

MACIEJ KĘDZIOR  
MARTA KOWALIK - ALHERWY



# ENGLISH GRAMMAR

50:50

PART 1

It contains a wide variety of supplementary exercises for intermediate and advanced english learners

with answer key



**English Grammar 50: 50 - Part 1** jest zestawem ćwiczeń obejmujących główne działy gramatyki angielskiej. Pozycja ta może być wykorzystywana w gimnazjach lub szkołach średnich, od poziomu elementary do intermediate.

Ćwiczenia zostały podzielone na dwa zbiory, w których do każdego zagadnienia gramatycznego przygotowano 50 przykładów. Mają one charakter ćwiczeń zamkniętych (test wielokrotnego wyboru, podawanie poprawnej formy czasownika, tłumaczenie części zdania na język angielski). Autorzy, którzy pracują czynnie jako nauczyciele w szkole średniej, zauważyli potrzebę opracowania takiego zbioru ćwiczeń, który zawierałby odpowiednią liczbę przykładów użycia danej konstrukcji gramatycznej, bez potrzeby odnoszenia się do wielu innych opracowań. Książka może być wykorzystywana zarówno przez nauczyciela, jak i ucznia w pracy indywidualnej (zawiera klucz z odpowiedziami). Autorzy mają nadzieję, że pozycja ta będzie pomocna w opanowaniu i testowaniu zagadnień gramatycznych.

Marta Kowalik-Alherwy  
Maciej Kędzior

## CONTENTS

PRESENT SIMPLE – PRESENT CONTINUOUS.....	1-3
PRESENT PERFECT SIMPLE – PRESENT PERFECT CONTINUOUS .....	4-6
PRESENT SIMPLE – PRESENT CONTINUOUS – PRESENT PERFECT.....	7-8
PRESENT PERFECT – SIMPLE PAST.....	9-10
PAST SIMPLE – PAST CONTINUOUS.....	11-14
PAST SIMPLE – PAST PERFECT.....	15-18
PAST PERFECT SIMPLE – PAST PERFECT CONTINUOUS .....	19-21
PAST SIMPLE – PAST CONTINUOUS – PAST PERFECT.....	22-23
FUTURE FORMS: FUTURE SIMPLE; BE GOING TO; PRESENT CONTINUOUS.....	24-26
FUTURE PERFECT – FUTURE CONTINUOUS .....	27-28
PASSIVE VOICE I (PRESENT SIMPLE , PAST SIMPLE).....	29-32
PASSIVE VOICE II (PRESENT CONTINUOUS, PAST CONTINUOUS).....	33-36
PASSIVE VOICE III (PRESENT PERFECT, FUTURE SIMPLE, MODAL VERBS).....	37-40
PASSIVE VOICE IV .....	41-44
CAUSATIVE FORMS (HAVE/GET STH DONE; MAKE SB DO STH; GET SB TO DO).....	45-48
ANSWER KEY 49-54	

**WSZELKIE PRAWA ZASTRZEŻONE:** Kupujący nabywa prawo do powielania materiałów wyłącznie do własnych celów dydaktycznych. Kopiowanie w innych celach jest zabronione.

© Copyright by WIR Wydawnictwo i Reklama  
ul. Nad Potokiem 10, 30-860 Kraków

# PRESENT SIMPLE – PRESENT CONTINUOUS

I. Put the verbs in brackets into the appropriate form of the Present Simple or Present Continuous Tense.



Tom is an athlete. Every morning he ..... /run/ ten laps round the park.

- ✓ 1. It usually ..... /rain/ at this time of the year but today the sun ..... /shine/ brightly.
2. I ..... /see/ my dentist tonight.
3. What ..... you ..... /prepare/ for dinner? It smells delicious.
4. Diane, you really should cut on sweets. You ..... /get/ fatter every time we meet.
5. This hat ..... /not suit/ the dress I've just bought.
6. My sister ..... /like/ English a lot but she ..... /not enjoy/ Maths and Chemistry.
7. Who ..... /drive/ that Mercedes that's parked outside?
8. I really ..... /not think/ that wall colour is the biggest problem now!
9. I'm afraid you can't see Rebecca now. She ..... /have/ lunch with her fiance.
10. The light from the Sun ..... /take/ about eight and a half minutes to reach the Earth.
11. This week we ..... /send/ all the mail by couriers because the Post Office is on strike.
12. John ..... /not come/ here tonight. He ..... /work/ all night.
13. Now you can be sure that summer is near. It ..... /get/ hotter and hotter every day.
14. My sister never ..... /clean/ her bedroom, in fact she .....  
..... /hardly/ do/ any housework.

## PRESENT SIMPLE – PRESENT CONTINUOUS

---

15. A/ What ..... your brother-in-law ..... /do/ for the living?  
B/ Oh, this and that, you know, he ..... /not have/ any permanent job.
16. We ..... /move/ house next week and the removal company  
..... /come/ at 5 o'clock this afternoon.
17. A/ Why ..... you ..... /taste/ the stew?  
B/ To see if it ..... /need/ any spices.
18. A/ Jake ..... /seem/ to be rather nervous.  
B/ Well, he ..... /appear/ in the evening TV news, that's why.
19. We haven't made any serious plans for the summer holidays, but we .....  
..... /think/ to visit Majorca this year.
20. Louise, why ..... you always ..... /leave/ your dirty coffee  
mug on my desk? It's really irritating.
21. Life is so difficult! Unemployment rate ..... /get/ higher, prices  
..... /get/ higher, everything ..... /get/ higher, only our  
salaries are still the same!
22. Brenda is away this week. She ..... /do/ a nursing course in Coventry.
23. Let's go over there! They ..... /feed/ the seals.
24. My Indian friend Vishnu ..... /think/ it is wrong to eat meat.
25. .... you ..... /know/ who this watch .....  
/belong/ to?
26. Joan is downstairs in the kitchen. She ..... /have/ breakfast.
27. A/ What ..... your mother ..... /do/ now?  
B/ The thing that she really ..... /hate/ - she ..... /iron/ clothes.
28. My husband's sense of direction is not very good. Actually he ..... /get/  
lost very easily.
29. Our old refrigerator has broken down completely and we ..... /look for/  
a new one.
30. Mary ..... /do/ the shopping and she'll be back in about half an hour.
31. I am not at all a religious person and I ..... /not believe/  
in reincarnation, ghosts or life after death.
32. This is a historic moment. The President's car ..... /just arrive/  
in front of the palace.

33. This is only a temporary job. I ..... /help/ in the restaurant until they find a new chef.
34. I'm so excited! Lorna ..... /come/ round to see us tonight.
35. Excuse me, what time ..... /the train/ to Manchester ..... /leave/?
36. This new game is sensational – as soon as you ..... /finish/ a level, you ..... /get/ something completely different to do.
37. The midnight sun phenomenon is amazing! Just imagine the sun ..... /not set/ for six months!
38. I often ..... /walk/ to work when the weather is fine.
39. Public transport ..... /become/ more and more expensive nowadays.

II. Translate the verbs in brackets into English, using the Present Simple or Present Continuous Tense.

1. After this terrible gas explosion in my house I ..... /pozostaję/ with some friends until ..... /znajdę/ a flat of my own.
2. Bus drivers ..... /zawsze/ przystępują = idą/ on strike!
3. It is said that computers ..... /czynią/ life easier.
4. The roses in your garden ..... /pachną/ charming.
5. I ..... /tylko wącham/ this eau de cologne. How much is it?
6. I ..... /widzę/ what you mean!
7. I'm afraid I can't meet you at six. I ..... /opiekuję się/ my little niece tonight.
8. I don't know if we can afford this holiday. It all ..... /zależy/ on the price.
9. John, you can't leave Paola now! She ..... /zależy/ on you!
10. Josephine ..... /uwielbia/ the urban environment, but I ..... /wolę/ peace and quiet of the countryside.

I. Put the verbs in brackets into the appropriate form of the Present Perfect Simple or Present Perfect Continuous.



*Don't disturb your father. He ...../garden/ since early this morning.*

1. This traffic is terrible. We ..... /drive/ all day and we .....  
..... /only do/ 20 miles.
2. Do you think Danny is all right? He ..... /only/ answer/ six  
questions and he ..... /do/ the test for over an hour now.
3. I ..... /try/ to find a job for six months now and .....  
/have/ about ten interviews.
4. I ..... /ring/ my friends all morning to tell them that the party is off,  
but I ..... /not manage/ to get through to some of them.
5. I ..... /meet/ some really interesting people since I started the course  
and we ..... /study/ together in the evenings.
6. - You are covered in mud! What on earth ..... you ..... /do/?  
- I ..... /play/ football in the rain.
7. Oh, dear! You ..... /sit/ in the sun too long! That's why your shoulders  
are burned.
8. Tom and Janet ..... /go/ out with each other for two years now, haven't they?
9. Harry ..... /learn/ to drive since the beginning of March.
10. Good heavens! We ..... /wait/ for a taxi for over half an hour.
11. I'm afraid Barbara can't come. Her car ..... /break/ down.
12. Ronald is an excellent journalist. A prestigious magazine ..... /offer/  
him an important post.
13. The students ..... /write/ the exam for two hours now.
14. I don't know what time it is; my watch ..... /stop/.
15. ....you ..... /read/ many books by Dickens?
16. You ..... /not prepare/ for the examination. You will have to take it again.
17. How long ..... you ..... /be/ a fire-fighter?

18. They ..... /cancel/ tonight's concert so we'll have to do something else.
19. Ellen ..... /eat/ no meat since she was six.
20. I ..... /work/ for the same company for thirteen years and it's time to move on now.
21. I ..... /be/ to most countries in Europe but I .....  
..... /never/ visit/ Poland.
22. George ..... /read/ the book you lent him but he ..... /not finish/ it yet.
23. Hurry, please! Get me a cleaning cloth from the kitchen. Dorothy .....  
..... /just/ spill/ tomato juice on the rug!
24. The government ..... /announce/ new laws to try to reduce the crime rate in the country.
25. I ..... /look/ for you since seven o'clock! Where ..... you  
..... /be/?
26. It's a pity so many cinemas ..... /close/ since the arrival of video.
27. We regret to inform you that we ..... /just/ sell/ out of tickets.
28. We ..... /sell/ tickets since April.
29. .... you ..... /hear/ the news yet, Betty?

## II. Translate the verbs in brackets into English, using the Present Perfect Simple or Present Perfect Continuous Tense.

1. For the last ten years they ..... /wyburzają/ the old buildings in the area and ..... /budują/ new ones.
2. Do you think that something ..... /stało się/ to her?
3. He ..... /pali/ cigarettes since he left school.
4. How long ..... /stoisz/ in this queue?
5. They're tired. They ..... /malowali/ the fence all morning.
6. I ..... /znam/ Alison for twelve years but I don't know if she likes cats.
7. Everything is white outside. It ..... /padał śnieg/ all night.
8. John won't pass his exams. He ..... /nie odrabiał/ any homework lately.
9. The robbers ..... /ukrywają się/ in that old farmhouse for a week.
10. We can't come today, sorry. Our little son ..... /nie czuje się/ well all afternoon.

III. Use the words in bold to complete the second sentence so that it has a similar meaning to the first. Do not change the word given.

