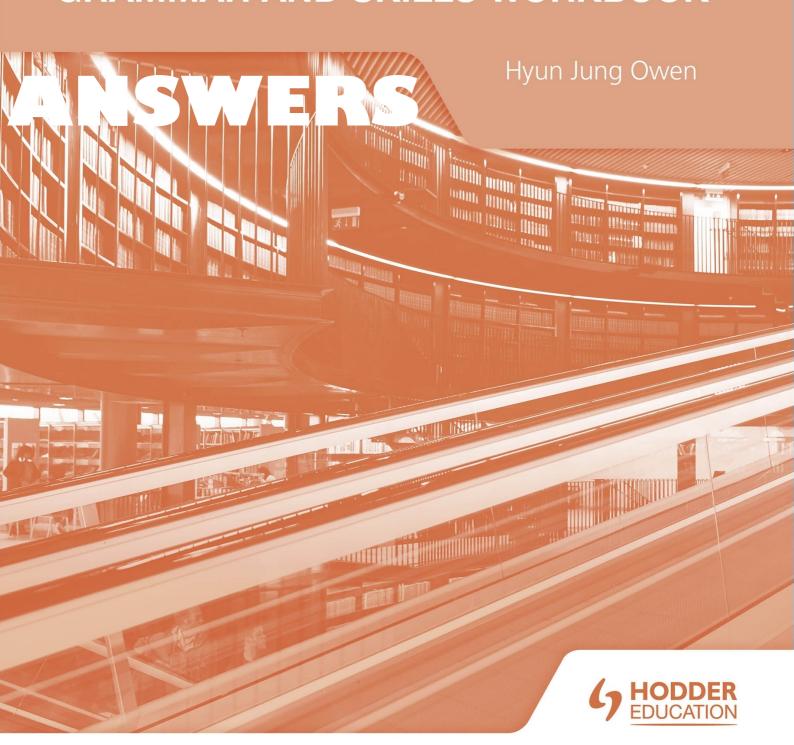
English B

GRAMMAR AND SKILLS WORKBOOK



Section A Personal texts

1: Diary entry

1

- 1 were you watching
- 2 are you looking for
- 3 checked
- 4 miss
- 5 visited
- 6 drove, walk

2

- 1 They are currently building a school on the field.
- 2 The milkman delivers milk every day.
- 3 I never talked to my neighbours when I lived in that area.
- 4 He got special treatment while he was working there because his grandfather founded the company.
- 5 She was waiting for the bus when it started to rain.
- 6 Bus fares are going up again this year.

3

It was meant to be a perfect day. I **invited** about 50 friends of his – in fact, all his friends who could come. They were asked to come to the venue at 5 p.m. so I could have everything and everyone ready for his arrival. I told him the fake plan that we were going to the cinema and out for dinner. He totally believed me. It was going so well until ... I went to pick him up at 5.30 on the day. He was nowhere to be seen. I texted him a million times, and there was no answer. Eventually I had to cancel the party and came home. When he finally rang me, I was watching TV at home. I was so angry I yelled at him for ruining the day. He said he was sorry, but he had no idea why I was so angry. He told me I had told him that we would go to the cinema on Saturday, not today! I now feel very silly and stupid.

Section A Personal texts

2: Personal letter/email

1

- have worked
- 2 hadn't revised
- 3 had finished
- 4 checks
- 5 never asked
- 6 knows

2

- 1 was invited
- 2 was working
- 3 had worked / worked
- 4 had worked
- 5 wanted
- has been
- 7 grabbed
- 8 took
- 9 work
- 10 are working

3

Edward Redford is a businessperson who owns several companies around the world. He holds a Master's degree in Law from Cambridge University. He had worked at an internationally renowned law firm for five years before he started his own business. He speaks multiple languages as he has lived in Spain, Norway, Hong Kong and the USA. He now lives in London, England.

Edward is a keen boxer who entered the professional league in his youth. He still practises boxing in his free time. He has never been married and does not have any children. He is currently looking for a long-term friend who can share his interests.

Section A Personal texts

3: Journal entry

1

- used to come
- 2 liked
- 3 used to live
- 4 would shout
- 5 sold
- 6 visited

2

- 1 I used to play cricket when I was at school.
- 2 I used to be part of the school choir and we used to/would perform at the Royal Albert Hall.
- I used to love performing in front of an audience. 3
- 4 Mum used to/would take us to all sorts of museums during school holidays.
- We used to train every Sunday and would (used to) sometimes play a match against another team.
- I finished reading the book last night.
- 7 She continued performing for almost ten years.
- 8 I used to think I was healthy.

3

I used to love pineapples. I would eat dozens of pineapple pieces every day. Some days I didn't eat anything else, until one day I developed an allergy to them and now I cannot eat them anymore.

