

MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE

**O. M. BEKETOVNATIONALUNIVERSITY
of URBAN ECONOMY in KHARKIV**

Methodological guidelines
for practical work
on the subject

**«FOREIGN LANGUAGE
(BASIC LEVEL)»**

*(for 2 and 3-year full-time students
for all directions of studies)*

Methodological Guidelines for Practical Work on the Subject «Foreign Language (basic level)» (for 2 and 3-year full-time students for all directions of studies) / O. M. Beketov National University of Urban Economy in Kharkiv ; com. L. M. Guk. – Kharkiv : O. M. Beketov NUUE, 2019. – 36 p.

Compiler L. M. Guk

Reviewer Ph. D. in Linguistics O. L. Ilienکو

Recommended by the department of foreign languages, record № 8 in 24.04. 2018.

UNIT 1
THE INFINITIVE
Forms of the Infinitive

	Active Voice	Passive Voice
Present	(to) produce	(to) be produced
Continuous	(to) be producing	-----
Perfect	(to) have produced	(to) have been produced
Perfect Continuous	(to) have been producing	-----

The **Present Infinitive** refers to the present or future. (*We hope **to develop** a new power grid.*)

The **Present Continuous Infinitive** expresses an action happening now. (*They must **be developing** a new power grid at the moment.*)

The **Perfect Infinitive** is used to show that the action of the infinitive happened before the action of the verb. (*They claimed **to have developed** such power grids before.*)

The **Perfect Continuous Infinitive** is used to emphasise the duration of the action of the infinitive, which happened before the action of the main verb. (*They seem **to have been developing** a new power grid for almost a year.*)

The to-infinitive is used

to express purpose	<i>He entered the university to master the profession of an electric engineer.</i>
after certain verbs (<i>agree, appear, decide, expect, hope, plan, promise, refuse</i> etc)	We hope to provide a wide range of products and services to our customers.
with <i>verb + required noun + infinitive.</i>	My parents convinced me to quit my job. The certificate requires students to complete two courses
after certain adjectives (<i>happy, glad, sorry, etc</i>)	<i>He was happy to get the job.</i>
after <i>I would like/would love/would prefer</i> to express specific preference	<i>I'd like to get more knowledge of electronics or LEDs. They would prefer to use light bulbs in the road signs.</i>
after certain nouns (<i>attempt, promise, decision, desire, plan, request, refusal, ambition, etc</i>)	<i>What a pleasure to work with you again!</i>
after <i>too/enough</i> constructions	<i>The new method of production is too dangerous to be considered. This work isn't easy enough to do.</i>
with <i>it + be + adjective (+of + noun/pronoun)</i>	<i>It was kind of you to help me. It is good of him to do the job in this way.</i>

with <i>so + adjective + as</i>	<i>Would you be so kind as to send me those documents.</i>
with <i>only</i> to express an unsatisfactory result	<i>They sent a message only to inform us that they don't offer any internships in lighting.</i>
after <i>be + the first/second etc/next /last/best etc</i>	<i>Thomas Alva Edison was the first to invent a long-lasting, practical electric light bulb. She was the only one to work as a lighting engineer.</i>
in the expression <i>for + noun/pronoun + to-infinitive</i>	<i>For the company to develop a reliable solution to the project was a great success.</i>
in expressions such as <i>to tell you the truth, to begin with, to be honest etc</i>	<i>To begin with let's eliminate the effect of incorrectly set lighting. To be honest, I don't like him.</i>

The infinitive without to is used

after most modal verbs	<i>You must fix outdoor lighting to keep areas safe.</i>
after <i>had better/would rather</i>	<i>You'd better seek a professional individual with experience in commissioning and support of technical systems.</i>
after <i>make/let/see/hear/feel + bare infinitive</i> but in the passive <i>be made/ be seen/be heard/ + to- infinitive</i>	<i>They made him pay for the damage. They were made to pay for the damage.</i>

THE SUBJECT OF THE INFINITIVE

The subject of the infinitive is omitted when it is the same as the subject of the main verb.

The company wants to give sufficient lighting systems in our houses.

The subject of the infinitive is not omitted when it is different from the subject of the main verb. The subject of the infinitive comes before the infinitive and can be an object pronoun (me, you, them, etc.), a name or a noun.

*They want **the company** to give sufficient lighting systems in our houses.*

FIXED PHRASES WITH INFINITIVE

- to cut a long story short
- to tell you the truth
- to say nothing of
- to put it mildly
- to say the least of it
- to begin with
- leave much to be desired

VERBS+INFINITIVE

afford	learn
agree	long
appear	manage
arrange	offer
ask	plan
choose	prepare
decide	pretend
demand	promise
desire	refuse
expect	seem
fail	tend
happen	threaten
help	wait
hope	want
intend	wish

ADJECTIVES + INFINITIVE

afraid	lucky
ashamed	pleased
disappointed	prepared
disturbed	ready
eager	sad
foolish	sorry
free	stupid
glad	surprised
happy	willing
likely	wrong

IT'S + ADJECTIVES + INFINITIVE

advisable	imperative
desirable	important
essential	mandatory
good	necessary
better	urgent
best	vital

1. Fill in the correct form of infinitive.

1. I think he left. He must _____
2. I think they will come. They must _____

3. I think she is studying. She must _____
4. I think it will be delivered. It must _____
5. I think he was fired. He must _____
6. I think they were arguing. They must _____
7. I think he is lying. He must _____
8. I think they had been waiting for her. They must _____
9. I think she has typed it. She must _____
10. I think she had written it. She must _____
11. I think they will be staying. They must _____

2. Complete the sentences with the correct infinitive tense.

1. She has grown taller. She seems _____
2. He is getting used to his new job. He appears _____
3. Kate makes friends easily. She tends _____
4. He has finished the report. He claims _____
5. It is raining over there. It seems _____
6. He is on a diet. He appears _____
7. They have sailed round the world. They claim _____
8. She is feeling better. She seems _____

3. Fill in the correct infinitive tense.

1. A: What would you like _____ (do) tonight?
B: Let's _____ (go) to an Italian restaurant.
2. A: What's Liz doing?
B: She seems _____ (look) for something in her bag.
3. A: Alan has been offered a new job!
B: No, he hasn't. He just pretended _____ (offer) a new job.
4. A: Colin claims _____ (meet) lots of famous people.
B: I know, but I don't believe him.
5. A: Look at those two men outside. What are they doing?
B: They appear _____ (empty) the rubbish bins.
6. A: Would you like _____ (go) to the cinema tonight?
B: Not really. I would prefer _____ (go) to the theatre.
7. A: Tara seems _____ (work) hard all morning.
B: Yes, she hasn't even stopped for a cup of coffee.
8. A: Why is Tom at work so early this morning?
B: He wants _____ (finish) early so that he can go to the concert tonight.

4. Complete the sentences with too or enough and the adjective in brackets.

1. A: Would you like to come to the disco?
B: Oh no. I'm _____ to go to a disco. (tired)
2. A: Can you reach that top shelf?

- B: No. I'm not _____ to reach it. (tall)
3. A: Did they go on a picnic yesterday?
B: No. It was _____ to go on a picnic. (cold)
4. A: Did Jane enjoy the horror film?
B: No. She was _____ to enjoy it. (scared)
5. A: Does Tom go to school?
B: No. He isn't _____ to go to school yet. (old)
6. A: Will you go to London by bus?
B: No. The bus is _____ I'll take the train. (slow)
7. A: Did she like the dress you bought?
B: Yes, but it was _____ (big)
8. A: Take a photograph of me!
B: I can't. It isn't _____ in here. (bright)