1. When did you last decorate your living room?  
**since**  
How long is it .....your living room?
2. Mark started playing the guitar four years ago.  
**has**  
Mark .....for four years.
3. I have never seen such a terrible film before.  
**worst**  
This is the .....seen.
4. We started cleaning the house at 3 o'clock. It's 6 o'clock now.  
**for**  
We .....three hours now.
5. I got this book for my last birthday in January.  
**had**  
I have ..... in January.
6. They bought a car two months ago. They're using it at present.  
**been**  
They .....for two months now.
7. You can talk to Richard about France. He was there for a month and came back yesterday.  
**been**  
You can talk to Richard about France. He ..... a month.
8. I first met Joshua ages ago. I know him now.  
**known**  
I ..... for ages.
9. I started waiting for the train forty minutes ago. I'm still waiting for it.  
**been**  
I ..... for forty minutes now.
10. When did you start learning German?  
**learning**  
How long .....German?



I. Supply the correct verb form.



1. *I'm in Paris because I ( study) .....  
French at a language school.*

2. At the moment Cynthia (lie) ..... on the floor playing with her doll.
3. It's the first time I (slide) ..... on snow.
4. Usually I (work) ..... as a secretary at ATB.
5. Shhhhh! Be quiet! Tom (sleep) .....
6. I hate living in Seattle because it (always, rain) ..... there.
7. I'm sorry I can't hear what you (say) ..... because everybody (talk) .....so loudly.
8. Jack (currently, write) ..... a book about his adventures in Tibet.
9. .... (you, want) ..... to come over for dinner tonight?
10. The business cards (be, normally) ..... printed by a company in New York.
11. This delicious chocolate (be) ..... made by a small chocolatier in Zurich.
12. In fact, we (wait) ..... here for more than five hours.
13. It's strange that people (take) ..... some movies so seriously.
14. Look, I ( have) ..... two tickets for the circus.
15. Look, I (hold) ..... two tickets for the circus.
16. I (love) ..... the cinema ever since I was at primary school.
17. Right now, I (see) ..... two elephants doing tricks in the ring.
18. He (see) ..... that movie many times.
19. My English (really, improve) ..... since I moved to Australia.
20. Man (walk) ..... on the moon.
21. Susan (not master) ..... Japanese yet, but she can communicate.
22. Actually, I (just, come) ..... back from there.

## PRESENT SIMPLE - PRESENT CONTINUOUS - PRESENT PERFECT

---

23. .... (you, fly) ..... to the top of the Empire State Building?
24. Compaq (make) ..... computers, but it (not make) ..... cars.
25. H.P. (develop)..... a new advanced type of printer.
26. The yen (fall) ..... against the dollar.
27. Things are really great. Business (boom) .....
28. Inflation (grow) ..... quickly, I'm afraid to say.
29. That's the best presentation I (ever, hear) .....
30. He's the most difficult customer I (ever, deal) ..... with.
31. The reason I look so brown is that I (just, come) ..... back from a trip to Cuba.
32. It's obvious that you (not read) ..... that report.
33. It's the first time I (drive)..... a car.
34. Computers (invade) ..... our world in the last twenty years.
35. He (never, use) ..... a Mac since he started working with computers.
36. Computers (become) ..... more and more popular these days.
37. I (finish) ..... my work. May I watch a movie now?
38. ....( you, ever, eat) ..... snails?
39. Everybody (need) ..... money.
40. How is your cold today? You (sound) ..... a lot better today.
41. Every time he thinks of his mother's cooking he (feel)..... homesick.
42. This milk (not taste) ..... fresh.
43. This afternoon , I (see) ..... the doctor about my skin problem.
44. I (become) ..... a grandmother.
45. He (read) ..... all the Harry Potter books.
46. She (lose) ..... over 10 pounds for the last six months.
47. Mummy! Tom (hit) ..... me. Whaaaa!
48. Who (take) ..... my cake?
49. I (do) ..... a lot of homework so far, so don't ask me to do yours.
50. How long (you, be) ..... here since your parents got that news?

I. Supply the correct verb form.

1. Using standard components, Ellis (put) ..... together his first computer in the early 1980's.
2. What time (you, finish) ..... the meeting?
3. There's no milk left. .... (Peter, drink) ..... all of it?
4. George (live) ..... in Tokyo for five years, but he left in 1999.
5. The Titanic (sink) ..... in 1912.
6. Somebody (steal) ..... my bicycle! Now I 'll have to walk home.
7. Gerry (fall) ..... off his bike three times this month.
8. Martin (graduate) ..... from university last July.
9. When ..... (he, be) ..... born?
10. I (almost, finish) ..... that quiz.
11. Lucky Susan! She (visit) ..... so many countries!
12. He (just, arrive) ..... from Tokyo.
13. You (be) ..... partners for o long time. How long exactly?
14. We (meet) ..... at the graduation dance.
15. He (slow) ..... down a lot since the birth of his son last year.
16. When I was a girl I (walk) ..... five miles to school every day.
17. Carmelita (sleep) ..... through the entire class.
18. She (already, do) ..... her Christmas shopping.
19. Who ..... (spill) ..... wine on my carpet? There's a big red stain behind the sofa.
20. He (arrive) ..... late several times.
21. They (just, start) ..... the game.
22. They are staying in a hotel, before they (stay) ..... in a young hostel.
23. The Americans (launch) ..... the shuttle a few years ago.
24. After the strikes a lot of workers (be dismissed) .....
25. CNN Headline News has announced an aircraft (hit) ..... the tower at 7 o'clock local time.
26. Who (write) ..... the graffiti on the wall yesterday?
27. When ..... (he, last, be) ..... seen?
28. They (run) ..... the small business since I remember.

29. *Lately everybody (come)*  
 ..... to see the UFO.



30. Where ..... (you, be) ..... Tommy?
31. He (keep) ..... the snakes since times immemorial.
32. How much time ..... (it, take) ..... to get to the evening meeting?
33. My cousin, who is a playwright, (finish) ..... his biography.
34. How long ..... (they, make) ..... that delicious wine?
35. At the yesterday's party my uncle (sing) ..... a Karaoke song.
36. Who ..... (drink) ..... all the wine? The bottle is still empty.
37. During the match the coach (give) ..... a new footballer a chance to play.
38. In the holiday he (play) ..... squash from dawn to dusk every day.
39. Our brave soldiers (not be) ..... to Africa yet.
40. The painter (only just, make) ..... his final correction.
41. The little pianist (get) ..... a standing ovation at the concert.
42. In the end Frodo (manage) ..... to throw the bad ring into the burning gap.
43. Lauda (cross) ..... the finish line first, Johnson came second.
44. There (be) ..... a terrible accident in Park Lane.
45. Since Peter went away, things (go) ..... much better.
46. At the beginning the knight (head) ..... for a haunted house.
47. Tom, the postman (bring) ..... a letter for you.
48. He's a good student. He (never, play) ..... truant from school.
49. After Jessy (leave) ..... school, he's going to travel round the world.
50. Shakespeare (write) ..... a lot of sonnets.

I. Put the verbs in brackets into the appropriate form of the Past Simple or Past Continuous Tense.



Tom ..... /take/ a photo when I ..... /not look/.

1. I ..... /cut/ up vegetables in the kitchen when I .....  
..... /hear/ it on the six o'clock news.
2. She ..... /burst/ into tears when she ..... /recognize/  
his name.
3. The sun ..... /shine/ brightly when the old man .....  
..... /set/ off from his cottage.
4. What a terrible accident! Steve ..... /drive/ his car when  
a bird ..... /fly/ into his windscreen.
5. Why ..... you ..... /laugh/ all through the history lesson yesterday?
6. First she ..... /read/ the advertisement and then she ..... /call/  
the company.
7. At eight o'clock yesterday evening the plane ..... /fly/ from Tahiti  
to Los Angeles.
8. We ..... /listen/ carefully all the time they .....  
..... /explain/ the plan to us.

## PAST SIMPLE – PAST CONTINUOUS

---

9. Last weekend while Julie ..... /tidy/ her bedroom, she .....  
..... /find/ some of the toys she ..... /have/ when she ..... /be/ a child.
10. As she ..... /cross/ the street, she ..... /slip and fall/.
- ✓ 11. While my mother ..... /cook/ dinner, we ..... /play/ in the garden.
12. We all ..... /sleep/ when some terrible noise ..... /wake/ us up.
- ✓ 13. Yesterday when I ..... /walk/ in the park, I .....  
/lose/ my watch.
- ✓ 14. I ..... /wait/ for him quite a long time but he .....  
..... /not come/.
15. Poor Cinderella ..... /have/ to work hard while her step-sisters  
..... /have/ fun at the ball.
- ✓ 16. The children ..... /take/ the cake when nobody ..... /look/.
- ✓ 17. Last night Sally ..... /watch/ TV in her bedroom when suddenly  
she ..... /hear/ a scream outside.
18. The fishing boat ..... /approach/ the seashore when the tornado  
..... /begin/.
19. I ..... /think/ about their offer all night but I .....  
..... /not take/ any decision.
20. I ..... /not can/ hear the bell because the radio ..... /play/  
really loudly.
- ✓ 21. The aeroplane ..... /catch/ the fire just when it .....  
..... /take/ off.
22. The lights ..... /go/ out when we ..... /discuss/  
the plans for the following morning.
23. Professor Ward ..... /give/ the lecture when the students'  
riots ..... /begin/.
24. One of my worst memories from last winter holidays was when I ..... /run/  
out of petrol while I ..... /drive/ along a snowy mountain road in the evening.
25. A/ What ..... you ..... /do/ between 5 and 7 o'clock  
yesterday? – the policeman asked.  
B/ I ..... /sit/ in the Red Lion Pub with lots of other people – answered Jim.
26. He ..... /peep/ through the keyhole when the door suddenly  
..... /open/

27. The singer ..... /sing/ his best hits while the fans .....  
 ..... /try/ to climb the stage.
28. He ..... /dig/ in the garden and ..... /whistle/  
 to himself all day yesterday.
29. While the woman ..... /get/ into the bus, the driver .....  
 ..... /move/ suddenly.
30. When ..... you ..... /realise/ that the train ..... /go/  
 the opposite direction?
31. That's terrible! A four-year-old boy ..... /fall/ 50 feet from a bridge  
 while he ..... /run/ after his puppy-dog.
32. This morning while I ..... /walk/ past the supermarket, I ..... /notice/  
 something strange hanging from the roof.
33. One evening while I ..... /sit/ under a mango tree with the wind in my  
 face and a juicy fruit to eat, I almost ..... /decide/ to stay in India  
 for the rest of my life.
34. When Betty ..... /arrive/, Ann and Jane ..... /have/  
 a cup of tea. /Betty made the tea for them/
35. When Fiona ..... /phone/, her brother ..... /drive/  
 to the airport to pick her up. /Fiona's mother said her brother was already on his way to  
 pick her up./
36. The weather was dreadful as I ..... /stand/ in a queue for the cinema  
 – it ..... /rain/ heavily and a cold wind ..... /blow/.
37. Yesterday when we ..... /window-shop/ in the downtown, a small  
 group of musicians suddenly ..... /appear/ on the pavement. They  
 ..... /wear/ brightly-coloured clothes and ..... /play/ jazz.
38. Last night while I ..... /work/ with the computer, some dogs  
 ..... /bark/ all the time in the yard.
- ✓ 39. Beatrice ..... /play/ tennis when she ..... /sprain/ her wrist.

