

## Grammar

### 1 Rewrite the sentences in the passive.

We take exams at the same time every year.

Exams are taken at the same time every year.

1 They asked the police to carry out an investigation.

2 The bakery has made bread in the same way for three generations.

3 They will declare war if the situation doesn't improve.

4 They are making mistakes in hospitals all the time.

5 When the army arrived they had taken the prisoners to a new location.

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### 2 Complete the sentences. Use *have* or *get*, the object given in brackets, and a suitable verb.

The windows are filthy. I'm going to get them cleaned. (them)

1 I don't like the décor in my new flat. I'm going to

\_\_\_\_\_ . (it)

2 My hair has grown so fast. I only \_\_\_\_\_ a couple of weeks ago. (it)

3 The garden is a mess but I can't do it myself any more. I've decided to

\_\_\_\_\_ , once a week. (the grass)

4 Pat's getting married in June but she can't find a dress she likes so she's

\_\_\_\_\_ . (one)

5 Our house isn't big enough any more so we're thinking of

\_\_\_\_\_ . (an extension)

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3 Put the words in the correct order to make correct passive or *have / get something done* sentences.

difficult get done to really anything these It's days properly .  
It's really difficult to get anything done properly these days.

- 1 What about the weekend were children the told ?  
What \_\_\_\_\_
- 2 don't Why have something the you done roof about ?  
Why \_\_\_\_\_
- 3 ceremony before winners results have The told the been will the .  
The winners \_\_\_\_\_
- 4 same having Prime educated children at to school the they're the  
Minister went their .  
They're having \_\_\_\_\_
- 5 The the printed before the were divorce about Royal papers  
announcement .  
The papers \_\_\_\_\_ about the \_\_\_\_\_

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# Vocabulary

1 Complete the sentences with an expression using *take*.

Children get on much better at school if their parents take an interest in their school work.

- 1 The carnival is an annual event. It \_\_\_\_\_ in July every year.
- 2 I usually \_\_\_\_\_ of the weekends to relax with a book.
- 3 When you have enough money it's easy to \_\_\_\_\_ .
- 4 My mother decorates cakes beautifully. She \_\_\_\_\_ in it.
- 5 Everyone is expected to \_\_\_\_\_ the graduation ceremony.

5

2 Complete the instructions. Use some of the words below.

keyboard	window	printer	cursor
screen	mouse	<del>disk</del>	diskette

## INSTRUCTIONS FOR USING STUDY CENTRE COMPUTERS

Students are not allowed to save work on to the hard disk . If you do not have a <sup>1</sup> \_\_\_\_\_ to save your work on, you can buy one at the counter. When you switch on the computer, the first thing you will see on the <sup>2</sup> \_\_\_\_\_ is a <sup>3</sup> \_\_\_\_\_ asking for your password. Use the <sup>4</sup> \_\_\_\_\_ to put the <sup>5</sup> \_\_\_\_\_ in the right position and type in your password. You can now continue your work. Do not forget to save at regular intervals.

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3 Put the words below in the correct group.

pause	password	search	PIN number	rewind
withdraw	online	fast forward	cashcard	download
CD player	automatic bank	internet		

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## English in use

1 Use one of the words below, repeated for emphasis, in each sentence.

wider ~~hundreds~~ lots more

I can't believe how many flowers there are in that painting. There must be hundreds and hundreds.

1 Increasing numbers of people now come to the south coast for their holidays.

\_\_\_\_\_ people come every year.

2 As more water flows down the mountain, the river is getting

\_\_\_\_\_.

3 You may not believe in Father Christmas, but \_\_\_\_\_ of children do.

3

2 What would you say in the situations? Put a word or expression below in each gap.

Anyway Incidentally You see Right then

1 At the beginning of a meeting. Everyone is chatting and you want to start.

'\_\_\_\_\_, shall we get started?'

2 Someone has been talking about something and you want to change the subject.

'\_\_\_\_\_, I think we should move on to the main point now.'

3 You are listening to someone and it reminds you of something you wanted to say.

'\_\_\_\_\_, I was going to mention the new plan.'

4 You are about to add a further explanation about something.

'\_\_\_\_\_, the best way to convince people is to sound confident.'

4

3 Complete the passage with the phrases below.

over to your left      The next part      Welcome to  
If you look to your right      you can see      Be careful  
I'm going to tell you a little bit      Now, if you'd like to follow me

Good morning, everybody. <sup>1</sup> \_\_\_\_\_ Norwich Castle. <sup>2</sup> \_\_\_\_\_, we're going to make our way up to the battlements. <sup>3</sup> \_\_\_\_\_ about some of the things you can see. <sup>4</sup> \_\_\_\_\_, you can just make out the prison and the cathedral is <sup>5</sup> \_\_\_\_\_. <sup>6</sup> \_\_\_\_\_ we're going to visit is down the stairs. <sup>7</sup> \_\_\_\_\_ as the stairs are quite steep. Now, in this room <sup>8</sup> \_\_\_\_\_ a model of the castle as it was when it was built, and there you can see the battlements that we just looked at.

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TOTAL 50