

# UNIT 1

## Present simple

The **present simple** is used to talk about regular or frequent actions, often with adverbs like **never, seldom, occasionally, sometimes, often, usually** and **always**:

- *Karen usually goes shopping on Saturdays.*

It is also used for facts that are always or usually true: • *Vincent comes from Paris.*

Note the common **-s/-es** ending after **he/she/it**: • *She laughs all the time.*

This is how you make the negative form, with **don't** and **doesn't**:

- *You don't cook as well as Bob.*
- *She doesn't always seem to understand.*

This is how you make a question, with **do** and **does**:

- *Where do you keep your scissors?*
- *Does he often say that?*

But notice: • *Who speaks Italian?* • *Who lives next door?*

- A** Complete the sentences, using one of the following verbs in the correct form:  
*close come drink drive help make phone rise teach tell*

- 1 You can see that the sun always \_\_\_\_\_ in the east.
- 2 She usually \_\_\_\_\_ the truth if she can.
- 3 The shops \_\_\_\_\_ at 5.30 p.m. most days.
- 4 Eva \_\_\_\_\_ from Latvia, I think.
- 5 My friend often \_\_\_\_\_ mistakes in her homework.
- 6 Mrs Logan \_\_\_\_\_ Italian to beginners.
- 7 Helga \_\_\_\_\_ a Mercedes, doesn't she?
- 8 Tim \_\_\_\_\_ his girlfriend every day when he's away.
- 9 I sometimes \_\_\_\_\_ my brother with his maths.
- 10 My grandparents \_\_\_\_\_ tea at least six times a day.

- B** Make the sentences into a question, starting with a question word.

- 1 Miho comes from – I don't know where.
- 2 You listen to BBC World Service, but I don't know when.
- 3 You sometimes lend James money, but I don't understand why.
- 4 Someone in the class speaks Spanish, but I don't know who.

Now make these sentences into a question, starting with *Do* or *Does*.

- 5 He pays his bills every three months.
- 6 Your friends agree with you.
- 7 His friends and relatives send him cards on his birthday.
- 8 I need to see the dentist twice a year.

- C** Make the sentences negative.

- 1 I work for a large company.
- 2 Pierre writes to his parents every week.
- 3 We often eat chocolate in the evening.
- 4 The old man always swims in the sea before lunch.
- 5 We believe what you say.
- 6 Daisy often rides her bike these days.

## UNIT 2

### Present continuous

The **present continuous** is used to talk about things happening now, often with adverbs like **now**, **at the moment**, **at present**, **today** and **this week**:

- *Peter isn't here at the moment; he's doing the shopping.*

It can also be used, with a future expression, to talk about the future:

- *I'm seeing him tonight.*     • *Are you taking them to school tomorrow?*

Note that the following verbs do **not** usually take the **continuous** form:

- *believe, belong, contain, dislike, hate, impress, know, like, love, mean, need, owe, own, prefer, seem, suppose, surprise, understand, want, wish*

**A** Complete the sentences with the correct form of the verb in brackets.

- 1 Tony \_\_\_\_\_ a bath at the moment. (have)
- 2 It's very cold, isn't it? I think it \_\_\_\_\_ outside. (freeze)
- 3 Listen, everybody. Giuseppe \_\_\_\_\_ a story by Roald Dahl today. (read)
- 4 It's 8 o'clock in the morning and Mr Biggs \_\_\_\_\_ to work, as usual. (drive)
- 5 Jeanne \_\_\_\_\_ her new jeans, isn't she? (wear)
- 6 The trees \_\_\_\_\_ their leaves now that it's autumn. (lose)
- 7 The cat \_\_\_\_\_ its supper; it \_\_\_\_\_ some milk. (not eat, just drink)
- 8 Everybody \_\_\_\_\_ home from work now, and all the trains are crowded. (hurry)
- 9 Look! He \_\_\_\_\_ you how to mend it next time it breaks. (show)
- 10 At present Raschid \_\_\_\_\_ in Toronto. (study)

**B** There's a new girl in your class today. Ask her some questions about her future plans, using the present continuous of the verb in brackets.