II. Translate the verbs in brackets into English, using the Past Simple or Past Continuous Tense.

1. The pickpocket ..... /nie zauważył/ that he .....  
 ..... /był śledzony/ by the shop security.

2. .... /czy oglądałeś/ television when I .....  
 ..... /zapukałem/ your door?
3. Bill and his friends ..... /palili/ cigarettes when his mother  
 ..... /weszła/ his bedroom.
4. We ..... /nie wyszliśmy/ out because it .....  
 ..... /padał deszcz/.
5. What ..... /robiłeś/ at this time on Wednesday?
6. They ..... /spacerowali/ in the fields when the UFO  
 ..... /wylądowało/.
7. I ..... /zobaczyłem/ Brad Pitt at the disco last night.  
 He ..... /tańczył/ with my pretty cousin Florence.
8. The earthquake ..... /zaczęło się/ at 3 a.m. when all the people in the town  
 ..... /spali/.
9. While the baby-sitter ..... /rozmawiała/ on the phone, the toddler  
 ..... /próbował/ to climb the window sill on the ninth floor.
10. There was a summer sale at Harrods' last week. While I .....  
 /wahałam się/ whether to buy one or two T-shirts for 25 pounds each, somebody else  
 ..... /przyszedł i kupił/.



I. Put the verbs in brackets into the appropriate form of the Past Simple, Past Perfect Tense.



In January we ..... /achieve/ better results than anyone  
 ..... /ever/ expect/.

1. When we ..... /arrive/ we ..... /learn/  
 that the train ..... /leave/.
2. The woman who ..... /lend/ you the money ..... /come/  
 yesterday and ..... /ask/ you to return it.
3. He ..... /admit/ that he ..... /push/ his wife from  
 the window because he ..... /always/ want/ to do that.
4. Diane ..... /lose/ her car keys so she ..... /take/ a taxi  
 to come to the party.
5. I ..... /keep/ looking at that man wondering where I .....  
 ..... /meet/ him before.
6. Imagine what! My husband ..... /tell/ me last night that he .....  
 ..... /come/ back late only because he ..... /meet/ a fairy  
 on his way home!
7. Rosa ..... /not reach/ home until her parents ..... /go/  
 to bed.
8. Professor Dexter ..... /fall/ ill with some kind of a rare tropical  
 disease only after he ..... /return/ from Asia.
9. How long ..... they ..... /know/ each other before Stella .....  
 ..... /marry/ Malcolm?
10. There were so many victims of that disaster because the ship ..... /sink/  
 before the rescue helicopters ..... /arrive/ on the scene.



## PAST SIMPLE – PAST PERFECT

---

11. Barbara ..... /smoke/ a lot but during her last stay in the USA she ..... /give up/ smoking – it cost too much.
12. Our firm ..... /compare/ the prices in most leading companies before we ..... /begin/ to import this software from Hong Kong.
13. Emergency ..... /bring/ in a patient who ..... /swallow/ a handful of precious stones.
14. My father ..... /retire/ at the age of seventy after he ..... /spend/ over forty-five years working for the same company.
15. On the train rushing towards the border I ..... /realise/ that I ..... /forget/ my passport on the dressing table.
16. The thief ..... /get/ out of the toilet window before the police ..... /arrive/.
17. My brother ..... /buy/ a new camera last week because his old one ..... /be/ stolen.
18. The child ..... /ask/ his mother's permission before he ..... /go/ to play outside.
19. They ..... /have/ no more money because they ..... /spend/ everything on duty free whisky.
20. William ..... /turn/ up late because he ..... /miss/ the bus.
21. Julia ..... /eat/ her dinner by the time I ..... /return/ home.
22. Mac Donald ..... /live/ in New Zealand for seventeen years before he ..... /decide/ to go back to Scotland.
23. The first thing we ..... /notice/ when we ..... /enter/ the house was the incredible mess that the robbers ..... /make/.
24. When Doctor Watson ..... /find/ Holmes sitting in his favourite green armchair, he ..... /know/ that his friend ..... /not sleep/ the previous night.
25. The man ..... /explain/ that all the stories he ..... /tell/ us before about dogs were true.
26. After I ..... /hear/ the news I ..... /not can/ think of anything else.
27. By the time her mother ..... /get/ home, Lisa ..... /already/ finish/ all the housework.

28. Brian ..... /lose/ his new leather gloves soon after he .....  
 ..... /receive/ them as a birthday gift from Greta.
29. We ..... /not understand/ a word of his local dialect until we  
 ..... /hire/ an interpreter.

II. Translate the verbs in brackets into English, using the appropriate form of the Past Simple or Past Perfect Tense.

1. Matthew ..... /usiadł/ alone in the dark room and .....  
 ..... /myślał/ miserably about what Linda ..... /powiedziała/  
 him last night.
2. The end of year results ..... /nie były/ as bad as the sales directors  
 ..... /obawiali się/.
3. We ..... /postanowiliśmy/ to set off the journey to the castle because my friends  
 ..... /zapewnili/ us they ..... /widzieli/  
 a ghost there on their first excursion.
4. When I ..... /obudziłem się/ up in the middle of the night I  
 ..... /zdałem sobie sprawę/ that I ..... /nie zamknąłem na klucz/  
 the door.
5. The children ..... /czuły się/ a bit frightened because they  
 ..... /nigdy nie leciały/ by plane before.
6. Marion ..... /była/ sad because her husband ..... /zapomniał/  
 about their wedding anniversary.
7. .... /czy Sue spakowała/ all her suitcases by the time you  
 ..... /przyjechałeś/ to pick her to the station?
8. Helen ..... /przygotowała/ some food and drinks for children before the day  
 she ..... /wydała/ a birthday party for her son.
9. After Jim ..... /wypił/ his medicine, he ..... /poczuł się/  
 week and ..... /zasnął/.
10. She ..... /musiała/ give her car to the garage after she .....  
 ..... /rozbiła się/ in the traffic jam.

III. Use the verbs in bold to complete the second sentence so that it has a similar meaning to the first. Do not change the word given.

1. The play started before we could get there.  
**had**  
 The play ..... when we got there.
2. Conchita, my Mexican housemaid, cleaned the house, then she watched TV.  
**after**  
 My Mexican housemaid, Conchita, .....  
 ..... the house.
3. Peter washed up the dishes. Then, his wife came home.  
**by the time**  
 ..... his wife ..... Peter .....  
 ..... the dishes.
4. The performance started. Then, Joseph arrived at the theatre.  
**already .... when**  
 The performance .....at the theatre.
5. Barry did not speak to his sister for years because they had an argument long ago.  
**after**  
 Barry ..... an argument long ago.
6. When we arrived at the station we saw that we missed the last train to Edinburgh.  
**left**  
 When we ..... that the last train for Edinburgh  
 .....
7. Emma didn't see such flowers before. Her boyfriend bought them for her at the best florist in the town.  
**never**  
 Emma .....such flowers which her boyfriend .....
8. We didn't have any breakfast. We were very hungry at lunchtime after long climbing.  
**because**  
 After long climbing we .....  
 ..... any breakfast.
9. First the band sold over 2 million records in the USA. Then they decided to go on a tour of Europe.  
**before**  
 The band .....  
 ..... a tour of Europe.
10. We gave Simon a rattle-snake for his last birthday. He dreamt of having one.  
**always**  
 Simon ..... a rattle-snake so we .....

I. Supply the correct verb form.



When Peter reached the station, the train (already, leave) .....

1. By the time we got to the theatre, the play (already, start) .....
2. I (drive) ..... for five hours when we arrived in the city.
3. He (always, think) ..... of being a basketball player before he had an accident.
4. When he got to the finish line, he (run) ..... for three hours.
5. By the time they left the town, their mechanic (repair) ..... the van.
6. When Peter ran across those obstacles, he (travel)..... for two hours.
7. Little Joe (brush) ..... his teeth by the time he went out.
8. After they (open) ..... the door, they saw that awful mess.
9. When I came to the quay, our ship (sail) ..... for a few minutes.
10. We (work) ..... in the garden for a long time when found the water hole.
11. After the thunderstorm (stop) .....we left the shelter.
12. Before the firefighters saved the frightened kitten, they (have to) ..... bring a long ladder.

## PAST PERFECT SIMPLE - PAST PERFECT CONTINUOUS

---

13. The football fans (demolish) ..... the town for some time when the police arrived.
14. When the head teacher turned up, the students (fight).....  
..... for about 10 minutes.
15. After the janitor (lock) ..... the gate, he brought the dangerous dogs too.
16. I (not dream) ..... about having a car until I got a rise.
17. Before he talked to the psychologist, his feelings ..... (be blocked).
18. When Tommy came up, the girls (sing) ..... for a long time.
19. When they received the message, they (study) ..... for half an hour.
20. After he (hear) ..... the news, they burst into laughter.
21. The footballer (not start) ..... the game until he was told to by the coach
22. When the constable rushed into the street, the thieves (already, vanish) .....  
..... into the thin air.
23. Before the knight joined the army, he (practise) ..... fighting with a sword for some time.
24. After the teacher (hand out) ..... tests, the students started to write.
25. I (not to be) ..... at home before my mother came.
26. Until the turtles were fed they (not be) .....calm.
27. By the time we cooked the dinner, the maid (set).....  
.....the table.
28. The pop group started the concert after all the cables (be) ..... connected.
29. We got in the cinema after we (buy)..... the tickets.
30. They (wait) ..... for an hour when the waiter came.
31. By the time Mr Brown finished weeding, the sun (shine).....  
..... for a long time.
32. After the pupils (go out) ..... to the garden, they started to play hop- scotch.
33. They (stay) ..... at the campsite for a week before they moved to a cheaper one.
34. When we unlocked the chamber, all the mice (run away).....

## PAST PERFECT SIMPLE - PAST PERFECT CONTINUOUS

---

35. The burglar (break) ..... the back window before he broke into the house
36. How long (you, wait) ..... before the bus finally came?
37. The police arrested the thief because he (kidnap) ..... the baby.
38. When Peter looked out of the window he saw it (snow) .....
39. I saw you (work)..... very hard.
40. When we first met, he (be) ..... a lawyer for ten years.
41. His face looked familiar because I (meet) ..... him before.
42. He told me that he (know)..... everything about the accident.
43. He was so exhausted because he (play) ..... tennis for three hours.
44. The party (go on) ..... for an hour when we arrived.
45. Before Mum came, the children (remove) ..... the stains from the carpet.
46. After they (come) ..... they talked to the police officer.
47. Before they discussed the new timetable, they had (make) ..... the sketch.
48. By the time we met the visitors, they (wait) ..... for over half an hour.
49. Before he read the bad news, he (sip)..... a big gulp of water.
50. By the time the author finished writing the book, he (work) ..... on it for ten months.