I used to be very good at football, and was scouted to the junior division of the Premiere League team. My passion for football **started** when I was two. I used to play with a football all day and go to bed with one. Football was my life until I **broke** my leg and could not play football anymore. The doctors **advised** me never to play football again. It was devastating, but I didn't dwell on the fact. I found another sport that I could play – golf! I had never played golf prior to my accident, but when I played it, I **fell** in love with it.

Section B Professional texts

4: Formal letter

1

- 1 are going
- 2 are you going to
- 3 will be
- 4 does the movie start
- 5 are going to meet up
- 6 will be
- 7 will book
- 8 is staying
- 9 have finished
- 10 will pay

2

- 1 I will call you when I get home.
- 2 I won't be able to leave my office until I'm done with this.
- 3 We will have to leave as soon as we finish dinner.
- 4 After I get the results of the exams, I will go to Greece for a holiday.
- 5 I promise that I will have finished it by tomorrow.
- 6 The shops will be closed by the time we get there, if we don't hurry up.
- 7 We will have to send it to the editor once it is proofread.
- 8 When you've completed this set of exercises, you will be exhausted.

When I retire next month, I will move to Florence where I still have my family and friends. First, I will spend some time relaxing and catching up with friends and family. I will find a charity organization to work for. I will volunteer for the organization three days a week, and will start writing a book for children, which I have always wanted to do. By the time I have finished writing the book, I will have settled into my new routine. I will then start travelling to complete all the things on my bucket list. Life is too short for me to settle in one place. I will certainly find a boyfriend along the way and will be having the time of my life!

Section B Professional texts

5: Essay

1

- 1 was built, was destroyed
- 2 was reconstructed
- 3 is planned
- 4 are often given
- 5 has been solved
- 6 can be found
- 7 be spoken to
- is said
- 9 was found
- **10** be surprised

2

- The African elephant is protected by the government.
- 2 Australia started to be populated by European settlers in 1788.
- 3 In 1956, non-European residents were allowed to apply for citizenship (by the Australian government).
- 4 I noticed that the door had been left open.
- 5 All the cookies have been eaten.
- 6 My purse may have been stolen.
- 7 The road is being repaired.
- 8 More information can be found in the booklet.

3

Tintagel Castle (Cornish: Dintagel) is a medieval fortification located on the peninsula of Tintagel Island adjacent to the village of Tintagel, North Cornwall in the United Kingdom. The site was possibly occupied in the Romano-British period, as an array of artefacts dating to this period have been found on the peninsula, but as yet, no Roman-era structure has been proven to have existed there. It was settled during the early medieval period, when it was probably one of the seasonal residences of the regional king of Dumnonia. A castle was built on the site by Richard, 1st Earl of Cornwall, in the 13th century, during the later medieval period. It later fell into disrepair and ruin.

Section B Professional texts

6: Proposal

1

- 1 to meet
- 2 to be
- 3 opening
- 4 to avoid
- 5 working
- 6 taking part
- 7 to help
- 8 going

2

- 1 leaving, to do
- 2 to take, falling
- 3 to win, to tell
- 4 giving up, to be
- 5 hitting, to inform
- 6 to think, bothering
- 7 pressing, to learn

3

Kimberly became known when she started to work / started working for the local council. Her progressive and creative views on the world provided the council with innovative solutions to the many problems they were experiencing at the time.

After a few successful years as a local council member, she **considered becoming** a politician, but decided to work on a greater value for the world – sustainability. Kimberly began working on the Green Project with her colleagues in 2018. Since then, she has established eight sustainable energy-source companies.

She aims to inform the public of the importance of a sustainable lifestyle which starts with sensible consumerism and recycling. Her next plan is to work with schools. She plans to teach young people how to upcycle and reduce their carbon footprint. Her relentless effort to make the world more sustainable continues.

Section B Professional texts

7: Instructions/guidelines

1

- 1 about
- 2 for
- 3 of
- 4 for
- 5 with
- 6 for
- 7 to
- 8 on

2

- 1 The man is accused of kidnapping.
- 2 What does DM stand for?
- 3 What job have you applied for?
- 4 At the ceremony, I was presented with an award.
- 5 What do you think **of** the film?
- 6 I heard Ronny suffered **from** a serious illness.
- 7 Hey, I'm running late. Don't wait for me. I will join you later.
- 8 Don't worry about the results.

