer numerical control systems.

4 I'm sorry about what happened yesterday. It ..... happen again.

5 You don't need to tighten the nuts. I don't think the forklift truck ..... lose a wheel.

6 I've got some incredible news! You ..... believe it.

#### 5 Complete the sentences using **will ('ll)**. Choose from the following verbs:

**fit   be   come   get   like   enjoy   wear   meet   pass   mind**

1 Don't worry about your exam. I'm sure **you'll pass** .

2 Why don't you try to use this nut? ..... nicely for the connection of parts.

- 3 You should order a newly emerged device for your work. I think ..... it.
- 4 It's a very nice hotel. .... your stay there.
- 5 It's raining hard. Don't go out. .... very wet.
- 6 Do you think ..... masks all the time?
- 7 Goodbye! I'm sure ..... again when you present a new design.
- 8 I've invited Anna to the party, but I don't think ..... .
- 9 You can borrow Sergei's multimeter. I don't think ..... .
- 10 It takes me an hour to get to work at the moment. When the new road is finished, ..... much quicker.

**6 Where do you think you will be at these times? Write sentences about yourself. Use: I'll be ... or I'll probably be ... or I don't know where ...**

- |                                   |                           |
|-----------------------------------|---------------------------|
| 1 (next Monday evening at 7.45)   | I'll probably be at home. |
| 2 (at 3 am tomorrow)              | .....                     |
| 3 (at 10.30 tomorrow morning)     | .....                     |
| 4 (next Friday afternoon at 4.15) | .....                     |
| 5 (this time next year)           | .....                     |

**7 Underline the correct answer.**

- 1 Lisa isn't free on Saturday. *She'll work / She's working.* (She's working is correct)
- 2 It was an amazing experience. *I never forget it. / I'll never forget it.*
- 3 Something very funny happened. *You're laughing / You'll laugh* when I tell you about it.
- 4 *I'll go / I'm going* to a party tomorrow night. Would you like to come too?
- 5 Who do you think *will win / is winning* the game tomorrow?

6 I can't meet you this evening. A friend of mine *will come / is coming* to see me.

7 Don't be afraid of the dog. *It won't hurt / It isn't hurting* you.

8 *What's happening / What will happen* if I press this button?

9 a: Have you decided where to go for your holidays?

b: Yes, *we'll go / we're going* to Italy.

## Passive

**is done / was done**

**1 Complete the sentences. Use these verbs in the correct form, present or past:**

**take cause damage find hold injure invite  
convert overtake own send show surround**

1 Many accidents **are caused** by careless driving.

2 Energy from the sun ..... by solar panels on the roof of a normal house and ..... into DC current.

3 The roof of the building .... in a storm a few days ago.

4 A cinema is a place where films ..... .

5 You ..... to go on business to repair solar panels.

6 This plant is very rare. It ..... in very few places.

7 Although we were driving fast, we ..... by a lot of other cars.

8 In the US, elections for president ..... every four years.

9 There was an accident last night, but fortunately nobody ..... .

10 You can't see the gas turbine power plant from the road. It ..... by trees.

11 I never received the invitation to the conference. It ..... to the wrong address.

12 The company I work for ..... by a much larger company.

## 2 Write questions using the present or past passive form.

- 1 Ask about glass. (how / make?) **How is glass made?**
- 2 Ask about television. (when / invent?) When .....
- 3 Ask about mountains. (how / form?)
- 4 Ask about DNA. (when / discover?)
- 5 Ask about silver. (what / use for?)

## 3 Put the verb into the correct form, present or past, active or passive.

- 1 a Two hundred people **are employed** (employ) by the company.  
b The company **employs** (employ) 200 people.
- 2 a Water ..... (cover) most of the earth's surface.  
b How much of the earth's surface ..... (cover) by water?
- 3 a While I was on holiday, my camera ..... (steal) from my hotel room.  
b While I was on holiday, my camera ..... (disappear) from my hotel room.
- 4 a This current is passed to an inverter, which changes it to AC current and .....  
(regulate) the supply of electricity..  
b At stage three, electricity ..... (supply) to the home from an electrical panel..
- 5 a The boat hit a rock and ..... (sink) quickly.  
b Fortunately everybody ..... (rescue).
- 6 a Bill (fire) from his job. He wasn't very good at it.  
b Sue ..... (resign) from her job because she didn't enjoy it any more.
- 7 a It can be noisy living here, but it ..... (not / bother) me.  
b It can be noisy living here, but I ..... (not / bother) by it.
- 8 a Maria had an accident. She ..... (knock) off her bike.  
b Maria had an accident. She ..... (fall) off her bike.



- 9 a I haven't seen this equipment before. What ..... (it / call)?  
 b I haven't seen these engines before. What ..... (you / call) them?

**4 Instead of using somebody, they, people etc., write a passive sentence.**

- 1 Somebody cleans the room every day. **The room is cleaned every day** .  
 2 They cancelled all flights because of fog. All ..... .  
 3 They send some extra electric power outside the house into the grid. Some extra electric power outside the house .....  
 4 How do you use this word? How ..... used?  
 5 The price includes all taxes. All ..... in the price.  
 6 People warned us not to go out alone. We ..... .  
 7 We don't use this office any more. This ..... .

**be done / been done / being done**

**1 Complete these sentences. Use the following verbs in the passive:**

**arrest carry cause delay do forget keep  
 knock know make repair send**

**Sometimes you need **have** (**might have**, **would have** etc.).**

- 1 The situation is serious. Something must **be done** before it's too late.  
 2 I haven't received the letter yet. It might **have been sent** to the wrong address.  
 3 A decision will not ..... until the next meeting.  
 4 These documents are important. They should always ..... in a safe place.  
 5 This road is in bad condition. It should ..... a long time ago.  
 6 The injured man couldn't walk and had to ..... .

- 7 If you hadn't shouted at the policeman, you wouldn't ..... .
- 8 I'm not sure what time I'll arrive tomorrow. I may ..... .
- 9 It's not certain how the fire started. It might ..... by an electrical fault.
- 10 A new school is being built. The old one is going to ..... down.
- 11 The election is next Sunday. The full results will ..... on Tuesday.
- 12 Last week they weren't speaking to one another. Now they're happy again.  
The problem seems to ..... .

**2 Make sentences from the words in brackets. Sometimes the verb is active, sometimes passive.**

- 1 There's somebody behind us. (We / follow) **We're being followed.**
- 2 This door is a different colour, isn't it? (you / paint?) **Have you painted it?**
- 3 My bike has disappeared. (It / steal!) It .....
- 4 My umbrella has disappeared. (Somebody / take) Somebody .....
- 5 A neighbour of mine disappeared six months ago.  
(He / not / see / since then) He .....
- 6 I wonder how Jessica is these days. (I / not / see / for ages) I .....
- 7 A friend of mine was stung by a bee recently.  
(you / ever / sting / bee?) ..... you .....
- 8 The bridge was damaged recently. (It / repair / at the moment) It .....
- 9 Tom's car was stolen recently. (It / not / find / yet) .....
- 10 I went into the room and saw that the table and chairs were not in the same place. (The furniture / move) The .....

**3 Instead of using 'somebody', 'they' etc., write a passive sentence.**

- 1 Somebody has cleaned the room. The **room has been cleaned** .

- 2 They are building a new road around the city. A ..... around the city.
- 3 They have built two new hotels near the airport. Two ..... near the airport.
- 4 When I last visited, they were building some new houses here.

When I last visited, some .....

- 5 The meeting is now on 15 April. They have changed the date. The date of .....
- 6 I didn't know that somebody was recording our conversation. I didn't know that our .....

- 7 Is anyone doing anything about the problem? ..... anything ..... the problem?

- 8 The windows were very dirty. Nobody had cleaned them for ages.

The windows were very dirty. They .....

**4 Change this process description into a numbered set of instructions. Change every passive verb (in italics) into the imperative form.**

Begin: *1 Turn the bike over, and place it upside down on the ground.*

***How to remove a punctured bicycle tyre***

First, the bike *is turned* over and *placed* upside down on the ground. Next, the nuts that hold the wheel to the frame *are loosened*. Next the wheel *is taken* out of the frame. The inner tube *is then deflated* completely by pressing down on the inner part of the valve. Next, two tyre levers *are used*. One lever *is pushed* gently between the edge of the tyre and the rim of the wheel. The edge of the tyre *is then pulled* out over the rim.

Now this lever *is left* in position, and the second lever *is pushed* between the tyre and the wheel rim. This second lever *is then slid* around the wheel rim under the tyre edge. Finally, the tyre and the inner tube *are detached* from the wheel rim.

**5 Change this set of instructions into a process description, using the passive. Change every imperative verb into the passive form. Use *First*, *Next*, *Now* and *Finally* as appropriate. Join two or more instructions together into the same sentence where appropriate.**

**Begin:** *First, the cause of the puncture is located. The inner tube is submerged in water to locate the hole.*

### **How to repair a punctured inner tube**

- 1 Locate the cause of the puncture.
- 2 Submerge the inner tube in water to locate the hole.
- 3 Pump a small amount of air into the tube to look for bubbles from the hole.
- 4 Mark the location of the hole.
- 5 Deflate the tube completely.
- 6 Rub the area around the hole with some rough material.
- 7 Spread a thin layer of glue around the hole.
- 8 Tear off the plastic backing from the patch.
- 9 Place the sticky side of the patch firmly on the tube.
- 10 Slide the tube back into the tyre.
- 11 Push the tyre and tube into the wheel rim.
- 12 Re-inflate the tyre.

## **Questions and auxiliary verbs**

### **1 Ask Alexei questions.**

1 (where / live) <b>Where do you live?</b>	In Minsk.
--	-----------

2 (born there?)	No, I was born in Brest.
3 (married?)	Yes.
4 (how long?)	7 years.
5 (what / do?)	I'm a civil engineer.
6 (what wife / do?)	She's a product controller.
7 (children?)	Yes, two boys.
8 (how old?)	4 and 6.

## 2 Make questions with who or what.

- 1 Somebody gave me goggles.      **Who gave you goggles?**
- 2 I gave me goggles to somebody.      **Who did you give goggles?**
- 3 Somebody brought a file.      **Who .....**
- 4 I'm worried about something.      **What .....**
- 5 Something happened in workshop. ....
- 6 Diane broke something. ....
- 7 The car's gears aren't meshing properly. ....
- 8 At the nuclear reprocessing plant somebody extracted plutonium from spent atomic fuel rods. ....
- 9 I fell over something. ....
- 10 Something fell off the shelf. ....
- 11 This word means something. ....
- 12 Sarah was with somebody. ....
- 13 I'm looking for something. ....
- 14 Emma reminds me of somebody. ....

## 3 Put the words in brackets in the correct order.

- 1 (when / was / built / this house?) **When was this house built?**

- 2 (how / cheese / is / made?)
- 3 (why / Sue / working / isn't / today?)
- 4 (what time / arriving / your friends / are?)
- 5 (why / was / cancelled / the meeting?)
- 6 (when / invented / paper / was?)
- 7 (where / your parents / were / born?)
- 8 (why / you / to the party / didn't / come?)
- 9 (how / the accident / did / happen?)
- 10 (why / happy / you / aren't?)
- 11 (how many / speak / can / languages / you?)

**4 Write negative questions from the words in brackets showing surprise.**

- 1 a: We won't see Lisa this evening.  
b: Why not? (she / not / come / out with us?) **Isn't she coming out with us?**
- 2 a: I hope we don't meet Luke tonight.  
b: Why? (you / not / like / him?)
- 3 a: Don't go and see that film.  
b: Why not? (it / not / good?)
- 4 a: I'll have to borrow some money.  
b: Why? (you / not / have / any?)

**5 Which is right? Tick (✓) the correct question.**

- 1 a Do you know what time the meeting starts?  
b Do you know what time does the meeting start?  
c Do you know what time starts the meeting?
- 2 a Why Amy does get up so early every day?  
b Why Amy gets up so early every day?

