

GRAMMAR

THE PRESENT PASSIVE (1)

Rewrite the following sentences in the passive form.

1. The gardener waters the plants every day.
The plants are watered by the gardener every day.
2. I know some people are criticising Mary because of her behaviour.
I know Mary is being criticised because of her behaviour.
3. They teach Greek and Italian at that school.
Greek and Italian are taught at that school.
4. They are building a new shopping centre in Church Street.
A new shopping centre is being built in Church Street.
5. They are building a new hospital in the town centre.
A new hospital is being built in the town centre.
6. My mother takes me to school every morning.
I'm taken to school by my mother every morning.
7. I have to pay the rent in advance every month.
The rent has to be paid in advance every month.
8. In this office everyone speaks English except me.
In this office English is spoken by everyone except me.

THE PRESENT PASSIVE (2)

Choose a word or phrase from each of the three sections to produce six sentences.

Liquid paper
Don't worry, the technician said that the washing machine can
Many woods
New species of insects can still
Shakespeare's plays
I'm lucky because I like my job and I

be	am	is	are
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destroyed each summer because of people's carelessness.
found in the Amazons.
used to correct mistakes while you are writing.
paid a very good salary.
read all over the world.
repaired, so there's no need to buy a new one.

- Liquid paper is used to correct mistakes while you are writing.**
- Don't worry; the technician said that the washing machine can be repaired so there's no need to buy a new one.**
- Many woods are destroyed each summer because of people's carelessness.**
- New species of insects can still be found in the Amazons.**
- Shakespeare's plays are read all over the world.**
- I'm lucky because I like my job and I am paid a very good salary.**

THE PRESENT PASSIVE (3)

Fill in the gaps with the correct form of the verb in brackets: Active or Passive.

Ex. My brother lays the table every day for dinner. (LAY)

- I never take my car to go downtown during the rush hour because the traffic is so heavy. (TAKE/ BE)

2. Nobody knows who is buried in that grave, but fresh flowers are brought every week by a stranger. (BURY/ BRING)

3. Thousand of items are stolen from shops every day. (STEAL)

4. What are you cooking? I can smell curry sauce! (SMELL)

5. Many illnesses that were fatal years ago can be cured nowadays. (CURE)

6. The open-air swimming pool is used by hundreds of people every summer.
(USE)

7. My house is being painted at the moment, so I'm staying wth some friends.
(PAINT)

8. The dog cannot enter the house without my permission. (ENTER)

BASIC RELATIVE CLAUSES (1)

Test your general knowledge. For each gap in the following sentences you will be given three options. Choose the correct option to complete the sentences.

Ex. The _____ is _____ the U.S. president lives and works.

- | | |
|-----------------------|-----------------|
| a. Taj Majal | a. that |
| b. White House | b. who |
| c. 10, Downing Street | c. where |

1. _____ is the film director _____ made “The Man Who Knew Too Much”.

- | | |
|----------------------------|---------------|
| a. Francis Ford Coppola | a. that |
| b. David Lynch | b. who |
| c. Alfred Hitchcock | c. what |

2. Scarlett O’Hara and Rhett Butler were the two characters _____ appeared in _____.

- | | |
|----------------|--------------------------------|
| a. that | a. “Bonanza” |
| b. where | b. “Gone with the Wind” |
| c. whose | c. “Bonnie & Clyde” |

3. Stratford-upon-Avon is the place _____ _____ was born in 1564.

- | | |
|-----------------|-------------------------------|
| a. that | a. William Shakespeare |
| b. where | b. Ernest Hemingway |
| c. whose | c. Thomas More |

4. _____ was the only United States’ president _____ was an actor before becoming a politician.

- | | |
|-------------------------|----------------|
| a. Bill Clinton | a. which |
| b. Richard Nixon | b. that |
| c. Ronald Reagan | c. whose |

5. Mu-Lan was a _____ heroine _____ disguised herself as a man and fought in the war as a courageous soldier.

- a. Vietnamese
- b. Chinese**
- c. Japanese

- a. who
- b. that
- c. both a. and b. are correct**

6. _____, _____ starred in the film “American Beauty” and won an Oscar for it, had already been awarded another Oscar in 1995.

- a. Sam Mendes
- b. Pedro Almodóvar
- c. Kevin Spacey**

- a. who**
- b. that
- c. both a. and b. are correct

7. The _____, _____ is the fastest land animal, can reach a speed up to 70 mph.


- a. leopard
- b. cheetah**
- c. greyhound

- a. that
- b. which**
- c. both a. and b. are correct

8. The real _____ was a king of Wallachia called Vlad Tepes. His legendary name was really a nickname _____ meant “Son of the Dragon”.

- a. King Arthur
- b. Dracula**
- c. King Fernand

- a. that
- b. which
- c. both a. and b. are correct**

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BASIC RELATIVE CLAUSES (2)

Look at the picture and look for the objects or the people that are described in the paragraphs below. Then choose another one yourself and give clues so that your partners guess it. (Use relative clauses.)

1. It is something sweet which, like most desserts, shouldn't be eaten when you are on a diet. A small spoon or fork can be used to eat it. It is something which is very often eaten on special occasions.

A piece of cake

2. It is something which is usually square or rectangular. It can be big, small or medium-sized. The things which have been drawn, painted or printed on it show a person, thing or scene. A hammer and nail are the objects which are used to hang this object on the wall.

A picture

3. It is a small modern object which is used to talk to another person who is not in the same place as you. It has little buttons, a small antenna and can be carried in your pocket or in your bag, for example.


