

# It's GRAMMAR TIME

4

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Express Publishing



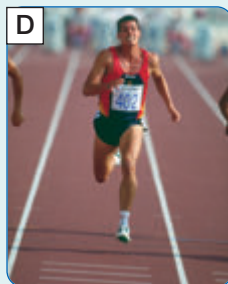
**A**  
I think my sister won't like any of this jewellery. I'll look for something else.



**B**  
Will you read my essay when I finish it?



**C**  
He isn't going to eat out with his friends tonight. He's going to eat dinner at home.



**D**  
He is going to win the race.



**E**  
Her flight takes off in an hour, so she's boarding the plane in 30 minutes.

### Future simple

Form: will + main verb

|               |  |
|---------------|--|
| AFFIRMATIVE   | I/You/He/She/It/We/They will/'ll travel                                  |
| NEGATIVE      | I/You/He/She/It/We/They will not/won't travel                            |
| INTERROGATIVE | Will I/you/he/she/it/we/they travel?                                     |
| SHORT ANSWERS | Yes, I/you/he/she/it/we/they will.<br>No, I/you/he/she/it/we/they won't. |

Time expressions we use with the future simple and be going to: later, tomorrow, tonight, soon, next week/month, etc., in a week/year, etc.

### Be going to

Form: be + going to + main verb

|               |   |                 |
|---------------|---|-----------------|
| AFFIRMATIVE   | I am/'m<br>He/She/It is/'s<br>We/You/They are/'re   | } going to try  |
| NEGATIVE      | I am not/'m not<br>He/She/It is not/isn't<br>We/You/They are not/aren't   | } going to try  |
| INTERROGATIVE | Am I<br>Is he/she/it<br>Are we/you/they   | } going to try? |
| SHORT ANSWERS | Yes, I am. / No, I'm not.<br>Yes, he/she/it is. / No, he/she/it isn't.<br>Yes, we/you/they are. / No, we/you/they aren't. |                 |

### Use

**1** Match each use of the *future simple* (a-d) to its corresponding example (1-4).

- 1  d It will be summer soon.  
2  Susan will probably get the promotion.  
3  The phone's ringing. I'll pick it up.  
4  I hope you'll forgive me for losing your camera.

- a an on-the-spot decision  
b a prediction based on what we think, believe or imagine  
c a promise, threat, warning, request, hope or offer  
d an action or event that will definitely happen in the future and that we cannot control

**2** Match each use of *be going to* (a-b) to its corresponding example (1-2).

- 1  Remove the pot from the fire! The milk is going to boil over.  
2  Nathan has an early meeting tomorrow so he's going to leave his house at 7:00 instead of 8:00.

- a an action that we have already decided to do in the near future; a plan  
b a prediction based on evidence showing that something will happen in the near future

**Notes:**

- Present Simple is used with a future meaning for **timetables/programmes**.
- Present Continuous is used with a future meaning for **fixed arrangements in the near future**.
- We never use future forms after: **time words (as long as, after, until, by the time, etc)**, **if (conditional)**, **unless, in case, suppose/supposing, on condition that, etc**. After such words and expressions we use the present simple or the present perfect when we want to refer to the future. *Back up your files in case something goes wrong with your computer.* (NOT: ... ~~in case something will go wrong~~ ...)
- If meaning 'whether' especially after **I don't know, I doubt, I wonder, I'm not sure**, etc. can be used with future forms. *I wonder if we'll make it to the station on time.*
- We use future forms with **when** when it is used as a question word. *When will dinner be ready?* (Compare: *I'll let you know when dinner is ready.* (time word) )
- **Will you ...?** is used to give an order or make a request. *Will you be quiet?* (= Please, be quiet.)
- **Shall I/we ...?** is used:
  - a) to make an offer. *Shall I do the dishes tonight?* (= Do you want me to do the dishes tonight?)
  - b) to make a suggestion. *Shall we take a taxi home?* (= Why don't we take a taxi home?)
  - c) to ask for suggestions or instructions. *"What shall I wear to the wedding?" "Your blue dress."*  
*"Who shall I write out the cheque to?" "Croydon Children's Charity."*

**3** a) Look at the first four pictures and examples on p. 62. Underline and identify the two ways of expressing the future. How do we form the affirmative, negative and interrogative of these forms? Which uses of these forms does each verb show?

b) Look at the last picture and example on p. 62. How are the *present simple* and the *present continuous* used to express the future?

**4** Match the tenses in bold to the correct description (a-h).

- 1  **d** Shall I help you put the groceries away?
- 2  She **is going to hand in** her letter of resignation tomorrow.
- 3  The library **closes** at 9:00 pm.
- 4  My grandfather **will turn** 96 next month.
- 5  This cheese has gone off; I'll **throw** it away.
- 6  Peter hopes his boss **won't ask** him to work late tonight.
- 7  We're **not going to get in** the exhibition any time soon; the queue's very long.
- 8  Jason believes we'll **win** tomorrow's game.

- a an action or event that will definitely happen in the future and that we cannot control
- b a promise, threat, warning, request, hope or offer
- c a timetable or programme
- d an offer
- e an on-the-spot decision
- f an action that we have already decided to do
- g a prediction based on evidence showing that something will happen in the near future
- h a prediction based on what we think, believe or imagine

**5** Choose the correct item.

- |   |   |
|---|---|
| <ol style="list-style-type: none"> <li>1 Beth wonders if she'll <u>get</u>/<b>'s going to get</b> the job she's applied for.</li> <li>2 I'm thirsty. I'm <b>going to get</b>/<b>'ll get</b> some water.</li> <li>3 It's a clear sunny day; it's <b>not going to rain</b>/<b>won't rain</b>.</li> <li>4 <b>Shall you take</b>/<b>Will you take</b> these papers to the recycling bin for me?</li> <li>5 Please leave the premises quietly or I'll <b>call</b>/<b>'m going to call</b> security.</li> </ol> | <ol style="list-style-type: none"> <li>6 Perhaps Sandra <b>will come</b>/<b>is going to come</b> to the theatre with you.</li> <li>7 David thinks the charity event <b>is going to be</b>/<b>will be</b> a great success.</li> <li>8 <b>Are they going to deliver</b>/<b>Shall they deliver</b> our stove on Friday as planned?</li> <li>9 Be careful! You'll <b>trip</b>/<b>'re going to trip</b> over that cable on the floor.</li> <li>10 Brooke is afraid she'll <b>fail</b>/<b>'s going to fail</b> her driving test.</li> </ol> |
|---|---|