- c Why does Amy get up so early every day?
- 3 a I want to know what this word means.  
b I want to know what does this word mean.  
c I want to know what means this word.
- 4 a I can't remember where did I park the car.  
b I can't remember where I parked the car.  
c I can't remember where I did park the car.
- 5 a Why you didn't phone me yesterday?  
b Why didn't you phone me yesterday?  
c Why you not phoned me yesterday?
- 6 a Do you know where does Helen work?  
b Do you know where Helen does work?  
c Do you know where Helen works?
- 7 a How much it costs to park here?  
b How much does it cost to park here?  
c How much it does cost to park here?
- 8 a Tell me what you want.  
b Tell me what you do want.  
c Tell me what do you want.

**6 Put the words in the correct order.**

- 1 (it / you / what time / know / is) Do you know what time it is ?
- 2 (is / to the airport / far / it) How ?
- 3 (wonder / is / how / old / Tom) I .
- 4 (they / married / been / have) How long ?
- 5 (they / married / how long / been / have / know) Do you ?
- 6 (tell / the station / you / me / is / where) Could ?
- 7 (in the accident / injured / anyone / don't / whether / know / was) I .

8 (what / tomorrow / know / time / will / arrive / you / you) Do ?

**7 You were visiting London. You met a lot of people who asked you a lot of questions:**

- 1 Where are you from?
- 2 How long have you been in London?
- 3 Have you been to London before?
- 4 Do you like London?
- 5 Where are you staying?
- 6 How long are you going to stay?
- 7 Do you think London is expensive?
- 8 Why did you come to London?

**Now you tell a friend what people asked you. Use reported speech.**

- 1 He asked me where I was from.
- 2 She asked me .....
- 3 They .....
- 4
- 5
- 6
- 7
- 8

**8 What questions did the reporter ask to get the information for this news report? Use all these question words.**

*Where? When? How? Why? How long? How many?*



At 14.20 yesterday afternoon, Air Traffic Control (ATC) received an emergency signal from the pilot of the plane. At the time of the signal, the plane was over the Atlantic, just off the coast of New Jersey. Three minutes later, ATC lost radio contact with the plane. The radio silence lasted for over ninety minutes. ATC contacted the coastguard to let them know the situation. Then a distress signal came from the plane's automatic emergency beacon. This signal provided data to the rescue team about the plane's location. The rescue team caught sight of the wrecked plane at 16.23. Then five minutes later, the team found the life rafts of the survivors and rescued them. More than two hundred passengers survived.

**9 Make different types of questions for the following sentences using the sample.**

*A machine makes the work of an engineer easier.*


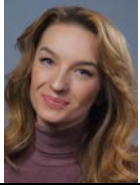










1. What makes the work of an engineer easier? (Вопрос к подлежащему).
2. Does a machine make the work easier? (Общий вопрос)
3. Does a machine make the work easier or more difficult? (Альтернативный вопрос)
4. Whose work does a machine make easier? (Специальный вопрос)
5. A machine makes the work of an engineer easier, doesn't it? A machine doesn't make the work difficult, does it? (Разделительные вопросы).

1. Motion is a continuous change in position of a body. 2. Forces are vector quantities. 3. Hydrostatics is the study of fluids at rest. 4. An atom has a nucleus and a number of electrons that revolve around it. 5. Quantum mechanics is a comparatively recent invention. 6. Particles are bodies with little internal structure. 7. Mechanics has its roots in ancient civilizations.

## Verbs with –ing forms and infinitives

Verb + -ing                    **enjoy doing / stop doing etc.**

1 Complete the sentences for each situation. Use **-ing**.

1. -What shall we do?			- We could browse our full text university library.
2. - Do you want to create a new design?			- No, not really.
3. – Let’s go for a walk.			- Good idea!
4. – You caused the accident.			- No. I didn’t.
5. – Can you wait a few minutes?			- Sure, no problem.
6. – You didn’t tell the truth.			- That’s right. I didn’t.

1 She suggested **browsing our full text university library**.

2 He didn’t fancy ..... .

3 She suggested ..... .

4 He denied ..... .

5 They didn't mind .....

6 She admitted .....

**2 Complete the sentences. Choose from these verbs (in the correct form):**

**answer apply forget interrupt listen work**

**lose make pay read travel try**

1 He tried to avoid **answering** my question.

2 I'm trying to concentrate. Please stop ..... so much noise!

3 I enjoy ..... to English podcasts.

4 I considered ..... for the job, but in the end I decided against it.

5 Have you finished ..... the application form yet?

6 We need to change our routine. We can't go ..... on like this.

7 It's better to avoid ..... during the rush hour.

8 My memory is getting worse. I keep ..... things.

9 I've put off ..... this bill so many times. I really must do it today.

10 I've given up ..... to learn programming. I was making no progress.

11 If you don't practice a foreign language you risk ..... your knowledge.

12 Would you mind not ..... me all the time? Let me speak!

**3 Put the words in the right order.**

1 Did she really say that? I (that / remember / her / saying / don't).

I **don't remember her saying that.**

2 It's OK if you want to drive the loader. I (driving / don't / it / you / mind).

I .....

3 What a stupid thing to do! Can (imagine / so stupid / being / you / anybody)?

Can .....

4 We can't control the weather. We (raining / stop / it / can't).

We .....

5 I'll be as quick as I can. I (waiting / want / keep / you / don't / to).

I .....

**4 Use your own ideas to complete these sentences. Use -ing.**

1 She's a very interesting person. I always enjoy **talking to her** .

2 I'm not feeling very well. I don't fancy .....

3 I'm afraid there aren't any monometers. I hope you don't mind .

4 It was a very useful experience, so I suggested .....

5 The project was very promising. I couldn't stop .....

6 This device is unreliable. It keeps .....

**Verb + to ...            decide to ... / forget to ... etc.**

**1 Complete the sentences for these situations.**

<p>1. - Shall we order spare parts?</p>			<p>- Yes, let's.</p>
<p>2. - Please help me.</p>			<p>- OK.</p>
<p>3. - Can I carry your files for you.</p>			<p>- No, thanks. I can manage.</p>

4. – Let's meet at 11 o'clock.			- Ok, fine.
5. – What's your name?			- I'm not going to tell you.
6. – Please don't tell anyone.			- I won. I promise.

1 They decided **to order spare parts**.

2 He agreed .....

3 He offered .....

4 They arranged .....

5 She refused .....

6 She promised .....

## 2 Complete the sentences. Use a suitable verb.

1 Don't forget **to lock** the door when you go out.

2 There was a lot of traffic, but we managed ..... to the seminar in time.

3 We couldn't afford ..... at Manchester university. It's too expensive.

4 Refrigeration is sometimes used to ..... soil to facilitate excavations.

5 I don't want the supervisor to know what happened. I decided not .... him.

6 We were all afraid to speak. Nobody dared ..... anything.

## 3 Put the verb into the correct form, **to ...** or **-ing**.

- 1 When I'm tired, I enjoy **watching** TV. It's relaxing. (watch)
- 2 I've decided ..... for another job. I need a change. (look)
- 3 I'm not going anywhere! I refuse ..... . (move)
- 4 I'm not in a hurry. I don't mind ..... . (wait)
- 5 Tina tried to make the course work last week, but she failed ..... . (finish)
- 6 I wish the manager would stop ..... . It's driving me crazy. (yell)
- 7 They didn't know I was listening to them. I pretended ..... asleep. (be)
- 8 We were hungry, so I suggested ..... dinner early. (have)
- 9 Hurry up! I don't want to risk ..... the meeting. (miss)
- 10 David is very quiet. He tends not ..... much. (say)

**4 Make a new sentence using the verb in brackets.**

- 1 I've lost my keys. (seem) **I seem to have lost my keys.**
- 2 Tom is worried about something. (appear) Tom appears .....
- 3 You know a lot of people. (seem) You .....
- 4 My English is getting better. (seem) ....
- 5 That grinder machine has broken down. (appear) .....
- 6 Polina is enjoying her job. (seem) .....
- 7 They have solved the problem. (claim) .....

**5 Complete each sentence using **what/how/where/whether** + these verbs:**

**do get go put ride use**

- 1 Do you know **how to get to** the chief mechanic department from here?
- 2 Would you know ..... if there was a fire in the building?
- 3 You'll never forget ..... a bike once you've learnt.
- 4 I've been invited to the discussion of the project, but I haven't decided ..... or not.

5 My study is very untidy. I've got so many things and I don't know .... them.

6 I have some component blank to cut. Can you show me ..... the crop shear?

## Verb (+ object) + to ...

## I want you to ...

**1 Complete the questions. Use *do you want me to ... ?* or *would you like me to ... ?* with these verbs (and any other necessary words):**

**come lend repeat show shut wait**

1 Do you want to go alone, or *do you want me to come with you ?*

2 Do you have enough screw-nuts, or do you want ..... ?

3 Shall I leave the window open, or would you ..... ?

4 Do you know how to use the printer, or would ..... ?

5 Did you hear what I said, or do ..... ?

6 Can I go now, or do ..... ?

**2 Complete the second sentence so that the meaning is similar to the first sentence.**

1 The foreman said I could use our CNC Machining Centre.      The foreman allowed *me to use our CNC Machining Centre.*

2 I was surprised that it rained.      I didn't expect .....

3 Don't stop him doing what he wants.      Let .....

4 Tom looks older when he wears glasses.      Tom's glasses make .....

5 I think you should know the truth.      I want .....

6 At first I didn't want to apply for the job, but Sasha persuaded me.      Sasha persuaded .....

7 My lawyer said I shouldn't say anything to the police.      My lawyer advised .....

8 I was told that I shouldn't believe everything he says. I was warned .....

9 If you've got a car, you are able to get around more easily. Having a car enables .....

### 3 Choose the correct tense.

1 You aren't allowed take / to take pictures here. (to take is correct)

2 I'm in a difficult position. What do you advise me do / to do?

3 The film was very sad. It made me cry / to cry.

4 Lisa's parents always encouraged her study / to study hard at school.

5 Please don't interrupt me. Let me finish / to finish.

6 You can't make people do / to do things they don't want to do.

7 You can't force people do / to do things they don't want to do.

8 Sarah won't let me drive / to drive her car. She doesn't trust me.

9 Why did you change your decision? What made you change / to change your mind?

10 If you enter a country with a tourist visa, you are not allowed work / to work there.

### Verb + -ing or to ... remember, regret etc.

#### 1 Put the verb into the correct form, -ing or to ... .

1 They denied using parabens. (use)

2 I don't enjoy ..... heating vents very much. (check)



- 3 Our department can't afford ..... new equipment. We don't have enough money. (buy)
- 4 Have you ever considered ..... at the Energy Research Laboratory? (work)
- 5 We were unlucky to lose the University Championship. We played well and deserved ..... . (win)
- 6 Why do you keep ..... me questions? Leave me alone! (ask)
- 7 Please stop ..... me questions! (ask)
- 8 I refuse ..... any more questions. (answer)
- 9 The head of department admitted ..... the accident. (cause)
- 10 Mark needed our help, and we promised ..... what we could. (do)
- 11 I don't mind ..... the research alone, but I'd rather cooperate with other students. (conduct)
- 12 The wall was quite high, but the rescuer managed ..... over it. (climb)
- 13 Sarah doesn't know about the meeting. I forgot ..... her. (tell)
- 14 I've enjoyed ..... to you. I hope ..... you again soon. (talk, see)

**2 Complete the sentences with a suitable verb in the correct form, -ing or to ... .**

- 1 a Please remember to lock the door when you go out.  
 b He says we've met before, but I don't remember ..... him.  
 c Someone must have taken my bag. I clearly remember ..... it by the window and now it isn't there.  
 d When you see Steve, remember ..... hello to him from me.  
 e a: You lent me some money a few months ago.  
 b: Did I? Are you sure? I don't remember ..... you any money.  
 f a: Did you remember ..... your supplier?  
 b: No, I forgot. I'll phone her tomorrow.
- 2 a The course I did wasn't very good, but I don't regret ..... it.