I can't believe that I was blamed for something that I didn't do! The cake was baked and decorated by myself, so what would I ruin it for? Just like the rest of the family, I was hoping for a perfect day for Mum. That's why I volunteered to bake a cake for her. I am not naturally good at baking, so I wanted to make a simple cake. However, my sister insisted on the most difficult cake – malted chocolate drip cake. So, I worked for hours to perfect it. It was not easy, but I was pleased with the result! My only mistake is that I didn't cover it overnight. My sister was furious with me, which is totally unfair. Anyway, Mum looked at the cake and smiled at

me. She congratulated me on making such a beautiful cake despite some paw prints! I love her so much!

Section C Mass media texts

8: News report

1

- Tomek said he would finish the job. / 'I will finish the job.'
- 2 His boss asked if he had finished the report. / 'Have you finished the report?'
- The security guard asked what I was carrying in my rucksack. / 'What are you carrying in your rucksack?'
- 4 Rosa and Jacob said that they have four children. / 'We have four children.'
- 5 My teacher told me to read more books. / '(Please) read more books.'
- 6 My neighbour asked me to look after her plants while she was on holiday. / 'Could you look after my plants while I am on holiday?'

2

- 1 asked
- 2 why I hadn't completed
- 3 agrees
- 4 the next day
- 5 having
- 6 had fed
- 7 to go
- I was

3

I think the interview went really well. I am pretty sure I have got the job, but I will have to wait and see. They asked me what I had done since university. I said that I have travelled around the world. They asked what my favourite experience was. It was a difficult question to answer, as I have done some amazing stuff! I told them about my experience in India. They seemed pleased with my answer. They asked me if I worked well with other people. They also asked if I was willing to travel abroad. I said that one of the reasons I applied for this job was the travelling aspect of the job and that I was more than willing to travel. When they asked if I

had any questions, I asked them about details of the bonus package. It all sounded great. I am so excited about this job!

Section C Mass media texts

9: Article

1

- 1 sleepy
- 2 good
- 3 entire
- 4 sensible
- 5 interesting
- 6 effective
- 7 impressed
- 8 latter

2

- 1 the young and the old
- 2 a young person
- 3 The British
- 4 Spanish girl
- 5 The super rich

Mr Taylor gets really angry with us when we're late for work. Although he has no tolerance or tardiness, he is usually very friendly and kind. He is also extremely intelligent and is nicknamed the walking encyclopedia. I do not think he is completely honest about his past though. He says he is very interested in a lot of things, but the level of his knowledge is beyond any interests! He is very good at solving problems of any sort. He is not accustomed to working with other people and prefers working on his own. He will be a great asset regardless, and I would be happy to assist him.

Section C Mass media texts

10: Blog entry

1

- 1 He doesn't always shop here.
- 2 He moved surprisingly quickly.
- 3 I suddenly heard loud noises from outside.
- 4 We quickly realized that he couldn't walk. / Quickly, we realized that he couldn't walk.
- 5 Normally, I can't work if there's music on. / I can't normally work if there's music on.
- 6 The street outside was completely silent.

2

- 1 yet
- 2 just
- 3 still
- 4 already
- 5 soon
- 6 now
- 7 ago
- 8 already
- 9 here

3

I was sitting comfortably on the sofa. **Suddenly**, I heard a loud noise from outside. (OR I suddenly heard a loud noise from outside.) I went quickly to the door. I looked carefully up and down the street. (OR I looked up and down the street carefully.) Then I stepped out extremely slowly and cautiously. (OR I stepped out slowly and extremely cautiously.) The street outside was completely silent. There was nothing or nobody there, apparently. So I closed the door quietly and went back to the TV. (OR So I quietly closed the door and went back to the TV.)

Section C Mass media texts

11: Brochure/pamphlet/leaflet

1

- 1 Adverb
- 2 Adjective
- 3 Adverb
- 4 Adjective
- 5 Adverb
- 6 Adverb
- 7 Adjective
- 8 Adverb
- 9 Adverb
- **10** Adjective

2

- 1 late
- 2 lately
- 3 hard
- 4 hardly
- 5 completely
- 6 extremely
- 7 very
- 8 totally

This **beautiful** holiday destination is famous for its exotic and unique scenery. The holiday package will include a well-planned itinerary including free meals and drinks. The team here has worked hard to find hidden gems of beauty, by talking to the locals and other holidaymakers. It is also carefully designed to minimize travel time and to allow you to have **authentic** experiences of the local culture.

This holiday is just right for the people who are **passionate** about cultural experiences and who wish to take a break from the bustling city life. You will **definitely** feel recharged and revitalized after this amazing holiday!

Section C Mass media texts

12: Interview

1

- 1 broke down
- 2 broke up
- 3 call off
- 4 Check out
- 5 came across
- 6 fell apart
- 7 get away
- 8 look into

2

- 1 My wife backed me up over my decision to quit my job.
- 2 My teacher broke down the summative assessment task into small chunks.
- 3 Correct.
- 4 My grandparents brought me up after my parents passed away.
- 5 I called on you last night but you weren't home.
- 6 I don't care for your attitude.
- 7 My doctor advised me to cut back on sweets and fatty foods.
- 8 I have to drop my sister **off** at school before I come over.