I. Supply the correct verb form.

1. When I (arrive) ..... at the party, everybody (dance) .....
2. They were good friends. They (know) ..... each other for a long time.
3. While they (start) ..... work, they (hear) ..... a thunderstorm.
4. After the referee (whistle) ..... the players (begin) ..... playing.
5. He (stand) ..... in a queue when the robbers (rush) ..... in.
6. Before he (polish) ..... his shoes he (clean) ..... them thoroughly.
7. While the teacher (dictate) ..... the questions, the principal (open) ..... the class door.
8. After the orchestra (finish) ..... the concert, they (get) ..... a standing ovation.
9. .... (she, look) ..... at you when I (phone) ..... ?
10. There (be) ..... an accident before we (get) ..... there.
11. He (weed) ..... in the garden all day yesterday.
12. She (press) ..... while I (sew) .....
13. His letter (come) ..... a few minutes after you (leave) .....
14. Before we (play) ..... in the playground we (do) ..... our homework.
15. When my sister (call) ..... I (do) ..... my chores.
16. He (rest) ..... all day yesterday.
17. The mountaineers (sleep) ..... in the tent when their guide (get) ..... back.
18. The shepherd (watch) ..... the sheep when a wolf (turn up) .....
19. The maid (burst) ..... into tears after she (hear) ..... bad news.
20. After the visitors (eat) ..... lunch, they (get) ..... ready to start travelling.
21. All the journalists (read) ..... newspapers when I (enter) .....
22. She (walk) ..... along the bank when they (see) ..... her.
23. I (can not) ..... open the door because I (forget) ..... the keys.
24. By the time I (meet) ..... him he (already, finish) ..... his studies.

## PAST SIMPLE - PAST CONTINUOUS - PAST PERFECT

25. They (come) ..... to the party although I (ask) ..... them before not to do so.
26. Nobody (know) ..... where she (go) .....
27. As soon as the holiday-makers (go out) ..... the shopkeeper noticed that one of them (leave) ..... a thick wallet.
28. He (live) ..... in Sweden when the war (be) ..... over.
29. .... (it, rain) ..... when you (get) ..... up?
30. He (take) ..... your pencil when you (not look) .....
31. She (feel) ..... better after she (take) ..... the medicine.
32. We (hear) ..... that the city (be) ..... completely ruined.
33. We (help) ..... our father in the field all the morning.
34. I (see) ..... the soldiers while they (march) ..... over the bridge.
35. The sun (set) ..... when I (return) .....
36. Father (have a rest) ..... when his son (come) ..... in.
37. He (admit) ..... that he (commit) ..... the crime.

38. *The policeman (gave) ..... him a parking ticket because they (park)..... their car in the wrong place.*



39. She (wear) ..... a nice dress when I (see) ..... her.
40. I (write) ..... a letter when he suddenly (run) ..... in.
41. Who (come) ..... to the lab after the bell (ring) ..... ?
42. After the owner (mow) ..... the grass he (water) ..... the plants.
43. He (tell) ..... me that he (look) ..... for it everywhere.
44. While we (sightsee) ..... the gold mine we (come) ..... across a strange thing.
45. What ..... (you, do) ..... when you (see) ..... the view?
46. Before the plane (land) ..... the pilot (send) ..... a signal.
47. After he (peel) ..... the apples he (cut) ..... them into pieces.
48. Where ..... (you, go) ..... when I (run) ..... across you.?
49. He (hurry) ..... home when the storm (break out) .....
50. While the knights (wait) ..... for King Arthur, Galahad (come) ..... in.

I. Put the verbs in brackets into the appropriate form of the future.



Look at those clouds on the horizon! It ..... /rain/ any moment.

1. -"I'm hungry." - "Oh, I ..... /make/ you a sandwich."
2. He ..... /study/ Law at Cambridge University next year.
3. Oh, darling! I love you so much, ..... you ..... /marry/ me?
4. Jack ..... /meet/ George tomorrow afternoon.
5. I think he ..... /be/ very successful.
6. When ..... you ..... /visit/ me next year?
7. Class ..... /not begin/ at 9 o'clock, it ..... /begin/ at 10 a.m.
8. As soon as she arrives in Dallas, she ..... /give/ you a call.
9. Who do you think ..... /win/ the next national elections?
10. We ..... /fly/ to Madrid next week for a meeting with the advisory board.
11. I promise you: I ..... /finish/ my homework on time next week.
12. I ..... /take/ this letter to the post office when I go into town this afternoon.
13. - ..... John and Pam ..... /meet/ the Pope when they are in Italy?  
- I don't think so. It isn't in their itinerary.
14. I'm not quite sure yet, but we ..... /probably/ move/ to Bath.

## FUTURE FORMS: FUTURE SIMPLE - BE GOING TO - PRESENT CONTINUOUS

---

15. I'm sorry, we can't meet tomorrow. I ..... /see/ my therapist at 5 p.m.
16. Now that he has moved into a bigger house he ..... /make/ a swimming pool in his garden. He's saved for that for months.
17. Look out! The ladder ..... /fall/!
18. I ..... /carry/ the bags for you. They must be very heavy.
19. "I ..... /be/ a pilot when I grow up" – said the little boy.
20. You are determined to pass the exam next time. "I ..... /pass/ this exam, even if it kills me!"
21. You want to meet a friend for lunch. You phone her and say: "What ..... you ..... /do/ on Wednesday at one o'clock?"
22. Mass space travel ..... /soon/ become/ possible.
23. I have more free time at the weekend so I ..... /clear/ out the kitchen cupboards on Saturday.
24. "I can see clearly that in two years' time you ..... /meet/ someone special in your life" – said the fortune-teller.

### II. Circle the correct form.

1. I've decided! I */am going to book/ will book/* a trip to the Caribbean Islands for our honeymoon.
2. In the nearest future, it's likely that adventure holidays */won't be/ aren't going to be/* limited to remote places on Earth.
3. Oh, no! I've broken the vase! What */am I going to say/ will I say/*?
4. Jack */is having/ will have/* a dinner party next Saturday.
5. – "The children haven't eaten anything yet."  
– Don't worry. */I'll make/ I am going to make/* them an omelette.
6. Unless he arrives soon, we */won't go/ aren't go/* to the concert.
7. The baby */isn't going to eat/ won't eat/* his soup. He never does.
8. Don't worry. */I'll pay/ I am going to pay/* for the tickets by credit card.
9. You have decided to spend your holidays in Greece next year. You say: */We'll go/ We are going to/* Greece next summer.
10. Susan after a row with her husband: "That's it! */I'll leave/ I am leaving/!*"
11. We */are going to plan/ are planning/* to buy a new house sometime this year.
12. When */are you going to know/ will you know/* your exam results?

- 13. "I don't want to cook tonight." "All right then. *I am cooking/ I'll cook.*"
- 14. I don't think you *will get/ are going to get/* your money in the post tomorrow.
- 15. Oh, look at Rebecca! She *'s having/ 's going to have/* a baby next month!

III. For questions 1 – 10 more than one form may be correct. Circle it or write the answer into the spaces.

- 1. .... to the dance with me?  
A/ Will you come    B/ Are you coming    C/ Are you going to come
- 2. Where are you three off to? .....for a coffee . Would you like to come?  
A/ We'll go    B/ We're going    C/ We're going to go
- 3. We can go skiing together because ..... next week.  
A/ I won't work    B/ I'm not working    C/ I'm not going to work
- 4. "Lucy, we need some bread." "OK, ..... after this film is over."  
A/ I'll buy some    B/ I'm buying some    C/ I'm going to buy
- 5. He hopes ..... a promotion in the spring.  
A/ he'll get    B/ he's getting    C/ he's going to get
- 6. Your friends have a two-month-old baby and are going out to a party. You ask:  
"Who ..... the baby?"  
A/ will look after    B/ is looking after    C/ is going to look after
- 7. Do you think the car ..... if I turn on the ignition?  
A/ will start    B/ is starting    C/ is going to start
- 8. Michael, you don't look well. .... from Gdansk to Cracow?  
A/ Will you really drive  
B/ Are you really driving  
C/ Are you really going to drive
- 9. Go straight on and then ..... the high building of the GPO on your left.  
A/ you'll find    B/ you're finding    C/ you're going to find
- 10. I've heard grandparents ..... a new computer for your birthday.  
A/ will give you    B/ are giving you    C/ are going to give you

I. Supply the correct verb form.



1. *At this time next month we (lie) ..... on a beach in Spain.*
2. *By the end of 2004 the rate of unemployment ( rise) ..... by 10%.*
3. *Tomorrow at 7 a.m. I (see) ..... my boss.*
4. *By next morning we (clean) ..... our room.*
5. *This time next week we (drive) ..... to Acapulco.*
6. *I (wait) ..... for you at the usual time.*
7. *At about 7 o'clock they (cross) ..... the Russian border.*
8. *At that time your son (learn) ..... to speak.*
9. *By that time next month all the daffodils (die) .....*
10. *When you come she (write) ..... an article.*
11. *Before the youngsters grow up they (learn) ..... a lot of things.*
12. *By ten o'clock we (cross) ..... the Himalayas.*
13. *She (wash) .....all day tomorrow.*
14. *This time next summer my uncle (sail) .....*
15. *By two o'clock the maths teacher (come) .....*
16. *If you come in the evening we (finish) ..... our work.*
17. *At about eleven o'clock the exam (come) ..... to an end.*
18. *Where ..... (they, spend) ..... their holiday?*
19. *This time tomorrow they (do) ..... the shopping.*
20. *When you are my age you (know) ..... all about this.*

## FUTURE PERFECT - FUTURE CONTINUOUS

---

21. This time next Monday they (take) ..... a difficult exam.
22. By dawn they (make) ..... this sketch.
23. On 3 May the expedition (cover) ..... about 400 km.
24. Tomorrow at 6 p.m. I (drive) ..... him to the airport.
25. We (finish) ..... the project by then.
26. The day after tomorrow I (have) ..... a rest, too.
27. ....(you, do) ..... this job by lunch?
28. Where ..... (they, fly) ..... at 10.00 tomorrow?
29. Don't call me tomorrow afternoon. I ( have) ..... lunch then.
30. You can contact me at noon. I (finish) ..... lunch by then.
31. .... (they, use) ..... their car this evening?
32. She won't be at home in the morning. She (go) ..... to work by then.
33. Next year they (be married) ..... for 20 years.
34. Next week he (have) ..... a driving license for 5 years.
35. By the end of the trip he (travel) ..... about 300 miles.
36. This time next Sunday we (tour) ..... of Europe.
37. By the end of the holiday they (learn) ..... to swim.
38. On Monday he (be) ..... in Britain for ten years.
39. Before the end of the holiday the boy (spend) ..... all his money.
40. Don't phone Peter after supper. He (watch) ..... football then.
41. We are late. The film (start, already) ..... when we get there.
42. This time next month our manager (dive) ..... in the Mediterranean.
43. By the end of the period of time we (study) ..... the problem.
44. Next Monday we (work) ..... on the newspaper.
45. By this summer we (prepare) ..... our equipment.
46. Tomorrow at 3 a.m. I (sleep) .....
47. By the end of the lesson the teacher (finish) ..... explaining the topic.
48. In two days' time I ( paint) ..... the fence.
49. By seven o'clock they (not draw) ..... the picture.
50. This time next week I (ride) ..... a bike.

I. Rewrite the sentences, changing them into the Passive Voice.



*Not only English speaking countries celebrate Halloween.*  
*Halloween .....*

1. Frank Robinson gave the name Coca Cola to the drink.  
The name Coca Cola .....
2. People eat thirty-five million hamburgers every day.  
Thirty-five million hamburgers .....
3. Previously women thought tobacco smelly.  
Tobacco .....
4. Industrial revolution helped to develop new technologies.  
New technologies .....
5. Most young people like chewing gum.  
Chewing gum .....
6. Where did they invent gun-powder?  
Where .....
7. How do you make this delicious meal?  
How .....
8. Why does he water these plants so rarely?  
Why .....