- b** I knew they were in trouble, but I regret ..... I did nothing to help them.
- c** It started to get cold, and he regretted not ..... his coat.
- d** I now regret ..... my job. It was a big mistake.
- 3 a** Ben joined the company nine years ago. He became assistant manager after two years, and a few years later he went on ..... manager of the company.
- b** I can't go on ..... here any more. I want a different job.
- c** When I came into the room, Lisa was reading the report. She looked up and said hello, and then went on ..... her report.
- d** Food prices have gone up again. How are we going to manage if prices go on ..... ?

## try, need, help

### 1 Put the verb into the correct form.

- 1** I was very tired. I tried **to keep** my eyes open, but I couldn't. (keep)
- 2** I tried ..... the shelf, but I wasn't tall enough. (reach)
- 3** I rang the doorbell, but there was no answer. Then I tried ..... on the window, but there was still no answer. (knock)
- 4** We tried ..... the fire out, but without success. We had to call the fire brigade. (put)
- 5** Please leave me alone. I'm trying ..... . (concentrate)
- 6** Sue needed to borrow some money. She tried ..... Carl, but he didn't have any. (ask)
- 7** Mr Yantsevich isn't here right now. Please try ..... later. (call)
- 8** The woman's face was familiar. I tried ..... where I'd seen her before. (remember)
- 9** If you have a problem with the computer, try ..... it. (restart)

**2 For each situation, write a sentence with need(s) + one of the following verbs:      clean   cut   empty   paint   tighten**

- 1 This warehouse isn't very nice. **It needs painting** .
- 2 The grass is very long. It .
- 3 The windows are dirty. They .
- 4 The screws are loose. .
- 5 The bin is full. .

**3 Choose the correct tense.**

- 1 We spend too much time sitting down. We need getting / to get more exercise.  
(to get is correct)
- 2 These protective overgarments are dirty. They all need washing / to wash.
- 3 Our guest from the Massachusetts University cannot move around the plant herself. She needs looking / to look after.
- 4 I can't make a decision right now. I need thinking / to think about it.
- 5 Our expenses are getting very big. They will need cutting / to cut.
- 6 I need a change. I need going / to go away for a while.
- 7 That shirt looks fine. You don't need ironing / to iron it.
- 8 That shirt looks fine. It doesn't need ironing / to iron.

**4 Put the verb into the correct form.**

- 1 I don't like him, but I can't help **feeling** sorry for him. (feel)
- 2 I've lost my phone. Can you help me ..... for it? (look)

- 3 They were talking very loudly. We couldn't help ..... what they said.  
(overhear)
- 4 He looks so funny. Whenever I see him, I can't help ..... (smile)
- 5 The fine weather helped ..... it a really nice holiday. (make)
- 6 Did you help ..... the meeting? (organise)
- 7 I think about what happened all the time. I can't help ..... about it. (think)
- 8 I can't help ..... you a job. You have to find one yourself. (get)

## like / would like etc.

**1 Write sentences about yourself. Do you like these activities? Choose from these verbs:**

**like / don't like love hate enjoy don't mind**

- 1 (drawing projects) **I don't like drawing projects.** or **I don't like to draw projects.**
- 2 (fixing things)
- 3 (working alone)
- 4 (going to museums)
- 5 (disassemble the motor)
- 6 (getting up early)

**2 Make sentences using -ing or to ... . Sometimes either form is possible.**

- 1 Paul constructs models of fiberglass. It's nice. He likes it.  
(He / like / construct / them) **He likes constructing them.**
- 2 Jane is a mechanical engineering teacher. She likes her job. (She / like / teach / mechanical engineering) She .....
- 3 Joe always has his camera with him and takes a lot of pictures.

(He / like / take / pictures) .....

4 I used to work at a compressor plant. I didn't like it much.

(I / not / like / work / there) .....

5 Rachel is studying hydrodynamics. She likes it.

(She / like / study / hydrodynamics) .....

6 Dan is famous in his department, but he doesn't like it.

(He / not / like / be / famous) .....

7 Jennifer is a very careful person. She doesn't take many risks.

(She / not / like / take / risks) .....

8 I don't like surprises. (I / like / know / things / in advance) .....

**3 Complete the sentences with a verb in the correct form, -ing or to ... . In two sentences either form is possible.**

1 It's fun to create new objects – I enjoy **designing** .

2 'Would you like ..... down?' 'No, thanks. I'll stand.'

3 The music is very loud. Would you mind ..... it down?

4 How do you relax? What do you like ..... in your spare time?

5 When I have to take a train, I'm always worried that I'll miss it. So I like ..... to the station in plenty of time.

6 I enjoy ..... busy. I don't like it when there's nothing to do.

7 I would love ..... to the starting of your boiler plant, but I'm afraid I'll be away.

8 I don't like ..... in this part of the reactor. I want to relocate somewhere else.

9 Do you have a minute? I'd like to ..... you about something.

10 If there's bad news and good news, I like ..... the bad news first.

11 Shall we leave now, or would you prefer ..... a little?

12 Steve wants to win every time. He hates .....

**4 Write sentences using **would ... to have (done)**. Use the verbs in brackets.**

- 1 It's a shame I couldn't go to the presentation of my colleague. (like) **I would like to have gone to the presentation of my colleague.**
- 2 It's a shame I didn't test new software. (like)
- 3 I'm glad I didn't lose my torch. (hate)
- 4 It's too bad I didn't meet my supervisor in the morning. (love)
- 5 I'm glad I wasn't alone. (not / like)
- 6 We should have done the check by ourselves. (prefer)

**Preposition (in/for/about etc.) + -ing**

**1 Complete the second sentence so that it means the same as the first.**

- 1 Why is it useful to have a car?  
What are the advantages of **having a car** ?
- 2 I don't intend to apply for the job.  
I have no intention of .....
- 3 Helen has a good memory for figures.  
Helen is good at .....
- 4 You probably won't win the award. You have little chance.  
You have little chance of .....
- 5 Did you get into trouble because you were late?  
Did you get into trouble for .....
- 6 We didn't eat at home. We went to a restaurant instead.  
We went to a restaurant instead of .....
- 7 We got into the exhibition. We didn't have to queue.

We got into the exhibition without .....

8 This company transport perishable food products, but they are always of fresh because of the use of refrigerating machines.

The food products of this company are always of fresh despite .....

**2 Complete the sentences using by -ing. Choose from these verbs:**

**borrow break drive press put stand**

1 In the chemical industry the synthesis of ammonia and dyes is realized **by employing** refrigeration.

2 I was able to reach the top shelf ..... on a chair.

3 You turn on the computer ..... the button at the back.

4 Kevin got himself into financial trouble ..... too much money.

5 You can put people's lives in danger ..... too fast.

6 We made the room look nicer ..... some pictures on the walls.

**3 Complete the sentences with a suitable word. Use only one word each time.**

1 We worked five hours without **stopping** .

2 Thermoelectric cooling works without ..... freezing mixtures .

3 It's a nice morning. How about ..... for a walk?

4 You need to think carefully before ..... an important decision.

5 It was a long trip. We were tired after ..... on a train for 36 hours.

6 I'm not looking forward to ..... away. I'd prefer to stay here.

7 I was annoyed because the decision was made without anybody ..... me.

8 After ..... the same job for ten years, Vlad felt he needed a change.

9 We got lost because we went straight on instead of ..... left.

10 I stay in the office and make sure we have materials for planned work the following week. I am good at ..... meeting with field supervisors to discuss problems that they have encountered.

11 Can you touch your toes without ..... your knees?

12 We've decided to sell our solar cell. Are you interested in ..... it?

## be/get used to ...

**1 Complete the sentences using **used to** + a suitable verb.**

1 I'm not lonely. I don't need other people in the office. I'm **used to being** on my own.

2 I don't feel good. I stayed up until 3 am doing my project. I'm not ..... to bed so late.

3 Tomorrow I start a new job. I'll have to get ..... with new people.

4 My feet hurt. I can't go any further. I'm not ..... so far.

5 I like to make experiments on removal of condensable components from natural gas in this part of the building. I've been here a long time, so I'm ..... here.

**2 Read about Sarah and Jack. Complete the sentences using **used to**.**

1 Sarah is a software engineer. A year ago she started working nights. At first it was hard for her.

Sarah **wasn't used to working** nights. It took her a few months ..... to it.

Now, after a year, it's normal for her. She ..... nights.

2 Jack has to drive two hours to work every morning. Many years ago, when he first had to do this, it was hard for him and he didn't like it.



When Jack started working in this job, he ..... driving two hours to work every morning, but after some time he ..... it. Now it's no problem for him. He .... two hours every morning.

### 3 What do you say in these situations? Use **I'm (not) used to ...** .

1 You straighten nails with a clamp and pliers. You don't need buy new nails every time. You have always done this.

friend: Do you always buy new nails?

you: No, **I'm used to straightening old ones.**

2 You have to supersede fluorescent lighting strips for low energy bulbs because they are more energy efficient. But it isn't OK for you. You have always used fluorescent lighting strips.

friend: Wouldn't you prefer to have low energy bulbs?

you: No, I .....

3 You have to work long hours in your job. This is not a problem. You have always done this.

friend: You have to work long hours in your job, don't you?

you: Yes, but I don't mind that. I .....

4 You've just moved from a village to a big city. It's busy and you don't like the crowds of people.

friend: How do you like living here now?

you: It's different from living in a village. I .....

### 4 Read the situations and complete the sentences using **get/got used to** .

1 Some friends of yours have just moved into an office on a busy street. It is very noisy. They'll have to **get used to the noise** .

2 The staff got a new managing director. She was different from the director before her, but this wasn't a problem for the children. They soon .....

3 Kate moved from a big workshop to a much smaller one. She found it strange at first. She had to ..... in a much smaller workshop.

4 Anna has lived in Britain for ten years. She didn't like the weather when she first came, and she still doesn't like it. She can't .....

5 Lee got a new job, but his new salary was much less. So he had less money. He had to .....

### 5 Complete the sentences using only one word each time.

1 Lisa had to get used to **wearing** goggles.

2 Daniel used to ..... a lot of trade fairs. Now he prefers organize everything online.

3 I feel very full after that meal. I'm not used ..... to so much.

4 I wouldn't like to share a room. I'm used ..... to my own room.

5 I used to ..... a car, but I sold it a few months ago.

6 When we were at miner positions, we used to ..... with smoke detectors very often.

7 There used to ..... a tube-rolling mill here, but it was knocked down a few years ago.

8 I'm the boss here! I'm not used to ..... told what to do.

## Verb + preposition + -ing

### 1 Complete the sentences. Use only one word each time.

1 Our colleagues from the blacksmith shop apologised for **making** so much noise.

- 2 I feel lazy. I don't feel like ..... any work.
- 3 I wanted to go to the technical documentation center alone, but Joe insisted on ..... with me.
- 4 I'm fed up with my job. I'm thinking of ..... something else.
- 5 We can't afford a new heat pump right now, so we've decided against ..... one.
- 6 It took us a long time, but we finally succeeded in ..... the problem.
- 7 I've always dreamed of ..... a microfluorescence microscope for our laboratory.
- 8 It's great that Amy and Sam are coming to visit us at the National Institute of Materials Physics. I'm looking forward to ..... them again.

**2 Complete the sentences. Use a preposition + one of these verbs (in the correct form):**

**be eat get go out invite steal  
take off tell try use walk**

- 1 I don't feel like going out with the coming delegation this evening. I'm too tired.
- 2 The police stopped the car because they suspected the driver ..... it.
- 3 Our flight was delayed. Bad weather prevented the plane ..... .
- 4 My phone is very old. I'm thinking ..... a new one.
- 5 I didn't want to hear the story but Natasha insisted ..... me anyway.
- 6 I'm getting hungry. I'm really looking forward ..... something.
- 7 I think you should apologise to Boris ..... so rude.
- 8 There's a fence around the lawn to stop people ..... on the grass.
- 9 I'm sorry I can't come to your presentation, but thank you very much ..... me.
- 10 The scientist who has been arrested is suspected ..... a prohibited vaccine.
- 11 I did my best. Nobody can accuse me .... not ..... .

