

# UNIT 6 Vocabulary practice



## Careers

### 1 Choose the correct options.

Since I finished school, I've been volunteering / applying at a local charity.

- 1 When I finish my course, I'm going to **take** / **become** an apprentice.
- 2 Kim's parents are proud that she **won** / **lost** a scholarship.
- 3 José has been asked to **tutor** / **mentor** an intern at work.
- 4 George decided to turn **down** / **up** the job offer, so he could travel.
- 5 My dad graduated **from** / **to** university when he was nineteen years old.
- 6 Franc took up a **permanent** / **long** position at the local library.

### 2 Complete the text with the words in the box.

do graduate left start (x3) taught

Most people *start* a career after they finish school or university. However, British student Nick D'Aloisio didn't need to (1) ..... from university in order to (2) ..... his own business. He (3) ..... himself how to write computer programs and came up with the idea for a new app, Summly, when he was fifteen years old. He sold this app to Yahoo in 2013. Nick hasn't (4) ..... school yet, although he has taken some time off. He still hasn't decided whether he wants to (5) ..... a degree, or whether he wants to (6) ..... work.

## Compound nouns: jobs

### 3 Complete the compound nouns.

brain *surgeon*

- 1 flight a ... t ... n ... n ...
- 2 estate a ... n ...
- 3 yoga i ... t ... u ... t ... r
- 4 dog g ... o ... r
- 5 train d ... i ... r

### 4 Match the compound nouns from exercise 3 with the pictures.



brain surgeon



1 .....



2 .....



3 .....



4 .....



5 .....

## Personal qualities

### 5 Put the words in the box in the correct categories.

decisive enthusiastic ~~efficient~~ organized rational  
reliable responsible

Antonym with -in	Antonym with -un	Antonym with -dis	Antonym with -ir
<i>efficient</i>			

### 6 Complete the sentences with some of the antonyms from exercise 5.

A(n) *inefficient* employee is somebody who doesn't use their time well.

- 1 A(n) ..... employee is somebody who doesn't think about things clearly.
- 2 A(n) ..... employee is somebody who can't make decisions.
- 3 A(n) ..... employee is not dependable.
- 4 A(n) ..... employee doesn't want to do anything.
- 5 A(n) ..... employee doesn't leave their work in a tidy state.

# UNIT 6 Grammar practice



## Infinitives & gerunds

1 Choose A or B to complete the sentences.

We stopped A a picnic on our way home.

A to have B having

1 I stopped ..... coffee in the weeks before my exams.

A to drink B drinking

2 I forgot ..... some batteries for my remote control.

A to buy B buying

3 I'll never forget ..... in this house on the beach.

A to stay B staying

4 The lecturer went on ..... for three hours.

A to talk B talking

5 He went to the shop ..... some milk.

A to buy B buying

6 I was very sad ..... your news.

A to hear B hearing

2 Complete the sentences with the verbs in the box.

having living passing playing to have to punish watching

We discussed having a party to celebrate our anniversary.

1 Would you like ..... a snack before you go?

2 The teacher threatened ..... the class with a detention.

3 After ..... the film, they went to bed.

4 ..... the piano is her favourite hobby.

5 Have you got used to ..... in New York now?

6 ..... my driving test was the highlight of my year!

## Verb + object + infinitive

3 Match 1–5 with A–F.

Tonight, we'll expect

1 The teacher forced

2 Will you help

3 Did Sarah's mother remind

4 She taught

5 My uncle invited

A his students to stay late.

B me to stay with him over the summer.

C her to bring her umbrella?

D her daughter how to play the piano.

E us to study for the test?

F to see you at six o'clock.

## Participles & participial phrases

4 Order the words to form sentences.

out / room. / of / Smiling, / walked / she / the

Smiling, she walked out of the room.

1 coffee, / went / Having / to / college. / drunk / his / he

2 over. / under / until / cat / Terrified, / hid / the / bed / was / the / storm / the

3 say / to / Seeing / she / her / went / friend, / hello.

4 audience / We / the / applauding. / heard

5 the / a / ticket, / got / Having / he / bought / train. / on

6 fall. / They / the / saw / leaves

5 Complete the text with the words in the box.

achieved decided investing running spotting targeting thought of

### Teenage millionaires

Spotting opportunities online, some young entrepreneurs have become millionaires before the age of 20.