## PASSIVE VOICE I (PRESENT SIMPLE – PAST SIMPLE)

---

9. Producers sell about 1.2 billion gallons of Sprite every day.  
About 1.2 billion .....
10. The police didn't find the missing girl last weekend.  
The missing girl .....
11. A passer-by caught the shoplifter and took him to the local police station.  
The shoplifter .....
12. The hotel management requests the guests to leave the rooms by midday.  
The guests .....
13. Where did they hide all the sports equipment?  
Where ..... all the sports ..... ?
14. Tourists don't visit this museum very often.  
This museum .....
15. How often does he re-install his computer?  
How often ..... his computer ..... ?
16. In the first stage of the process they roast and grind coffee beans.  
Coffee beans .....
17. The Polish archaeologists were the first to excavate and describe this temple.  
This temple .....
18. The professor reminded the students about the due-date for handing essays.  
The students .....
19. People speak English all over the world.  
English .....
20. They do not permit smoking in the auditorium.  
Smoking .....
21. Did they deliver your goods safely?  
..... your goods ..... ?
22. People didn't forget his brave deeds.  
His brave deeds .....
23. I could see nobody slept in this bed last night.  
This bed .....
24. Did you hear that robbers broke into their house last weekend?  
Did you hear that their house ..... ?

## PASSIVE VOICE I (PRESENT SIMPLE – PAST SIMPLE)

---

25. Fortunately, they didn't pull down this old theatre.

Fortunately, this old theatre .....

26. Everybody knows it now that the Earth goes round the Sun.

It .....

27. When did Mr Ramsey translate this book into English?

When .....this book ..... ?

28. The government lifted some of the restrictions last year.

Some of the restrictions .....

29. People in our country know Mrs J.K.Rowling's books very well.

Mrs J.K.Rowling's books .....

30. They allow the pupils to speak their language only during Polish lessons.

The pupils .....

31. They never help their mother with the housework.

Their mother .....

32. The Robinsons keep their huge Rottweiler dogs in the garden.

Huge Rottweiler dogs .....

33. Who won this match?

Who ..... this match ..... ?

34. This company sell their products all over the world.

This company's products .....

35. A Dutch scientist built the first pendulum clocks in 1656.

The first pendulum clocks .....

36. Maintenance engineers check regularly all the equipment.

All the equipment .....

37. They awarded Mother Teresa the Nobel Peace Prize in 1979.

Mother Teresa .....

38. Women fans send thousands of letters to Antonio Banderas every month.

Thousands of letters .....

39. His elder brother taught him how to ride a bike.

He .....

40. The mechanic didn't repair my car on time.

My car .....

PASSIVE VOICE I (PRESENT SIMPLE – PAST SIMPLE)

---

- 41. Sally brought me some fresh grapes. /2 versions/  
I .....  
Fresh grapes .....
- 42. A paperboy delivers a daily paper to us every morning. /2 versions/  
A daily paper .....  
We .....
- 43. Do they produce wine in Portugal?  
..... wine ..... ?
- 44. Old Mrs Jenkins looks after our children while we are at work.  
Our children .....
- 45. George told me about their suspects during supper.  
I .....
- 46. A sudden explosion of fireworks frightened my dog terribly.  
My dog .....
- 47. A thunder broke the towering oaks and tore them in halves.  
The towering oaks .....
- 48. Nobody noticed any spaceships in spite of previous warnings. /2 possible ways/  
Any spaceships ..... in spite of.....  
No spaceships ..... in spite of .....
- 49. Children waste a lot of time playing computer games and watching TV.  
A lot of time .....

I. Rewrite the sentences, changing them into the Passive Voice.

1. Don't disturb now! They're preparing some very important documents.  
Some very important .....
2. The workers are building a new fun-park in this area.  
A new fun-park .....
3. We were watching the spectacular sunset with great admiration.  
The spectacular sunset .....
4. Some dangerously looking men were following me all the way to the station.  
I .....
5. The delegation was still discussing the matter while they were serving starters.  
The matter ..... while starters .....
6. While I was having a stroll I saw they were pulling the old cinema down.  
I saw that the old cinema .....
7. The surgeons were operating on the patient when the lights suddenly failed.  
The patient ..... when the lights suddenly failed.
8. Were you really writing your composition for two hours?  
..... your composition really ..... ?
9. Look! Our cat is chasing a rat!  
Look! A rat ..... !
10. The students are listening to his lecture with great attention.  
His lecture .....
11. The gang of hooligans are damaging the benches and breaking lamp-bulbs in the park.  
The benches in the park .....  
and the lamp-bulbs ..... hooligans.
12. The audience is not listening to the speaker.  
The speaker .....
13. They are showing the last part of "Lord of the Rings" in many cinemas now.  
The last part of .....
14. The coast guards were stopping and searching every car that left the ferry.  
Every car that left .....



*Decorators are painting our house this month.*

*Our house .....*

15. The butler was taking Lady Astrid's Dalmatians for a walk every day.

Lady Astrid's Dalmatians .....

16. They are holding the elections next week.

The elections .....

17. Three inspectors were investigating the crime when the criminal gave himself to the police.

The crime ..... when the criminal gave himself to the police.

18. What skirts are girls wearing this spring?

What skirts ..... ?

19. Don't lose this chance! They are offering you a really good job. /2 versions/

Don't lose this chance! You .....

Don't lose this chance! A really good job .....

20. I can assure you, sir, that we are looking into your complaints very carefully.

I can assure you, sir, that your complaints .....

21. You can't enter the kitchen now. They are preparing a surprise for you.

You can't enter the kitchen now. A surprise .....

22. They were considering the possibility of further negotiations.

The possibility of further .....

## PASSIVE VOICE II (PRESENT CONTINUOUS – PAST CONTINUOUS)

---

23. An international team of scientists is doing a research on blood cancer.  
A research on blood cancer .....
24. He is copying the best ideas from his work – mates.  
The best ideas .....
25. Look! The conveyor belt isn't carrying our suitcases!  
Look! Our suitcases ..... !
26. The landlady is removing snow from the pavement with a huge spade.  
Snow .....
27. The company is introducing their new products at the beginning of the year.  
This company's new products .....
28. After the accident the relatives were looking after her for a long time.  
After the accident she .....
29. Murano in Italy is the place where they are still making glass in a traditional way.  
Murano in Italy is the place where glass .....  
.....
30. The fire fighters are putting the fire out in the western wing of the Town Hall.  
The fire .....
31. The workshops around Venice are filling the water in surrounding canals with  
poisonous chemicals.  
The water in surrounding canals .....  
..... around Venice.
32. The editor is selecting the news items at the moment.  
The news items .....
33. I'm sure she wasn't tidying my room when I entered.  
I'm sure my room .....
34. They are rehearsing a new play at the National Theatre presently.  
A new play .....
35. Are you re-arranging your furniture again?  
..... your furniture ..... ?
36. The government is imposing higher taxes this year.  
Higher taxes .....
37. The new secretary isn't typing the documents very quickly.  
The documents .....

38. When I last visited Borobudur in Java, they were repairing the Buddhist temple.

When I last visited ..... the Buddhist temple .....  
 .....

39. They are building a new road at the moment so there is a lot of traffic congestion.

A new road .....

40. Young poets are reciting the poems to the listeners.

The poems ..... to the listeners.

II. Translate the verbs in brackets into English, using the Passive Voice.

1. The plants ..... /są podlewane/ by the cleaning lady.
2. The concert ..... /jest nagrywany/ live now.
3. After the fire the cathedral ..... /była przebudowywana/  
 from 1788 – 1792.
4. Coins ..... /są wrzucane/ into the slot machine.
5. The diamond exhibition ..... /była obserwowana/ both by the police  
 and the robbers.
6. What is smelling so delicious? A chicken ..... /jest pieczony/  
 in the oven with some gravy and vegetables.
7. While my clothes ..... /były prane/ in the washing  
 machine, some buttons were lost.
8. What music ..... /jest słuchana/ at the party?
9. The tricks ..... /były wykonywane/ by a magician and his  
 lady assistant.
10. Ladies and gentlemen! Our products .....  
 ..... /są sprzedawane/ with a discount only for two weeks this month.

I. Rewrite the sentences, changing them into the Passive Voice.

1. Builders have to wear helmets at all times working at the construction site.

Helmets.....  
 .....



2. Sharon will meet you at the airport and take you to your apartment.  
 You ..... at the airport and .....
3. The employer ought to pay insurance for his employees.  
 Insurance for the employees .....
4. No one has introduced us to the ambassador so far.  
 We ..... so far .
5. She hasn't watered these plants for ten days now.  
 These plants .....
6. You definitely must look after your pets better than now.  
 Your pets .....
7. They've stolen my car from the car park.  
 My car .....
8. We should raise much more money for the new kennel.  
 Much more money .....
9. Please remember that all the candidates have to return the application forms by the 15<sup>th</sup> May.  
 Please remember that the application forms .....  
 ..... by all .....
10. Archaeology can rediscover some lost civilisations and present them to the public.  
 Some lost civilisations .....



PASSIVE VOICE III (PRESENT PERFECT – FUTURE SIMPLE – MODAL VERBS)

- 11. Have they delivered my new music system, yet?  
..... my new music system ..... ?
- 12. We won't help Jim; we can only advise him in this matter.  
Jim .....; he ..... in this matter.
- 13. The traffic warden will give you a fine if you park your car here. /2 ways/  
You ..... if you park your car here.  
A fine ..... if you park your car here.
- 14. The Sheraton Hotel in Warsaw will hold a fashion show this week.  
A fashion show .....
- 15. The police have just arrested the man who broke into our local bank.  
The man who .....
- 16. Tom Cruise will present all the awards at the coming ceremony.  
All the awards at the .....
- 17. You can obtain further information from the nearest post office.  
Further information .....
- 18. They must restore this building or it'll collapse.  
This building ..... or it'll collapse.
- 19. Why haven't you sent the invitation to Mark Taylor, yet?  
..... the invitation to..... yet?
- 20. It isn't sure yet whether Mr Gordon, the famous playwright, will seriously consider the proposal.  
It isn't sure yet whether the proposal .....
- 21. A few groups of tourists have already visited this modern wonder of the world.  
This modern wonder of .....
- 22. After last bombing, the Lebanese authorities must rebuild and expand Beirut airport.  
Beirut airport .....
- 23. You must not remove the oldest volumes from the library.  
The oldest volumes .....
- 24. Someone will probably mug you if you walk in that part of the town alone.  
You ..... if you walk in that part of the town alone.
- 25. You should send your children to a boarding school, my dear.  
My dear, your children .....