## there's no point in -ing, it's worth -ing etc.

### 1 Match the left column with the right one to complete the sentences.

1 It's a nice town.	a I don't believe you're sorry.
2 It's an interesting idea.	b We'll never find him.
3 It's no use standing here talking.	c It's not worth getting a taxi.
4 It's not important.	d We have to do something.
5 There's no point in looking for him.	e He won't change his opinion.
6 It's no good apologising to me.	f It's worth spending a few days here.
7 It's not worth arguing with him.	g It's not worth worrying about.
8 The factory is a short walk from here.	h It's worth considering.

### 2 Write sentences beginning **There's no point ...** .

1 Why to have a remote control if you never use it?

There's no point in having a remote control if you never use it.

2 Why work if you don't need money?

3 Don't try to study if you feel tired.

4 Why hurry if you have plenty of time?

### 3 Complete the second sentence so it has the same meaning as the first one.

1 I managed to get a visa, but it was difficult.

I had a problem **getting a visa** .

2 I find it hard to remember people's names.

I have a problem ..... .

3 Lucy found a job easily. It wasn't a problem.

She had no trouble .....

4 It will be easy to make presentations at professional meetings.

You won't have any problems .....

5 It was easy for us to understand one another.

We had no difficulty .....

#### 4 Complete the sentences. Use only one word each time.

1 I waste a lot of time **doing** nothing.

2 How much time do you spend ..... to and from work every day?

3 Karen is going on business tomorrow, so she's busy ..... her things ready.

4 I waste too much time ..... TV.

5 Good engineers have a firm grasp of the fundamental principles of engineering. It was worth ..... them to solve many different problems.

6 We need to stay calm. There's no point ..... in angry.

7 Amy is learning to conduct experiments. She spends a lot of time .....

8 Gary is enjoying his new job. He's busy ..... on a new project.

9 I decided it wasn't worth ..... for the job. I had no chance of getting it.

10 It's no good ..... to escape. You won't be able to get out of here.

#### to ... , for ... and so that ...

#### 1 Choose from Box A and Box B to make sentences with **to ...** .

A	B
1 I shouted	I wanted to be nearer my friends
2 I opened the box	I wanted someone to help me with my work

3 I moved to a new apartment	I wanted to report the accident
4 I couldn't find a welding torch	I wanted to warn people of the danger
5 I called the police	I wanted to see what was in it
6 I called the hotel	I wanted to mend the circuit
7 I employed an assistant	I wanted to find out if they had any rooms free

1 I shouted to warn people of the danger.

2 I opened the box .....

3 I .....

4 .....

5 .....

6 .....

7 .....

## 2 Complete these sentences using **to** + a suitable verb.

1 The president has a team of bodyguards **to protect** him.

2 I don't have enough time ..... all the things I have to do.

3 I came home by taxi. I didn't have the energy .....

4 Would you like something ..... ? Coffee? Tea?

5 Can you give me a bag ..... these things in?

6 There will be a meeting next week ..... the problem.

7 Do you need a visa ..... to the United States?

8 I saw Helen at the workshop, but I didn't have a chance ..... to her.

9 I am required to write a reports. I have anything standard ..... in like graphs, charts, and engineering drawings.

10 They've passed their exams. They're going to have a party .....

11 I can't do all this work alone. I need somebody ..... me.

12 Why are you so scared? There's nothing ..... afraid of.

**3 Fill in to or for.**

1 We stopped for petrol.

2 We'll need time ..... make a decision.

3 Students take classes during the first three years and then may take a semester off from studying to work .... an engineering company..

4 Good engineers have written and oral communication skills that equip them ..... work well with their colleagues and .... convey their expertise .... a wide range of clients.

5 The District of Columbia requires registration .... engineers whose work may affect the safety of the public.

6 Do you wear glasses ..... reading?

7 I put on my glasses ..... read the letter.

8 I wish we had a garden ..... the staff members ..... relax.

**4 Make one sentence from two, using so that.**

1 I hurried. I didn't want to be late.

I hurried so that I wouldn't be late.

2 I wore warm clothes. I didn't want to get cold.

I wore warm clothes .....

3 I gave Mark my phone number. I wanted him to be able to contact me.

I gave Mark my phone number .....

4 We spoke very quietly. We didn't want anybody else to hear us.

We spoke very quietly nobody else .....

5 Please arrive early. We want to be able to start the meeting on time.

Please arrive early .....

6 We made a list of things to do. We didn't want to forget anything.

We made a list of things to do .....

7 I slowed down. I wanted the car behind me to be able to overtake.

I slowed down .....

## Adjective + to ...

### 1 Write these sentences in another way, beginning as shown.

1 It's hard to understand some things. Some things **are hard to understand**.

2 It was difficult to open the window. The window .....

3 It's impossible to translate some words. Some words .....

4 It's expensive to maintain a car. A .....

5 It's not safe to eat this meat. This .....

6 It's easy to get to my house from here. My .....

### 2 Make sentences from the words in brackets.

1 I couldn't answer the question.

(difficult question / answer) **It was a difficult question to answer** .

2 It's a very common mistake.

(easy mistake / make) It's .....

3 I like living in this town.

(great place / live) .....

4 I wonder why she said that.

(strange thing / say) .....



### 3 Complete the sentences. Choose from the box.

to hear to help to invite to make not of you silly amazed glad

- 1 It's nice of Dan and Kate **to invite** me to their party.
- 2 I've been mending the telecommunications installation for a long time. Now I'm ..... to finish everything.
- 3 I heard about Tom's accident. I was relieved ..... that he's OK.
- 4 It was nice ..... to remember my birthday.
- 5 Let me know if you need any assistance. I'd be very pleased ..... you.
- 6 I thought James was about 25. I was ..... to discover he was 40.
- 7 It was inconsiderate of our repairmen ..... so much noise.
- 8 My interview went well. I was disappointed ..... to be offered the job.
- 9 It's ..... of me to worry so much about things that are not important.

### 4 Complete the sentences. Use: **the first, the second, the last, the only.**

- 1 Nobody spoke before me. I was **the first person to speak**.
- 2 Everybody else arrived before Paul. Paul was .....
- 3 Emily passed the exam. All the other students failed.  
Emily .....
- 4 I complained to the manager. Another customer had already complained.  
I .....
- 5 Neil Armstrong walked on the moon in 1969. Nobody had done this before him. Neil Armstrong .....

### 5 Complete the sentences using the words in brackets and a suitable verb.

- 1 Carla is a very good student.  
(she / bound / pass) **She's bound to pass** the exam.

2 I'm not surprised you're tired after your trip.

(you / bound / tired) ..... after such a long journey.

3 Andy has a very bad memory.

(he / sure / forget) ..... anything you tell him.

4 I don't think you'll need an excavator.

(it / not / likely / accident / on the heating main / near future) ..... .

5 The industrial fair begins this weekend.

(there / sure / be) ..... a lot of novelties of foreign companies.

## to ... (afraid to do) and preposition + -ing (afraid of -ing)

**1 Write sentences using afraid to ... or afraid of -ing.**

1 The streets here are full of industrial smog.

(a lot of people / afraid / go / out) **A lot of people are afraid to go out.**

2 We walked very carefully along the icy path.

(we / afraid / fall) **We were afraid of falling.**

3 I don't usually carry my passport with me.

(I / afraid / lose / it) .....

4 I thought she would be angry if I told her what had happened.

(I / afraid / tell / her) .....

5 We ran to the station.

(we / afraid / miss / our train) .....

6 In the middle of the film there was a very horrifying scene.

(we / afraid / look) .....

7 The device was very valuable, so I held it carefully.

(I / afraid / drop / it) .....

8 If there's anything you want to know, you can ask me.

(don't / afraid / ask) .....

9 I was worried because we didn't have much raw materials.

(I / afraid / run out of raw materials) .....

**2 Complete the sentences using *interested in ...* or *interested to ...* . Choose from these verbs:      buy   hear   know   look   start   study**

1 I'm trying to sell my micrometer, but nobody is *interested in buying* it.

2 Nicola is ..... her own business.

3 I saw Joe recently. You'll be ..... that he's defending a thesis soon.

4 I didn't enjoy school. I wasn't .....

5 I went to a public meeting to discuss the plans for a new road. I was ..... how people felt about the project.

6 Paul doesn't enjoy sightseeing. He's not ..... at old buildings.

**3 Complete the sentences using *sorry for ...* or *sorry to ...* . Use the verb in brackets.**

1 I'm *sorry to bother* you, but I need to ask you something. (bother)

2 We were ..... that you can't come to the foreign forum. (hear)

3 I'm ..... bad things about you. I didn't mean what I said. (say)

4 It's a shame Alan is leaving the company. I'll be ..... him go. (see)

5 I'm ..... so much noise last night. (make)

**4 Complete the sentences in each group using the verb in brackets.**

1 a We wanted *to leave* the building.

b We weren't allowed ..... the building.

- c We were prevented ..... the building. (leave)
- 2 a Sam and Chris hoped ..... the problem.
- b Sam failed ..... the problem. (solve)
- c Chris succeeded ..... the problem.
- 3 a I'm thinking ..... away next week.
- b I'm planning ..... away next week. (go)
- c I'd like ..... away next week.
- d I'm looking forward ..... away next week.
- 4 a Helen wanted ..... me lunch.
- b Helen insisted ..... me lunch. (buy)
- c Helen promised ..... me lunch.
- d Helen wouldn't dream ..... me lunch.

## see somebody do and see somebody doing

### 1 Complete the sentences with the verb in the correct form:

- 1 a Tom doesn't have the keys. He **gave** them to Lisa. (give)
- b Tom doesn't have the keys. I saw him ..... them to Lisa. (give)
- 2 a A car ..... outside our house, and then it drove off again. (stop)
- b We heard a car ..... outside our house, and then it drove off again. (stop)
- 3 a Ben gave me the envelope and watched me ..... it. (open)
- b Ben gave me the envelope and I ..... it. (open)
- 4 a Sarah is Canadian. I heard her ..... she's from Toronto. (say)
- b Sarah is Canadian. She ..... she's from Toronto. (say)
- 5 a A man ..... over in the street, so we went to help him. (fall)
- b We saw a man ..... over in the street, so we went to help him. (fall)

**3 Complete the sentences. Use these verbs (in the correct form):**

**crawl shout explode get happen lie put  
ride say slam stand make**

- 1 The bus stopped at the bus stop but I didn't see anybody **get** off .
- 2 I saw two people **standing** outside your office. I don't know who they were.
- 3 I thought I heard somebody ..... 'Hi', so I turned round.
- 4 There was an accident in the laboratory, but I didn't see it ..... .
- 5 Listen. Can you hear the manager ..... ?
- 6 I know you took the key. I saw you ..... it in your pocket.
- 7 We listened to the labor safety inspector ..... his speech from beginning to end.
- 8 Everybody heard the boiler ..... . It was a tremendous noise.
- 9 Oh! I can feel something ..... up my leg. It must be an insect.
- 10 I looked out of the window and saw Denis ..... his bike along the road.
- 11 I heard somebody ..... a door near my working place. I was shocked.
- 12 When I got home, I found a cat ..... on the kitchen table.

**-ing clauses**

**1 Choose from Box A and Box B to make sentences. Use -ing.**

A	B
1 Kate was in the kitchen.	She was trying not to make a noise.
2 Anna was sitting in an armchair.	She looked at the sights and took pictures.
3 Nicola opened the door carefully.	She said she would be back in an hour.
4 Sarah went out.	She was reading the report.
5 Lisa worked in Rome for two years.	She was making coffee.
6 Anna walked around the town.	She was teaching English.

1 Kate was in the kitchen making coffee.

2 Amy was sitting in an armchair .....

3 Nicola .....

4 .....