**A** *I won't be working this time next Monday – I'll be skiing in Switzerland.*



**B** *Will you be seeing Jane later? Could you give her these documents?*



**C** *She will be meeting her friends at the cinema tonight.*



*How long will we have been hiking till the next rest stop? I hope it won't have grown dark by that time!*

*We'll have been walking for three hours. And, don't worry, we'll have ended our hike long before it gets dark.*

### Future continuous

Form: will + be + main verb + -ing

|               |   |
|---------------|---|
| AFFIRMATIVE   | I/You/He/She/It/We/They will/ 'll be meeting                              |
| NEGATIVE      | I/You/He/She/It/We/They will not/ won't be meeting                        |
| INTERROGATIVE | Will I/you/he/she/it/we/they be meeting?                                  |
| SHORT ANSWERS | Yes, I/you/he/she/it/we/they will.<br>No, I/ you/he/she/it/we/they won't. |

Time expressions we use with the **future continuous**: *this time tomorrow, next week/month etc., at 7:00 am tomorrow, two hours from now, later etc.*

### Future perfect

Form: will + have + p.p. of the main verb

|               |   |
|---------------|---|
| AFFIRMATIVE   | I/You/He/She/It/We/They will/'ll have started                             |
| NEGATIVE      | I/You/He/She/It/We/They will not/ won't have started                      |
| INTERROGATIVE | Will I/you/he/she/it/we/they have started?                                |
| SHORT ANSWERS | Yes, I/you/he/she/it/we/they will.<br>No, I/ you/he/she/it/we/they won't. |

We use the **future perfect** for actions that **will have finished** before a stated time in the future.  
*Jenny will have arrived in London by 9:00 am.*

### Use

**6** Match each use of the **future continuous** (a-c) to its corresponding example (1-3).

- 1**  **b** Will you be going to the supermarket later? I'd like you to bring me some milk.
- 2**  The local gallery will be hosting the annual charity art show next month.
- 3**  We can't go to the pool at noon tomorrow. They'll be performing maintenance work.
- a** an action which will be in progress at a stated future time
- b** asking someone politely about their plans or arrangements
- c** an action that will definitely happen in the future as a result of a routine or arrangement

### Future perfect continuous

Form: will + have been + main verb + -ing

|               |   |
|---------------|---|
| AFFIRMATIVE   | I/You/He/She/It/We/They will/ 'll have been sitting                       |
| NEGATIVE      | I/You/He/She/It/We/They will not/ won't have been sitting                 |
| INTERROGATIVE | Will I/you/he/she/it/we/they have been sitting?                           |
| SHORT ANSWERS | Yes, I/you/he/she/it/we/they will.<br>No, I/ you/he/she/it/we/they won't. |

We use the **future perfect continuous** to emphasise the duration of an action of up to a certain point in the future. The **future perfect continuous** is often used with: **by ... for**.

*By the end of the year, he will have been working here for 20 years.*

Time expressions we use with the **future perfect** and the **future perfect continuous**: *before, by, by then, by the time, until/till* (only in negative sentences), etc.

**7** Look at the pictures and the examples on p. 64. Underline all the future tenses and identify them. How do we form the affirmative, negative and interrogative of these tenses? Which uses of these tenses are seen in the examples?

**8** Match the tenses in bold to the correct description (a-e).

- 1  **c** By 30th March, we **will have been living** in our new house for exactly one year.
- 2  Tara **will be having** her piano lesson at 6:00 this evening so you'll have to come later.
- 3  **Will you be ordering** books this month? Perhaps you can place an order for me as well.
- 4  I'll **be meeting** James and Lily for lunch in an hour, do you want to join us?
- 5  Patrick **will have come back** from the gym by dinnertime.

- a an action which will be in progress at a stated future time
- b asking someone politely about their plans or arrangements
- c emphasis on the duration of an action up to a certain point in the future.
- d an action that will have finished before a stated time in the future
- e an action that will definitely happen in the future as a result of a routine or arrangement.

**9** Choose the correct item.

- 1 I **won't be finishing/won't have finished** reading the book until this afternoon.
- 2 How long **will you have been travelling/will you be travelling** by the time you reach Singapore?
- 3 You'll **be seeing/'ll have seen** Kate later, won't you? Can you tell her about dinner on Saturday night?
- 4 I promise I **will be picking/will pick** you up at the train station.
- 5 Jeremy **is meeting/meets** with investors for lunch tomorrow.
- 6 I got my acceptance letter today. I **am going to start/will have started** my course after the summer.
- 7 The garage **is opening/opens** at 8:00 am tomorrow.
- 8 You can call them now. They **won't have been sleeping/won't be sleeping**.
- 9 In two weeks, Jim **will have been teaching/will be teaching** for a year.
- 10 Sandra **is taking/will take** her dog to the vet's tomorrow morning. She's just made an appointment.
- 11 We **will have watched/are going to watch** the match at the weekend. Do you want to come?
- 12 Do you think you **will finish/are finishing** in time to help me with dinner?
- 13 It's 7 o'clock. Mum **will have been doing/will have done** the shopping by now and be on her way home.

**10** Choose the correct item.

- 1 A: What time **is Dad coming/will Dad have come** home tonight?  
B: Well, he **will be leaving/will have left** the office at 5:00, as usual, so I'm sure he'll be here by 6:00.
- 2 A: **Will you have been working/Will you be working** on your computer tonight?  
B: No, you can use it.
- 3 A: **Are we going to watch/Will we have watched** the DVD tonight?  
B: We need to meet Jo at 10:00 pm. We **won't be finishing/won't have finished** watching it by then.
- 4 A: This time next week, you'll **have been swimming/'ll be swimming** in Fiji.  
B: I know! It'll be my best holiday ever!
- 5 A: By the time we get to Manchester, we'll **be driving/'ll have been driving** for five hours. And then it's four more hours to Glasgow.  
B: I know. We'll have a couple of rest stops along the way.
- 6 A: **Will Mark have completed/Will Mark have been completing** the report by Wednesday?  
B: I hope so, or he'll miss the deadline.
- 7 A: His train **arrives/will have arrived** at 6 o'clock.  
B: Do you think you **will be/are** able to pick him up?
- 8 A: I heard Professor Betts is retiring.  
B: Well, by the end of this school year, he'll **be teaching/'ll have been teaching** here for thirty-five years.