- Having (1) ..... that he was going to set up his own business, Sean Belnick turned to his stepfather for advice. (2) ..... just \$500 at first in 2001, Belnick created bizChair, an internet retailer for furniture, when he was fourteen years old. (3) ..... operations initially from his bedroom, he later expanded his business and today it is said to be worth around \$42 million.
- Having (4) ..... the idea for Miss O and Friends when she was only ten years old, Juliette Brindak finally launched her website when she was sixteen. (5) ..... teenage girls in particular, this site now has ten million monthly visits and is said to be worth around \$15 million. Having (6) ..... so much at a young age, Brindak has now gone to college to finish her education.

# UNIT 6 Vocabulary practice



## Careers

- 1 Complete the dialogue with the correct forms of the verbs in the box.

apply do drop get ~~leave~~ start volunteer

### An interview with a young entrepreneur

- A: So, when did you *leave* school?  
B: In 2008. I started (1) ..... a degree, but I didn't like it at all, so I (2) ..... out of university. That was a difficult time because I couldn't (3) ..... a job.  
A: So how did you survive?  
B: I was sleeping on a sofa in my friend's flat for a while. I (4) ..... for over 50 jobs, and I (5) ..... for a local charity.  
A: So, what did you do next?  
B: Finally, I started working part-time for a small company designing websites. A few months later, I (6) ..... a business and now I'm the most successful website designer in the country!

- 2 Correct the underlined mistakes in the sentences.

I graduated to university last year. *from*

- 1 Theo read his thesis on web design.  
.....  
2 Emma is happy because she gained a scholarship to a famous university. ....  
3 Bella studied hard at university and got a grade in law. ....  
4 Maria was committed to paint a series of portraits.  
.....  
5 I'm asking for a place at Oxford, but I don't think I'll get in. ....

## Compound nouns: jobs

- 3 Complete the compound nouns.

camera *operator*

- 1 company d.....  
2 dog g.....  
3 estate a.....  
4 tattoo r.....  
5 video e.....  
6 yoga i.....

## Personal qualities

- 4 Complete the sentences with antonyms for the underlined words.

My old boss couldn't make decisions. He was completely decisive. *indecisive*

- 1 My secretary is very organized – she's always losing my papers. ....  
2 My friend is really rational – he gets angry for no reason. ....  
3 My sister is very sociable – she doesn't like meeting new people. ....  
4 My colleague is enthusiastic about the new system – he doesn't think it will be a success. ....

## Consolidation

- 5 Correct the mistakes in the verbs. Two sentences are correct.

I must go off my computer now. *log*

- 1 We celebrated because our favourite team qualified for the final. ....  
2 My friend has a really annoyed ringtone on her smartphone. ....  
3 Are you an active or sedentive person?  
.....  
4 Most companies refund payment if you return something. ....  
5 My parents' arrival was delayed because of bad weather.  
.....

- 6 Complete the sentences with the correct form of a verbs in bold. Add the correct prepositions for the verbs.

The firefighter told us to relax and *calm down*. (**calm**)

- 1 She ..... a photo of her ex-boyfriend when she was tidying her room. (**come**)  
2 The new president ..... power in January. (**take**)  
3 He had to ..... many problems when he was younger. (**deal**)  
4 They didn't pay the bill and their electricity was ..... (**cut**)  
5 I never ..... in sports competitions. (**take**)  
6 This political party was ..... in 1978. (**set**)  
7 Only six entrants will ..... to the final. (**get**)  
8 Please ..... your phone while you're in the cinema. (**switch**)

# UNIT 6 Grammar practice



## Infinitives & gerunds

- 1 Complete the text with the verbs in the box. Use a gerund or infinitive. Sometimes there is more than one possible answer.

do eat get make (x2) put wear

### Job interview mistakes

Nobody wants *to make* a mistake in a job interview, but some people can't help (1) ..... something wrong.

- One interviewee wanted (2) ..... a good impression by (3) ..... a smart suit, but half way through the interview she realized that she'd forgotten (4) ..... on her smart shoes and was wearing white trainers!
- Another interviewee walked into the interview with a burger and then started (5) ..... it! Unsurprisingly, he failed (6) ..... the job!

- 2 Write sentences. Use a gerund or infinitive.

Tina / refuse / play tennis / with Sam/ yesterday.

*Tina refused to play tennis with Sam yesterday.*

- George / can't stand / eat / seafood.  
.....
- they / wait / see / the headmaster / at the moment.  
.....
- swim / be / the best / form of exercise.  
.....
- Sue / be looking forward to / study / economics / next year.  
.....
- you / remember / see / this film / last year?  
.....
- the students / prepare / take / their exams / now?  
.....