5 .....

6 .....

## 2 Put the words in the right order.

1 Joe (knee / football / his / hurt / playing) Joe **hurt his knee playing football.**

2 I (in the rain / wet / got / very / walking) I .....

3 Laura (to work / had / driving / an accident) Laura .....

4 My friend (off / slipped / a bus / getting / and fell) My friend .....

5 Emily (trying / her back / a heavy box / to lift / hurt) Emily .....

6 Two people were (to put out / by smoke / the fire / overcome / trying)

Two people were .....

## 3 Complete the sentences. Use **Having** + a suitable verb.

1 **Having finished** her work, Katherine left the office and went home.

2 .....our tickets, we went into the theatre and took our seats.

3 ..... the problem, I think we'll be able to find a solution.

4 ..... he was hungry, Joe now says he doesn't want to eat anything.

5 ..... his job recently, James is now unemployed.

6 ..... most of his life in London, Sam has now gone to live in a small village in the country.

## 4 Make one sentence from two. Begin with **-ing** or **Not -ing**. Sometimes you need to begin with **Having ...**. Don't forget the comma (,).

1 I felt tired. So I went to bed early.

Feeling tired, I went to bed early.

2 I thought they might be hungry. So I offered them something to eat.

..... I offered them something to eat.

3 Robert is a vegetarian. So he doesn't eat any kind of meat.

..... Robert doesn't eat any kind of meat.

4 I didn't have a phone. So I had no way of contacting anyone.

..... I had no way of contacting anyone.

5 Sarah has travelled a lot. So she knows a lot about other countries.

..... Sarah knows a lot about other countries.

6 I wasn't able to speak the local language. So I had trouble communicating.

..... I had trouble communicating.

7 We had spent nearly all our money. So we couldn't afford to stay at a hotel.

..... we couldn't afford to stay at a hotel.

## PREPOSITIONS

### time

### at/on/in

1 Put in **at**, **on** or **in**.

1 Elon Musk, the founder and chief engineer at SpaceX, was born **in** 1971.

2 I've been invited to the presentation ..... 15 February.

3 The anniversary of the BNTU is ..... December, but I don't know which date.

4 This Techno park is popular and gets very busy ..... weekends.

5 I haven't seen Kate for a few days. I last saw her ..... Tuesday.

6 Jonathan is 59. He is retiring from his job ..... two years.

- 7 I'm busy right now. I'll be with you ..... a moment.
- 8 Sam isn't here ..... the moment, but he'll be here this afternoon.
- 9 There are usually a lot of parties ..... New Year's Eve.
- 10 I don't like the dark. I try to avoid going out ..... night.
- 11 It rained very hard ..... the night. Did you hear it?
- 12 Your electric wheel loader is being repaired at the garage. It will be ready ..... two hours.
- 13 The bus station was busy. A lot of buses were leaving ..... the same time.
- 14 The company always has a party ..... its anniversary.
- 15 It was a short hand-book and easy to read. I read it ..... a day.
- 16 ..... midday, the sun is at its highest point in the sky.
- 17 This building is very old. It was built ..... the fifteenth century.
- 18 The office is closed ..... Wednesday afternoons.
- 19 In the UK many people go home to see their families ..... Christmas.
- 20 My flight arrives ..... 5 o'clock ..... the morning.
- 21 The course begins ..... 7 January and ends sometime ..... April.
- 22 I might not be at home ..... Tuesday morning, but I'll be there ..... the afternoon.

**2 Complete the sentences. Use **at**, **on** or **in** + the following:**

**the evening   about 20 minutes   1756   the same time   the 1970s**  
**the moment   17 April 1991   night   Saturdays   11 seconds**

- 1 Zhores Ivanovich Alferov entered the Belarusian Polytechnic Institute **in** 1948.
- 2 If the sky is clear, you can see the stars ..... .
- 3 After working hard during the day, I like to relax ..... .
- 4 The Belarusian Polytechnic Institute was reformed into the Belarusian State Polytechnic Academy ..... .
- 5 It's difficult to listen if everyone is speaking ..... .



- 6 Receiving-sets became popular in Belarus ..... .
- 7 I'm just going out to the shop. I'll be back ..... .
- 8 I don't think we need an umbrella. It's not raining ..... .
- 9 Boris is a very fast runner. He can run 100 metres ..... .
- 10 Lisa works from Monday to Friday. Sometimes she also works ..... .

## on time and in time    at the end and in the end

### 1 Complete the sentences with **on time** or **in time**.

- 1 The milling-machine operator is usually **on time**, but he was late this morning.
- 2 The conference was supposed to start at 10, but it didn't begin ..... .
- 3 The delivery service isn't very good. The goods are rarely ..... .
- 4 We nearly missed our train. We got to the station just ..... .
- 5 We want to start the meeting ..... , so please don't be late.
- 6 I've just washed the equipment. I want to do an experiment this afternoon, so I hope it will be dry ..... .
- 7 I almost forgot that it was Joe's birthday. Fortunately I remembered ..... .
- 8 Why are you never ..... ? You always keep everybody waiting.
- 9 It is hoped that the new building will be ready ..... for producing new chemicals later this year.

### 2 Complete the sentences using **at the end** + the following:

**the course    the game    the interview    the month    the race**

- 1 The parties shook hands **at the end of the negotiations**.
- 2 I get paid ..... .
- 3 The students had a party ..... .
- 4 Two of the runners collapsed ..... .

5 I was surprised when I was offered the job ..... .

**3 Write sentences with *in the end*.** Use the verb in brackets.

1 We had a lot of problems with our projector. (sell) *In the end we sold it.*

2 Anna got more and more fed up with her job.

(resign) .....

3 I tried to learn software engineering, but I found it too difficult.

(give up) .....

4 We couldn't decide whether to go to the meeting or not.

(not / go) .....

**4 Put in *at* or *in*.**

1 I'm going to finish the inventory *at* the end of the month.

2 It took Stas a long time to find work. .... the end he got a job as a energy engineer.

3 I couldn't decide what design of the tablet to choose. I chose the tablet with the largest drawing monitor of Huion ..... the end.

4 I'm going to create the equipment with the best ergonomics ..... the end of this week.

5 We waited ages for a bus. .... the end we had to get a taxi.

6 ..... the end of the lesson, all the students left the classroom.

7 We had a few problems at first, but ..... the end everything was OK.

8 You were in a difficult position. What did you do ..... the end?

9 The journey took a very long time, but we got there ..... the end.

10 Are you getting Master's of Engineering the beginning of June or ..... the end?

**position****in/at/on**

**1 Complete the sentences.** Use **in**, **at** or **on** + the following:

**the window   his hand   the list   the surface**  
**my lathe   the river   the island   junction 14**

- 1 There was some liquid **in the tank** .
- 2 One of the cutters is broken ..... .
- 3 Leave the motorway ..... and then turn left .
- 4 He was holding something ....., but I couldn't see what it was.
- 5 The bubbles ..... shows that the reaction is going fine.
- 6 You can see your name ..... of the molecular cloning programme.
- 7 There's nobody living ..... . It's uninhabited.
- 8 He spends most of the day sitting ..... and looking outside.

**2 Fill in in, at or on.**

- 1 There was a long queue of people **at** the checkpoint of the plant.
- 2 The look ..... his face expresses focus on analysis of graphs.
- 3 There was a security guard standing ..... the entrance to the building.
- 4 I wasn't sure whether I had come to the right office. There was no name .....  
the door.
- 5 There are plenty of issues ..... problem identification.
- 6 You'll find the weather forecast ..... the back page of the newspaper.
- 7 The headquarters of the company are ..... California.
- 8 I wouldn't like an office job. I couldn't spend the whole day sitting ..... a desk.
- 9 The man the police are looking for has a scar ..... his right cheek.

- 10 If you come here by bus, get off ..... the stop after the traffic lights.
- 11 Have you ever been at field studies? Have you ever slept ..... a tent?
- 12 Emily was sitting ..... the balcony reading the quality control report.
- 13 The professor lives ..... a small village ..... the south-west of England.
- 14 I like that picture hanging ..... the wall ..... the study.

**3 Complete the sentences. Use **in**, **at** or **on** + the following:**

**the west coast   the world   the back of the class   the motor  
the front row   the right   the back of this card   the way to work**

- 1 After 35 seconds, there was a sudden drop **in the motor's** internal pressure, leading to an increased combustion time.
- 2 In most countries people drive ..... .
- 3 What is the tallest building ..... ?
- 4 I met a friend of mine ..... this morning.
- 5 San Francisco is ..... of the United States.
- 6 We went to a scientific conference last night. We had seats ..... .
- 7 I couldn't hear the teacher. She spoke quietly and I was sitting ..... .
- 8 I don't have your address. Could you write it ..... ?

**4 Complete the sentences with **in**, **at** or **on**.**

- 1 Write your name **at** the top of the page.
- 2 Is your sister ..... this photo? I don't recognise her.
- 3 This check box controls whether the sheet tabs are shown ..... the bottom of the worksheet.
- 4 We normally use the front entrance to the building, but there's another one ..... the back.

- 5 We had to wait ..... a queue for an hour to check in at the airport.
- 6 There was a list of names, but my name wasn't ..... the list.
- 7 Is there anything interesting ..... today's scientific digest?
- 8 No matter ..... which direction the battery is connected the 4700uF capacitor should always charge up to around 9V.
- 9 When I'm a passenger in a car, I prefer to sit ..... the front.
- 10 Cybernetical physics is a scientific area ..... the border of cybernetics and physics which studies physical systems with cybernetical methods.
- 11 Joe works ..... the development department of a large company.
- 12 Paris is ..... the (river) Seine.
- 13 I don't like cities. I'd much prefer to work ..... the country.
- 14 My office is .... the top floor. It's ..... your left as you come out of the lift .

## to, at, in and into

**1 Put in to/at/in/into where necessary. If no preposition is necessary, leave the space empty.**

- 1 Three people were taken to hospital after the accident.
- 2 I'm tired. Let's go – home now. (no preposition)
- 3 We left our luggage ..... the station and went to find something to eat.
- 4 Shall we take a taxi ..... the station or shall we walk?
- 5 I have to go ..... the bank today. What time does it open?
- 6 The Amazon flows ..... the Atlantic Ocean.
- 7 I missed the bus, so I walked ..... home.
- 8 Have you ever been ..... Miadel?
- 9 I lost my key, but I managed to climb ..... the house through a window.
- 10 We got stuck in a traffic jam on our way ..... the airport.

- 11 We had lunch ..... the airport while we were waiting for our plane.
- 12 It took us four hours to get ..... the top of the mountain.
- 13 Welcome .... the hotel. We hope you enjoy your stay here.
- 14 We drove along the main road and then turned ..... a narrow side street.
- 15 Did you enjoy your visit ..... the partner company?
- 16 I did some shopping on my way ..... home.
- 17 Marcel is French. He has just returned ..... France after two years ..... Brazil.
- 18 Vladislav was born ..... Pinsk, but his family moved ..... Mogilev when he was three.

**2 Write sentences about places you have been to. Use I've been to / I've never been to + the words in brackets.**

- 1 (never) I've never been to Braslav.
- 2 (once) .....
- 3 (never) .....
- 4 (a few times) .....
- 5 (many times) .....

**3 Put in to/at/in where necessary. If no preposition is necessary, leave the space empty.**

- 1 What time does this train get to London?
- 2 They arrived ..... Barcelona a few days ago.
- 3 What time did you get ..... home last night?
- 4 What time do you usually arrive ..... work in the morning?
- 5 When we got ..... the presentation, there was a long queue outside.
- 6 We were delayed and arrived ..... home very late.