3

When I got up this morning, I had no idea how my day would end. My morning was just normal until I got into my car, which wouldn't start. I decided to get on a train instead and called the office to let them know I would be late in.

When I got on the train, I realised I had lost one of my earrings. I was looking around to find my earring when a man picked up something from the floor. It was my earring! This gentleman was called Mark and I **ended up** having a coffee together in a café near my work. We **got along** instantly. Mark said that he would drop by my office at the end of the day.

In the evening, we **went out** and **bumped into** Mark's old friends. We all **hung out** together until late. My day started badly but it all **worked out** fine. I am so **looking forward to** spending more time with Mark.

Section C Mass media texts

13: Review

1

- 1 on
- 2 in
- 3 on
- 4 at
- 5
- 6
- 7 at
- 8 on

2

- 1 since
- 2 for
- 3 for, in
- 4 at
- 5 after
- 6 on
- 7 in
- 8 at

3

Last night, I arrived in a spa town called Buxton in Derbyshire. I was exhausted by the time I found a hotel, as I had walked for seven hours. As soon as I dropped my bag and got changed, I went out to have dinner. There was a huge Thai restaurant **opposite** my hotel, so I headed there. As soon as I walked in, they asked if I had made a reservation. When I said no, they told me the restaurant was fully booked. It was 9.30 p.m. and I was really hungry. So I explained my situation to the kind-looking waitress. She told me to wait for a minute and disappeared to

speak to her manager. Upon her return, she asked if I didn't mind sitting under the awning in the back garden. I didn't mind it at all. Although it was drizzling, it was not cold. After having a warm and delicious Thai meal in the fresh air, I was ready for bed.

Section C Mass media texts

14: Editorial

1

- 1 so that
- 2 although
- 3 due to
- 4 in order to
- 5 In spite of

2

- 1 Even though they were paid nothing for the work, they were happy to help the people in need.
- 2 Despite the hardship she had to go through, Lauren finished her PhD course successfully.
- 3 Due to its rapid growth, the company had to hire 20 more people this year.
- In spite of movie critiques' praise, the box office sales of the film did not increase. 4
- 5 Because of neighbourhood complaints, the new airport was forced to be closed.
- 6 In order to succeed in his DP studies, he started to read textbooks before the course.
- 7 Since it was the only choice left, he had to take it.

3

Facebook claims that they have no responsibility over the fake news spread widely on the social media, despite that fact that it is proven false. Although videos of murder, child abuse and other horrors are routinely and rightly removed from social media, companies such as Twitter and Facebook insist that they have no responsibility to exercise the powers they have to remove untruthful stories that are posted by users. Such business decisions have jeopardised the future of many politicians as lies of a political nature are often created just to influence the voting results. Social media companies should be compelled to take responsibility for its coarsening of political debate in order to remove dirty politics in our society.

Section C Mass media texts

15: Speech

1

- 1 Mrs Baker is my aunt who donated all her fortune to charity.
- 2 This is the mansion in which Mrs Baker used to live. / This is the mansion (which) Mrs Baker used to live in.
- 3 This is the book that Mrs Baker wrote.
- 4 This is Mrs Baker's daughter, whose husband is the Chancellor of Exchequer.
- 5 Today is the last day of school, when we will have a big party.
- 6 The most famous road in Belfast is the Shankill Road where there was a large proportion of the sectarian violence during the Troubles.

2

- 1 Steve Jobs, who dropped out of Reed College, founded the tech company Apple.
- Donald Trump, who was a businessperson and television personality, became the 45th President of the United States.
- Nando's, which is a South African restaurant chain specializing in Portuguese food, has become very popular in the UK.
- McDonald's, which started as a hamburger stand in San Bernardino, California, is the world's second-largest private employer with 1.7 million employees.
- The Sydney Harbour Bridge, where we got engaged, displays the most spectacular fireworks for New Year's Eve.
- We always have a BBQ party on the June solstice, when we have the longest day of the year.

Armed robber Andrew Smith, who broke into Tesco in Norfolk, was caught after posting on Facebook. He shared his plans to raid a supermarket in a post, which included a selfie, a picture of a knife, and the words 'Doing. Tesco. Over'.

His Facebook friends shared his post, **which** was shared over 100 times in 10 minutes. Fifteen minutes later, police caught him with the knife and £400 in cash **stolen** from a Tesco store. Andrew Smith, **who** admitted that it was a mistake to post his plan on Facebook, did not express any remorse. He was sentenced to jail for four years.