THE **-ING** FORM

as a noun	<i>Telephoning is the most important means of communication.</i>
after prepositions	<i>Before leaving, you need to speak to Sarah. After discussing it with her, I've changed my mind.</i>
after <i>love, like, enjoy, dislike, hate</i> and <i>prefer</i> to express general preference.	<i>He doesn't like his wife ringing him at a busy time. I hate people talking with anything in their mouth.</i>
after certain verbs (<i>consider, avoid, deny, fancy, involve, mention, risk, spend, mind, regret, admit, suggest, imagine, etc.</i>).	<i>Silvia denied calling him back on his mobile. I can't imagine ever leaving this company.</i>
when 'to' is used as a preposition (<i>look forward to, confess to, in addition to</i>)	<i>She didn't object to discussing the problem over the phone. I used to working long hours.</i>
after <i>go</i> for activities	<i>I need to go shopping this afternoon. Don't go getting yourself into trouble.</i>
after <i>it's no use, it's (not) worth, it's no good, be busy, what's the use of...?, there's no point in, can't help, can't stand, be/get used to, have difficulty (in)</i>	<i>It's no use leaving a message for Simon. What's the use of getting to the phone right now?</i>
<i>begin, start, continue</i> We never have two <i>-ing</i> forms together.	<i>He stopped dialing/ to dial a wrong number. Every time I called, she continued putting the phone down.</i>

after the verbs <i>see, hear, feel, watch, listen to</i> and <i>notice</i> to describe an incomplete action, that is to say that somebody saw, heard, etc. only a part of the action	<i>I heard Gordon calling for information about trains to Atlanta. .</i> <i>I felt the operator ringing the wrong number</i>
<i>need/require/want + -ing</i> form This construction often shows that it is necessary to repair or improve something. <i>Need</i> can also be followed by a passive infinitive.	<i>Each piece of information needs checking.</i> <i>Each piece of information needs to be checked.</i>
<i>advise, allow, permit, recommend, encourage</i> take the to-infinitive when they are followed by an object or when they are in the passive form. They take the <i>-ing</i> form when they are not followed by an object.	<i>They advised me to dial this number.</i> <i>(object)</i> <i>They were advised to dial this number.</i> <i>(passive)</i> <i>They advised dialing this number.</i>

1. Complete each sentence with a suitable form of the verb in brackets.

- I really miss (play) **playing** tennis like I used to.
- I'm sorry. I meant (write) _____ to you, but I've been busy.
- Martin failed (pay) _____ the rent on time yet again.
- It's not worth (buy) _____ a return ticket.
- Have you ever considered (work) _____ as a teacher?
- I promise I won't forget (feed) _____ the cat.
- We've arranged (meet) _____ outside the school at 4.30.
- If you've got a headache, try (take) _____ an aspirin.

2. Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between two and five words, including the word given.

- Jack said that he hadn't cheated in the exam.
cheating Jack *denied cheating* in the exam.
- It was difficult for me not to laugh at Wendy's letter.
help I _____ at Wendy's letter.
- I'm sorry but you have not been appointed to the post.
regret I _____ you have not been appointed to the post.
- I needed a drink of water and so I stopped running.
to I stopped running _____ water.
- I think it would be a good idea to take the train.
taking I _____ the train.
- Don't forget the lights when you leave.
off Don't forget _____ when you leave.
- I think Derek has forgotten the meeting.

appears Derek _____ the meeting.

h) My neighbour said he would call the police!

threatened My neighbour _____ the police.

3. Complete each sentence with a suitable form of the verb in brackets.

a) Pauline couldn't manage (eat) **to eat** all the ice cream.

b) I've decided (not sell) _____ my bike after all.

c) A witness reported (see) _____ Terry at the scene of the crime.

d) William pretended (not notice) _____ the 'No Parking' sign.

e) I suppose I tend (buy) _____ more books than I used to.

f) Sometimes I regret (move) _____ to this part of the country.

g) Did you notice anyone (wait) _____ outside when you left?

h) Mark expects (finish) _____ work round about 6.00.

4. Complete each sentence with a suitable form of one of the verbs in brackets.

a) Mary was so angry that she **demanded..** to see the manager.

(demand, hope, risk, stop)

b) The weather is so awful that I don't _____ going out this evening.

(fancy, like, try, want)

c) The children could hardly _____ to leave their pets behind.

(bear, forget, regret, seem)

d) John _____ to let his children go to the concert.

(afford, avoid, refuse, stop)

e) If I give you the information, I _____ losing my job!

(expect, mean, prepare, risk)

f) What do you _____ to be doing in ten years time?

(begin, expect, remember, suggest)

g) Do you _____ to tell the police about the missing money?

(admit, confess, deny, intend)

5. Put the verbs in brackets into the correct infinitive form or the -ing form.

1. A: Have you decided where ...to spend... (spend) your holiday?

B: Yes. I would like _____ (go) to a Greek island.

2. A: I hate _____ (clean) the house.

B: Me too. I wish I could afford _____ (employ) a cleaner.

3. A: Jane seems _____ (sleep) for hours.

B: Yes. She must _____ (be) very tired.

4. A: What are you doing this weekend?

B: Well, Tom suggested _____ (drive) to the seaside.

5. A: Steve claims _____ (travel) around the world.

B: Yes. He seems _____ (go) to a lot of places.

6. A: It was nice of John _____ (visit) us yesterday.

B: Yes. I was happy _____ (see) him.

7. A: I'm sure I've failed my exam.
 B: Well, there's no point in _____ (worry) until you get your results.
8. A: We should _____ (tell) Sue about the party.
 B: Yes. We had better _____ (invite) Tony, too.
9. A: Did the police arrest that man?
 B Yes. He admitted to _____ (steal) a car.
10. A: Did you have a nice evening?
 B: Not really. I arrived home only _____ (find) that I'd left my keys at work.

6. Put the verbs in brackets into the correct infinitive form or the -ing form.

- 1 Simon was the last person ...to arrive... (arrive) at the office.
- 2 She can't get used to _____ (work) for such a large company.
- 3 It's no use _____ (ask) Paul. He won't be able to help you.
- 4 Peter denied _____ (break) the classroom window.
- 5 I will _____ (feed) the dog this afternoon.
- 6 We had better _____ (run) or we will miss the train.
- 7 It was kind of him _____ (help) me tidy the house.
- 8 She refused _____ (answer) his questions.
- 9 He is far too young _____ (stay) out late at night.
- 10 Her teacher let her _____ (bring) her lunch into the classroom.
- 11 I don't mind _____ (help) you with your homework.
- 12 We don't allow students _____ (talk) to each other during exams.
- 13 She dislikes _____ (wear) suits to work.
- 14 It was a mistake _____ (leave) the door unlocked.
- 15 The thieves were seen _____ (drive) a stolen car.
- 16 I advise you _____ (look for) a new job.
- 17 There's no point in _____ (get) angry with him. It's not his fault.
- 18 I'll take a book _____ (read) on the plane.

7. Put the verbs in brackets into the correct infinitive form or the -ing form.

A Sue has decided 1) *...to apply...* (apply) for a new job. Her mother advised her 2) _____ (write) to several different companies. Sue would like 3) _____ (work) for a large company where she can 4) _____ (meet) new people.

B Carol is too ill 1) _____ (go) to work today. She has managed 2) _____ (drink) some tea and now she wants 3) _____ (sleep). Her husband offered 4) _____ (call) the doctor, but Carol would prefer 5) _____ (wait) and see if she feels better tomorrow.

C Daniel would like 1) _____ (get) his teacher a present, but he doesn't know what 2) _____ (choose). He is thinking of 3) _____ (buy) her a book because he knows that she enjoys 4) _____ (read). His sister will help him 5) _____ (pick) a good one.

D I dislike 1) _____ (shop) because I can't stand 2) _____ (be) in crowded places. If I have to 3) _____ (go) into town, I avoid 4) _____ (visit) shops where there are a lot of people.

E Joan can't afford 1) _____ (go) on holiday this year, but she intends 2) _____ (save) up so that she can manage 3) _____ (travel) around Europe next summer. She is looking forward to 4) _____ (visit) a lot of exciting places.

8. Underline the correct answer.

Countries all over the world have superstitions which some people believe and others don't. Several superstitions are the same in many countries. Many people avoid 1) *walking/to walk* under ladders, as this is believed to bring bad luck. Some people expect things 2) *go/to go* wrong on the thirteenth day of the month, particularly if it's a Friday. Some say you must never 3) *put/to put* up an umbrella inside the house or 4) *to place/place* a pair of new shoes on the table. In many places, it is considered unlucky 5) *to see/seeing* a black cat, while in others this is thought 6) *to be/be* a symbol of good luck. 7) *Break/Breaking* a mirror results in seven years of bad luck and if you spill salt, you must 8) *to throw/ throw* a pinch of it over your left shoulder immediately. These are just a few superstitions which some people believe in. Do you know any more?

9. Put the verbs in brackets into the correct infinitive form or the -mg form.

1 A: Is Sue in the office today?

B: Yes. I saw her ...typing... (type) a report as I came in.

2 A: I walked past the lake yesterday.

B: So did I. I stood for a moment to watch some children _____ (feed) the ducks.