- 1 How long \_\_\_\_\_ in this town / village / class / school? (you / stay)
- 2 Where \_\_\_\_\_ to study in future? (you / plan)
- 3 What \_\_\_\_\_ this evening/this weekend? (you / do)
- 4 What kind of job \_\_\_\_\_ to do? (you / hope)
- 5 Where \_\_\_\_\_ for your next holiday? (you / go)

**C** Some of these sentences are not correct. Tick (✓) the right ones, and correct the wrong ones.

- 1 I'm not understanding what the teacher said.
- 2 Is this dictionary belonging to you?
- 3 How are you feeling now?
- 4 What is this word meaning, please?
- 5 I'm needing a lot more information before I decide.
- 6 She's planning to visit Egypt next year.
- 7 We're hoping to buy a flat soon.
- 8 How much are you know about your family history?

## UNIT 3

### *There is, There are, It is*

When you talk about something for the first time, use **There is/There are**:

- *There's a box on the table.*
- *Are there any museums in town?*

You can use an auxiliary (helping verb) and **be**:

- *There must be a bus strike.*
- *There will be trouble.*

If you have already mentioned something, use **it/they** to refer to it/them:

- *That's my car. It's a lot older than yours!*
- *The books? They're mine!*

**A** Complete the sentences, using *is there, there's, is it* or *it's*.

- \_\_\_\_\_ a wonderful beach two kilometres away from the hotel.
- Have you seen the Mr Bean film? \_\_\_\_\_ very funny!
- \_\_\_\_\_ anybody waiting for this little girl?
- Try using this key; I think \_\_\_\_\_ the right one.
- I don't suppose \_\_\_\_\_ enough bread left to make a sandwich.
- We could go to the Theatre Royal; \_\_\_\_\_ open this week?

**B** Complete the sentences, using *are there, there are, they're* or *are they*.

- Don't look at anybody else's answers; \_\_\_\_\_ often wrong!
- Some people are ill, so \_\_\_\_\_ only eight students in class today.
- I know \_\_\_\_\_ several other employees who could do this job.
- \_\_\_\_\_ any problems you need help with?
- Those boys? Don't tell me \_\_\_\_\_ your friends!
- Pass me those sweets; \_\_\_\_\_ yours?

**It** is used impersonally with adjectives, not referring to any particular thing:

- *It's difficult to give the right answer.*
- *It's nice of you to say that.*

**C** Decide whether to use *It's* or *There's* in these sentences.

- |  |                                     |
|--|-------------------------------------|
| 1 ___ useful to have your own computer.  | 9 ___ dangerous to run here.        |
| 2 ___ no one at the bus stop.            | 10 ___ kind of her to help.         |
| 3 ___ a cat sitting on the fence.        | 11 ___ very rude to shout.          |
| 4 ___ a bus you could catch if you like. | 12 ___ a lot of work to do.         |
| 5 ___ easy to make a mistake.            | 13 ___ important not to fail.       |
| 6 ___ not necessary to show your ticket. | 14 ___ a ruined castle on the hill. |
| 7 ___ a café where we could meet.        | 15 ___ pleasant sitting in the sun. |
| 8 ___ somebody on the phone for you.     | 16 ___ not much time left.          |

## UNIT 4

### The future

The most common future form is the **present continuous** with a future expression (see **Unit 2**), and **going to**, both used for planned arrangements and intentions:

- *I'm writing letters tonight, so I can't come out.*     • *He's going to be an architect when he finishes his studies.*
- *She isn't going to marry him now.*
- *Are you going to book the flights?*

**Will** and **shall** should be used in these situations:

- a** predictions: • *I think she'll win the race.*
- b** instant decisions: • *It's hot in here; I'll open the window.*
- c** offers of help: • *Shall I help you with those files?*
- d** promises: • *I'll be very careful with the money!*
- e** invitations and polite requests: • *Will you come to dinner with me tonight?*
- f** the **first conditional** (see **Unit 18**): • *If you need me, I'll be there.*

Use **Shall I/ Shall we** when offering help or suggestions.