## Future tenses

### 11 Choose the correct item.

- By the time I **retire/will retire** I will have been working for forty years.
- She'll send us a text when she **will arrive/arrives** at the airport.
- When **will Joe move/does Joe move** into his new flat?
- The manager will see you as soon as he **will come/comes** out of the meeting.
- Robert and Sam will do their homework after they **will have/have had** dinner.
- I will wait until you **have finished/will finish** your meeting.
- I wonder if Mary **will make/makes** it to the airport on time.
- If our team **wins/will win** tomorrow, they will be champions.
- Take an umbrella with you in case it **will rain/rains**.
- What **shall I wear/do I wear** to the concert tonight?

### 12 Put the verbs in brackets into the future simple, future continuous or the future perfect.

- a By Friday afternoon, Diane *will have prepared* (prepare) all the dishes for the dinner party.

b Diane can't go out on Friday morning because she ..... (prepare) the dishes for the dinner party.
- a This time next month, we ..... (travel) around Africa.

b Perhaps we ..... (travel) around Africa next summer if we take time off work.
- a Don't buy a new jumper. I ..... (knit) one for you.

b I ..... (knit) three jumpers for Jennifer by her birthday.
- a Tina ..... (buy) gifts in the city centre all day tomorrow.

b Tina ..... (buy) gifts for all her friends and relatives before she leaves for England.
- a Janet believes that the carpenter ..... (not/complete) the bedroom closets on time.

b Janet believes that the carpenter ..... (not/complete) the bedroom closets by the time she's ready to move into her new house.

### 13 Complete the dialogue with the correct future form.

- A:** Hi, Annabeth. Have you decided if you **1) are coming (come)** tomorrow?
- B:** What **2) .....** (happen) tomorrow?
- A:** I **3) .....** (have) my graduation ceremony tomorrow. I told you about it.
- B:** Oh, my goodness! I'm sorry I forgot. What time **4) .....** (the ceremony/start)?
- A:** It **5) .....** (begin) at 2 o'clock, but if you want to get a good seat, you should probably get there before half past one.
- B:** Well, I **6) .....** (meet) my mother at 12 o'clock so I hope I **7) .....** (be) there by one thirty. Do I need to bring anything?
- A:** No, there **8) .....** (be) a reception after the ceremony and my parents **9) .....** (take) me for a meal afterwards if you would like to join us.
- B:** Thanks, that would be lovely. So I guess I **10) .....** (see) you there.
- A:** Yeah, I'm sure we **11) .....** (have) a great time!

### 14 Choose the correct verb form.



Hey Rodney!

Great news! I've been to a job interview with a major ad agency. It went well so, hopefully, I **1) 'll get/'m going to get** the job.

The job sounds great. It **2) 's starting/starts** immediately and the pay is based on experience. Well, by the end of this year, I **3) 'll be working/'ll have been working** in advertising for ten years, so that should mean a good salary.

The company **4) is going to hold/will have held** another round of interviews in ten days, this time with the shortlisted applicants. Fingers crossed, I'm one of them! I **5) 'm going/go** to another interview tomorrow but I really want this job.

Let's hope that by the time you get back from Rome, I **6) 'll start/ 'll have started** my new job!

Take care,

Chris

**15** Choose the correct item.

- 1 This time next week, we ..... around the islands.  
 A 're sailing                                    C 'll have sailed  
 B 'll have been sailing                    **D 'll be sailing**
- 2 Tim ..... to London this evening.  
 A will have been flying                    C flies  
 B is flying                                        D will have flown
- 3 Beth fears she ..... cooking by the time her guests arrive.  
 A won't have finished                    C won't finish  
 B won't be finishing                        D isn't finishing
- 4 On Saturdays we ..... to the farmers' market.  
 A are going                                      C will go  
 B will be going                                D go
- 5 Little Tommy ..... five next month.  
 A will be    C is going to be  
 B is    D will have been
- 6 ..... your work by 5 pm?  
 A Are you going to finish  
 B Will you have been finishing  
 C Will you have finished  
 D Are you finishing
- 7 Neil ..... to the opera. He's already booked the tickets.  
 A will have gone                            C is going  
 B will have been going                    D goes
- 8 I'm not sure if George ..... tomorrow's staff meeting as he may take the day off.  
 A attends  
 B will attend  
 C will have been attending  
 D will have attended
- 9 By December, Mr Peterson ..... for us for ten years.  
 A is working                                    C will be working  
 B will have been working                D works
- 10 At 9 am tomorrow, they ..... with their new office manager.  
 A will be meeting                            C will have met  
 B will have been meeting                D meet
- 11 My head hurts. I ..... some aspirin.  
 A take    C 'll be taking  
 B 'll take                                         D 'll have taken
- 12 Look out! You ..... !  
 A are falling                                    C are going to fall  
 B will fall                                         D will be falling

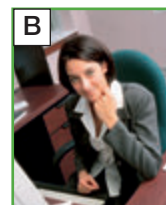
**16** Complete the second sentence so that it means the same as the first. Use two to five words, including the word in bold.

- 1 Jenny has arranged to have a June wedding. **GOING**  
 Jenny *is going to get* married in June.
- 2 The teacher will not tolerate any noise in class. **PUT**  
 The teacher ..... any noise in class.
- 3 The game starts at 11:00 but we can't get to the stadium before 11:30. **HAVE**  
 The game ..... by the time we get to the stadium.
- 4 Next month, Nick will be celebrating ten years in the field of journalism. **WORKING**  
 By next month, Nick ..... as a journalist for ten years.
- 5 Jessica has turned down Lisa's invitation to her birthday party. **NOT**  
 Jessica ..... Lisa's birthday party.

**Speaking**

Look at the pictures. Imagine what will happen in the future in the situations below. Use the following time phrases to make sentences about the pictures.

- I think
- She/They ... until ...
- By 5:00 pm she/they ...
- They/She hope(s) ... as soon as ...
- By the time they/she ...
- At noon she/they
- They/She ... in a week
- This time next year/week/Saturday ... they/she ...