3 A: Marie is good at playing the piano, isn't she?

B: Yes. I heard her _____ (perform) in a concert last week. She was wonderful.

4 A: Is Paul at home?

B: No. I saw him _____ (leave) for work as I passed by.

5 A: How do you know that Steve took the letter?

B: I noticed him _____ (put) it in his briefcase.

6 A: Did Malcolm wash up properly?

B: Yes. I watched him _____ (do) it to make sure.

7 A: Is that Joanne's fiancee?

B: Yes. I noticed them _____ (hold) hands as they went into the cinema.

8 A: Are there any children living next door?

B: Yes. I often hear them _____ (play) as I'm hanging out the washing.

9 A: Did Sarah miss the train?

B: No, she didn't. I watched her _____ (get on) the train before I left the station.

10 Choose the correct answer.

1. '..... is very relaxing.'

'I don't agree. I think it's boring.'

A Fish B Fishing C To fish

2. 'I can't decide what _____ to the party.'

'Why don't you wear your blue dress?'

A wear B wearing C to wear

3. 'Did you go to the cinema last night?'

'No. My parents made me _____ for the exam instead.'

A to study B studying C study

4. 'Did you enjoy your holiday?'

'Yes, but I am glad _____ home again.'

A being B to be C be

5. 'Shall we go to a restaurant this evening?'

'I'd rather _____ at home. I'm exhausted.'

A stay B staying C to stay

6. 'Why did you go to the library?'

'_____ some books to read.'

A Get B Getting C To get

7. 'Why do you want to buy a car?'

'Because I hate _____ for the bus every day.'

A waiting B wait C to wait

8. 'Do you have any plans for the summer?'

'Well, Danny suggested _____ to Spain for a week.'

A go B going C to go

9. 'Shall we go for a picnic on the beach?'

'Oh, no! It's far too cold _____ to the beach today.'

A going B to go C go

10. 'What is the matter with Peter?'

'There's no point in _____ me. I have no idea.'

A ask B asking C to ask

THE *TO-INFINITIVE* OR *-ING* FORM

Verbs taking *to-infinitive* or *-ing* form without a change in meaning

<p><i>begin, continue, intend, start</i> + to-inf or -ing form</p> <p>However, two <i>-ing</i> forms are not normally used.</p>	<p><i>The company intends choosing/to choose only its best people to represent business.</i></p>
<p><i>advise, allow, encourage, permit, recommend</i> + to-inf (when followed by an object or in passive forms) + -ing form (when not followed by an object)</p>	<p><i>They advise business people to consult on questions of international business.</i> <i>Business people are advised to consult on questions of international business.</i> <i>They advise consulting on questions of international business.</i></p>
<p><i>need, require, want</i> + to-inf / -ing form / the passive infinitive</p>	<p><i>Business trips need to make arrangements.</i> <i>Business trips need making arrangements.</i> <i>Business trips need arrangements to be made.</i></p>

Verbs taking *to-infinitive* or *-ing* form with a change in meaning

<p>forget + to-inf (= forget to do sth) forget + -ing form (= forget a past event)</p>	<p>I forgot to give a full financial accounting of the trip. One should never forget giving a full financial accounting of the trip on time.</p>
<p>remember + to-inf (= remember to do sth) remember + -ing form (= recall a past event)</p>	<p>Remember to dress professionally during the entire trip. I remember dressing professionally during the entire trip.</p>
<p>mean + to-inf (= intend to) mean + -ing form (= involve)</p>	<p>To ensure the success of your international business trip means to define your travel objectives. Studying relevant cultural issues means preparing for your meeting during a business trip.</p>
<p>go on + to-inf (= finish doing sth and start doing sth else) go on + -ing form (= continue)</p>	<p>Wherever you are on a business trip, go on to get the most of it. Go on getting the most of your business trip.</p>
<p>regret + to-inf (= be sorry to) regret + -ing form (= have second thoughts about sth already done)</p>	<p>I regret to tell you that you have failed. I regret not clarifying the details.</p>
<p>would prefer + to-inf (specific preference) prefer + -ing form (in general) prefer + to-inf + (rather) than</p>	<p><i>I'd prefer to consult a guide to make my business travel more cost-effective, productive and results oriented.</i> <i>I prefer consulting a guide to make my</i></p>

+ inf without to	business travel more cost-effective, productive and results oriented. I prefer to consult a guide before going abroad (rather) than anticipate any risks.
try + to-inf (= do one's best; attempt) try + -ing form (= do sth as an experiment)	I tried to assess the competition before my foreign trip. Try offering the best prospects for an ongoing business relationship.
want + to-inf (= wish) want + -ing form (=sth needs to be done)	I want to organize my own activities abroad. I want pre-travel consulting to plan my trip.
stop + to-inf (= pause temporarily) stop + -ing form (= finish; cease)	I stopped to prepare for a foreign business trip. I stopped determining an appropriate international market to visit.
be sorry + to-inf (= regret) be sorry for + -ing form (= apologise)	I'm sorry to hear you don't have a way of measuring the trip's success. I'm sorry for not presenting small gifts to contacts as a token of appreciation.
hate + to-inf (= hate what one is about to do) hate + -ing form (= feel sorry for what one is doing)	I hate to interrupt , but I must talk to you. I hate making you feel uncomfortable.
be afraid + to-inf (= be too frightened to do sth) be afraid of + -ing form (=be afraid that what is referred to by the -ing form may happen)	I'm afraid to forget the time or to confuse the place of our meeting. She is afraid of losing all the benefits if she signs the contract.

1. Put the verbs in brackets into the correct infinitive form or the -ing form.

- Jane went on sleeping. ... (sleep) for another two hours.
- He told us his name and went on _____ (introduce) us to his wife.
- We didn't mean _____ (interrupt) you.
- Being a doctor means _____ (work) long hours.
- She tried _____ (finish) her homework, but it was too difficult.
- You should try _____ (eat) more fruit. It's good for your health.
- He regrets _____ (argue) with his best friend.
- We regret _____ (inform) you that tonight's performance will be cancelled.
- Oh, no! I forgot _____ (lock) the front door.
- I'll never forget _____ (meet) my favourite film star.
- Claire likes _____ (ski). She says it's very exciting.

12. I like _____ (go) to the dentist every six months.
13. I must remember _____ (post) these letters today.
14. I remember _____ (read) the book, but I don't know who wrote it.
15. I'm sorry for _____ (forget) your birthday. It was awful of me.
16. I'm sorry _____ (say) that you have failed the exam.
17. She is afraid _____ (climb) the tree in case she falls.
18. Mary never wears her diamond ring. She is afraid of _____ (lose) it.
19. I have stopped _____ (watch) horror films because they give me nightmares.
20. We stopped _____ (buy) some food before continuing our journey.

2. Put the verbs in brackets into the correct infinitive form or the -ing form.

Flight Attendant: Welcome aboard, sir. I hope you enjoy the flight.

Passenger: Thank you. Unfortunately, I'm afraid of 1) ...flying... (fly).

Flight Attendant: Don't worry, sir. Just remember 2) _____ (fasten) your seatbelt and everything will be fine.

Passenger: I don't mean 3) _____ (be) difficult, but I would like 4) _____ (sit) next to the window. Is that alright?

Flight Attendant: Of course. This seat is free. You can sit here. Would you like a newspaper to read?

Passenger: No, thank you. I prefer 5) _____ (read) books to reading newspapers.

Flight Attendant: Well, I must 6) _____ (check) on the other passengers now.

Passenger: Oh. I'm sorry for 7) _____ (talk) too much. I'm just very nervous about the flight.

Flight Attendant: Just try 8) _____ (relax) a little bit, sir. I'll stop 9) _____ (see) how you are later.

Passenger: Thank you very much. I hate 10) _____ (be) so much trouble.

3. Complete the sentences using an infinitive or an -ing form.

1 They delayed ...taking... the decision until they had read the report.

2 He refused _____ the book back to the shop.

3 We'd rather not _____ with you. We'll stay at home.

4 It's not worth _____ John to the party. He won't come.

5 I'm really looking forward to _____ to the theatre on Saturday.

6 Mark was kind _____ you home after the party.

7 They were very happy _____ the good news.

- 8 You can all _____ now if you want.
- 9 She walked out of the office without _____ goodbye.
- 10 They made her _____ the letter again.
- 11 She has gone to the post office _____ some stamps.
- 12 You must _____ hard for your exams.
- 13 You had better _____ or you'll miss the train.
- 14 She spends most of her spare time _____ the piano.
- 15 You're too young _____ at home by yourself.
- 16 He opened the door only _____ that the room was empty.

