

# revison 3 grammar

## Grammar

### 1 Complete the sentences using the correct active or passive form of the verb in brackets.

1. My office ..... (break into) last night and my laptop and printer ..... (steal).
2. Our flight ..... (delay) for another four hours due to bad weather. I hope we ..... (not miss) our connection.
3. I felt I ..... (follow), so I went into a café and ..... (wait) until I ..... (give) a lift home by a friend.
4. At the moment, police ..... (search) the area for an escaped prisoner. The public ..... (advise) to stay in their homes until further notice.
5. I want to know why I ..... (ignore) by you all week. Why ..... you ..... (speak) to me?
6. The parking fine ..... (must pay) or we ..... (give) a larger fine.
7. Our school ..... (consider) one of the best places to study in the city. Top marks ..... (need) to get accepted.
8. Eating raw ginger ..... (believe) to be good for your health, so I ..... (add) it to some of my salads lately.

### 2 Rewrite each sentence using the correct passive form of the verbs in brackets.

1. Investors are certain that the company will be very successful. (expect)  
.....
2. The policeman deserves an award for his bravery. (should / give)  
.....
3. The house is still on the market. (not sell)  
.....
4. People believe that French food is the best in the world. (say)  
.....
5. Is it safe to travel to Mexico? (consider)  
.....
6. Seat belts are mandatory when driving. (must / wear)  
.....

### 3 Complete the sentences using the causative form.

1. I ..... the contract ..... (translate) into English, so I could understand it properly.
2. I'm not surprised your car broke down. You never ..... it ..... (check).
3. We ..... our roof ..... (repair) as soon as possible.
4. The president always ..... his speeches ..... (write) by his team of speechwriters.
5. John ..... a bouquet of flowers ..... (send) to his girlfriend for her birthday tomorrow.
6. Maria ..... her make-up ..... (apply) before yesterday's interview.

### 4 Rewrite the sentences using both passive forms.

1. My boss has offered me a job promotion.  
.....
2. Most people believe that hard work is necessary for success.  
.....
3. This company doesn't give many benefits to its employees.  
.....
4. An anonymous donor gave our organisation a generous sum of money.  
.....

### 5 Complete the mini-dialogues with the verbs in brackets. Use either the active, passive or causative form.

1. A: Why <sup>1</sup> ..... Robert ..... (arrest) last week?  
B: He <sup>2</sup> ..... (catch) driving at 140 kph in the city.
2. A: <sup>3</sup> ..... the decision ..... (change) yet?  
B: I don't think so. The decision <sup>4</sup> ..... (make) by the manager and he's not going to change his mind.
3. A: I <sup>5</sup> ..... (try) to access the website for the last hour.  
B: I'm sorry. We're updating the site. We hope to <sup>6</sup> ..... it ..... (finish) very soon.

# revision 3 vocabulary

## Vocabulary

**1** Circle **TWO** words or phrases that are connected to each other.

1. in charge of • take advantage of • run the show • run high
2. profits • qualifications • people skills • positions
3. income • earn • field • dare
4. fire • land a job • out of a job • commute

**2** Choose the correct continuation to show that you have understood the words and expressions in bold.

1. It's important to **take pride in** ...
  - a. your work
  - b. your difficulties
2. You're **out of a job** if you ...
  - a. work outdoors
  - b. don't have employment
3. **Take the initiative** and ...
  - a. go first
  - b. wait a while
4. Let's **take advantage of** the warm weather and ...
  - a. turn on the air-conditioning
  - b. go to the beach
5. My sister always **takes** my brother's **side** when we ...
  - a. are in the car
  - b. have an argument
6. If you **take your time** in a test, you probably won't ...
  - a. make so many mistakes
  - b. forget anything
7. She **runs the show**. She's a great ...
  - a. boss
  - b. actor
8. He was **fired** because he ...
  - a. didn't like the job
  - b. didn't work well with others

**3** Complete the mini-dialogues with the words and expressions below. There are more words than you need.

*qualifications • running short of • job hunting • fields  
run an errand • fast learner • run wild • shifts*

1. A: I have to work late today. Could you please  
1. .... for me?  
B: Sure. What do you need?  
A: We're 2. .... bread and milk. Could you  
pick some up this morning?
2. A: Alice is really good at her job. It's amazing given the  
fact that she has no 3. ....  
B: Well, She's a 4. .... and works really  
hard.
3. A: How's the 5. .... going? Have you  
found anything yet?  
B: I've had an offer, but it involves working  
6. .... and I prefer a 9-5 job.

**4** Give **TWO** possible answers to the questions below. Pay attention to the words in bold.

1. What jobs usually pay **minimum wage**?  
.....  
.....
2. Why do people **resign** from a job?  
.....  
.....
3. What kind of jobs require people to be **good at multitasking**?  
.....  
.....
4. What skills does it take to **run a business**?  
.....  
.....

**5** The words in bold are in the wrong sentences. Write them next to the correct sentence.

1. How much did you **value** last month? .....
2. I **guarantee** the time I spend with my grandparents.  
.....
3. Do you **pack** to other countries? .....
4. Can you help me **deliver** these clothes according to size?  
.....
5. We can't **sort** that everything will go according to plan.  
.....
6. Why did you **earn** so much? We're only going for the weekend. ....

**6** Choose a sentence that means the same as the original one. Pay attention to the words in bold.

1. Everyone should pay their **share** of the bill at the restaurant.
  - a. Everyone should pay for what they ate.
  - b. Everyone should pay the same amount.
2. She swims all year, **regardless of** the weather.
  - a. She swims in all kinds of weather.
  - b. She swims only when the weather is good.
3. I don't know why Sam can't **hold down a job**.
  - a. I don't know why Sam can't find a job.
  - b. I don't know why Sam keeps getting fired.
4. This job requires people who can **work well under pressure**.
  - a. We're looking for people who can handle stress.
  - b. We're looking for people who are in good physical shape.
5. What's your annual **income**?
  - a. How much do you earn a year?
  - b. How much holiday time do you get every year?