A: I think the students in picture A will probably have a graduation party later on.

B: By 5:00 pm the woman in picture B will have finished work.

**Writing**

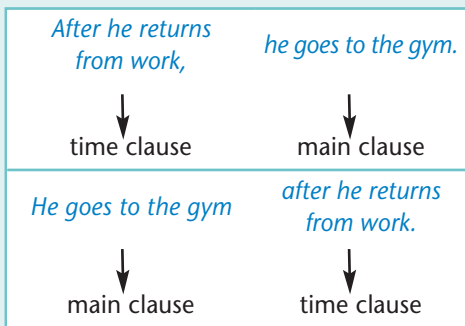
Use the time words/phrases from the Speaking activity to write a short paragraph about your future.

*There are lots of things I hope to do. This time next...*

### Time clauses

We use the following time words to introduce time clauses: **when, as, while, before, after, since, until/till, whenever, as long as, by the time, as soon as, the moment (that), once, the first/last/next time, every time, during, just as, by**, etc.

- When the time clause precedes the main clause, a comma is used.



#### Notes:

- will/would** are never used in **time clauses**.  
*I'll do the dishes **before** I go to bed.*  
(NOT: ... ~~before I will go ...~~)
- when (time conjunction) + present/past**  
*Say hi to Joe **when** you see him.*  
(NOT: ... ~~when you will see ...~~)
- when (question word) + will/would**  
***When** will you see Joe again?*



*Jenna and Neil are about to start their project. Jenna will do research online once Neil has checked the reference books.*



*Nadia went on her morning jog before she left for work this morning.*

### Sequence of Tenses

The **time clauses** follow the rule of the sequence of tenses. That is, when the verb of the **main clause** is in a **present** or **future form**, the verb of the **time clause** is in a **present form**. When the verb of the **main clause** is in a **past form**, the verb of the **time clause** is in a **past form** too.

| Main clause   | Time clause                                       |
|---|---|
| present simple/present continuous/future/imperative | present simple/present continuous/present perfect |

*He paints **when** he has free time.*  
*She's painting her nails **while** she's watching TV.*  
*He'll stay in bed **until** he has fully recovered*  
*They'll have left **by the time** you get here.*  
*Call me **once** you land in Paris.*

| Main clause              | Time clause                              |
|--------------------------|--|
| past simple/past perfect | past simple/past continuous/past perfect |

*She **had** dinner **after** she finished her work.*  
*She **got** to the theatre **just as** the play was starting.*  
*She **had** booked the tickets **before** she went to the theatre.*

**1** Look at the pictures and the examples. Find the words introducing the clauses of time. What do you observe about the sequence of tenses in clauses of time?

**2** Choose the correct item.

- Whenever/As** I decide to go on a diet, I end up eating more than before!
- They went to Disneyland **while/during** their summer break.
- Give me a call **the next time/before** you need me to babysit your daughter.
- You can talk on the phone for **as soon as/as long as** you want. It's free!
- Wait **until/when** the number comes up on your screen, and then press the green button.
- Once/Before** he finishes high school, he'll take a gap year to travel around Europe.
- The students had finished their project **until/by the time** the teacher returned to the classroom.
- Her car alarm went off **just as/after** she was getting ready for bed.

**3** Fill in: *during, while, the moment, since, by the time, before, after.*

- Make sure you replace the ink cartridge **before** you use the printer.
- The students are not allowed to talk ..... the examination.
- He always does the dishes ..... he has dinner.
- Judy likes munching on popcorn ..... she's watching a film.
- Maria knew exactly where to go on holiday ..... she set eyes on the photos of Fiji in the brochure.
- Hurry up, will you? All the good seats will have been taken ..... we get to the stadium.
- Damian's been ill ..... he came back from his trip.



#### 4 Put the verbs in brackets into the correct tense.

- A: Have a safe journey back home!  
B: Thanks Brad! I'll *visit* (**visit**) you again the next time I ..... (**take**) time off work.
- A: Has Keith prepared everything for the surprise party?  
B: No, but he ..... (**do**) so by the time his sister ..... (**return**) home.
- A: How did you break your leg?  
B: I ..... (**fall**) from a tree as I ..... (**pick**) apples.
- A: When ..... (**Lucy/take**) the dog to the vet? It's time for his yearly shots.  
B: I don't know. I ..... (**ask**) her when she ..... (**come**) home.
- A: Can I use your mobile phone for just a second?  
B: Sorry, I ..... (**switch**) it off before we ..... (**board**) the plane.

#### 5 Choose the correct item.

- "Have you received your booking confirmation?"  
"Yes, the travel agent let me know the moment she ..... the email from the hotel."  
A would have got      C would get  
B got      D had got
- "Your trainers are in an awful state!"  
"I know! I'll buy a new pair when I ..... to the shops on Friday."  
A go      C 've gone  
B will go      D 'm going
- "Why don't you have a snack before lunch?"  
"Employees are not allowed to eat at their desks ..... they are working."  
A while      B once      C during      D by
- "When ..... to the dentist?"  
"Tomorrow morning! My tooth is killing me!"  
A do you go      C would you go  
B did you go      D will you go
- "How long has the baby been sleeping?"  
"He fell asleep ..... we got in the car."  
A as long as      C till  
B the moment      D while

#### 6 Complete the second sentence so that it means the same as the first. Use two to five words, including the word in bold.

- He can't go home yet because his tutor wants to talk to him. **UNTIL**  
He can't go home *until he has* talked with his tutor.
- Joanne hopes her assistant will finish his report before leaving for the day. **TIME**  
Joanne hopes her assistant will have finished his report ..... for the day.
- Interrupting me during a conversation with my professor was very rude. **WHILE**  
It was very rude of you to interrupt me ..... to my professor.
- James started laughing right after seeing his friend's fancy dress costume. **SOON**  
James started laughing ..... his friend's fancy dress costume.
- I'm sure the tickets will be available online soon; we'll buy them then. **WHEN**  
We'll buy the tickets ..... available online.

#### Speaking

In pairs use the time conjunctions to talk about the people and situations in the photographs, as in the example.

- while • before • since • after
- the moment • as soon as • until
- by the time



A: The band has been practising for the concert **since** last month.