4. Complete the sentences using an infinitive or an -ing form.

1. I can't imagine Peter _____ (go) by bike.
2. He agreed _____ (buy) a new car.
3. The question is easy _____ (answer).
4. The man asked me how _____ (get) to the airport.
5. I look forward to _____ (see) you at the weekend.
6. Are you thinking of _____ (visit) London?
7. We decided _____ (run) through the forest.
8. The teacher expected Sarah _____ (study) hard.
9. She doesn't mind _____ (work) the night shift.
10. I learned _____ (ride) the bike at the age of 5.
11. We decided _____ (buy) a new car.
12. They've got some work _____ (do).
13. Peter gave up _____ (smoke) .
14. He'd like _____ (fly) an aeroplane.
15. I enjoy _____ (write) picture postcards.
16. Do you know what _____ (do) if there's a fire in the shop?
17. Avoid _____ (make) silly mistakes.
18. My parents wanted me _____ (be) home at 11 o'clock.
19. I dream about _____ (build) a big house.
20. I'm hoping _____ (see) Lisa.

5. Change the verb in brackets into the correct form (note that in some cases both forms can be correct).

1. He is determined _____ (win) that race.
2. He lay in bed _____ (plan) the days to come.
3. We went _____ (run) in the morning.

4. Her fear of spiders made _____ (travel) difficult.
5. They don't mind _____ (wait) outside.
6. The problem is _____ (get) there on time.
7. I am accustomed to _____ (take care) of myself.
8. I want him _____ (paint) the wall.
9. _____ (be), or _____ (not be), that is the question.
10. This guy is known for _____ (break) the rules.
11. Sue enjoys _____ (dance).
12. The advantages of _____ (go) by train were clearly visible.
13. Your advice _____ (plan) ahead was excellent.
14. Your addiction to _____ (drink) will not serve you well.
15. I am pleased _____ (meet) you.

6. Change the verb in brackets into the correct form (note that in some cases both forms can be correct).

1. The government encourages _____ (recycle).
2. She is tired of _____ (wash) dishes every night.
3. He understood her _____ (leave) so soon.
4. He went _____ (fish) with his father.
5. He wants _____ (take) the test.
6. Kelly offered _____ (take) us home.
7. Her reaction to _____ (win) the Oscar was a bit odd.
8. They want _____ (play) with us.
9. I advised _____ (start) the game.
10. Your support enabled us _____ (finish) on time.
11. He denied _____ (take) the car.
12. Russell was discouraged by _____ (not win) that match.
13. I promised you _____ (take care) of Jonathan.
14. His decision _____ (quit) was very surprising.
15. David is starting _____ (work) there next week.

7. Change the verb in brackets into the correct form (note that in some cases both forms can be correct).

1. I am trying the process of billing _____ (bill).
2. I am very surprised _____ (see) how nice she really is.
3. They plan _____ (serve) hot dogs at the party.
4. They are eager _____ (start).

5. He was proud _____ (receive) such good reviews.
6. You seem _____ (be) disappointed.
7. They stopped _____ (fight).
8. How much is she prepared _____ (pay)?
9. Jane chose _____ (stay) at home.
10. Jane keeps _____ (forget) her keys.
11. I heard her story about _____ (run away) from the police.
12. I got Tailor _____ (fix) the dish washer.
13. They would like _____ (chat) for a while.
14. She told you _____ (shut up).
15. We are beginning _____ (see) the effects.

8. Change the verb in brackets into the correct form (note that in some cases both forms can be correct).

1. My reasons for _____ (accept) the position are well known.
2. My parents don't allow my sister _____ (eat) much candy.
3. The frozen lake is likely _____ (melt) soon.
4. We enjoy _____ (watch) movies.
5. The opportunity _____ (see) Rome excited her.
6. We hope _____ (be) ready soon.
7. This teacher doesn't permit students _____ (speak) in class.
8. The doctor advised _____ (rest) a couple of days.
9. We don't permit _____ (park) outside.
10. They are addicted to _____ (drink) Coke.
11. Laura keeps _____ (repeat) the same sentence.
12. I need _____ (talk) with my wife about it.
13. She asked _____ (sit down).
14. She doesn't have enough time _____ (have) two jobs.
15. She gets full credit for _____ (rehabilitate) the neighborhood.

9. Change the verb in brackets into the correct form (note that in some cases both forms can be correct).

1. You anticipated _____ (sell) that house.
2. We are always happy _____ (help).
3. We are dedicated to _____ (change) how things work.
4. We are going _____ (bowl) tomorrow night.
5. We are really excited about _____ (climb) that mountain.

6. They are going _____ (camp) next week.
7. The beep sound reminded me _____ (turn off) the washing machine.
8. The teacher doesn't permit _____ (speak) in class.
9. We waited _____ (see) the doctor.
10. We are very happy about you _____ (get) a new job.
11. He forgot _____ (turn off) the toaster, and the whole house burned down.
12. He promised _____ (finish) his chores.
13. I need _____ (talk) with you.
14. I advised her _____ (have) some soup.
15. He is responsible for _____ (paint) all the buildings.
16. He leaned against the wall _____ (smile) at her.
17. They avoid _____ (visit) us.
18. Ashley recalled _____ (not lock) the door.
19. I didn't have any problems _____ (find) a replacement.
20. They decided _____ (cook) some rice.
21. I urge you _____ (start).
22. The officer ordered him _____ (stop).
23. You mentioned _____ (take) a break.
24. Their goal _____ (bring) peace gave hope to everyone.
25. I am good enough _____ (pass) the audition.
26. He started _____ (shout) at his friends.
27. I am shocked _____ (see) these two together.
28. He decided (not run) for president.
29. They kept _____ (talk).
30. I am sorry _____ (say) this, but I won't go.
31. Jack completed _____ (fix) the car.
32. It was difficult _____ (obtain) his permission.
33. I appreciate you _____ (help) me.
34. They are beginning _____ (sing).
35. My memories of _____ (travel) are well recorded in my albums.
36. They would like us _____ (show) them our products.
37. I dreaded _____ (take) that trip.
38. I don't mind _____ (go) with you.
39. He claimed _____ (be) a Romeo.
40. She can't help _____ (be) so charming.

UNIT 2
NOUN (PART 1)
PLURALS AND POSSESSIVE CASE

<p>The plural form of most nouns is created simply by adding the letter s.</p>	<p>more than one snake = snakes more than one ski = skis more than one Barrymore = Barrymores</p>
<p>With words that end in a consonant and a y, you'll need to change the y to an i and add es</p>	<p>more than one baby = babies more than one gallery = galleries more than one reality = realities This rule does not apply to proper nouns: more than one Kennedy = Kennedys</p>
<p>Words that end in o create special problems</p>	<p>more than one potato = potatoes more than one hero = heroes . . . however . . . more than one memo = memos more than one cello = cellos . . . and for words where another vowel comes before the o . . . more than one stereo = stereos</p>
<p>Plurals of words that end in -f or -fe usually change the f sound to a v sound and add s or -es.</p>	<p>more than one knife = knives more than one leaf = leaves more than one hoof = hooves more than one life = lives more than one self = selves more than one elf = elves</p>
<p>Words that end in -ch, x, s or s-like sounds, however, will require an -es for the plural</p>	<p>more than one witch = witches more than one box = boxes more than one gas = gases more than one bus = buses more than one kiss = kisses more than one Jones = Joneses</p>
<p>There are several nouns that have irregular plural forms</p>	<p>more than one child = children more than one woman = women more than one man = men more than one person = people more than one goose = geese more than one mouse = mice more than one barracks = barracks more than one deer = deer</p>

<p>And, finally, there are nouns that maintain their Latin or Greek form in the plural</p>	<p>more than one nucleus = nuclei more than one syllabus = syllabi more than one focus = foci more than one fungus = fungi more than one cactus = cacti (cactuses is acceptable) more than one thesis = theses more than one crisis = crises* more than one phenomenon = phenomena more than one index = indices (indexes is acceptable) more than one appendix = appendices (appendixes is acceptable) more than one criterion = criteria</p>
--	--

1. What is the correct plural of the word?

1. How many (person) _____ study English as a second language?
2. Five (woman) _____ opened a computer service company.
3. Even (child) _____ enjoy learning on the Internet.
4. Most basketball players are 6 (foot) _____ tall or more.
5. Which breed of (sheep) _____ produces the finest wool?
6. My (tooth) _____ are sensitive to the cold.
7. At daylight savings time, we have to change our (watch) _____ .
8. The boys went fishing and caught 10 (fish) _____ .
9. There are 10 (man) _____ in the Maintenance Department.
10. The (wife) keep their (knife) on the (shelf) _____ .
11. (Goose) _____ are water birds.
12. (Piano) _____ are difficult to move .
13. There are some (policeman) _____ in my house!
14. I've lost my (luggage) _____ .