**4 Write sentences using got + into / out of / on / off.**

- 1 You were walking home. A friend passed you in her car. She saw you, stopped and offered you a lift. She opened the door. What did you do? **I got into the car.**
- 2 You were waiting at the bus stop. At last your bus came and stopped. The doors opened. What did you do then? I ..... the bus.
- 3 You drove home in your car. You stopped outside your house and parked the car. What did you do then? .....
- 4 You were travelling by train to Manchester. When the train got to Manchester, what did you do? .....
- 5 You needed a taxi. After a few minutes a taxi stopped for you. You opened the door. What did you do then? .....
- 6 You were travelling by plane. At the end of your flight, your plane landed at the airport and stopped. The doors were opened, you took your bag and stood up. What did you do then? .....

## other uses

## in/on/at

### 1 Complete the sentences using **in** + the following:

**the mood    cold weather    love    my opinion**

**Russian    the rain    kilometers    the shade**

- 1 Don't go out **in the rain** . Wait until it stops.
- 2 Matt likes to keep warm, so he doesn't go out much .....
- 3 The movie was ..... with English subtitles.
- 4 They fell ..... almost immediately and were married in a few weeks.
- 5 I don't feel like going to a party tonight. I'm not .....
- 6 It's too hot here. I'm going to sit ..... under that tree.
- 7 Alexandra thought the restaurant was OK, but ..... it wasn't very good.

8 Fifty miles? What's that .....

**2 Complete the sentences using on + the following:**

**business a cruise a diet fire holiday her phone  
the radio purpose strike TV a tour the whole**

- 1 I heard the weather forecast **on the radio** . It's going to get warmer.
- 2 Workers at the company have gone ..... for better pay and conditions.
- 3 Don't go ..... if you don't like being at sea.
- 4 There was panic when people realised that the building was .....
- 5 Soon after we arrived, we were taken ..... of the city.
- 6 Emma has lots of useful apps .....
- 7 I feel lazy this evening. Is there anything worth watching ....?
- 8 I'm sorry. It was an accident. I didn't do it .....
- 9 If you are ....., there are certain things you're not allowed to eat.
- 10 We'll be ..... from Friday. We're going to the mountains.
- 11 Jane's job involves a lot of travelling. She often has to go away .....
- 12 Some of the exam questions were hard, but ..... it was OK.

**3 Fill in at, on or in.**

- 1 Water boils **at** 100 degrees Celsius.
- 2 When I was 14, I went ..... a trip to Belovezhskaya Pushcha organised by my school.
- 3 Julia retired recently ..... the age of 58.
- 4 Can you turn the light on, please? I don't want to sit ..... the dark.
- 5 We didn't go ..... holiday last year. We stayed at home.
- 6 I hate driving ..... fog. You can't see anything.
- 7 Technology has developed ..... great speed.



- 8 David got married ..... 19, which is rather young to get married.
- 9 I listened to an interesting programme ..... the radio this morning.
- 10 I wouldn't like to go ..... a factory tour. I think I'd get bored.
- 11 The earth travels round the sun ..... 107,000 kilometres an hour.
- 12 I shouldn't eat too much. I'm supposed to be ..... a diet.
- 13 A lot of buildings were damaged ..... the storm last week.
- 14 I won't be here next week. I'll be ..... holiday.
- 15 I wouldn't like his job. He spends most of his time talking ..... the phone.
- 16 'Did you enjoy your business trip?' 'Not every minute, but ..... the whole, yes.'
- 17 ..... your opinion, what should I do?
- 18 Ben is a happy sort of person. He always seems to be ..... a good mood.
- 19 I don't think violent films should be shown ..... TV.
- 20 The polytechnic museum guidebook is available ..... several languages.

## by

### 1 Complete the sentences. Choose from the box.

- 1 We don't need cash. We can pay **by credit card** .
- 2 Kate and James keep in touch with one another mainly .....
- 3 I didn't intend to take your umbrella. I took it .....
- 4 I think he arrived late..... . He wanted to keep us waiting.
- 5 Some things are planned. Other things happen .....
- 6 Of course, it would be tedious to do the calculations .....,  
but simple to do so with a computer.

by mistake by hand by credit card by chance by email on purpose
--

**2 Put in by, in or on.**

- 1 Jess usually goes to work **by** bus.
- 2 I saw Jane this morning. She was ..... the bus.
- 3 How did you get here? Did you come ..... train?
- 4 I couldn't find a seat ..... the train. It was full.
- 5 How much will it cost to the airport ..... taxi?
- 6 Did you come here .... Sasha's car or yours?
- 7 The injured man was taken to hospital ..... ambulance.
- 8 How long does it take to cross the Atlantic ..... ship?
- 9 He doesn't drive much. He goes everywhere ..... bike or ..... foot.

**3 Complete these sentences about books, paintings etc. Choose from the box.**

- 1 I was woken up in the night **by a strange noise** .
- 2 These pictures were taken ..... .
- 3 Iron is melted ..... of heat.
- 4 The Research Institute for Nuclear Problems of Belarussian State University was established ..... .
- 5 We lost the game because of a mistake ..... .
- 6 The plane was damaged ....., but landed safely.
- 7 This music is ..... , but I can't remember what it's called.

by the agency  
 by one of our  
 players  
 by lightning  
 by Beethoven  
 by a strange noise  
 by Vladimir  
 Baryshevsky  
 by a professional  
 photographer

**4 Put in by, in, on or with.**

- 1 This mechanism is driven **by** electricity.
- 2 We managed to put the fire out ..... a fire extinguisher.
- 3 Who's that man standing ..... the window?

- 4 The electronics are powered ..... the USB bus and convert the signals to the appropriate other interface.
- 5 We travelled ..... my friend's car because it is larger and more comfortable than mine.
- 6 It was only ..... accident that I discovered the error.
- 7 These pictures were taken ..... a very good camera.
- 8 The signal is affected by the environment, and is further received .... the sea-bottom stations.
- 9 There were only a few people ..... the plane. It was almost empty.
- 10 The new railway line will reduce the journey time ..... two hours (from five hours to three).
- 11 There was a small table ..... the bed ..... a lamp and a clock ..... it.

## Noun + preposition

## reason for, cause of etc.

### 1 Complete the second sentence so that it has the same meaning as the first.

- 1 What caused the explosion?  
What was the cause **of the explosion** ?
- 2 We're trying to solve the problem.  
We're trying to find a solution ..... .
- 3 Svetlana gets on well with her boss.  
Svetlana has a good relationship ..... .
- 4 The cost of living has gone up a lot.  
There has been a big increase ..... .
- 5 I don't know how to answer your question.  
I can't think of an answer ..... .
- 6 I don't think that a new road is necessary.

I don't think there is any need .....

7 I think that living in a big city has many advantages.

I think that there are many advantages .....

8 Petrol prices fell last month.

Last month there was a fall .....

9 Nobody wants gadgets like these any more.

There is no demand ....

10 In what way is your job different from mine?

What is the difference .....

## 2 Complete the sentences using these nouns + a preposition:

**cause connection contact damage invitation**

**key map photos reason reply**

1 On the classroom wall there were some pictures and a **map of** the world.

2 Thank you for ..... the your birthday party.

3 Anna has little ..... her colleagues these days. She rarely sees them.

4 I can't open this door. Do you have a ..... the other door?

5 The ..... the fire at the laboratory is still unknown.

6 Did you get a ..... the email you sent?

7 The two companies are separate. There is no ..... them.

8 Jane showed me some ..... the substance as it looked after the experiment.

9 Emily has decided to give up her job. I don't know her ..... doing this.

10 It wasn't a bad accident. The ..... the car wasn't serious.

## 3 Fill in the correct preposition.

1 There are some differences **between** British and American English.

2 Money isn't the solution ..... every problem.

- 3 There has been an increase ..... the amount of traffic using this road.
- 4 The advantage ..... having a car is that you don't have to rely on public transport.
- 5 There are many advantages ..... being able to speak a foreign language.
- 6 Everything can be explained. There's a reason ..... everything.
- 7 When Paul started to work for the company, his attitude ..... many things seemed to change.
- 8 Ben and I used to be good friends, but I don't have much contact ..... him now.
- 9 James did a very good drawing ..... the construction site.
- 10 What was Sarah's reaction ..... the news?
- 11 Nicola took a picture ..... me holding the diploma.
- 12 The show is very popular and there has been a great demand ..... tickets.
- 13 There has been a lot of debate about the causes ..... climate change.
- 14 The fact that Jane was offered a job in the company has no connection ..... the fact that she is a friend of the managing director.

## Adjective + preposition

**1 Complete the sentences using an adjective + preposition. Choose from:**

**amazed angry bored careless excited impressed kind nervous**

- 1 Are you **nervous about** the exam?
- 2 Thank you for all you've done. You've been very ..... me.
- 3 What have I done wrong? Why are you ..... me?
- 4 You must be very ..... your trip next week. It sounds really great.
- 5 I wasn't ..... the service in the restaurant. We had to wait ages.
- 6 Ben isn't very happy at college. He says he's ..... the course he's doing.

- 7 I'd never seen so many people before. I was ..... the crowds.  
 8 It was you ..... to leave the car unlocked while you were shopping.

## 2 Put in the correct preposition.

- 1 They were delighted **with** the data I gave them.  
 2 It was nice .... you to come and see me when I was ill.  
 3 Why are you always so rude ..... people? Why can't you be more polite?  
 4 We always have the same food every day. I'm fed up ..... it.  
 5 We had a good holiday, but we were disappointed ..... the hotel.  
 6 I can't understand people who are cruel ..... animals.  
 7 I was surprised ..... the way he behaved. It was completely out of character.  
 8 I've been trying to learn Japanese, but I'm not very satisfied ..... my progress.  
 9 Tanya doesn't look very well. I'm worried ..... her.  
 10 I'm sorry ..... yesterday. I completely forgot we'd arranged to meet.  
 11 There's no point in feeling sorry ..... yourself. It won't help you.  
 12 Are you still upset ..... what I said to you yesterday?  
 13 Some people say Kate is unfriendly, but she's always been very nice ..... me.  
 14 I'm tired ..... doing the same thing every day. I need a change.  
 15 We interviewed ten people for the job, and we weren't impressed ..... any of them.  
 16 Vicky is annoyed ..... me because I didn't agree with her.  
 17 I'm sorry ..... the smell in this room. I've just finished painting it.  
 18 I was shocked ..... what I saw. I'd never seen anything like it before.  
 19 Jack is sorry ..... what he did. He won't do it again.  
 20 The laptop was incredibly expensive. I was amazed ..... the price.  
 21 Paul made the wrong decision. It was honest ..... him to admit it.  
 22 You've been very generous ..... me. You've helped me a lot.

- 23 Our neighbours were very angry ..... the noise we made.  
 24 Our neighbours were furious ..... us ..... making so much noise.

**3 Complete the sentences using an adjective + of. Choose from:**

**ashamed aware capable envious proud scared short typical**

- 1 I'm a bit **short of** money. Can you lend me some?  
 2 Our constructors have done very well. I'm ..... them.  
 3 What I did was very bad. I'm ..... myself.  
 4 She always behaves like that. It's ..... her.  
 5 He wouldn't be able to run his own business. He's not ..... it.  
 6 I don't like going up ladders. I'm ..... heights.  
 7 Nobody told me she was ill. I wasn't ..... it.  
 8 I wish I had what Vera has. I'm .... her.

**4 Write sentences about yourself. Are you good at these things or not? You can use:**

**good pretty good not very good hopeless**

- 1 (repairing things) **I'm not very good at repairing things.**  
 2 (telling jokes) .....  
 3 (maths) .....  
 4 (remembering names) .....  
 5 (making decisions) .....

**5 Complete the sentences using an adjective + preposition. Choose from:**

**afraid capable different interested  
 proud responsible similar sure**

- 1 I think he's finishing the installation this evening, but I'm not **sure of** that.  
 2 Your rangefinder is ..... mine, but it isn't exactly the same.

- 3 Don't worry. I'll look after you. There's nothing to be .....
- 4 I never watch the news on TV. I'm not ..... the news.
- 5 The editor is the person who is ..... what appears in a journal.
- 6 Sarah is a keen researcher and is very ..... her discoveries.
- 7 I was surprised when I first met Tina. She was ..... what I expected.
- 8 Ben could become a Nobel laureate one day. He's ..... it.