B: The crowd are singing along **while** the band is performing...



# Exploring Grammar (Units 11-12)

## Future Tenses

**1** Read the emails and underline all the future verb forms. Which expresses:

- emphasis on the duration of an action up to a certain point in the future?
- a hope for the future?
- a definite future action which is the result of a routine or an arrangement?
- a fixed arrangement in the near future?
- a timetable or schedule?
- an action that will be in progress at a stated future time?
- an action that will have finished before a stated future time?

Dear Mr Brown,

I am writing to apply for the position of office assistant which was advertised in Coburg News on Monday 18th May, 2014.

I am in my last year of Business Studies at Monash University. My final examinations end next week and I will be graduating the following month. I have also been taking language courses. By the end of this month, I will have been studying German and French for two years and I am starting Japanese night classes in two weeks. I will have completed this course by February 2015.

Currently, I am working part-time as a secretary, and I also worked as a receptionist at a law firm two years ago. I hope I will have the chance to be a valuable part of your company as soon as I graduate.

I have attached a copy of my CV and references from my professors and previous employer. I look forward to hearing from you in due course.

Yours sincerely,  
Jane Luca

Dear Ms Luca,

Thank you for your interest in joining our company.

We will be holding interviews this Friday morning, between 9:00 am and 12:00 pm. Your interview starts at 8:30 am. When you arrive, please report to the reception desk in the James Wallace building.

Regards,  
Thomas Brown

**2** Choose the correct verb form.

- 1 Hurry up! The bus **is going to leave/leaves** in ten minutes.
- 2 They'**ll have been sailing/re sailing** for two days before they reach their first port of call.
- 3 I'm afraid my broken leg **won't mend/won't have mended** by the time we go on the ski trip.
- 4 It's too dark in here. I'**ll turn on/turn on** the lights.
- 5 Nina **is coming/will have come** over for a visit later.

**3** Fill in *will* or the correct form of *be going to* and the verb in brackets.

- 1 A: I feel a bit cold.  
B: I ..... (**bring**) you a jumper to put on.
- 2 A: I ..... (**see**) U2 live next month.  
B: That's great!
- 3 A: ..... (**you/help**) me carry these bags, please?  
B: Sure.
- 4 A: Be careful! You ..... (**step**) on the dog's tail!  
B: Oops! I didn't see him.

## Time Clauses

**4** a) Find two time clauses in the emails. What time conjunctions are used to introduce them? Think of more examples of time conjunctions.

b) Study the two sentences below. What tenses do we use in time clauses? When do we use a comma in time clauses?

- 1 Bob will call you back as soon as he gets in.
- 2 Before he got a desk job, he worked as a freelancer.

c) In which case is *when* followed by *will/would*? When can we not use *will/would* after *when*? Give examples.

**5** Choose the correct time conjunction/word.

- 1 Will you have repaired my PC **after/by** tomorrow?
- 2 **When/Since** Terry was a teen, he played hockey.
- 3 It started raining **as soon as/just as** I was leaving my house.
- 4 Pete is reading **while/when** Claire is watching TV.
- 5 **The moment/As long as** I have any news, I'll let you know.



### 1 Choose the correct item.

- 1 Ted ..... the shops and he'll be back soon.  
 A has been in                      C has gone to  
 B has been to                      D had gone in
- 2 What's really annoying about our neighbours is that their dog ..... in the middle of the night.  
 A has always barked      C would always bark  
 B is always barking      D always barked
- 3 Don ..... weights at the gym before he hurt his back.  
 A used to lift                      C would be lifting  
 B would have lifted      D has got used to lifting
- 4 Chris ..... his homework by the time his favourite TV show starts.  
 A will do                              C will be doing  
 B is doing                              D will have done
- 5 Hugh ..... skydiving before so he was nervous.  
 A would never try      C had never tried  
 B has never tried      D had never been trying
- 6 Five in the morning is ..... too early for us to set off. Can't we leave at 7:00?  
 A rather                              C fairly  
 B very much                          D pretty
- 7 ..... useful information this website has!  
 A So      B Such a      C How      D What
- 8 Lela ..... chicken for dinner last night.  
 A has cooked                      C cooked  
 B used to cook                      D would cook
- 9 Ron is participating in a marathon and by noon he ..... for an hour.  
 A will run                              C is going to run  
 B will have been running      D is running
- 10 Your cough ..... terrible. You need to see a doctor.  
 A is sounding                      C has sounded  
 B sounded                              D sounds
- 11 Courtney ..... to her friend on the phone when the line went dead.  
 A was talking                      C had talked  
 B talked                              D would talk
- 12 She failed to get into the college she wanted ..... her poor grades.  
 A as a result                      C because of  
 B because                              D due to the fact
- 13 Watch out! You ..... yourself with those scissors.  
 A 're cutting                      C 'll have cut  
 B 're going to cut                      D 'll be cutting
- 14 I pay my bills the moment I ..... my salary.  
 A 'll get                              C 'll be getting  
 B get                                      D 'd get
- 15 The Burj Khalifa skyscraper is one of the tallest buildings ..... the world.  
 A of                                      B than  
 C from                                      D in
- 16 The train to Edinburgh .... at noon.  
 A is departing                      C departs  
 B has departed                      D will have departed
- 17 I ..... to get this stain off the carpet for an hour but it won't come out.  
 A 've been trying                      C try  
 B was trying                              D 'd been trying
- 18 Why ..... so much rubbish on the beach?  
 A are there                              C is there  
 B there is                              D there are
- 19 Richard ..... time off work to go on holiday.  
 A takes rarely                      C is rarely taking  
 B rarely is taking                      D rarely takes
- 20 He's just retired and ..... having so much free time.  
 A hasn't got used to                      C wouldn't use to  
 B didn't use to                              D wasn't used to

### ▶ Grammar in Focus

Complete the gaps with the correct word. Then put the words in brackets into the correct form.