PASSIVE VOICE III (PRESENT PERFECT – FUTURE SIMPLE – MODAL VERBS)

- 26. You can use a coin as a screwdriver, if you haven't got one.  
A coin ..... if you haven't got one.
- 27. At the beginning of this experiment, first you should prepare a large quantity of hot water.  
A large quantity of .....
- 28. You can't wash woollen clothes in too warm water or they'll shrink.  
Woollen clothes ..... or they'll shrink.
- 29. Someone has put fresh flowers on all the tables.  
Fresh flowers .....
- 30. They won't take a decision until the next meeting.  
A decision.....
- 31. You shouldn't keep the books from the library longer than a month.  
The books from the library .....
- 32. They've sold out all the tickets for the next performance.  
All the tickets for the .....
- 33. Many film companies have asked Bill Sheridan to write a script for a film based on his novel.  
Bill Sheridan .....by many ..... to write  
.....based on his novel .
- 34. The earthquake has totally destroyed several villages and it has left many people homeless.  
Several villages ..... and many people  
.....
- 35. The Green Party may organise more protest marches against killing seals in Antarctica.  
More protest marches .....
- 36. They haven't christened their baby-girl yet.  
Their baby-girl .....
- 37. I strongly believe that he will develop his unusual abilities in the future.  
I strongly believe that his unusual abilities .....
- 38. If it didn't rain so much, we could finish the job.  
The job ..... if it didn't rain so much.
- 39. They will send you any necessary medicines by post or special delivery. /2 versions/  
You ..... by post or special delivery.  
Any necessary medicines ..... by post or special delivery.
- 40. We can reduce the danger of heart diseases by cutting out certain foods from our diet.  
The danger of heart .....

II. Use the words in bold to complete the second sentence so that it has a similar meaning to the first. Do not change the word given:

1. I don't believe that a race from the outer space will invade the Earth.  
**be**  
I don't believe that the Earth .....
2. To use this telephone, insert a coin in this opening.  
**should**  
To use this telephone, a coin .....
3. Have the police found the murderer, yet?  
**been**  
Has ....., yet?
4. Somebody ought to do something about this case.  
**be**  
Something ..... this case.
5. If the police get the evidence, they'll accuse him of robbery.  
**he**  
If the police get the evidence, .....
6. We have warned her about the possible dangers.  
**been**  
She .....
7. I'm afraid they may laugh at you.  
**you**  
I'm afraid ..... at.
8. Will you divide the loan into convenient instalments?  
**divided**  
Will ..... ?
9. If the house were in a better condition, you'd sell it with a higher price.  
**be**  
The house ..... if it were .....
10. The secretary will have to send these letter urgently.  
**sent**  
These letters ..... urgently.

PASSIVE VOICE IV

IT IS (WAS) SAID TO BE/ IT IS (WAS) SAID TO HAVE BEEN

---

I. Change active into passive.

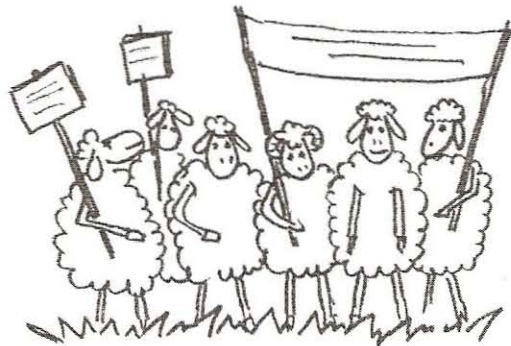
1. It's known that the final exams were put off.  
The final exams .....
2. It's thought that the actor plays the main role.  
The actor .....
3. It's said the residents voted for the governor.  
The governor .....
4. It's believed that Rolls-Royce cars are reliable.  
Rolls-Royce cars .....
5. It's thought that the Nobel Prize is the most important in the world of science.  
The Nobel Prize .....
6. It's known that Germany was responsible for the Second World War.  
Germany .....
7. It is believed that the firm earned a lot of money last year.  
The firm .....
8. It is expected that the war will end soon.  
The strike .....
9. It is believed that the burglar broke in through the bathroom window.  
The burglar .....
10. It is reported that many people are homeless after the disaster.  
Many people .....
11. It is believed that the storm damaged the nuclear plant.  
The nuclear plant .....
12. It is said that the Prime Minister is going to resign.  
The Prime Minister .....
13. It is expected that they will manufacture over 10,000 cars this year.  
They .....
14. It is reported that the coastal town has been destroyed by the storm.  
The coastal town .....
15. It is expected that the weather will be fine tomorrow.  
The weather .....

PASSIVE VOICE IV

IT IS (WAS) SAID TO BE/ IT IS (WAS) SAID TO HAVE BEEN

---

- 16. It is said that the prince married a maid.  
The prince .....
- 17. It is thought that the writer used someone else's ideas.  
The writer .....
- 18. It is believed that they contacted UFO.  
They .....



- 19. *It is reported that there have been demonstrations at the campus.*  
*Demonstrations* .....
- 20. It is said that the syllabus will be rearranged.  
The syllabus .....
- 21. It is expected that the hooligans will be stopped.  
The hooligans .....
- 22. It is believed that there was nobody in the street there.  
Nobody .....
- 23. It is said that the ruins belonged to the same family.  
The ruins .....
- 24. It is reported that the president has been shot to death by an unknown man.  
The president .....
- 25. It is said that the businessman went bankrupt last week.  
The businessman .....
- 26. It is believed that global warming might cause enormous floods.  
Enormous floods .....
- 27. It is said that he was very intelligent.  
He .....

## PASSIVE VOICE IV

### IT IS (WAS) SAID TO BE/ IT IS (WAS) SAID TO HAVE BEEN

---

28. It is believed that the country needed a reliable leader.  
The country .....
29. It is expected that the police would stop the rioters.  
The police .....
30. It is reported that there were strikes in all the factories.  
.....
31. It is thought that he was working on the newspaper.  
He .....
32. It is said that there was found an unknown letter by Plato.  
An unknown letter by Plato .....
33. It is said that the front door was opened.  
The front door .....
34. It is believed that there would be manned space flights in the future.  
Manned space flights .....
35. It is reported that the celebrity arrived to take part in the charity ball.  
The celebrity .....
36. It is thought that there lived unicorns on the Earth.  
Unicorns .....
37. It is expected that the lobby would support the homeless.  
The lobby .....
38. It is said that the war first broke out in the Far East.  
The war .....
39. It is reported that the fires were soon put out.  
The fires .....
40. It is believed that our team was too weak to win the match.  
Our team .....
41. It is said that they can't beat the Tigers.  
They .....
42. It is said that the footballers won't qualify to semi-final.  
The footballers .....
43. It is said that the young driver drove through the village at 160 km an hour.  
The young driver .....
45. It is reported that there have been some victims in the train crash.  
Some victims .....

## PASSIVE VOICE IV

### IT IS (WAS) SAID TO BE/ IT IS (WAS) SAID TO HAVE BEEN

---

46. It is known that some participants were dishonest.

Some participants .....

47. It is said that he has taken the money.

He .....

48. It is expected that the students will pass their final exams.

The students .....

49. It is believed that they found the treasure.

The treasure .....

50. It is said that he plays truant from school.

He .....

I. Rewrite the sentences, using the appropriate causative form.

1. He gets people to make all his shoes in Italy.  
He ..... in Italy.
2. Philip isn't here – someone is cutting his hair for him.  
Philip isn't here – he .....
3. We got some people to build our garage last year.  
We .....
4. We have just paid someone to paint our house.  
We .....
5. When are you going to pay someone to develop those photos?  
When ..... those photos ..... ?
6. I'll have to go to the optician's and tell him to change my glasses.  
I'll have to go to the optician's to .....
7. Sean went to the local bicycle repair shop for fixing the rear wheel of his bike.  
Sean went to the local bicycle repair shop .....
8. Helen's car was dirty this morning, but it looks perfect now. She's been to the garage.  
/Present Perfect/  
Helen ..... her car ..... at the garage.
9. Do you ask someone to type your essays?  
Do you ..... ?
10. My granny Violet doesn't like asking people to do her shopping.  
My granny Violet doesn't like asking people .....
11. How long has the plumber been fixing this tap in your bathroom?  
How long ..... you ..... in your bathroom?
12. Was her leg broken in the car crash?  
Did she ..... ?
13. I'm going to ask them to send me a copy of the contract.  
I'm going to ..... a copy of the contract .....
14. The doctor examined his wound.  
He .....
15. Gary asked his sister to translate the article for him.  
Gary .....



16. Someone dry-cleans his suits every month.

He ..... his suits .....

17. We should vaccinate our children against flu this year.

We should .....our children .....

18. The gardener is cutting down the old spruce in our garden.

We are .....

19. *The airport customs told me to open my luggage.*

*The airport customs .....*  
 .....



20. You can ask someone to collect your mail while you are away.

You can ..... while you are away.

21. I'm not used to employing anyone to do the housework for me.

I'm not used to ..... the housework .....

22. I didn't use to employ anyone to do the housework for me when I was younger.

I didn't use to ..... the housework ..... when I was younger.

23. My car radio is being fitted by Mike today.

I .....

24. Have your parents asked them to install a burglar alarm for them?

Have your parents ..... ?

25. Patsy was looking after their children all summer.

They ..... all summer.

26. Sally got a hairdresser to dye her hair before the party.

Sally ..... her hair ..... before the party.

27. The builders will have to take the wall of our kitchen down.

We ..... the wall of our kitchen .....

CAUSATIVE FORMS: HAVE/GET STH DONE; MAKE SB DO STH; GET SB TO DO

28. The doctor is testing my son's eyes at the moment.  
My son .....
29. I asked Maria to brush my cats nicely.  
I made .....
30. How long has this butcher been delivering meat for you?  
How long ..... you ..... meat ..... ?
31. They will tell their servant to send the party invitations out.  
They..... get .....
32. Bill is going to ask the mechanic to service his car tomorrow.  
Bill is going to ..... tomorrow.
33. Last week they put in a new central heating system in your house.  
Last week we .....
34. You have toothache. You'll need to go to the dentist to check your teeth.  
You have toothache. You'll need to ..... your teeth.....
35. My passport has run out. I went to the police department and asked them to renew it.  
My passport has run out. I ..... it .....
36. Is your daughter going to pierce her ears at the beautician?  
Is your daughter going to .....
37. Thomas called a smith to open his stuck door.  
Thomas made .....
38. Did the dressmaker shorten the skirt for her?  
Did she ..... ?
39. Someone stole her bag in the shopping alley.  
She got .....
40. He will ask someone at the garage to repaint his car.  
He will ..... his car .....

II. Use the words in bold to complete the second sentence so that it has a similar meaning to the first. Do not change the word given:

1. He has paid a professional to train the dog for him.

**TRAINED**

He ..... by a professional.

2. We asked our neighbour to water our plants while we are away.

**WATERED**

We ..... while we were away.

3. She hired a famous photographer to take her children's pictures.

**HAD**

She ..... by a famous photographer.

4. We'll ask him to change the lights in the sitting – room.

**HAVE**

We ..... in the sitting – room.

5. She finally persuaded Steve to move the furniture.

**GOT**

She ..... to move the furniture.

6. He insisted that Betty should sign the agreement.

**MADE**

He ..... the agreement.

7. The school got someone to build a new gym last year.

**BUILT**

The school ..... last year.

8. When did your hairdresser do your hair?

**HAVE**

When did ..... ?

9. Thank God, someone is coming to repair the washing machine tomorrow.

**HAVING**

Thank God, I am ..... tomorrow.

10. I hope she'll persuade her colleagues to change their minds.

**MAKE**

I hope she ..... change their minds.