**6 Complete the second sentence so that it means the same as the first.**

- 1 There were lots of people in the office. The office was crowded **with people** .
- 2 There was a lot of equipment in the room. The room was full .....
- 3 I don't like sport very much. I'm not very keen .....
- 4 We don't have enough time. We're short .....
- 5 Helen does her job very well Helen is very good .....
- 6 Steven's wife is a scientist. Steven is married .....
- 7 I don't trust Robert. I'm suspicious .....
- 8 My problem is not the same as yours. My problem is different .....

**7 Put in the correct preposition.**

- 1 Artur is always full **of** energy.
- 2 My factory is not a very interesting place. It's not famous ..... anything.
- 3 Kate is very fond ..... her volunteer activity.
- 4 You look bored. You don't seem interested ..... what I'm saying.
- 5 'Our flight departs at 10.35.' 'Are you sure ..... that?'
- 6 I wanted to go out for a meal, but nobody else was keen ..... the idea.
- 7 These days everybody is aware ..... the dangers of smoking.
- 8 The adjacent territory was crowded ..... people waiting for the opening of the exhibition.



9 In the device each fiber-optic converter reflects different wavelength dependent ..... its spatial period.

10 We're short ..... staff in our office right now. We need more people to do the work.

## Verb + preposition

## to and at

### 1 Which is correct?

1 a Can you explain this word to me? (a is correct)

b Can you explain me this word?

2 a I got angry with Mark. Afterwards, I apologised to him.

b I got angry with Mark. Afterwards, I apologised him.

3 a Amy won't be able to help you. There's no point in asking to her.

b Amy won't be able to help you. There's no point in asking her.

4 a I need somebody to explain me what I have to do.

b I need somebody to explain to me what I have to do.

5 a They didn't understand the system, so I explained it to them.

b They didn't understand the system, so I explained it them.

6 a I like to sit on the beach and listen to the sound of the sea.

b I like to sit on the beach and listen the sound of the sea.

7 a I asked them to describe me exactly what happened.

b I asked them to describe to me exactly what happened.

8 a We'd better phone the restaurant to reserve a table.

b We'd better phone to the restaurant to reserve a table.

9 a It was a difficult question. I couldn't answer to it.

b It was a difficult question. I couldn't answer it.

10 a I explained everybody the reasons for my decision.

- b** I explained to everybody the reasons for my decision.
- 11 a** I thanked everybody for all the help they had given me.
- b** I thanked to everybody for all the help they had given me.
- 12 a** My friend texted to me to let me know she was going to be late.
- b** My friend texted me to let me know she was going to be late.

**2 Complete the sentences. Use these verbs + the correct preposition:**

**explain laugh listen look point reply speak throw throw**

- 1** I look stupid with this hard hat and goggles. Everybody will **laugh at** me.
- 2** I don't understand this. Can you **explain** it **to** me?
- 3** We work in the same building, but we've never .... one another.
- 4** Be careful with those scissors! Don't ..... them ..... me!
- 5** You shouldn't ..... directly ..... the welding. You'll damage your eyes.
- 6** Please ..... me! I've got something important to tell you.
- 7** A frisbee is a circular plastic disc that people ..... each other.
- 8** If you don't want that sandwich, ..... it ..... the birds. They'll eat it.
- 9** I tried to contact Tina, but she didn't ..... my emails.

**3 Put in **to** or **at**.**

- 1** They apologised **to** me for what happened.
- 2** I glanced ..... my watch to see what time it was.
- 3** Please don't shout ..... me! Try to calm down.
- 4** I saw Lisa and shouted ..... her, but she didn't hear me.
- 5** Don't listen what he says. He doesn't know ..... what he's talking about.
- 6** What's so funny? What are you laughing .....?
- 7** Is it all right if I have a look ..... your magazine?
- 8** I'm lonely. I need somebody to talk .....

- 9 She was so angry she threw a book ..... the wall.
- 10 So stop staring ..... whatever's under that microscope.
- 11 Do you have a moment? I need to speak ..... you.

## about/for/of/after

**1 Put in the correct preposition. If no preposition is necessary, leave the space empty.**

- 1 I'm not going out yet. I'm waiting **for** the rain to stop.
- 2 I've applied ..... three universities. I hope one of them accepts me.
- 3 If you don't want the job, there's no point in applying .... it.
- 4 I don't want to talk ..... what happened last night. Let's forget it.
- 5 I don't want to discuss ..... what happened last night. Let's forget it.
- 6 We had an interesting discussion ..... the problem, but we didn't reach a decision.
- 7 Our partners are in Italy. They're in Rome now and tomorrow they leave ..... Milan.
- 8 The roof of the head office is in bad condition. We need to do something ..... it.

**2 Put in the correct preposition after **care**. If no preposition is necessary, leave the space empty.**

- 1 He's very selfish. He doesn't care **about** other people.
- 2 Who's going to take care you when ..... you are old?
- 3 She doesn't care ..... the exam. She doesn't care whether she passes or fails.
- 4 I don't like this uniform very much. I don't care ..... the colour.
- 5 Don't worry about the deliveries. I'll take care ..... that.
- 6 He gave up his job to care ..... his elderly father.

7 I want to have a good laptop. I don't care ..... the cost.

8 I want to have a good laptop. I don't care ..... how much it costs.

**3 Complete the sentences with look for or look after. Use the correct form of look (looks/looked/looking).**

1 I **looked for** my microchips, but I couldn't find them anywhere.

2 Kate is ..... a job. I hope she finds one soon.

3 Who ..... you when you were ill?

4 When you need to add external speakers, look .....the best performance available in a small space.

5 Timofei has to look ..... the installation for wireless transmission of electricity, too," the manager said.

6 I'm ..... Lisa. I need to ask her something. Have you seen her?

**4 Complete the sentences with these verbs (in the correct form) + a preposition: apply ask do leave look search talk wait**

1 My search was fruitless, as was my **search for** the switch to the spotlights or to any of the lights in the building, for that matter.

2 Sasha wasn't ready. We had to ..... her.

3 I think Anna likes her job, but she doesn't ..... it much.

4 Don't ..... me ..... money. I don't have any.

5 Ben is unemployed. He has ..... several jobs, but hasn't had any luck.

6 If something is wrong, why don't you ..... something ..... it?

7 Helen's forensic workstation is very old, but she ..... it. It's in excellent condition.

8 Diane is from Borisov, but now she lives in Minsk. She ..... Borisov ..... Minsk when she was 19.

## about and of

**1 Complete the sentences using **hear** or **heard** + a preposition (**about/of/from**).**

- 1 I'm surprised you haven't **heard of** her. She's quite famous.
- 2 'Did you ..... the accident last night?' 'No, what happened?'
- 3 Piatrus used to call me quite often, but I haven't ..... him for a long time now.
- 4 'Have you ..... Vladimir Sadko?' 'No. Who is he?'
- 5 Thanks for your email. It was good to ..... you.
- 6 'Do you want to ..... our internship?' 'Not now. Tell me later.'
- 7 I live in a very small town. You've probably never ..... it.

**2 Complete the sentences using **think about** or **think of**. Sometimes both **about** and **of** are possible. Use the correct form of **think** (**think/thinking/thought**).**

- 1 I've **thought about** what you said and I've decided to take your advice.
- 2 I need time to make decisions. I like to ..... things carefully.
- 3 You look serious. What are you .....?
- 4 That's a good idea. Why didn't I ..... that?
- 5 I don't really want to meet Tom tonight. I'll have to ..... an excuse.
- 6 I'm ..... buying a new tablet. What would you advise me to buy?
- 7 When I was offered the job, I didn't accept immediately. I went away and ..... it for a while. In the end I decided to take the job.
- 8 a: I've just finished reading the report you lent me.

b: What did you ..... it? Did you like it?

9 a: Will you be able to help me?

b: I'm not sure. I'll ..... it.

10 I don't ..... much ..... this coffee. It's like water.

11 Katherine is homesick. She's always ..... her family back home.

12 a: Do you think I should apply to do the course?

b: I can't ..... any reason why not.

**3 Complete the sentences using these verbs (in the correct form) + a preposition:**

**complain dream hear remind remind think think**

1 It was my idea. I **thought of** it first.

2 Ben is never satisfied. He's always ..... something.

3 I can't make a decision yet. I need time to ..... your proposal.

4 He's not a well-known radiologist. Not many people have ..... him.

5 a: You wouldn't go away without telling you boss, would you?

b: Of course not. I wouldn't ..... it.

6 I would have forgotten my appointment if you hadn't .....me ..... it.

7 Do you see that man over there? Does he ..... you anybody you know?

**of/for/from/on**

**1 Put in the correct preposition. If no preposition is necessary, leave the space empty.**

1 Some students were suspected **of** cheating in the exam.

2 Are you going to apologise ..... what you did?

- 3 Factory consists ..... all buildings in which, steam, water, or any mechanical power is used to move machinery.
- 4 I was accused ..... lying, but I was telling the truth.
- 5 We finished our meal, paid ..... the bill, and left the restaurant.
- 6 The accident was my fault, so I had to pay ..... the repairs.
- 7 Some people are dying ..... hunger, while others eat too much.
- 8 I called Helen to thank her ..... the present she sent me.
- 9 The government isn't popular. Most people don't approve ..... its policies.
- 10 Do you blame the government our ..... economic problems?
- 11 When something goes wrong, you always blame it ..... other people.
- 12 Forgive me ..... interrupting, but I'd like to ask you something.

**2 Complete the sentences using these verbs (in the correct form) + a preposition:**

**accuse apologise approve congratulate depend live pay suffer**

- 1 His parents don't **approve of** what he does, but they can't stop him.
- 2 When you went to the conference with Paul, who ..... the air tickets?
- 3 It's not pleasant when you are ..... something you didn't do.
- 4 We hope to go to the warehouse tomorrow, but it ..... the schedule.
- 5 Things are cheap there. You can ..... very little money.
- 6 You were rude to Lisa. I think you should ..... her.
- 7 Alex ..... back pain. He spends too much time working at his desk.
- 8 I called Jack to ..... him ..... passing his driving test.

**3 Put in the correct preposition. If no preposition is necessary, leave the space empty.**

- 1 I'll never forgive them **for** what they did.
- 2 Vaccinations may protect you ..... a number of diseases.

- 3 You know you can always rely ..... me if you need any help.
- 4 Sophie will have to borrow money to pay ..... her college fees.
- 5 She's often unwell. She suffers ..... very bad headaches.
- 6 I don't know whether I'll go out tonight. It depends ..... how I feel.
- 7 Anna doesn't have a job. She depends ..... her parents for money.
- 8 My usual breakfast consists ..... fruit, cereal and coffee.
- 9 I complimented her ..... her English. It was really good.

### in/into/with/to/on

**1 Complete the sentences using these verbs (in the correct form) + a preposition:**

**believe break concentrate divide drive fill  
happen insist invite succeed**

- 1 I wanted to go alone, but my friends **insisted on** coming with me.
- 2 I haven't seen Mike for ages. I wonder what has ..... him.
- 3 A batch of insoluble residue was ..... 5 parts, which were washed off to remove chlorides up to various ratios.
- 4 We've been ..... the meeting, but unfortunately we can't go.
- 5 "They transmit electricity through the air. But what if I don't believe ..... all that?" he said irritably.
- 6 Steve gave me an empty bucket and told me to ..... it ..... water.
- 7 If someone ..... your web server, it becomes much easier for them to get another system on your network.
- 8 Don't try and do two things together. .... one thing at a time.
- 9 It wasn't easy, but in the end we ..... finding a solution to the problem.