- A Are you ready for the adventure  
 1) ..... a lifetime? Do you want to view 2) ..... (**amaze**) tornados and jaw-dropping thunderstorms 3) ..... a safe distance? Then, visit Silver Storm Tours and hunt down nature's 4) ..... (**much**) thrilling storms in America!
- B 1) ..... (**you/ever/want**) to see beautiful and historic places? More and 2) ..... people are choosing to go on our river cruises - a special holiday 3) ..... takes you to interesting ports along Egyptian waterways. It's an experience 4) ..... to be missed so call us now to book your holiday!
- C Are you hardworking and 1) ..... (**enthusiasm**)? Do you want a full-time job or just to make 2) ..... extra money? A new café is opening soon and we 3) ..... (**look**) for experienced staff to join our team. We intend to hold interviews 4) ..... Sunday 10th April so don't delay - apply today!



# Phrasal Verbs III

**come across** = (tr) find/meet by chance  
*I **came across** an old friend at the theatre.*

**come by** = (tr) obtain (usu sth rare or difficult to get)  
*Ian **came by** a rare model car for his collection in a car boot sale.*

**come down with** = (tr) become ill; go down with  
*He's **come/gone down with** a bad cold.*

**come into** = (tr) inherit  
*Sam **came into** a large amount of money after his grandmother's death.*

**come out** = 1) (int) (of flowers) begin to blossom  
*The parks look lovely when the flowers **come out**.*  
 2) (int) be published  
*The magazine she writes for **comes out** every month.*  
 3) (int) (of stains) be able to be removed  
*How will that greasy stain **come out**?*

**come round** = 1) (int) visit casually  
*Why don't you **come round** for lunch tomorrow noon?*  
 2) (int) recover consciousness  
*It took Pam several minutes to **come round** after fainting in the street.*

**come up** = 1) (int) be mentioned  
*The issue of low sales **came up** in the meeting.*  
 2) (int) arise; occur  
*Tony can successfully handle any problem that **comes up**.*

**come up to** = (tr) approach  
*A man **came up to** Luke in the park and asked for directions.*

**come up with** = (tr) find (an answer, solution, etc)  
*We still haven't **come up with** an answer to our problem.*

**cut across** = (tr) take a shorter way  
*If we **cut across** the park, we'll get home in ten minutes.*

**cut back on** = (tr) reduce (expenses, production, consumption, etc); cut down on  
*Her doctor advised her to **cut back/down on** sugary foods.*

**cut off** = 1) (tr) disconnect  
*When we moved out, the company **cut off** our Internet connection.*  
 2) (tr) isolate (usu places)  
*Many villages were **cut off** during last night's heavy floods.*

**be cut out for/to be** = (tr) be suited for (a profession)  
*Amanda **isn't cut out for/to be** a teacher. She doesn't have any patience.*

**do away with** = (tr) stop using or get rid of sth  
*The local council **did away with** the old car park and built an entertainment centre in its place.*

**do up** = (tr) fasten; tie  
***Do up** your shoelaces or you'll trip and fall.*

**could do with** = (tr) want  
*Ben is tired and **could do with** a short nap.*

**do without** = (tr) live or continue without having sth/sb  
*Abby can't **do without** her smartphone; she takes it everywhere she goes.*

**draw back** = (int) move away  
*Mae **drew back** in fear when the lion started roaring inside its cage.*

**draw out** = (tr) take money out of a bank account  
*Megan didn't have enough money on her and so she **drew some out**.*

## 1 Choose the correct particle.

- Valerie came **across/round** her old boss at a business conference.
- Don't cut **by/across** the parking lot at night as it's quite dangerous.
- If you don't pay your bill soon, the power company will cut **out/off** your electricity.
- A fan came **up with/up to** the celebrity and asked for her autograph.
- Online chatting has enabled us to do **away/off** with long distance phone calls.
- Ben came **by/up** a rare first edition copy of his favourite novel.

## 2 Fill in the correct particle.

- into • round • back • out • up • without
- Helen can't do ..... coffee in the morning; she always has a cup.
  - Dave became really wealthy after he came ..... his aunt's large fortune.
  - The young author felt very proud when his first novel came .....
  - Erin's granddaughters usually come ..... for dinner on Sunday evening.
  - Tim was very upset when a work problem came .....
  - If your blood pressure is too high, you need to cut ..... on your salt intake.

## 3 Match the phrasal verbs to the pictures and write a sentence describing them.

- |   |   |                |
|---|---|----------------|
| 1 | a | draw out       |
| 2 |   | come down with |
| 3 |   | draw back      |
| 4 |   | do up          |



He drew out money from the cash machine.



.....



.....



.....



|          |   |  |   |
|----------|---|--|---|
| <b>D</b> | (in)capable of sth (adj)<br>damage to (n)<br>deal with (v)<br>decide on/against (v)<br>(take) delight in doing sth (n)<br>delighted with sth (adj)<br>demand for (n)<br>depart from (v)<br>departure from (n)<br>depend on sb/sth (v) | describe sb/sth to sb else (v)<br>description of (n)<br>die of/from (an illness) (v)<br>die in an accident (v)<br>difference between two things (n)<br>different from/to sb/sth (adj)<br>disadvantage of (n)<br>disagree with (v)<br>disappointed with sth (adj) | discuss sth with sb (v)<br>discussion about/on (n)<br>dissatisfied with (adj)<br>divide sth into (v)<br>dream about sb/sth (v)<br>dream of being/doing sth (= imagine) (v)<br>dressed in (adj)<br>drive into sb/sth (v) |
| <b>E</b> | engaged to sb (adj)<br>enthusiastic about (adj)<br>envious of (adj)<br>escape from (v)  | excellent at sth (adj)<br>exchange sth for sth else (v)<br>excited about (adj)<br>excuse for (n)   | experienced in (adj)<br>explain sth to sb (v)   |
| <b>F</b> | fail to do sth (v)<br>failure in an exam (n)<br>fall in (n)<br>familiar to sb (adj) (= known to sb)<br>familiar with sth (adj) (= have knowledge of sth)  | famous for sth (adj)<br>fed up with sth (adj)<br>fond of sb/sth (adj)<br>forget about (v)<br>forgive sb for sth (v)<br>(un)friendly to sb (adj)  | frightened of sb/sth (adj)<br>full of sth (adj)<br>furious with sb about/at sth (adj)<br>furious with sb for doing sth (adj)  |
| <b>G</b> | generous to sb (BUT generous of sb to do sth) (adj)<br>good at sth (adj)  | good to sb (BUT good of sb to do sth) (adj)<br>grateful to sb for sth (adj)  | guilty of/about doing sth (adj)   |

Word formation

1 Choose the correct preposition.

- The students felt excited **about/for** going on a field trip.
- Maria depends **on/at** her parents to pay her house bills.
- Ruth has always had a dream **of/about** becoming a doctor and helping children in underdeveloped countries.
- Alice was fed up **of/with** commuting all the way to the centre of London every morning.
- The professor explained **at/to** the students the importance of being on time for lectures.
- Joy felt guilty **about/for** not going to her best friend's wedding.