The **present simple** is used for timetables, programmes and schedules:

- *The plane takes off at midnight.*     • *The president arrives at 3.30 p.m.*

**A** Complete the sentences with the most natural future form. More than one form may be possible.

- 1 Your car's still at the garage; it \_\_\_\_\_ ready by next Friday. (be)
- 2 What time \_\_\_\_\_ the overnight coach \_\_\_\_\_ from Manchester? (depart)
- 3 \_\_\_\_\_ we \_\_\_\_\_ our paintings up on the walls? Is that a good idea? (put)
- 4 She \_\_\_\_\_ at least £50 a month for next year's holiday. (save)
- 5 I'm afraid I can't come to your party; I \_\_\_\_\_ my grandmother in hospital. (visit)
- 6 \_\_\_\_\_ you \_\_\_\_\_ to my 21st birthday party? It's just for a few friends. (come)
- 7 I \_\_\_\_\_ never \_\_\_\_\_ anything as silly as that again, I promise! (do)
- 8 The phone's ringing. I \_\_\_\_\_ it. (answer)

**B** Match the two halves of the sentences. Use each item only once.

- |                                |                                      |
|--------------------------------|--------------------------------------|
| 1 I don't think Joseph         | A to apply for that post.            |
| 2 The president and his party  | B I'll never forget you.             |
| 3 She isn't going              | C open the window for me, please?    |
| 4 There's someone at the door; | D give you a hand with that?         |
| 5 I'm sure                     | E will get the job this time.        |
| 6 Shall we                     | F depart on Sundays?                 |
| 7 Marion, will you             | G going to give up now.              |
| 8 Surely you aren't            | H so don't worry about me!           |
| 9 What time does the coach     | I you stay here, I'll see who it is. |
| 10 I won't take any risks,     | J arrive in Washington at 9 p.m.     |

**C** Make questions and statements about the future, using the words in brackets.

- 1 What \_\_\_\_\_ this weekend? (you / do)
- 2 How long \_\_\_\_\_? (the journey from Milan to Brussels / take)
- 3 What \_\_\_\_\_ when you leave school? (you / do)
- 4 \_\_\_\_\_ with all that work? (I / help / you)
- 5 When \_\_\_\_\_? (the Stuttgart train / arrive)
- 6 \_\_\_\_\_ before we start the meeting? (I / shut the door)
- 7 Who \_\_\_\_\_ to the party on Saturday? (you / take)
- 8 Do you think \_\_\_\_\_ the match? (she / win)
- 9 \_\_\_\_\_ me? (you / marry)
- 10 \_\_\_\_\_ before we get the bill? (we / order some coffee)
- 11 Why \_\_\_\_\_ to the Canaries again this year? (you / not / go on holiday)
- 12 If there's enough time, \_\_\_\_\_ him to explain? (you / ask)
- 13 It's cold in here, isn't it? \_\_\_\_\_ the window. (I / close)
- 14 Don't worry! \_\_\_\_\_ you if you fall! (I / catch)
- 15 'Have you seen *Flash*?' 'No, but \_\_\_\_\_ it this evening.' (I / see)

**D** Here is your friend Jim's diary for next week. He's at university, studying Spanish and Economics. Imagine you are talking to Jim. Ask him questions about next week and work out his answers.

EXAMPLE:

*What are you doing on Thursday afternoon?*

*I'm going to an Economics lecture.*

MONDAY	Dentist 10 a.m. Spanish conversation class 11 a.m. Swim 12.30 p.m. Study for Economics exam at home (afternoon)
TUESDAY	Economics lecture (Room 12) 11 a.m. Meet Elaine for lunch at sandwich bar 12.30 p.m. Work in self-study centre 4–6 p.m. Go to Manuel's for supper 8 p.m.
WEDNESDAY	Spanish classes (Room 21) 9–11 a.m. Hair cut at Split Ends 12.00 Keep-fit class 3 p.m. Meet Ali at Odeon cinema 7.30 p.m.
THURSDAY	Study in university library 9–12.00 Economics lecture (Room 6) 2 p.m. Spanish lecture (Room 43) 4 p.m. Go to Darren's to study Economics with him 8 p.m.
FRIDAY	Economics EXAM! Lecture Hall 9–12.00 Meet whole class for lunch at Roberto's Pizza House Football team practice 3–5 p.m. Meet Charles and Dora at Café Rouge 7.30 p.m.
SATURDAY	Do supermarket shopping (morning) Football match 2 p.m. (hope I play well!) Students' Disco 7 p.m.
SUNDAY	Get up late! Go for long walk with Elaine (morning) Lunch at Ali's house 1 p.m. Spanish homework (afternoon) Elaine, Manuel and Charles discuss holiday plans 8 p.m.