2. Write the plural form of each noun.

Holiday - _____, turkey - _____, knife - _____, cranberry - _____,
potato - _____, family - _____, spice - _____, nut - _____, guest -
_____, man - _____, snack - _____, woman - _____, apple -
_____, peach - _____, tomato - _____, pie - _____, shelf - _____,
deer - _____, roof - _____, woman-driver - _____, watch - _____, tax
- _____, month - _____, chief - _____, trout - _____, goose -
_____, myth - _____, dish - _____, path - _____, person - _____,
foot - _____, sky - _____, photo - _____, sheep - _____, wife -
_____, fox - _____, sheriff - _____, life - _____, ox - _____, wolf
- _____, postman - _____, cuckoo - _____, mother-in-law - _____,
mouse - _____, spy - _____, series - _____, passer-by - _____.

Noun	Ending	Example
1. Назви істот в однині N типу boy	N 's	The boy's book is on the table.
2. Назви істот у множині Ns типу parents	Ns'	The parents' house is big.
3. Назви істот, що утворюють множину не за правилами, N типу men women children	N 's	The men's suits are grey. The book is about women's friendship. The children's toys are everywhere.
4. Імена, що закінчуються на -s, N типу Charles	N '(s)	Charles' wife is pretty. Charles's wife is pretty.
5. Складні іменники типу daughter-in-law	N 's	My daughter-in-law's favourite flowers are roses.
6. Імена двох осіб, що спільно чимось володіють, N and N	(N and N)'s	Ilf and Petrov's novels (співавтори) але Byron's and Shelly's poems (не співавтори)
7. Збірні іменники N типу government	N 's	The government's decision is quite arguable.
8. Географічні назви N типу Ukraine	N 's	Kyiv is Ukraine's capital.
9. Назви неістот N типу church	the _____ of _N_	The name of the church is St. Peter's.

NOTE

three weeks' holiday
a three-week holiday

3. Complete the sentences with the correct possessive form of the nouns.

1. That store sells _____ (children) books.
2. Mary is a _____ (girl) name.
3. (Mary and Sue) _____ room is rather big.
4. Robert is staying at his _____ (uncle) house.
5. In this country teachers have _____ (two months) holiday.
6. Biographies are stories of _____ (people) lives.
7. _____ (students) lives are busy.
8. Do you know _____ (Mr. Richards) wife?
9. Have you seen my _____ (brothers) wives?
10. My _____ (parents-in-law) house is in California.
11. My _____ (dog) name is Fido.
12. Everybody knows _____ (Tolstoy and Dostoyevsky) novels.
13. Are Jim and Tom _____ (men) names?
14. Our _____ (children) school is near our house.

15. The _____ (church/windows) are very beautiful.
16. The _____ (church/name) is Saint Paul's.
17. The _____ (dresses/girls) are pretty.
18. Who chose the _____ (flowers/color)?
19. There's a considerable decrease in _____ (Spain) imports.
20. The _____ (committee) decision is rather arguable.

4. Complete the sentences with the correct possessive form of the nouns.

father-in-law St. Paul Dennis and Peter (brothers) Ukraine two days
 women Mr. Johnsons Dickens Monet and Cezanne today baker

1. When _____ car pulled up at the gate of _____ Church, it was met by a crowd of journalists.
2. The article covers _____ foreign policy.
3. We saw _____ paintings in the museum.
4. I have read this news in _____ newspaper.
5. My _____ shop sells footwear.
6. He's leaving on a _____ business trip.
7. If I need any bread, I go to the _____.
8. _____ parents don't let them play computer games.
9. _____ novels belong to the classics of English literature.
10. This is a boutique of _____ clothes.

5. Use the words in brackets in the appropriate form.

It is midnight and everybody in (Charlie and Susan) _____ house is about to climb into bed when (Charlie) _____ wife informs him that there is a light on in their garden shed. Charlie starts to go outside to turn off the light, but notices some (thief) _____ in the shed who are busy stealing his (belonging) _____ and his (sons) _____ bicycles.

He runs back inside right away and calls the police, who (ask) _____ him "Are there any intruders in your house?" to which Charlie replies 'no' and explains his (circumstance) _____. The (policeman) _____ answer is that all patrol (car) _____ are otherwise occupied, and that Charlie should just lock his door and a uniformed (policeman) _____ will be at his house when one is free.

Charlie answers, "Alright," hangs up, waits 30 seconds, and then calls the police again. "Hello, I have just called because there are some (person) _____ stealing (stuff) _____ from my shed. I want to let you know that they're not a problem anymore because I've just shot every one of them." Charlie then hangs up the phone. In (five minutes) _____ time, three patrol (car) _____, a SWAT team, and an ambulance arrive, and of course, the police (catch) _____ the (thief) _____ in the act. One of the (policeman) _____ snaps at Charlie: "I thought you said that you shot every one of them!" "I thought you said there were no patrol (car) _____ free!" Charlie answers.

6. Use the nouns in brackets in the appropriate form.

Example: The (woman) face was really pretty. — The woman's face was really pretty.

The (shoe) factory has closed. — The shoe factory has closed.

1. There were several (office) _____ workers in the refectory.
2. St. Monique is a (girl) _____ boarding school.
3. The (computer) _____ keyboard fell on the floor and cracked.
4. The (oil) _____ production has decreased dramatically.
5. Have you seen my (address) _____ book anywhere?
6. I never read (newspaper) _____ editorials.
7. Her grandparents used to be (tea leaf) _____ pickers.
8. The (soup) _____ bowl slipped out of my hands.
9. The (boy) _____ arm was injured and in a sling.
10. My (winter) _____ jacket needs brushing.
11. Don't forget to buy some (shoe) _____ polish.
12. We spent the weekend on the (river) _____ bank.
13. We mustn't destroy (bird) _____ nests.

7. Use the appropriate form of the words in the sentences below. Sometimes more than one variant is possible.

luggage loaf son-in-law information person tea schoolchild bus
council billiards aerobics time income progress cow take-off

1. My parents are very happy about my _____ at school.
2. _____ has become her favourite pastime.
3. The _____ faces were beaming with excitement.
4. In our area _____ don't circulate after midnight.
5. The draftsman used to buy two _____ of stale bread.
6. _____ milk is believed to be necessary for children.
7. The _____ activities have been criticized lately.
8. My _____ names are John and David.
9. The _____ we got last week is very important.
10. _____ is getting more and more popular with young _____ .
11. How many _____ and landings have you made?
12. I've got a lot of _____. I'd better take a taxi.
13. Frank plays volleyball three _____ a week.
14. Can we have a _____ and two coffees?
15. I don't know anything about the _____ tax.

8. Study the phrases. Use them to fill in the blanks in the sentences below.

for heaven's sake to keep at arm's length to one's heart's content out of
harm's way a stone's throw a needle's eye to be at one's wit's end at
death's door

1. The device slot was as small as _____ .
2. The nearest supermarket is _____ from here.
3. She's very cautious and _____ everybody _____ .
4. _____ don't drive so fast if you don't want to get in a car crash.
5. I'm _____, I don't know what to do.
6. He doesn't have to work and lives _____ .
7. She's as fit as a fiddle, but pretends to be _____ .
8. I decided not to raise the issue at the meeting to keep _____ .