2 Fill in the correct preposition.

- for • of • to • from • in • with
- We were dissatisfied ..... the service at that restaurant.
  - Karen was very grateful to Paul ..... helping her move house.
  - The train to Leicester departs ..... platform 5 at 7:00 pm.
  - He's very fond ..... going on ski trips.
  - Sally managed to get the job as she was very experienced ..... school nursing.
  - Jenny failed ..... get an A in the exam.

3 Fill in the correct form of the words in bold forming nouns referring to people.

- George is so funny he could be a professional ..... **COMEDY**
- The two monkeys' aggressive behaviour worried the ..... **ZOOLOGY**
- After years of acting, he decided to try his luck as a film ..... **DIRECT**
- A team of ..... discovered some important ancient artefacts during excavations in the Arabian Desert. **ARCHAEOLOGY**
- Damian was selected to be a(n) ..... in a popular TV quiz show. **PARTICIPATE**
- The interviewer was kind and relaxed and made all ..... feel comfortable. **INTERVIEW**
- The young children looked in amazement when the ..... pulled a rabbit out of his hat. **MAGIC**
- The ..... of Fairview were upset when the local council went back on its promise to build another park. **RESIDE**
- The young boy felt sorry for the ..... in the street and bought him a loaf of warm bread. **BEG**
- Ed's ..... advised him to lose weight and practise harder. **TRAIN**



## Open cloze sentences

Fill in with the word which best fits the gap. Use only one word in each gap.

- 1 The Smiths are flying ..... Australia next week.
- 2 She had to postpone ..... date of her wedding due to serious health problems.
- 3 Is your career just where you want ..... to be?
- 4 Exercise is ..... of the best ways of keeping your mind and body healthy.
- 5 People in my town first started playing this game two hundred years .....
- 6 The castle is one of the oldest in ..... world.
- 7 Malta may be a country very small ..... size, but with a rich history.
- 8 ..... I agree with you, I don't believe the others will feel the same way.
- 9 What ..... you change about your life if you were given the chance?
- 10 ..... is only one question I'm not so sure about on this application form.
- 11 It wasn't ..... late in the 1920s that the company established their second shop.
- 12 This is the biology lab, ..... forms part of the Science Department.
- 13 Anna's boss claimed that she was perfect ..... the position.
- 14 There will be people at the festival ..... share a true passion for art.
- 15 I asked Joanne to tell me ..... her trip to Hawaii was like.
- 16 You ..... to do the job properly if you want to gain more clients in the future.
- 17 This is the second ..... popular ice-cream in the shop.
- 18 Lots of people go to the zoo to see unusual animals ..... as giraffes and rhinoceroses.
- 19 Catherine has read more books than ..... other student in her class.
- 20 She's far ..... young to be staying out this late, don't you think?
- 21 I couldn't seem to find ..... books that interested me.
- 22 ..... you spent more time studying, you might be surprised with the end result.
- 23 Concorde could fly at ..... than 2,000 kilometres an hour.
- 24 The price of the holiday includes not only the cost of the accommodation, ..... also meals and transport.
- 25 She has seven pairs of trainers; ..... for every day of the week.
- 26 Mary does not take her car to work ..... she doesn't have to.
- 27 The students worked better ..... a team when they did their science project together.
- 28 I was shocked to hear ..... badly the musicians played during the concert.
- 29 Basketball players are not allowed to make physical contact with each ..... during the game.
- 30 A number of zoos have difficulty breeding animals ..... captivity.
- 31 We have a high chance ..... finding a parking space if we leave home early enough.
- 32 The event ..... on the 11th of next month. I hope you can be there!
- 33 Some of the students may want to play basketball, while ..... may prefer to play baseball.
- 34 There is a general lack ..... awareness about health and safety regulations.
- 35 While the plane is in the air, you should keep your seat belt fastened ..... all times.
- 36 A doctor monitors the diet ..... health of his patients.
- 37 ..... matter what we tell her, she just doesn't seem to listen!
- 38 It's ..... hot in here! Why won't you turn on the air conditioner?
- 39 It's completely ..... to you whether you decide to come to the cinema tonight or not.
- 40 Their main concern was about ..... the project would finish on time.
- 41 When Joel misbehaved in class, he was sent ..... sit in the hallway.
- 42 The cleaning staff at the hotel are responsible ..... carrying out room checks after a guest has left.
- 43 When you ..... had enough of the hectic city lifestyle, a small getaway to the countryside is just what you may need.



## Sentence transformations

Look at the sentences. For each question, complete the second sentence so that it means the same as the first. Use no more than three words.

- 1 Before Maria succeeded as an actress, she worked at an Italian restaurant.  
Before her ..... as an actress, Maria worked at an Italian restaurant.
- 2 I knew the rock concert at the local stadium would be amazing.  
I knew the rock concert at the local stadium was ..... to be amazing.
- 3 James moved to Italy five years ago.  
James has lived in Italy ..... five years.
- 4 The missing wallet had a large amount of money in it.  
There ..... a large amount of money in the missing wallet.
- 5 My cousin John is five years older than me.  
I'm five years ..... than my cousin John.
- 6 I first met my friend Sarah when I started high school.  
I've known my friend Sarah ..... I started high school.
- 7 I come from the island of Santa Maria.  
The island I come from .....called Santa Maria.
- 8 My teacher is called Mr Jones.  
My teacher's ..... is Mr Jones.
- 9 I play the trumpet for the school band.  
I'm one of the trumpet ..... in the school band.
- 10 There is a swimming pool at the local gym.  
We ..... a swimming pool at the local gym.
- 11 I was taken on a three-day trip to Disneyland by my parents.  
My parents ..... on a three-day trip to Disneyland.
- 12 It's not hot enough to go for a swim today.  
It's ..... cold to go for a swim today.
- 13 The students had not used such an advanced computer system before.  
It was the ..... that the students had used such an advanced computer system.
- 14 The meal was so delicious that everyone wanted a second serving.  
It was ..... delicious meal that everyone wanted a second serving.
- 15 My house is quite close to the train station.  
My house isn't very ..... the train station.
- 16 Helen usually finds holidays with her family boring.  
Helen usually gets ..... goes on holiday with her family.
- 17 Pamela has two dogs and a cat.  
As ..... as having three dogs, Pamela has a cat.
- 18 It's not a good idea for you to go out in the rain without an umbrella.  
It's not a good idea to go out in the rain if ..... have an umbrella.
- 19 I'm looking forward to my friend's birthday party this weekend.  
I ..... wait until my friend's birthday party this weekend.