A mobile telephone

4. This is a woman who is not sitting down and whose coat the waiter is about to take away. She is wearing a strappy dress and is smiling happily.

The woman standing next to a table in the middle of the picture

5. It is a man. He's sitting on a chair and he's accompanied by two other people who are sitting at the same table. He's wearing a suit and a spotted tie. He's got fair hair and wears glasses. He looks angry because he's frowning. He is the only one at that table who is speaking.

The man talking on the mobile telephone

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BASIC RELATIVE CLAUSES (3)

Join the following sentences by turning one of them into a relative clause. Decide if the relative clause must be *defining* or *non-defining*.

1. I'll lend you my red dress for the party. It matches your new shoes perfectly.
I'll lend you my red dress, which matches your new shoes perfectly, for the party.

2. The girl was punished by the teacher. She hit my younger brother in the playground.
The girl who/ that hit my younger brother in the playground was punished by the teacher.

3. The choir won first prize at the song festival. They sang at my sister's wedding.
The choir which/ that sang at my sister's wedding won first prize at the song festival.


4. My father's book about Marco Polo's travels is really interesting. It was published in 1996.
My father's book about Marco polo's travels, which was published in 1996, is really interesting.

5. This morning I slipped on a banana skin and fell. Somebody had thrown it in front of our gate.
This morning I slipped on a banana skin which/ that somebody had thrown in front of my gate.

6. Most journalists would like to win the Pulitzer Prize. It is a very famous international award.
Most journalists would like to win the Pulitzer Prize, which is a very famous international award.

7. I've never been to the village. My grandfather was born there.
I've never been to the village where my father was born.

8. The city of San Francisco is one of my favourite cities. I lived there for twenty years.
The city of San Francisco, where I lived for twenty years, is one of my favourite cities.

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OFFERS AND REQUESTS (1)

Complete the following dialogues with suitable expressions for each situation.


1.
 - Hi Jack! How are you?
 - Fine, thanks, and you?
 - I'm doing well thanks. I see you're going in my direction. **Shall I give you** a lift?
 - No thanks, the doctor has advised me to walk a little.

2.
 - Good morning, this is Mrs. Smith speaking, **Could I speak to** the sales manager, please?
 - I'm sorry, he's in a meeting at the moment. **Would you like to leave him** a message?
 - Yes, please. Tell him to phone me as soon as possible, thank you.

3.
 - Hello, grandma. How do you feel today?
 - Well, I'm a little tired, my dear, but I have to water the garden.
 - **Let me do it** for you.
 - **That's very kind of you**, thanks. I'll prepare some chocolate cookies for you while you're in the garden.

4.
 - Good afternoon. **Could you tell me** what time the flight to Pittsburgh is?
 - I'm afraid I can't help you. You should ask at the information desk.
 - Ok. **Would you mind telling me** where it is, please?
 - No, of course not. **Would you like me to** take you there?
 - That would be nice, thank you.

5.
 - **Could I speak** to the manager, please?
 - I'm sorry but he's not here at the moment. **Can I do** something for you?
 - Well, I bought these trout here this morning and when I got home I realised that they were off.
 - Oh, I'm so sorry **I'll** give you some fresh fish at once.

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OFFERS AND REQUESTS (2)

Write an appropriate sentence for each of the following situations, according to the information given. Take into account what you are asked for and the formality or informality of the situation.

1. You're travelling to work on the local train and you're quite bored. The person sitting next to you has finished reading his newspaper. Ask him for permission to read it.
Would you mind if I read your newspaper?


2. You have been ill for a few days and you have missed some of your classes at college. Ask one of your friends to lend you the notes that he/she took while you were absent.
Can you lend me your notes, please?

3. You're playing cards at home with some of your friends and you feel it is very hot in the room. Suggest opening the window.
Could I open the window, please?

4. You enter a cafeteria. Ask the waiter for a black coffee.
Could I have a black coffee, please?

5. You are waiting for a friend in the street and you see a young novice driver trying to park his car unsuccessfully. Offer to help him.
Would you like me to help you?

6. There's a new employee at your work place and you see that she is having a lot of trouble with the computer. Offer to help her.
Shall I help you with the computer?

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OFFERS AND REQUESTS (3)

Look at the following dialogues. Decide if they are formal or informal, where they take place and who could be speaking in each case.

1.

- Oh, these parcels are so heavy! Could you help me take them to the car, please?
- I'm sorry, Madam. I can't leave the till, but there is a home delivery service available if you wish. Would you like me to take down your address?
- Oh, yes please, that would be great. My address is Gilford St....

A formal conversation in a supermarket between a client and a cashier.

2.

- Hello, John. How is it going?
- Well, I have a little problem here with the car...maybe you could give me a hand. Do you know anything about shock absorbers?
- I'm afraid I can't help you. Do you want me to phone a mechanic?
- Oh, yes, please.

An informal conversation between two friends, perhaps in the garage of one of them.

3.

- Excuse me, I ordered lamb chops and you have brought me roast chicken. Could you change my meal, please?
- Of course. I'm so sorry about the mistake. Would you like me to bring you anything else?

A formal dialogue between a client and a waiter in a restaurant.

4.

- Oh, what a nuisance! I have run out of flour and I have to make a cake for tonight's dinner!
- I'll go and buy some, Mom.
- Stop there! Have you finished your homework?
- Yes, Mum. Shall I go then?
- Ok. Buy two bags, and don't lose the money on your way!

An informal dialogue between a mother and a son/ daughter at home.