NOUN (PART 2)

COUNTABLE NOUNS/UNCOUNTABLE NOUNS

<p>▶ Countable nouns are nouns which we can count. They have singular and plural forms. E.g. a key, two keys, three keys</p> <p>▶ Irregular Plurals: <i>man-men, ox-oxen, tooth-teeth, woman-women, foot-feet, mouse –mice, child-children, goose –geese, louse-lice</i></p> <p>▶ Some nouns have the same form in the singular and the plural. These are:</p> <ol style="list-style-type: none"> a) some kinds of animals (<i>sheep, deer</i>) and fish (<i>trout, cod, salmon, etc.</i>) b) the words <i>aircraft, spacecraft, hovercraft</i> c) some nouns ending in –s: <i>crossroads, means, series, species, works, etc.</i> 	<p>▶ Uncountable nouns are nouns which we cannot count. They do not have different plural forms. Uncountable nouns include:</p> <p>whole groups made up of similar items: <i>baggage, clothing, equipment, food, fruit, furniture, garbage, hardware, jewelry, junk, luggage, machinery, mail, makeup, money, cash, change, postage, scenery, traffic, etc.</i></p> <p>liquids: <i>water, coffee, tea, milk, oil, soup, gasoline, blood, etc.</i></p> <p>many types of food: <i>ice, bread, butter, cheese, meat,</i></p> <p>materials: <i>gold, iron, silver, glass, paper, wood, cotton, wool, etc.</i></p> <p>gases: <i>steam, air, oxygen, nitrogen, smoke, smog, pollution, etc.</i></p> <p>particles: <i>rice, chalk, corn, dirt, dust, flour, grass, hair, pepper, salt, sand, sugar, wheat,</i></p> <p>abstract nouns: <i>beauty, confidence, courage, education, enjoyment, fun, happiness, health, help, honesty, hospitality, intelligence, justice, knowledge, laughter, luck, music, peace, patience, progress, truth, pride, recreation, significance, sleep, violence, wealth, etc.</i></p> <p>others: <i>advice, information, news, evidence, proof, time, space, energy, homework, work, grammar, slang, vocabulary, etc.</i></p>
---	---

	<p>► We use the following nouns with uncountable nouns to show quantity: a piece of cake/paper/news/advice/information/furniture, a glass/bottle of water, a jar of honey/jam, a rasher of bacon, a packet of rice/tea, a loaf/slice of bread, a pot of yogurt/honey, a pot/cup of chocolate/soap, a can of soda, a carton of milk, a bowl of sugar/soup, etc/</p>
<p>Countable nouns ► can take singular or plural verbs e.g. The window is open. The windows are open.</p> <p>► always go with <i>some/any/much/little the/my</i>, etc. in the singular e.g. I paid the bill. This is my pen.</p> <p>► can be used alone or with <i>some/any/many/few</i> in the plural. e.g. I love apples. I bought some apples to make a pie.</p>	<p>Uncountable nouns: ► always take singular verbs. e.g. <i>Sugar is fattening.</i> <i>Honey comes from bees.</i></p> <p>► do not go with <i>a/an/one, two</i>, etc. e.g. <i>I like to drink milk.</i> (NOT: <i>I like to drink a milk</i>)</p> <p>► can be used alone or with <i>some/any/much/little the/my</i>, etc. e.g. <i>Remember to buy (some) ham.</i> <u>Note:</u> We can use <i>a/an, one/two</i>, etc. with uncountable nouns such as coffee, tea, wine, beer, etc. when we are referring to a cup, glass, bottle, etc. of a certain liquid: e.g. <i>Can we have two coffees and two teas, please?</i> (= two cups of coffee and two cups of tea)</p>
<p>We use singular verb forms with ➤ a) nouns which refer to school subjects: <i>economics, physics, mathematics (maths), politics, etc.</i> b) nouns which refer to games: <i>billiards,</i> <i>dominoes, darts, draughts, etc.</i> c) nouns which refer to sports: <i>gymnastics,</i> <i>athletics, bowls, etc.</i> d) nouns which refer to illnesses: <i>measles,</i> <i>mumps, etc.</i> e) the word <i>news</i>.</p>	<p>We use plural verb forms with nouns such as: <i>clothes, people, police, stairs, (good) looks, surroundings, outskirts, premises, earnings, wages, cattle, poultry, etc.</i></p> <p>nouns which refer to objects that consist of two parts, such as: <i>trousers, binoculars, shorts, shoes, gloves, pyjamas, tights, glasses, earrings, socks, scissors, etc.</i></p> <p>We do not use <i>a/an</i> or a number with these words. We use the phrase <i>pair of...</i> instead.</p>

<p>➤ group nouns such as <i>jury, family, team, group, crew, crowds, class, audience, committee, council, army, club, press, etc.</i> when we mean the group as a unit. But we use plural verbs when we mean the individuals who make up the group.</p>	<p>e.g. Where are your gloves? I was given a pair of gloves.</p>
---	--

1. Underline the most suitable word in each sentence.

- a) Different countries have different *weather/weathers*.
- b) All areas of the skin are in fact covered in tiny *hair/hairs*.
- c) We've looked at the menu and we'd all like *chicken/chickens*.
- d) Jack is a millionaire and owns a lot of *business/businesses*.
- e) Have you a copy of the complete *work/works* of Dante?
- f) None of the passengers had insured their *baggage/baggages*.
- g) Students must pass their *paper/papers* to the front.
- h) I'm afraid we can't find cheap accommodation/accommodations for all of you.

2. Use the words in the sentences below.

carton loaf cup strand packet jar slice piece pound glass bottle tin
bowl piece

- 1. When I entered the kitchen, I saw a _____ of coffee and a _____ of cake on the table.
- 2. Will you buy a _____ of sardines and a _____ of jam on your way home?
- 3. Two _____ of bread will be enough for our family.
- 4. She took a _____ of milk out of the fridge, but then changed her mind and poured herself a _____ of juice.
- 5. How much is a _____ of crisps?
- 6. You can take either of these two _____ of advice, they're both reasonable.
- 7. Her hair is jet-black, but for one _____ of hair, which is bleached.
- 8. Uncorking a _____ of wine, he took a _____ of cheese.
- 9. You'd better take a _____ of soup.
- 10. How much is a _____ of beef?

3. Fill the gaps with a, an, or some where necessary

- 1. We had _____ delicious food last night. We had _____ delicious meal last night.
- 2. There is _____ beautiful furniture in that shop. There is _____ beautiful table in that shop.
- 3. I'm thirsty. I need _____ drink. I'm thirsty. I need _____ water.

4. She's just bought _____ expensive clothes. She's just bought _____ expensive dress.
5. They booked _____ room in advance. They booked _____ accommodation in advance.
6. The band played _____ lovely song. The band played _____ lovely music.
7. We had _____ heatwave last week. We had _____ hot weather last week.
8. I can't do this job alone, I need _____ assistance. I can't do this job alone, I need _____ help.
9. He has got _____ heavy luggage to carry. He has got _____ heavy suitcase to carry.
10. He found _____ coin on the ground. He found _____ money on the ground.

4. Complete each sentence with a/an, some or by leaving the space blank.

- a) When the play ended, there was _____ lengthy applause.
- b) I can't come out tonight. I have _____ homework to do.
- c) Sue received _____ excellent education.
- d) The inside is strengthened with _____ steel frame.
- e) My friends bought me _____ coffee maker for my birthday.
- f) David has just bought _____ new furniture.
- g) Let me give you _____ advice.
- h) My trousers need pressing. Can you lend me _____ iron?

5. Fill in the gaps with *is* or *are*.

1. Be careful! Those scissors _____ very sharp.
2. Maths _____ John's favorite subject at school.
3. The police _____ investigating the crime.
4. These trousers _____ too big for me.
5. The stairs in my house _____ made of wood.
6. His new furniture _____ very modern.
7. The weather _____ going to be bad this week.
8. My advice _____ that you get a new job.
9. His new clothes _____ very fashionable.
10. The team _____ all training hard for Saturday's match.
11. The money in the jar _____ for this week's shopping.
12. My pyjamas _____ not on the bed. Where _____ they?
13. Mumps _____ a childhood disease.
14. Your hair _____ very long again.

6. Cross out the expressions which cannot be used with the nouns.

1. There are **several, many, much, plenty of, too little** things you can do to help.
2. He has met **a couple of, a few, very little, plenty of, too much** interesting people.
3. She earns **few, hardly any, plenty of, several, a great deal of** money.
4. We have got **no, many, lots of, a great deal of, a few** work to do.
5. Don't worry, there's **a little, plenty of, a couple of, many, a lot of** time.