## Verb + object + infinitive

- 3 Complete the second sentence so that it means the same as the first sentence. Use object + infinitive.

'Stay away from the dog,' Kim told Luke.

Kim warned *Luke to stay away from the dog.*

- 'You must dance,' Nina said to me.  
Nina forced .....
- 'Don't walk on the grass,' the teacher told John.  
The teacher warned .....
- 'Please, Peter, don't do it,' Katie said.  
Katie begged .....
- 'Would you like to go to the cinema, Louise?'  
asked James.  
James invited .....

- 'Don't forget to buy flowers,' Tom told his brother.  
Tom reminded .....
- 'Sit down and be quiet,' the teacher said to the class.  
The teacher ordered .....

## Participles & participial phrases

- 4 Complete the sentences with the verbs in the box. Use the correct participle or participial phrases.

check cry live run shake shock walk

*Running* around the track, he got very tired.

- ..... to hear the news, he turned pale and left the room.
- Having ..... all his messages, he put down the phone.
- ..... in the countryside, he's lost touch with many of his friends in the city.
- ..... into the job interview, he tripped and fell over.
- The teacher saw Vicky ..... and asked her what was wrong.
- I felt the ground ..... beneath my feet and ran outside.

## Consolidation

- 5 Complete the sentences with your own ideas.

Next year I hope *to study English literature at university.*

- Next summer I intend .....
- I always avoid .....
- I usually enjoy .....
- My friend once persuaded .....
- I would love .....

- 6 Choose the correct options.

- A: Hi, how **did** / **was** the interview go?  
B: OK, I think. The interviewer seemed (1) **to like** / **liking** me.  
A: What did they ask you (2) **to do** / **doing**?  
B: Well, first I (3) **was having** / **had** a formal interview, (4) **who** / **which** lasted 30 minutes. Then I (5) **might have done** / **had to do** a written test.  
A: When do you expect (6) **to hear** / **hearing** if you've got the job?  
B: They said that they hope (7) **to call** / **calling** me some time tomorrow. Even if they (8) **don't give** / **hadn't given** me the job, they will still offer (9) **to provide** / **providing** feedback on how I did in the interview.

# UNIT 6 Writing practice

## Writing skills: step 1

### 1 Choose the correct options.

- 1 I am writing to thank you for **invite / inviting** me to attend the awards ceremony.
- 2 I would be grateful if **you'd / you would** pass my letter to the relevant person.
- 3 I look forward to **hear / hearing** from you.
- 4 I am writing with reference to the post which **advertised / was advertised** on your website recently.
- 5 After **finishing / to finish** university, I worked in a lawyer's office for two years.
- 6 **I've / I have** attached my CV, which gives details of my qualifications.

### 2 Rewrite the sentences in a more formal way. Pay attention to contractions, active or passive structures, gerunds and infinitives. Two sentences do not need to be rewritten.

- 1 I've enclosed a reference which my head teacher wrote.  
.....  
.....
- 2 As soon as I've received my bank account details, I'll send them to you.  
.....  
.....
- 3 Someone asked me to contact you to confirm the details of our meeting.  
.....  
.....
- 4 Your company was recommended to me by my cousin.  
.....  
.....
- 5 Donald's Ltd. gave me a job as a website designer.  
.....  
.....
- 6 I worked in a shop after I finished school and before I started university.  
.....  
.....
- 7 I am writing to enquire about the part-time job that you are currently advertising.  
.....  
.....

## Writing skills: step 2

### 3 Read the text. Match paragraphs A–D with descriptions 1–4.

- 1 What the writer is requesting .....
- 2 Reason for writing .....
- 3 What the writer can offer .....
- 4 Why the writer is interested .....

A

(1) ..... Sir or Madam,

I am (2) ..... to apply for the post of Administrative Assistant at Spinning Music Production, which was advertised in the *Daily Record* newspaper recently. I believe I would be suitable for this position, and I have attached my CV.

B

I would be very interested in working for a music production company because I have a background in music, both at school and in my free time. I have played the violin and guitar since the age of eight, and I (3) ..... selected to lead the school orchestra at the age of sixteen. In my free time, I play in a rock band which I formed with my brother and two friends.

C

After finishing school I studied administration at college. The post of Administrative Assistant would be an ideal way for me to start my career and to find out more about the music production business. I am a hard worker and very keen (4) ..... learn. With my excellent computer skills, I think I would be a useful addition to your team.

D

I would be (5) ..... if you would consider me for an interview. I look (6) ..... to hearing from you.

Yours (7) .....,

Mel Barber

### 4 Complete the text with suitable words.