# ANSWER KEY

---

## UNIT 1

PRESENT SIMPLE – PRESENT CONTINUOUS..... 1-3

*runs;*

**I** 1. rains / is shining; 2. am seeing; 3. are you preparing; 4. are getting; 5. doesn't suit; 6. likes / doesn't enjoy; 7. drives; 8. don't think; 9. is having; 10. takes; 11. are sending; 12. isn't coming / is working; 13. is getting; 14. cleans / hardly does; 15. does your brother-in-law do / doesn't have; 16. are moving / is(are) coming; 17. are you tasting / needs; 18. seems / is appearing; 19. are thinking; 20. are you always leaving; 21. is getting / are getting / is getting; 22. is doing; 23. are feeding; 24. thinks; 25. do you know / belongs; 26. is having; 27. is your mother doing / hates / is ironing; 28. gets; 29. are looking for; 30. is doing; 31. don't believe; 32. is just arriving; 33. am helping; 34. is coming; 35. does the train... leave; 36. finish / get; 37. doesn't set; 38. walk; 39. is becoming;

**II** 1. am staying / find; 2. are always going on; 3. make; 4. smell; 5. am only smelling; 6.(can) see; 7. am looking after; 8. depends; 9. is depending; 10. loves / prefer;

## UNIT 2

PRESENT PERFECT SIMPLE – PRESENT PERFECT CONTINUOUS..... 4-6

*has been gardening;*

**I** 1. have been driving / have only done; 2. has only answered / has been doing; 3. have been trying / have had; 4. have been ringing / haven't managed; 5. have met / have been studying; 6. have you been doing / have been playing; 7. have been sitting; 8. have been going; 9. has been learning; 10. have been waiting; 11. has broken down; 12. has offered; 13. have been writing; 14. has stopped; 15. have you read; 16. haven't prepared; 17. have you been; 18. have cancelled; 19. has eaten; 20. have been working; 21. have been / have never visited; 22. has been reading / hasn't finished; 23. has just spilled (spilt); 24. have announced; 25. have been looking / have you been; 26. have closed; 27. have just sold; 28. have been selling; 29. have you heard;

**II** 1. have been pulling down / have been building; 2. has happened; 3. has been smoking; 4. have you been standing; 5. have been painting; 6. have known; 7. has been snowing; 8. hasn't been doing; 9. have been hiding; 10. hasn't been (feeling);

**III** 1. since you have decorated; 2. has been playing the guitar; 3. worst film I have ever; 4. have been cleaning the house for; 5. had this book since my last birthday in January; 6 have been using this car; 7. has been there for; 8. have known Joshua; 9. have been waiting for the train; 10. have you been learning;

## UNIT 3

PRESENT SIMPLE - PRESENT CONTINUOUS - PRESENT PERFECT..... 7-8

1. am studying 2. is lying; 3. have slid; 4. work; 5. is sleeping; 6. always rains; 7. are saying; is talking; 8. is currently writing; 9. do you want ; 10. are normally printed; 11. is made; 12. have waited; 13. take; 14. have; have got 15. am holding; 16. have loved; 17. can see; 18. has seen; 19. has really improved; 20. has walked; 21. hasn't mastered; 22. have just come; 23. Have you flown; 24. makes / doesn't make; 25. has developed; 26. is falling / has fallen 27. is booming; 28. is growing; 29. have ever heard; 30. have ever dealt; 31. have just come; 32. haven't read; 33. have driven; 34. have invaded; 35. has never used; 36. are becoming; 37. have finished; 38. Have you ever eaten; 39. needs; 40. sound; 41. feels; 42. doesn't taste; 43. have seen / am seeing; 44. have become; 45. has read; 46. has lost; 47. has hit; 48. has taken; 49. have done; 50. have you been;

## UNIT 4

PRESENT PERFECT – SIMPLE PAST..... 9-10

1. put; 2. did you finish; 3. Has Peter drunk; 4. lived; 5. sank; 6. has stolen; 7. has fallen; 8. graduated; 9. was he born; 10. have almost finished; 11. has visited; 12. has just arrived; 13. have been; 14. met; 15. has slowed; 16. walked; 17. slept; 18. has already done; 19. has spilt; 20. has arrived; 21. have just started; 22. stayed; 23. launched; 24. were dismissed; 25. hit; 26. wrote; 27. was he last; 28. have run ;

## ANSWER KEY

---

29. has come; 30. have you been; 31. has kept; 32. did it take; 33. has finished; 34. have they made; 35. sang; 36. has drunk; 37. gave; 38. played; 39. haven't been; 40. has only just made; 41. got; 42. managed; 43. crossed; 44. has been; 45. have gone; 46. headed; 47. has brought; 48. has never played; 49. has left; 50. wrote;

### UNIT 5

PAST SIMPLE – PAST CONTINUOUS ..... 11-14

*took / was looking;*

**I** 1. was cutting / heard; 2. burst / recognized; 3. was shining / set; 4. was driving / flew; 5. were you laughing; 6. read / called; 7. was flying; 8. were listening / were explaining;

9. was tidying / found / had / was; 10. was crossing / slipped and fell; 11. was cooking / were playing; 12. were sleeping / woke; 13. was walking / lost; 14. was waiting / didn't come; 15. had / were having; 16. took / was looking;

17. as watching; heard; 18. was approaching / began; 19. was thinking / didn't take; 20. couldn't / was playing; 21. caught / was taking; 22. went / were discussing;

23. was giving / began; 24. ran / was driving; 25. were you doing / was sitting; 26. was peeping / opened; 27. was singing / were trying; 28. was digging / whistling; 29. was getting / moved; 30. did you realise / was going; 31. fell / was running; 32. was walking / noticed; 33. was sitting / decided; 34. arrived / had; 35. phoned / was driving; 36. was standing / was raining / was blowing; 37. were window-shopping / appeared / were wearing / (were)playing; 38. was working / were barking; 39. was playing / sprained;

**II** 1. didn't notice / was being followed; 2. were you watching / knocked; 3. were smoking / entered; 4. didn't go / was raining; 5. were you doing; 6. were walking / landed; 7. saw / was dancing; 8. started / were sleeping; 9. was talking / was trying; 10. was hesitating / came and bought;

### UNIT 6

PAST SIMPLE – PAST PERFECT ..... 15-18

*achieved / had ever expected;*

**I** 1. arrived / learned / had left; 2. had lent / came / asked; 3. admitted / (had) pushed / had always wanted; 4. had lost / took; 5. kept / had met; 6. told / came / had met; 7. didn't reach / had gone; 8. fell / had returned; 9. had they known / married; 10. had sunk / arrived; 11. had smoked / gave up; 12. had compared / began; 13. brought / had swallowed; 14. retired / had spent;

15. realised / had forgotten; 16. had got / arrived; 17. bought / had been; 18. had asked / went; 19. had / had spent; 20. turned / had missed; 21. had eaten / returned; 22. had lived / decided; 23. noticed / entered / had made; 24. found / knew / hadn't slept; 25. explained / had told; 26. had heard / couldn't; 27. got / had already finished; 28. lost / had received; 29. hadn't understood / hired;

**II** 1. sat / thought / had told; 2. weren't / had feared; 3. decided / assured / had seen; 4. woke / realised / hadn't locked; 5. felt / had never flown; 6. was / had forgotten; 7. had Sue packed / arrived; 8. had prepared / gave; 9. had drunk / felt / slept (fell asleep); 10. had to / had crashed;

**III** 1. had (already)started ; 2. watched TV after she had cleaned; 3. By the time.....came home... had washed...; 4. had already started when Joseph arrived; 5. didn't speak to his sister after he had had; 6. arrived ..... we saw..... had already left; 7. had never seen / bought for her.....; 8. were hungry because we hadn't had; 9. had sold over.....before they decided.....; 10. had always dreamt of having..... gave him one for his birthday;

### UNIT 7

PAST PERFECT SIMPLE - PAST PERFECT CONTINUOUS.....19-21

*had already left*

1. had already started; 2. had been driving; 3. had always thought; 4. had been running; 5. had repaired; 6. had been travelling; 7. had brushed; 8. had opened; 9. had been sailing; 10. had been working; 11. had stopped; 12. had had to; 13. had been demolishing; 14. had been fighting; 15. had

## ANSWER KEY

---

locked; 16. hadn't dreamt; 17. had been blocked; 18. had been singing; 19. had been studying; 20. had heard; 21. hadn't started; 22. had already vanished; 23. had been practicing; 24. had handed out; 25. hadn't been; 26. hadn't been; 27. had set; 28. had been; 29. had bought; 30. had been waiting; 31. had been shining; 32. had gone out; 33. had stayed; 34. had run away; 35. had broken; 36. had you been waiting; 37. had kidnapped; 38. had been snowing; 39. had been working; 40. had been; 41. had met; 42. had known; 43. had been playing; 44. had been going on; 45. had removed; 46. had come; 47. had made; 48. had been waiting; 49. had sipped; 50. had been working;

### UNIT 8

PAST SIMPLE - PAST CONTINUOUS - PAST PERFECT.....22-23

1. arrived / was dancing; 2. had known; 3. were starting / heard; 4. had whistled / began; 5. was standing / rushed; 6. polished / had cleaned; 7. was dictating / opened; 8. had finished / got; 9. was she looking / phoned; 10. had been / got; 11. was weeding; 12. was pressing / was sewing; 13. came / had left; 14. played / had done; 15. called / was doing; 16. was resting; 17. were sleeping / got; 18. was watching / turned up; 19. burst / had heard; 20. had eaten / got; 21. were reading / entered; 22. was walking / saw; 23. couldn't / had forgotten; 24. met / had already finished; 25. came / had asked; 26. knew / had gone; 27. went out / had left; 28. was living / was; 29. Was it raining / got; 30. took / weren't looking; 31. felt / had taken; 32. heard // was / had been; 33. were helping; 34. saw / were marching; 35. was setting / was returning // set / returned // set / had returned; 36. was having / came; 37. admitted / had committed; 38. gave / had parked; 39. was wearing / saw; 40. was writing/ ran; 41. came / had rung; 42. had mowed / watered; 43. told / had looked // told / was looking / looked; 44. were sightseeing / came; 45. were you doing / did you do// saw; 46. landed / had sent; 47. had peeled / cut; 48. were you going / ran ; 49. was hurrying / broke out; 50. were waiting / came;

### UNIT 9

FUTURE FORMS.....24-26

#### *is going to rain*

**I** 1. will make; 2. is going to study; 3. will you marry; 4. is meeting; 5. will be; 6. are you going to visit (will you visit); 7. won't begin/ will begin; 8. will give; 9. will win; 10. are flying; 11. will finish; 12. am going to take; 13. Are...going to meet; 14. will probably move; 15. am seeing; 16. is going to make; 17. is going to fall; 18. will carry; 19. am going to be; 20. will pass; 21. are...doing; 22. will soon become; 23. am going to clear; 24. will meet;

**II** 1. am going to book; 2. won't be; 3. am I going to say; 4. is having; 5. I'll make; 6. won't go; 7. won't eat; 8. I'll pay; 9. We are going to; 10. I am leaving; 11. are planning; 12. will you know; 13. I'll cook; 14. will get; 15. 's going to have;