7. Underline the most suitable word in each sentence.

- a) I would love to go on a long *journey/travel* by train.
- b) What's the latest news? Can I look at your *paper/journal*?
- c) Here's your ticket. Do you have any *luggage/suitcase*?
- d) Don't forget to buy a sliced *bread/loaf*.
- e) Why don't we leave the car in this car *park/parking*.
- f) I can't come to work today. I have a bad *cold/flu*.
- g) Excuse me sir, but do you have a *licence/permission* for this gun?
- h) Brighton has quite a good *beach/seaside*.

8. Decide which answer (A, B, C or D) best fits each space.

Food habits

Breakfast is one of those (1) ___ that varies from person to person, and country to country. For some (2) ___ it means a (3) ___ of toast and some coffee. In various places I've also been offered (4) ___ or fruit. (5) ___ executives might eat breakfast at the (6) ___, while for many schoolchildren breakfast is a (7) ___ of milk at home, and then a long wait (8) ___ the first break of the morning, when they eat (9) ___ or (10) ___ chocolate bar. Some families sit down and eat together (11) ___ the morning, and listen to (12) ___ news on the radio or (13) ___ early morning television. For other people, the early morning is a rush (14) ___ work or school, and there just simply isn't (15) ___.

- | | | | |
|---------------|----------------|----------------|---------------|
| 1) A times | B meals | C foods | D plates |
| 2) A people | B persons | C breakfasts | D us |
| 3) A sheet | B loaf | C slice | D sandwich |
| 4) A a cheese | B the cheese | C cheese | D cheeses |
| 5) A Business | B A business | C Business's | D Businessmen |
| 6) A train | B street | C morning | D office |
| 7) A glass | B piece | C warm | D box |
| 8) A to | B is | C until | D which |
| 9) A sandwich | B the sandwich | C a sandwiches | D sandwiches |
| 10) A a | B some | C a piece | D a glass of |
| 11) A for | B in | C at | D while |
| 12) A a | B what | C some | D the |
| 13) A look | B watch | C see | D regard |
| 14) A to | B from | C at | D and |
| 15) A there | B it | C enough | D time |

9. Choose A, B, C or D to fill in the blanks in the sentences below.

- 1. The price includes meals and _____ .
A flat B accommodation C apartment D living
- 2. Pete and Andy are away on holiday. _____ flat is empty now.
A Pete and Andy's B Pete's and Andy's
C Pete's and Andy D Pete and Andy
- 3. Joan is exhausted after a _____ trip.

- A ten days B ten day's C ten-day D ten days'
4. How do I get to the _____ station?
A police B police's C policeman's D policemen's
5. I am lucky to have three daughters and two _____.
A son-in-law's B sons-in-law C sons-in-law's D son-in-law
6. Nobody expected me to make such _____ in my Spanish.
A success B results C grades D progress
7. Chinese _____ are rather unsafe.
A coal mines B coal's mines C coal miners D coal miner's
8. For _____ sake, don't forget to call Mr. Jenkins.
A god B heaven C gods' D heaven's
9. The _____ order was fulfilled immediately.
A commander's-in-chief B commander-in-chief's
C commander's-in-chief's D commanders-in-chief
10. The _____ haven't arrived yet.
A boat B ship C goods D train
11. Mumps _____ rather dangerous for adults.
A has B is C have D are
12. _____ very popular in this country.
A Dominoes is B Dominoes are C Domino is D Domino are

10. Choose A, B, C or D to fill in the blanks in the sentences below.

1. The police _____ for Ted Turner.
A is looking B are looking C has looked D was looking
2. Her clothes _____ smart.
A is B was C were D have
3. Mary gave me _____ advice.
A a B an C some D several
4. Several witnesses saw these _____.
A thief B thief's C thieves D thieves'
5. The students were talking about various _____.
A hobbies' B hobby C hobbies D hobby's
6. The _____ are hurrying to catch the last bus.
A passer-by B passers-by's C passer-by's D passers-by
7. I can't find the money. Where _____?
A is it B are they C is there D are there
8. Mr. Jackson has returned from a _____ trip to London.
A three-day B three-day's C three days D three days'
9. The department of _____ clothing is downstairs.
A child B child's C children D children's
10. It was _____ breaking news.
A a B piece of C a piece of D an
11. The _____ bags were rather heavy.
A postmen B postmen's C postman D postman's

12. Your _____ washing.

A pajamas needs B pajama needs C pajamas need D pajama need

UNIT 3
ARTICLE

Indefinite article (a/an)	<ul style="list-style-type: none"> • With something we refer to for the first time. I've just had a great idea. I'll give you a call next week. • With one of a group of things. Shall we choose a book from this catalogue? • Where we use an adjective to describe a noun. Cairo is a very big city. It's a beautiful day. • With someone's job. Peter is a truck driver. • With singular fractions, group numbers and large numbers. one and a half kilos a dozen eggs a hundred envelopes • Meaning per. He was doing ninety miles an hour. Julie earns £500 a week.
Definite article (the)	<ul style="list-style-type: none"> • With nouns we have mentioned previously. There is a bedroom and a living room. The bedroom is quite large. • With nouns we mention for the first time, but where it is clear which person or thing we are talking about. Can you pass the marmalade? My life changed completely after the war. • Where there is only one of something. It is clear which one we are talking about. The moon is full tonight. • With nouns followed by a descriptive phrase, which makes them definite. This is the man I told you about. This category includes proper names with a descriptive phrase. London Bridge BUT the Tower of London • With national groups. The British drink far too much tea. • With classes of people. The rich get richer and the poor get poorer. • With individual items which represent a class. The lion is fast disappearing. • With names of musical instruments that we can play. I can't play the piano but I can play the guitar.

	<ul style="list-style-type: none"> • With some geographical names. In particular: oceans, seas, rivers, canals and regions. The Thames flows into the North Sea. the Arctic • Also with plural countries, or where the country name contains a noun. the Netherlands the People's Republic of China • With superlatives, ordinals, the same, the only. This is the best. You are the first. This is the only one. • With media. What's on (the) television? I went to the cinema.
Zero article (no article)	<ul style="list-style-type: none"> • With uncountable nouns and plural countable nouns when we are talking generally. Give peace a chance. Football is life. I hate wasps. All he talks about is cars. • With most continents, countries, states, islands, mountains, lakes, cities, parks, roads and streets, squares, bridges, palaces, castles, cathedrals, stations and airports. We live in France. We took the train from Paddington Station to Bath. • With company names, years, months, days and special times of the year. She works for Lufthansa. I'll see you in January. • With names of meals when we are talking generally. It's time for lunch. (BUT The lunch I had at Cafe Sol was good value.) What's for dinner? (BUT The dinner Sue gave us last night was delicious.) • With unique jobs or roles (the definite article is also possible in these cases). Jim is (the) chairman of the company. • With prepositions of place with certain buildings, where the purpose of the building is more important than the place itself. Sally is in prison. (she's a prisoner) Sally is in the prison. (she's a visitor to that specific building) Similar are: bed, church, class, court, hospital, school, university - With means of transport when we are talking generally. We went there by car. (BUT We went there in the car that Alex borrowed.) Note that if we use in or on, we need an indefinite article. We went there in a car/on a bus.

1. Put *a/an* or *the* in each space, or leave the space blank.

- a) We went by ___ train to ___ west of England.
- b) ___ people who live in ___ Netherlands are called ___ Dutch.
- c) ___ judge sent me to ___ prison for ___ ten years.
- d) ___ Columbus was one of ___ first people to cross ___ Atlantic.
- e) As ___ captain of ___ ship, I have ___ complete authority.
- f) David learned to play ___ violin when he was at ___ university.
- g) ___ Trafalgar Square is near ___ Charing Cross Station.
- h) Did you read ___ book I lent you ___ last week?
- i) We'll put up ___ shelves and then go to ___ cafe for something to eat.
- j) Is that ___ present Bill gave you for ___ Christmas?

2. Underline the most suitable phrase in each sentence.

- a) Is this *a person/the person* you told me about?
- b) This is *the only cinema/an only cinema* in the area.
- c) Philip has just bought *the Thames barge/a Thames barge*.
- d) I'm going to *the British Museum/British Museum* this afternoon.
- e) Are you going to *church/the church* on Sunday?
- f) Do you have *a milk jug/milk jug*?
- g) *The Prime Minister/Prime Minister* will give a speech this afternoon.
- h) *The computer/Computer* has already changed our lives dramatically.
- i) I haven't been to *an open-air theatre/open-air theatre* before.
- j) Here is *a thousand pounds/the thousand pounds* I owe you.