## Word formation

Use the word given in capitals at the end of each sentence to form a word that fits in the gap.

- 1 Steve is very .....; you can never trust him. **RELIABLE**
- 2 The silver sports car drove away from the scene and then ..... **APPEAR**
- 3 It was very ..... of you to leave the house unlocked. **RESPONSIBLE**
- 4 I like tea but ..... coffee. **LIKE**
- 5 To join the police force there are several ..... **REQUIRE**
- 6 You've been ..... helpful with the project. I couldn't have done it without you. **EXTREME**
- 7 The interior ..... has done a fantastic job doing up our living room. **DECORATE**
- 8 I was a little bit late, but ..... the meeting hadn't started when I got to the office. **LUCKY**
- 9 The company has over 300 ..... **EMPLOY**
- 10 The skirt was too long, so I had to ..... it. **SHORT**
- 11 You should have informed me of the incident. I was completely ..... of what had happened. **AWARE**
- 12 I didn't ..... see her. I just spoke to her over the phone. **ACTUAL**
- 13 I ..... have breakfast at about 8 o'clock in the morning and then leave for work. **USUAL**
- 14 The Caribbean, Central America, and South America are considered to be ..... regions. **TROPIC**
- 15 The festival is held ..... in California, every July. **ANNUAL**
- 16 Sadly, Jack is very sick and cannot have any ..... **VISIT**
- 17 A rock band provided the ..... for John's graduation party. **ENTERTAIN**
- 18 All shops in my area have major sales twice ..... **YEAR**
- 19 The most violent volcanic ..... in the United States was that of Mount St. Helens in 1980. **ERUPT**
- 20 The Battle of Britain is a historical event of great ..... for the British people. **SIGNIFICANT**
- 21 You need to get ..... from your supervisor before you can take the day off on Friday. **PERMIT**
- 22 The fire was thought to have been caused by a gas ..... **EXPLODE**
- 23 The young boy was saved from the burning building thanks to the ..... actions of a brave fire fighter. **HERO**
- 24 It's important for people to receive a good ..... **EDUCATE**
- 25 She has a very good ..... with her cousins. **RELATION**
- 26 The story follows the ..... adventures of a young wizard and his friends. **AMAZE**
- 27 The gripping plotline will leave all ..... gasping for more. **READ**
- 28 The final match on Saturday night will surely have millions of ..... **VIEW**
- 29 Jason had the ..... to watch a private screening of *The Amazing Spiderman*. **OPPORTUNE**
- 30 The buffet included local as well as ..... dishes. **NATIONAL**
- 31 Smartphones and tablet PCs seem to be increasing in ..... among young people. **POPULAR**
- 32 His decision on whether to accept the job offer or not was ..... influenced by what his parents thought. **GREAT**





- 33 The country's economy is suffering and the citizens are facing serious ..... problems. **FINANCE**
- 34 A meeting of world ..... will be taking place in Geneva next month. **LEAD**
- 35 It's an ..... story which is sure to keep you on the edge of your seat. **EXCITE**
- 36 She lives in New York, but is ..... from Alabama. **ORIGINAL**
- 37 The Parthenon is one of the most ..... sights in the world. **IMPRESS**
- 38 Sally is an ..... young lady with a great sense of humour. **ATTRACT**
- 39 Sweden, Denmark and Finland are countries located in ..... Europe. **NORTH**
- 40 It was an interesting play with a ..... ending. **DRAMA**
- 41 ....., I don't have time to drive you to your appointment. **FORTUNATE**
- 42 Doing jigsaw puzzles is Jessica's ..... pastime. **FAVOUR**
- 43 They keep having ..... arguments about who will win the football match. **END**
- 44 A large-scale rescue ..... took place after the devastating earthquake. **OPERATE**
- 45 It will take us ..... four hours to drive to Perth. **APPROXIMATE**
- 46 Solar panels convert sunlight into ..... **ELECTRIC**
- 47 The cost of building the new spaceship is ..... to be around 100 billion dollars. **LIKE**
- 48 The children took part in ..... activities at the funfair. **VARY**
- 49 The station is still under ..... **CONSTRUCT**
- 50 The ..... date for the new museum is scheduled for 2018. **COMPLETE**
- 51 Niagara Falls is one of the most beautiful ..... wonders of the world. **NATURE**
- 52 Adam did ..... well in his final exams. **EXCEPTION**
- 53 He is a very ..... man with a lot of money and a large number of connections. **POWER**
- 54 The sun is a ..... source of renewable energy for the planet. **VALUE**
- 55 Big Ben is one of London's most popular tourist ..... **ATTRACT**
- 56 The *Mona Lisa* is one of the most ..... paintings in the world. **FAME**
- 57 The police are currently investigating the ..... disappearance of a young man. **MYSTERY**
- 58 Many ..... have tried to solve the mystery of the curse of the pharaohs. **HISTORY**
- 59 ....., he's had enough of America and is going back to the UK. **APPARENT**
- 60 The ..... businessman made a big donation to the children's charity. **WEALTH**
- 61 We have discussed these issues on ..... occasions. **NUMBER**
- 62 Many people claim to have experienced a burning ..... when stung by a jellyfish. **SENSE**
- 63 You need to ..... that she is going through a very difficult time at the moment, so please be patient with her. **REAL**
- 64 I ..... stepped on my dog's tail as he was lying in the garden. **ACCIDENT**
- 65 The ..... venom of a black mamba snake can kill a human within hours. **DEAD**