**III** 1. A. B.; 2. A. B.; 3. B.; 4. A.; 5. A.; 6. C.; 7. A.; 8. C.; 9. A.; 10. B. C.;

### UNIT 10

FUTURE CONTINUOUS / FUTURE PERFECT.....27-28

1. will be lying; 2. will have risen; 3. will be seeing; 4. will have cleaned; 5. will be driving; 6. will be waiting; 7. will be crossing; 8. will be learning; 9. will have died; 10. will be writing; 11. will have learnt; 12. will have crossed; 13. will be washing; 14. will be sailing; 15. will have come; 16. will be finishing; 17. will be coming; 18. will they be spending; 19. will be doing; 20. will have known; 21. will be taking; 22. will have made; 23. will have covered; 24. will be driving; 25. will have finished; 26. will be having; 27. will you have done; 28. will they be flying; 29. will be having; 30. will have finished; 31. will they be using; 32. will have gone; 33. will have been married; 34. will have had; 35. will have travelled; 36. will be touring; 37. will have learnt; 38. will have been; 39. will have spent; 40. will be watching; 41. will already have started; 42. will be diving; 43. will have studied; 44. will be writing; 45. will have prepared; 46. will be sleeping; 47. will have finished; 48. will have painted; 49. won't have drawn; 50. will be riding;

## ANSWER KEY

### UNIT 11

#### PASSIVE VOICE I ..... 29-32

*is celebrated not only in English speaking countries;*

1..... was given to the drink by Frank Robinson; 2. are eaten every day; 3. was previously thought smelly (by women); 4. were helped to develop by industrial revolution; 5. is liked by most young people; 6. was gun-powder invented? 7. is this delicious meal made? 8. are these plants watered so rarely? 9. gallons of Sprite is sold every day; 10. wasn't found last week (by the police); 11. was caught by a passer-by and taken to the .....; 12. are requested to leave the rooms by midday; 13. was... equipment hidden? 14. isn't visited very often (by tourists); 15. is ... re-installed? 16. are roasted and ground in the first stage ....; 17. was first excavated and described by the Polish archaeologists; 18. were reminded about the due-date.....; 19. is spoken all over the world; 20. isn't permitted in auditorium; 21. were ...delivered safely? 22. weren't forgotten; 23. wasn't slept in last night; 24. was broken into last weekend; 25. wasn't pulled down; 26. is now known by everybody that Earth...; 27. was... translated into English by Mr Ramsay? 28. were lifted by the government last year; 29. are very well known in our country; 30. are allowed to speak their language only.....; 31. is never helped with the housework; 32. are kept by the Robinsons in the garden; 33. was ... won by? 34. are sold all over the world; 35. were built in 1656 by a Dutch scientist; 36. is checked regularly by...; 37. was awarded the Nobel Peace Prize...; 38. are sent to Antonio Banderas...; 39. was taught how to ride a bike by his elder brother; 40. wasn't repaired on time; 41. was brought some fresh grapes (by Sally); / were brought to me (by Sally); 42. is delivered to us every morning; / are delivered a daily paper every morning; 43. is ... produced in Portugal? 44. are looked after by old Mrs Jenkins while ...; 45. was told about their suspects during supper; 46. was terribly frightened by a sudden explosion ...; 47. were broken and torn in halves by a thunder; 48. weren't noticed; / were noticed; 49. is wasted by children playing ...;

### UNIT 12

#### PASSIVE VOICE II ..... 33-36

*..... is being painted this month*

**I** 1. .... documents are being prepared now; 2. .... is being built in this area; 3. .... was being watched with great admiration; 4. ....was being followed all ..... by some dangerously looking men; 5. .... was still being discussed by the delegation ..... were being served; 6. .... was being pulled down; 7. .... was being operated on .....; 8. Was ..... being written for two hours? 9. .... is being chased by our cat! 10.... is being listened to with great attention; 11. .... are being damaged ..... are being broken by the gang of ..... 12. ....is not being listened to by the audience; 13. ....of "Lord of the Rings" is being shown in many cinemas now; 14. .... the ferry was being stopped and searched by the coast guards; 15. .... were being taken for a walk everyday by the butler; 16. ....are being held next week; 17. ....was being investigated by three inspectors .....; 18. .... are being worn this spring? 19. .... are being offered a really good job; / is being offered to you; 20..... are being looked into very carefully; 21. ....is being prepared for you. 22. .... negotiations was being considered; 23..... is being done by an international team ...; 24. are being copied form his work-mates; 25. .... aren't being carried by the conveyor belt! 26. .... is being removed from the pavement by the landlady; 27. .... are being introduced at the beginning of the year; 28.....was being looked after for a long time by the relatives; 29. .... is still being made in a traditional way; 30. ....was being put out in the western wing of the Town Hall; 31. .... is being filled with poisonous chemicals by the workshops around Venice; 32. .... are being selected at the moment by the editor; 33. wasn't being tidied when I entered; 34. .... is being rehearsed at the National Theatre; 35. Is ..... being re-arranged again? 36. .... are being imposed by the government this year; 37..... aren't being typed very quickly; 38..... Borobudur in Java..... was being repaired; 39. .... is being built at the moment; 40. are being recited by young poets...;

**II** 1. .... are being watered...; 2. .... is being recorded ...; 3. .... was being rebuilt .....; 4. .... are being thrown ...; 5..... was being watched .....; 6. .... is being roasted ...;7. .... were being washed ...; 8. ....is being listened to ...; 9. .... were being performed ...; 10. ....are being sold .....

## ANSWER KEY

### UNIT 13

#### PASSIVE VOICE III.....37-40

**I** 1. ...have to be worn at all times by the builders; 2. .... will be met ..... taken to your apartment by Sharon; 3. .... ought to be paid by the employer; 4. ...haven't been introduced to the ambassador...; 5. ... haven't been watered for ten days now; 6. .... must be definitely looked after better than now; 7. ... has been stolen from the car park; 8. ... should be raised for the new kennel; 9. .... have to be returned by the 15<sup>th</sup> May ... the candidates; 10. ....can be rediscovered and presented to the public; 11. Has ..... been delivered ...? 12. .. won't be helped; ... can only be advised in this matter; 13. .... will be given a fine by the traffic warden...; / will be given to you by the traffic warden ...; 14..... will be held this week by the Sheraton Hotel in Warsaw; 15. .... broke into our local bank has been just arrested by the police; 16. .... coming ceremony will be presented by Tom Cruise; 17.... can be obtained from the nearest post office; 18. .... must be restored...; 19. Why hasn't ..... to Mark Taylor been sent ...? 20..... will be seriously considered by Mr Gordon, the famous playwright; 21. .... the world has already been visited by a few groups of tourists; 22. .... must be rebuilt and expanded after last bombing; 23. .... must not be removed from the library; 24. .... will probably be mugged; 25. .... should be sent to a boarding school; 26. .... can be used as a screwdriver...; 27. ....hot water should be first prepared at the beginning of this experiment; 28. .... can't be washed in too warm water ...; 29. .... have been put on all the tables; 30. .... won't be taken until the next meeting; 31. .... shouldn't be kept longer than a month; 32. ... next performance have been sold out; 33. .... has been asked ..... film companies ..... a script for a film ..... 34.... have been totally destroyed ..... have been left homeless by the earthquake; 35.....may be organised by the Green Party against killing seals in the Antarctic; 36. ...hasn't been christened yet; 37. .... will be developed in the future; 38.... could be finished ...; 39. ...will be sent any necessary medicines .../ .....will be sent to you ...; 40. ....diseases can be reduced by cutting out certain foods from our diet;

**II** 1. ...will be invaded by a race from the outer space. 2. ...should be inserted in this opening. 3. ... the murderer been found ...; 4....ought to be done about ...; 5....he will be accused of robbery. 6. ...has been warned about the possible dangers. 7. ... you may be laughed at. 8. ... the loan be divided into convenient instalments? 9. ... would be sold with a higher price..... in a better condition. 10. .... will have to be sent....;

### UNIT 14

#### PASSIVE VOICE IV.....41-44

1. are known to have been put off; 2. is thought to play the main role; 3. is said to have been voted for; 4. are believed to be reliable; 5. is thought to be the most important in the world of science; 6. is known to have been responsible for The Second World War; 7. is believed to have earned a lot of money last year; 8. is expected to end up soon; 9. is believed to have broken through the bathroom window; 10. are reported to be homeless after the disaster; 11. is believed to have been damaged by the storm; 12. is said to be going to resign; 13. are expected to manufacture over 10,000 cars this year; 14. is reported to have been destroyed by the storm; 15. is expected to be fine tomorrow; 16. is said to have married a maid; 17. is thought to have used someone else's ideas; 18. are believed to have contacted UFO; 19. are reported to have been at the campus; 20. is said to be rearranged; 21. are expected to be stopped; 22. is believed to have been in the street there; 23. are said to have belonged to the same family; 24. is reported to have been shot to death by an unknown man; 25. is said to have gone bankrupt last week; 26. are believed to have been caused by the global warming; 27. is said to have been very intelligent; 28. is believed to have needed a reliable leader; 29. are expected to stop the rioters; 30. strikes are reported to have been in all the factories; 31. is thought to have been working on the newspaper; 32. An unknown letter by Plato is said to have been found; 33. is said to have been opened; 34. are believed to be in the future; 35. is reported to have arrived to take part in the charity ball; 36. Unicorns are thought to have lived on the Earth; 37. is expected to support the homeless; 38. is said to have broken out in the Far East; 39. are reported to have been put out soon; 40. is reported to have been too weak to win the match; 41. are said not to be able to beat the Tigers 42. are said not to qualify to semi-finals 43. is said to have driven through the village at 160 km an hour; 44. are thought to end soon; 45. are reported to have been in the train crash; 46. are known to have been dishonest; 47. is said to have taken the money; 48. are



## ANSWER KEY

---

expected to pass their final exams; 49. is believed to have been found; 50. is said to play truant from school.

### UNIT 15

#### CAUSATIVE FORMS.....45-48

I. ... gets / has all his shoes made...; 2. ...is having his hair cut; 3. ...had our garage built last year; 4. ... have just had our house painted; 5. ... are you going to have ...developed? 6. ....have my glasses changed; 7. ....to have / to get the rear wheel of his bike fixed; 8. ....has had / got ... washed ...; 9....have your essays typed? 10.....to get / have her shopping done; 11. ....have... you been having this tap in your bathroom fixed? 12. ...get her leg broken in the car crash? 13.... have / get ..... sent; 14. had / got his wound examined; 15. ....got his sister to translate the article for him; 16. ...has / gets .....dry-cleaned; 17....have / get ...vaccinated against flu this year; 18. ....having the old spruce in our garden cut down; 19. ...made me open my luggage; 20.....get someone to collect your mail ...; 21.....having ..... done for me / getting anyone to do ... for me; 22.....have .....done... / ....get anyone to do ..... for me ....; 23. ...am having the car radio fitted today; 24....had / got the burglar alarm installed? 25. ....were having their children looked after .....; 26. .... had / got ...dyed ....; 27. ....will have to get ..... taken down; 28. is having his eyes tested at the moment; 29. ....Maria brush my cats nicely; 30. .... have ...been having ....delivered? 31. ...will ... their servant to send the party invitations out; 32. ...have / get his car serviced ...; 33. ...had a new central heating system put in our house; 34. ...have / get ....checked; 35.....had ... renewed; 36. .... have / get her ears pierced? 37. ... a smith open his stuck door; 38. ...get / have her skirt shortened? / .... get the dressmaker to shorten her skirt? 39. ...her bag stolen in the shopping alley; 40. ...have / get...repainted at the garage;

II 1. ...had his dog trained ....; 2. ..had / got our plants watered ...; 3. .... had her children's pictures taken .....; 4. ...will have the lights changed ....; 5. ....finally got Steve .....; 6.....made Betty sign....; 7. ....had a new gym built ....; 8. ....you have your hair done? 9. ....am having the washing machine repaired .....; 10. ....will make her colleagues;