10 The car in front of me stopped suddenly. Unfortunately I couldn't stop in time and ..... the back of it.

**2 Put in the correct preposition. If the sentence is already complete, leave the space empty.**

- 1 The university provides all its students **with** educational materials.
- 2 A strange thing happened ..... me a few days ago.
- 3 Mark decided to give up sport to concentrate ..... his studies.
- 4 Money should be used well. I don't believe ..... wasting it.
- 5 My present job isn't wonderful, but I prefer it ..... what I did before.
- 6 I hope you succeed ..... getting what you want.
- 7 Ben was injured playing football when he collided ..... another player.
- 8 There was an awful noise as the car crashed ..... a tree.
- 9 Speaking in IT terms, we specialize ..... hardware, they provide software.
- 10 Joe doesn't spend much money ..... clothes.
- 11 I was amazed when I heard the news. I couldn't believe ..... it.
- 12 Somebody broke ..... my car and stole my bag.
- 13 I was quite cold, but Stefan insisted ..... having the window open.
- 14 The teacher decided to split the class ..... four groups.
- 15 I filled the tank, but unfortunately I filled it ..... the wrong kind of fuel.
- 16 Some things are difficult to translate ..... one language ..... another.

## Vocabulary

### A

Accept – принимать  
 Accident – несчастный случай  
 Accomplish – выполнять, завершать  
 Adjustment – корректирование  
 Admitted – допущенный  
 Advantages – преимущество  
 Afficiency – достаточность  
 Agricultural – сельскохозяйственный  
 Aircraft – воздушное судно  
 Amazed – пораженный  
 Ammonia – аммиак  
 Anniversary – годовщина  
 Apologize – извиниться  
 App – приложение  
 Arguing – спорить  
 Arranged – согласованный  
 Assemble – собирать  
 Assistance – содействие  
 Assistant manager – помощник управляющего  
 Attitude – отношение  
 Auxiliary – вспомогательный  
 Awful – ужасный

### B

Ball lightning – шаровая молния  
 Batch – партия  
 Blacksmith – кузнец  
 Boil – киятить  
 Boiler house (boiler plant) – котельная  
 Bother – беспокоить  
 Bracket – скобка  
 Bracket – скобка  
 Brainstorm – искать решение с помощью «мозгового штурма»  
 Break down – сломать  
 Break into – врываться в  
 Bulb – лампочка  
 By the agency of – посредством, при содействии

## С

Caliper – штангенциркуль  
Capacitor – конденсатор  
Careless – беспечный  
Carpenter – плотник  
Carry – нести  
Carry out – выполнять, проводить  
Caused the explosion – вызвал взрыв  
Championship – чемпионат  
Chart – диаграмма, таблица, схема  
Check – проверять, сверять  
Checkpoint of the plant – проходная завода  
Chief mechanic department – отдел главного механика  
Circuit – микросхема  
Clamp – зажим  
Close – заделывать  
CNC Machining Centre – обрабатывающий центр с ЧПУ  
Coastguard – береговая охрана  
Collapse – упасть, обрушиться  
Colleague – коллега  
Combustion time – время горения (сжигания)  
Come up with – придумывать  
Complain – жаловаться на что-либо  
Complete – завершать  
Completion – завершение  
Component blank – заготовка для детали  
Compressor – компрессор  
Condensable components – конденсируемые компоненты  
Condition – состояние  
Conduct – вести, руководить  
Connect – обеспечивать связь, подключать  
Consist of – состоит из  
Construct – строить  
Construction site – строительная площадка  
Construction site – строительная площадка  
Constructors – конструкторы  
Contest – соревнование  
Convert – превращать в  
Convey – передавать  
Cooling period – период охлаждения

Cover – покрывать  
Create – создавать  
Crop shear – обрезные ножницы  
Cybernetical physics – кибернетическая физика

**D**

Damage – повреждать  
Dare – посметь  
Deal with – иметь дело с  
Debate – дебаты  
Deflate – выпускать воздух, газ  
Delay – откладывать; задержка  
Design – проектировать  
Detach – отсоединить  
Determinate – определять  
Develop – развивать  
Disassemble – разбирать  
Discovery – открытие  
Disturb – беспокоить  
Drawing – рисование  
Drawing – чертёж  
Drill – сверлить  
Drop – ронять  
Dyes – красители

**E**

Editor – редактор  
Educational materials – учебные материалы  
Election – выборы  
Electric wheel loader – электрический колесный погрузчик  
Electrician – электрик  
Encounter – сталкиваться  
Endeavor – старание  
Energy – энергия  
Engineering drawings – инженерные чертежи  
Environmental engineer – инженер–эколог  
Equipment – оборудование  
Excavation – выемка грунта  
Exhibition – выставка  
Explore – исследовать  
Explosion – взрыв

**F**

Facility – оборудование  
 Factory – завод  
 Fiberglass – стекловолокно  
 Fiber–optic converter – волоконно–оптический преобразователь  
 Fiber–optic converter – волоконно–оптический преобразователь  
 Figures – цифры  
 Files – папки  
 Fire – увольнять  
 Firm grasp – хорошо понимать (контекст. перевод)  
 Firmly – твердо  
 Fluorescent lighting strips – люминесцентные лампы  
 Force – заставлять  
 Foreman – мастер, бригадир  
 Forensic – судебно–медицинский  
 Forensic workstation – рабочая станция судебной экспертизы  
 Forgotten – забытый  
 Forklift – автопогрузчик  
 Fruitless – бесполезный

## G

Generate – производить  
 Get injured – получить травму  
 Get tired – устать  
 Give up – отказаться; сдаваться  
 Go on business – поехать в командировку  
 Goggles – очки защитные  
 Government – правительство  
 Graphs – графики  
 Grinder machine – шлифовальный станок

## H

Hardware – оборудование  
 Head of department – начальник отдела  
 Head office – головной офис  
 Headache – головная боль  
 Headquarters of the company – штаб–квартира компании, головной офис  
 Heat pump – тепловой насос  
 Heating vents – вентиляционные отверстия  
 Hire – нанимать  
 Hold – удерживать; проводить

## I

Identification – выявление

Impatient – нетерпеливый  
 Inconsiderate – невнимательный  
 Increase – увеличивать  
 Increase – увеличивать  
 Incredible – невероятный  
 Injure – ранить  
 Insoluble – нерастворимый  
 Inspection – осмотр  
 Install – устанавливать  
 Internal pressure – внутреннее давление  
 Internship – интернатура  
 Internship – стажировка  
 Interpreter – переводчик  
 Invent – изобретать  
 Inventor – изобретатель  
 Inventory – инвентаризация

**J**

Jigsaw – лобзик

**K**

Keep up with – поспевать за

Knock off – сбить

**L**

Ladder – лестница

Laptop – ноутбук

Lathe – токарный станок

Laureate – лауреат

Locate – определять местонахождение

Look forward to – ждать с нетерпением

Loosen – ослаблять

Low energy bulbs – лампочки с низким энергопотреблением

**M**

Machinery – механическое оборудование

Magnetic coil – магнитные катушки

Maintain – обслуживать

Make a decision – принять решение

Managing director – управляющий

Master's of Engineering – магистр технических наук

Mechanical engineering – машиностроение

Meeting – собрание

Mend – чинить

Meter – измеритель  
 Microfluorescence – микрофлуоресценция  
 Micrometer – микрометр  
 Milling-machine – фрезерный станок  
 Miner position – более низкая должность  
 Mixteres – смесители  
 Motor – двигатель

**N**

Nails – гвозди  
 Negotiations – переговоры

**O**

Occupy – занимать (пространство)  
 Operate – запускать  
 Oral communication skills – навыки устного общения  
 Overtake – наверстать  
 Own – владеть

**P**

Parabens – парабены  
 Participate – участвовать  
 Performance available – доступная производительность  
 Persuaded – убежденный  
 Pipe – труба  
 Plant – завод  
 Plaster – гипс  
 Pliers – плоскогубцы  
 Preliminary – предварительный  
 Prepare – подготавливать  
 Pretend – притворяться  
 Prevent – препятствовать  
 Prohibited vaccine – запрещенная вакцина  
 Proposal – предложение  
 Protective overgarments – защитная одежда  
 Pull out – вытаскивать  
 Pump – выкачивать  
 Purification – очистка  
 Push in – протолкнуть

**Q**

Queue – стоять в очереди

**R**

Radiologist – радиолог

Railway line – Железнодорожная линия  
 Rangefinder – дальномер  
 Ratios – соотношение, коэффициент  
 Raw materials – сырье  
 Receiving-set – радиоприемник  
 Refresh – освежать, обновлять  
 Refrigerant – охлаждающее вещество  
 Refrigerating machines – холодильные машины  
 Re-inflate – повторно надуть  
 Remote control – дистанционное управление  
 Removal – удаление  
 Renewable energy resources – возобновляемые источники энергии  
 Repair – ремонтировать  
 Repairer – ремонтник  
 Repairman – ремонтный рабочий  
 Replace – заменять  
 Reprocessing – переработка  
 Rescue – спасать  
 Research – исследовать; исследование  
 Research Institute for Nuclear Problems – Научно-исследовательский институт ядерных проблем  
 Researcher – исследователь  
 Residue – осадок  
 Resign – уходить в отставку  
 Responsible – ответственный  
 Retrain – проходить переподготовку  
 Review – рассматривать  
 Rub – тереть  
 Run out – закончиться

## S

Safety – безопасность  
 Scientific – научный  
 Scientist – ученый  
 Scissors – ножницы  
 Screwdriver – отвёртка  
 Screw-nut – гайка  
 Set up – настроить  
 Shall – должен  
 Shift – смена  
 Sink – тонуть



Slide – скользить  
Smoke detectors – детекторы дыма  
Software – программное обеспечение  
Solar cell – солнечная батарея  
Solar pannel – солнечная панель  
Sort – сортировать  
Spacecraft – космический корабль  
Spare parts – запасные части  
Spotlights – прожекторы  
Spread – распространять  
Staff members – штатные сотрудники  
Stolen – украденый  
Straighten – выпрямлять  
Submerge – погружать  
Substance – вещество  
Suitable – подходящее  
Supersede – заменить  
Supervisor – руководитель  
Supplier – поставщик  
Supply – снабжать  
Surround – окружать  
Suspect – подозревать  
Switch – выключатель  
Switch to the spotlights – переключатель на точечные светильники

**T**

Tablet – планшет  
Take off – снять  
Take out of – вытащить из  
Tear off – отрывать  
Tedious – скучный  
Telecommunications installation – телекоммуникационная установка  
Test – протестировать  
Thermodynamics – термодинамика  
Thermoelectric cooling – термоэлектрическое охлаждение  
Thesis – диссертация  
Tighten – затягивать  
Tool – инструмент  
Toolbox – ящик для инструментов  
Tooling department – отдел оснастки  
Torch – карманный фонарик

Tremendous – огромный  
Tube-rolling – трубопрокатный  
Turn off – выключить

**U**

Underline – подчеркивать  
USB bus – шина USB

**V**

Vehicle – транспортное средство  
Volunteer – волонтер

**W**

Warehouse – товарный склад  
Wavelength – длина волны  
Wavelength – длина волны  
Welding – сварка  
Welding set – сварочный аппарат  
Welding torch – сварочная горелка  
Wireless transmission of electricity – беспроводная передача  
электроэнергии  
Workroom – помещение для работы  
Works – завод  
Workstation – рабочая станция  
Workwear – спецодежда  
Wrecked – разрушенный

## List of references

1. Гивенталь, И.: Грамматический тренажер. Как правильно говорить и писать по-английски / И. Гивенталь, П. Ремизов. – СПб : Питер, 2018. – 336с.
2. Кажемская, Л.Л. Тренажер по английскому языку-2, Углубленный курс подготовки к централизованному тестированию и экзамену / Л.Л. Кажемская, А.К. Точилина. – Минск : ТетраСистемс, 2021. – 384с.
3. Murphy, R. English Grammar in Use. A Self-study Reference and Practice Book for Intermediate Students. With Answers. / R. Murphy. – fifth ed. – Cambridge University Press, 2019 – 394 p.
4. Foley, M. MyGrammarLab: Intermediate B1/B2 / M. Foley, D. Hall. – Pearson Education Limited, 2018 – 395 p.