3. Complete each sentence with the most suitable word or phrase.

- a) The butler was .C I suspected.
A) last person B) a last person C) the last person D) some last person
- b) Where ___ you borrowed last week?
A) is scissors B) are the scissors C) is some scissors D) are scissors
- c) Why don't we go to the park ___ ?
A) in the car B) with a car C) with car D) by the car
- d) Too much rubbish is being dumped in ____
A) sea B) the sea C) a sea D) some sea
- e) This is exactly ___ I was looking for.
A) job B) a job C) some job D) the job
- f) Of all these cars, I think I prefer ____.
A) a Japanese B) some Japanese C) the Japanese one D) a Japanese one
- g) I try to go jogging at least four times ____.
A) the week B) of the week C) a week D) of a week
- h) Sally spent six months out of _____.
A) work B) a work C) the work D) some work

4. Put a/an or the in each space, or leave the space blank.

- a) Neil Armstrong made ...**the**... first footprint on the Moon.
- b) There was ___ accident yesterday at ___ corner of ___ street.
- c) I need _____ time to think about ___ offer you made me.
- d) ___ recipe for ___ success is _____ hard work.
- e) ___ people who live in ___ glass houses shouldn't throw ___ stones.
- f) ___ worst part of ___ living in a caravan is ___ lack of space.
- g) ___ book you ordered ___ last week is now in ___ stock.
- h) ___ dancing is ___ more interesting activity than reading.
- i) ___ people we met on ___ holiday in ___ north of England sent us ___ postcard.
- j) ___ little knowledge is ___ dangerous thing.

5. Underline the most suitable phrase in each sentence.

- a) I was under an impression/under the impression that you had left.
- b) I have to go. I'm in a hurry/in hurry,
- c) I managed to sell the old painting at a profit/at profit.
- d) I think I prefer the other restaurant on the whole/on whole.
- e) How many hours do you work, on average/on the average, every week?
- f) I was in pain/in a pain after I twisted my ankle.
- g) Jack recovered from his accident and is now out of danger/out of the danger.
- h) Excuse me, but you're in the way/in a way.
- i) Sue felt seasick on the cross-channel ferry/a cross the channel ferry.
- j) The burglar hit me on my back of the neck/the back of my neck.

6. Fill in the gaps with one off the words from the list adding 'the' where necessary. Use each word twice.

prison, school, bed, sea, hospital

- a) The minute we reached the beach, the children ran into ...**the sea**... to swim.
- b) My brother is in the navy. He is at _____ for months sometimes.
- c) I usually go to _____ at about 11 pm to get a good night's sleep.
- d) The cat is sitting on _____.
- e) The Prime Minister visited _____ yesterday and talked to the prisoners.
- f) The men who robbed the bank are in _____ now.
- g) The ambulance took the injured people to _____.
- h) I must go to _____ to visit my aunt. She's had an operation.
- i) We saw the children in their classrooms as we walked _____ past.
- j) I want to go to university when I leave _____.

7. Underline the most suitable phrase in each sentence.

- 1 Catherine loves *cats/the cats*.
- 2 Look at *cats/the cats*! They are chasing a bird.
- 3 I don't like *coffee/the coffee*, but I like *tea/the tea*.
- 4 You cut *the cake/cake* and I'll pour *coffee/the coffee*.
- 5 *Life/The life* will be very different in the future.
- 6 *Life/The life* of a mayfly is extremely short.

- 7 I enjoy *swimming/the swimming* in the sea.
 8 *Children/The children* usually like playing games.
 9 *Children/The children* have gone to the park.
 10 *All people/the people* in this room are my relatives.
 11 *All people/the people* should have freedom of speech.
 12 *Villages/The villages* in this part of the country are very beautiful.
 13 *Breakfast/The breakfast* is the most important meal of *day/the day*.
 14 Paul was *only/the only person* who remembered me.
 15 *In Stone Age/the Stone Age*, people lived in caves.
 16 I would like to travel to *Spain/the Spain*.
 17 We travelled to London *by train/the train*.
 18 He is learning to play *flute/the flute*.

8. Fill in a, an or the where necessary.

- 1 A: Shall we go to ...the,, cinema tonight?
 B: Yes. It's a long time since I saw ___ film.
 2 A: Have you ever been to ___ Copenhagen?
 B: Yes. I think it's ___ prettiest city in Europe.
 3 A: Did you see all ___ sights in Paris?
 B: Yes, but ___ Eiffel Tower and ___ Louvre were my favourites.
 4 A: What did you have for ___ lunch today?
 B: I had ___ sandwich in ___ office canteen.
 5 A: Do you buy ___ newspaper every day?
 B: Yes. I usually buy ___ Independent and my wife reads ___ Times.
 6 A: Danny plays ___ golf very well, doesn't he?
 B: Yes, he practises every weekend with his friends.
 7 A: Which station are you meeting John at?
 B: ___ Waterloo Station. It's ___ big place. I hope I find him easily.
 8 A: Are you going on holiday this summer?
 B: Yes. We've booked ___ holiday for three weeks in ___ Canary Islands.
 9 A: What did you see on your tour today?
 B: ___ Buckingham Palace and _____ Houses of Parliament.
 10 A: Duponts, who live next door to us, are ___ French.
 B: French are very friendly people, aren't they?
 11 A: That's ___ beautiful dress. Where did you get it?
 B: In ___ summer sale at ___ Harrods, actually.
 12 A: Who is going to open ___ new shopping centre?
 I heard that ___ Queen is going to do it.

9. Fill in a, an or the where necessary.

- A 1) . .The,- football team who have won 2) ___ World Cup 3) ___ most times is 4) ___ Brazil. They have won 5) ___ competition four times. 6) ___ team also hold 7) ___ record for 8) ___ greatest number of 9) ___ goals scored overall and have played in every one of 10) ___ tournament s finals.

B 1) ___ tallest man in 2) ___ world was born in 3) ___ USA in 1918. His name was 4) ___ Robert Wadlow and 5) ___ last time he was measured, in 1940, he had reached a height of 2.72 m. His hands were 32.4 cm from 6) ___ wrist to 7) ___ tip of 8) ___ middle finger.

C 1) ___ David was waiting at 2) ___ King s Cross station. He was about to travel to 3) ___ Newcastle by 4) ___ train for 5) ___ job interview. However, 6) ___ train was late and he had been standing on 7) ___ platform for over 8) ___ hour.

D I take 1) ___ bus to 2) ___ school every day. I leave 3) ___ house at eight o clock in 4) ___ morning. It is 5) ___ five-minute walk from house to 6) ___ bus-stop. 7) ___ journey to school takes about 8) ___ quarter of 9) ___ hour.

E 1) ___ Queen is going to visit 2) ___ Bridgeford next week to open 3) ___ new hospital which has been built in 4) ___ town. It will be 5) ___ exciting event which all 6) ___ local people will attend.

F 1) ___ Stuart has got 2) ___ cold, so he has to stay in 3) ___ bed. His mother has made him 4) ___ bowl of soup and he has got 5) ___ box of 6) ___ tissues on his 7) ___ bedside table. I He will probably spend most of 8) ___ day sleeping.

REFERENCES

1. Jenny Dooley, Virginia Evans, Grammarway 3, Express Publishing, 2000.
2. Jenny Dooley, Virginia Evans, Grammarway 4, Express Publishing, 1999.
3. Michael Vince, First certificate language practice, Macmillan Publishers Limited, 2003.

Виробничо-практичне видання

Методичні рекомендації
для практичної роботи
з курсу

«ІНОЗЕМНА МОВА (БАЗОВИЙ РІВЕНЬ)»

*(для студентів 2 та 3 курсу денної форм навчання
всіх напрямів підготовки)*

(Англ. мовою)

Укладач ГУК Людмила Миколаївна

Відповідальний за випуск *О. Л. Ільєнко*

За авторською редакцією

Комп'ютерне верстання *Л. М. Гук*

План 2017, поз. 479 М

Підп. до друку 05.02.2018. Формат 60 × 84/16.

Друк на ризографі. Ум. друк. арк. 1,8.

Тираж 50 пр. Зам. № .

Видавець і виготовлювач:

Харківський національний університет
міського господарства імені О. М. Бекетова,
вул. Маршала Бажанова, 17, Харків, 61002.

Електронна адреса: rectorat@kname.edu.ua

Свідоцтво суб'єкта видавничої справи:

ДК № 5328 від 11.04.2017.